

Santa Fe South Schools, Inc.
Governance Regular Board Meeting Minutes

Monday, November 25, 2024

Place of Meeting

Santa Fe South Central Office
Conference Room
7000 Crossroads Blvd. Suite 4000
Oklahoma City, OK 73149

Agenda was posted on the doors of the Administration Office and Website.
Administration Doors 11/20/2024 4:00pm, Website 11/22/2024 12:30pm

Meeting was called to order at 6:12pm by Michael Brooks Jimenez. Roll called, and quorum announced.

Board Members Present: Susan Agel, Michael, Brooks-Jimenez, Vicky Primeaux, Ericka Flores

Members Absent: Tyler Green, Dr. Ed Frick, Rosy Trujillo

Guest Present: None

Staff Present: Angela Serna, Chris Brewster, Brooks Levonitis, Maritza Santiago, Melissa Nunez, Larry McFarlin

Consent Agenda:

The following items concern reports and items of a routine nature and will be approved as a single agenda item. Board members may request to remove any item on the consent agenda for further discussion.

1. Approval or disapproval of October 21, 2024 Regular Meeting Minutes
 2. Approval or disapproval of Fund 11 (General Fund) Vendors and Encumbrance Amounts October 1st, 2024- October 31st, 2024
 3. Approval or disapproval of Fund 60 (Activity Fund) Vendors and Encumbrance Amounts October 1st, 2024- October 31st, 2024
 4. Approval or disapproval of Fund 21 (Building Fund) Vendors and Encumbrance Amounts October 1st, 2024- October 31st, 2024
 5. Approval or disapproval of Fund 11 (General Fund) Vendor Fund Payments October 1st, 2024- October 31st, 2024
 6. Approval or disapproval of Fund 60 (Activity Fund) Vendor Fund Payments October 1st, 2024- October 31st, 2024
 7. Approval or disapproval of Fund 21 (Building Fund) Vendor Fund Payments October 1st, 2024- October 31st, 2024
 8. Approval or disapproval of Activity Fund Transfers – Student activity account transfers to close inactive accounts
- Motion to pull the October 21, 2024 Regular Meeting Minutes from the Consent Agenda was made by Susan Agel and seconded by Vicky Primeaux.

Motion Passed: 4-0

Susan Agel -Y

Michael, Brooks-Jimenez - Y

Ericka Flores - Y

- Vicky Primeaux - Y
- The board requested for the audit cost and time with auditing company Eide Bailly be added to the minutes. Motion to amend the October 21, 2024 Regular Meeting Minutes was made by Susan Agel and seconded by Ericka Flores.
Motion Passed: 4-0
Susan Agel -Y
Michael, Brooks-Jimenez - Y
Ericka Flores - Y
Vicky Primeaux - Y
 - Motion to approve the Consent Agenda Items was made by Vicky Primeaux and seconded by Susan Agel.
Motion Passed: 4-0
Susan Agel -Y
Michael, Brooks-Jimenez - Y
Ericka Flores - Y
Vicky Primeaux - Y

Financial Reports:

Maritza Santiago our Director of Finance, gave a brief finance summary of the financial report. Board President Michael Brooks-Jimenez asked for an update on the shortage of our Title 1 Funds. Superintendent Chris Brewster said they are looking into the miscalculation and it is still a work in progress.

- Motion to approve the financial reports for September were made by Susan Agel and seconded by Ericka Flores.
Motion Passed: 4-0
Susan Agel -Y
Michael, Brooks-Jimenez - Y
Ericka Flores- Y
Vicky Primeaux - Y

Agenda Items:

Agenda 1. Superintendent Chris Brewster let the board know that the plans for growing Trinity Elementary by one grade level until they are a Prek-5th grade site will continue next school year. Trinity Elementary is currently Prek-1st grade and will add 2nd grade for the 2025-2026 school year.

- Motion to approve the expansion of Trinity Elementary was made by Ericka Flores and seconded by Vicky Primeaux.
Motion Passed: 4-0
Susan Agel -Y
Michael, Brooks-Jimenez - Y
Ericka Flores - Y
Vicky Primeaux - Y

Agenda 2. Superintendent Chris Brewster presented to the board the plans to open a new elementary site. The potential location for this site would be at Crossroads Church on SW 89th and Shields Blvd. They have been visiting with Trinity Elementary to see current school plans. Mr. Chris Brewster let the board know that our authorizer, Oklahoma City Community College approved the expansion plans at their last board meeting. Board member Vicky Primeaux asked about what grades the school will serve which will be Prek-1st grade. Board member Ericka Flores asked about lease costs, which will be a per pupil amount.

- Motion to approve the expansion plans for a new elementary site for the 2025-26 school year was made by Ericka Flores and seconded by Susan Agel.

Motion Passed: 4-0

Susan Agel -Y
Michael, Brooks-Jimenez - Y
Ericka Flores - Y
Vicky Primeaux - Y

- **Agenda 3.** Motion to approve the 2025 Board Calendar was made by Ericka Flores and seconded by Susan Agel.

Motion Passed: 4-0

Susan Agel -Y
Michael, Brooks-Jimenez - Y
Ericka Flores - Y
Vicky Primeaux - Y

- **Agenda 4.** Motion to approve the permission for High School students to receive credit from Metro Technology Center in math, science, computer, arts, or elective courses for the 2024-2025 school year was made by Susan Agel and seconded by Ericka Flores.

