

AGENDA WITH COMMENTARY

**GUTHRIE PUBLIC SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
802 EAST VILAS
GUTHRIE, OKLAHOMA**

**WEDNESDAY
DECEMBER 19, 2018
6:00 P.M.**

AGENDA:

1. Call to Order

2. Roll Call

3. Establish a Quorum

4. Pledge of Allegiance

5. Moment of Silence

6. Presentation of proposed new District Policy:

- *G-14 Advertising*

Pages 3-4

Commentary:

This proposed new policy was reviewed by the Superintendent and our legal counsel. This is not an action item. It is for presentation only and will be placed on the January agenda for consideration.

7. Recommendation, consideration and action upon new District Policy:

- *C-15A Service Animals*

Pages 5-7

Commentary:

This policy was submitted for presentation at the November Regular Board meeting and is now being brought back as an action item. It has been reviewed by our legal counsel. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

8. Recommendation, consideration and action upon revision to District Policy:

- *C-2 Public Gifts to the Schools*

Page 8

Commentary:

This is a recommendation from our legal counsel based on state and federal law. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 9. **Discussion on Guthrie Public Schools' Long Range Plan**

- 10. **Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1 and 7**
 - A. **Vote to go into executive session**
 - B. **Acknowledge Board's return to open session**
 - C. **Statement of minutes of executive session**

- 11. **Vote on action as set out on the Personnel Reports.....Page 9**

- 12. **Adjourn**

**Dr. Mike Simpson
Superintendent**

jf

Posted by: _____

Date: _____ Time: _____

Place: _____

ADVERTISING

Purpose

The Board of Education has adopted this policy to help align advertising in District publications with the District's educational mission. Advertising revenue from businesses and individuals shall be used to advance the educational mission of the District.

The District reserves the right to deny advertising space to any business and/or individual who seeks to promote activities or products contrary to the District's mission. Advertising is prohibited in classrooms and on buses.

In the event of any dispute the Superintendent shall make the final decision.

Advertising in District Publications

District publications include all school-sponsored publications such as, but not limited to, school newspapers, news-magazines, yearbooks, handbooks, and athletic and fine arts event programs. The purposes for accepting commercial advertising in school-sponsored publications are to raise revenue in order to help finance the publications and to teach students journalistic management skills.

Television Advertising

District shall not allow advertising on its public TV channel or offer its TV channel to third parties for commercial purposes unless specifically approved by the Board of Education.

No Public Forum

District-sponsored publications do not create a public forum or a designated public forum available to anyone as an advertising or speech forum. It is the intention of the Board of Education to maintain advertising space in District-sponsored publications as nonpublic forums.

All advertising intended for inclusion in a District publication must be approved by the supervising District administrator prior to its inclusion in, and the printing of, the publication. In the event of a dispute the Superintendent or the Superintendent's designee shall have the final decision making authority.

The following advertisements will NOT be accepted for District publications:

1. Advertisements which are contrary to or inconsistent with the educational mission of the District.
2. Advertisements which can reasonably be construed as pornographic, as defined by local community standards or that are obscene, vulgar, or lewd.
3. Advertisements which are libelous, racially offensive, religiously offensive, or discriminatory, demeaning or harassing on the basis of sex or any other protected category.
4. Advertisements which promote hostility, disorder, or violence.
5. Advertisements which promote, favor, or oppose controversial political or societal issues.
6. Advertisements which promote a partisan position on a candidate for public office or promote a partisan position on a bond or budget issue or any public question to be submitted at any election.
7. Advertisements which proselytize or espouse religious beliefs or exhort affiliation with any religious organization or religious belief. This restriction does not prohibit religious organizations from advertising their name, address and non-proselytizing messages.
8. Advertisements which use any District or school logo without prior approval.
9. Advertisements which are inconsistent with existing District marketing programs, contracts or policies.