Motion Passed: 4-0

Susan Agel -Y
Michael, Brooks-Jimenez - Y
Ericka Flores - Y
Vicky Primeaux - Y

- **Agenda 5.** Motion to approve the district policy and parent letter regarding Diabetes Electronic Glucose Monitoring Device was made by Ericka Flores and seconded by Susan Agel.

Motion Passed: 4-0

Susan Agel -Y
Michael, Brooks-Jimenez - Y
Ericka Flores -
Vicky Primeaux - Y

Agenda 6. In regards to the safety plans, board member Ericka Flores asked if we do Automated External Defibrillator (AED) drills in which the schools do not, but all staff reported on the site plans have proper training.

- Motion to approve the Chase Morris Sudden Cardiac Arrest site plans for the High School, Middle School, West Middle School, and Pathways was made by Vicky Primeaux and seconded by Ericka Flores.

Motion Passed: 4-0

Susan Agel -Y
Michael, Brooks-Jimenez - Y
Ericka Flores – Y
Vicky Primeaux - Y

Agenda 7. Superintendent Chris Brewster gave a description of the transfer and lottery process. Board member Susan Agel asked how many students are on the waiting list annually, which changes every year depending on the grade.

- Motion to approve the Amended Transfer, Application, and Lottery Policy to add the transfer process and February lottery was made by Vicky Primeaux and seconded by Ericka Flores.

Motion Passed: 4-0

Susan Agel -Y

Michael, Brooks-Jimenez - Y

Ericka Flores – Y

Vicky Primeaux - Y

- **Agenda 8.** Motion to approve the Employee New Hire Report from October 16th, 2024 – November 15, 2024 for the titles listed below was made by Susan Agel and seconded by Vicky Primeaux.

- Para Pro - Sped
- Band Director
- G7 Science Teacher
- In School Suspension Teacher
- G7 Math Teacher
- G7 Math Teacher
- G3 Reading Teacher
- Para Pro - ELL

Motion Passed: 4-0

Susan Agel -Y

Michael, Brooks-Jimenez - Y

Ericka Flores – Y

Vicky Primeaux - Y

- **Agenda 9.** Motion to approve the Employee Resignation Report from October 16th, 2024 – November 15, 2024 for the titles listed below was made by Ericka Flores and seconded by Susan Agel.

- Maintenance Director
- HS English Teacher
- Administrative Assistant
- G7 Math Teacher
- Sped Teacher

Motion Passed: 4-0

Susan Agel -Y

Michael, Brooks-Jimenez - Y

Ericka Flores - Y

Vicky Primeaux - Y

Agenda 10. Discussion and possible action of Superintendent's Evaluation Process. The board proposed an executive session to discuss the Superintendent's evaluation.

Executive Session

Executive Session pursuant to 25 O.S. § 307(B)(3)) to discuss the Superintendent's evaluation process.

- Motion to enter executive session was made by Susan Agel and seconded by Vicky Primeaux.

Motion Passed: 4-0

Susan Agel -Y

Michael, Brooks-Jimenez - Y

Ericka Flores - Y

Vicky Primeaux - Y

Board President Michael Brooks-Jimenez announced that the board entered into executive session at 6:45p.m. to discuss the Superintendent's Evaluation authorized by 25 O.S. Section 307 (B). Those present in executive session were Susan Agel, Michael, Brooks-Jimenez, Vicky Primeaux, Ericka Flores, Angela Serna, and Melissa Nunez. No action was taken by the board of education. The board returned to regular session at 7:00pm.

- Motion to adjourn executive session and enter regular session was made by Susan Agel and seconded by Vicky Primeaux.

Motion Passed: 4-0

Susan Agel -Y

Michael, Brooks-Jimenez - Y

Ericka Flores - Y

Vicky Primeaux - Y

Agenda 10 (Continued) Discussion and possible action of Superintendent's Evaluation Process. Board member Susan Agel mentioned that the first step in the evaluation was to review the Superintendent's Contract. The board drafted a new contract that was discussed during executive session.

- Motion to amend the updated Superintendent's Contract from 226 contract days to 227 days was made by Susan Agel and seconded by Ericka Flores.

Motion Passed: 4-0

Susan Agel -Y

Michael, Brooks-Jimenez - Y

Ericka Flores - Y

Vicky Primeaux - Y

- Motion to retroactively approve as of July 1st, 2024 the amended Superintendent's Contract was made by Susan Agel and seconded by Ericka Flores.

Motion Passed: 4-0

Susan Agel -Y

Michael, Brooks-Jimenez - Y

Ericka Flores - Y

Vicky Primeaux - Y

Superintendent's Report/Discussion Items:

Mr. Chris Brewster spoke on the following topics:

Update on accreditation

Update on SAI audit

Fuel OKC pipeline for educators from Mexico

January 7 convocation at FBC Moore - 8:00 AM

Significant hires

James Lencioni

Lane Wren

Eli Morlett

Capital projects

Spero classrooms

Indoor athletic space

Sports complex - fields, AC in gym, etc.

Immigration crackdown concerns

Bible/prayer, etc.

Adjourn:

- Motion to adjourn the meeting at 7:38pm was made by Susan Agel and seconded by Ericka Flores.

Motion Passed: 4-0

Susan Agel -Y

Michael, Brooks-Jimenez - Y

Ericka Flores - Y

Vicky Primeaux - Y