Advertisements for any of the following will NOT be accepted:

- a. X-or R-rated movies.
- b. Tobacco products.
- c. Alcoholic beverage products.
- d. Drugs or drug paraphernalia.
- e. Firearms or other dangerous weapons.
- f. Birth control products or information.
- g. Gambling.
- h. Tattoos and body piercings.

Fees

Fees to be charged for commercial advertising in District publications shall be determined by the supervising District administrator.

SERVICE ANIMALS

Purpose

The purpose of this policy is to establish procedures for the use of service animals in the district, including school buildings, school vehicles and other school property.

Policy

The district acknowledges its responsibility to permit students and/or adults with disabilities to be accompanied by a service animal in its facilities and programs and intends to comply with all state and federal laws, rules and regulations regarding the use of service animals by district employees and students with disabilities.

Definitions

“Service animal” is defined by the Americans with Disabilities Act (ADA) as any service dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. The work or tasks performed by a service animal must be directly related to the individual’s disability. Service animal is limited to the animals defined under the ADA and does not include any other species of animal, wild or domestic, trained or untrained. Service animal does not include an animal used or relied upon for crime deterrence, emotional support, well-being, comfort, or companionship.

“Employee” is defined as a person who is employed by the district on a part or full-time basis, with or without compensation, and elected or appointed members of the district’s board of education.

“Student” means a child who is currently enrolled at the district, and includes the parents and guardians of a child who is (a) under the age of 18, or (b) otherwise unable to manage their own affairs.

Procedures/Requirements

The use of service animals by employees and students with disabilities is subject to the following procedures and requirements:

- A. The employee or student will submit a notification of the intent to use a service animal to the district's Director of Special Services. The notification will identify whether the service animal is required because of the person’s disability, and, if so, identify and describe the manner in which the service animal will meet the individual’s particular need(s).
- B. Notifications for the use of service animals on district property will, whenever possible, be made at least one week prior to the proposed use of the service animal.
- C. As part of the district’s consideration of the use of a service animal, the district may require certification of proper vaccinations verified by a veterinarian.
- D. The district’s review of use of a service animal may include consideration of a student’s IEP or Section 504 records. The district may also request a meeting with the employee or student.

- E. The use of a service animal on district property may be subject to a plan that introduces the service animal to the school environment, any appropriate training for staff and students regarding interaction with the service animal, and other activities or conditions deemed necessary by the district. The district's approval of the use of a service animal on district property is subject to periodic review, revision, or revocation by district administration.
- F. Service animals will always be on a leash or other form of restraint mechanism. It is recommended that service animals have proper identification. It is the responsibility of the employee or student who uses a service animal pursuant to this policy to serve as the handler or arrange for a third party handler to provide proper handling of the service animal. Any cost incurred to handle the service animal will be the responsibility of the employee or student who uses the service animal.
- G. Service animals will be allowed in district vehicles when:
1. The inclusion of the service animal is documented as required on district transportation forms; and
 2. The service animal is under the control of the handler at all times, including entering and exiting the vehicle.
- H. The responsibility for the care and supervision of the service animal rests solely on the employee or student. The district is not responsible for providing any staff member to walk the service animal or provide any other care or assistance to the animal. Issues related to the care and supervision of service animals will be addressed on a case-by-case basis in the discretion of the building administrator.
- I. Pursuant to federal law, the district retains discretion to exclude or remove a service animal from district property and transportation if:
1. The service animal is out of control and/or the service animal's handler does not effectively control the service animal's behavior;
 2. The service animal is not housebroken;
 3. The service animal poses a direct threat to the health or safety of others that cannot be eliminated by reasonable modifications; or,
 4. Permitting the service animal would fundamentally alter the nature of the service, program, or activity.

Liability

The employee or student will be responsible for any damage to district or personal property and any injuries to individuals caused by the service animal. The employee or student who uses a service animal on district property will hold the district harmless and indemnify the district from any such damages.

Visitors

Any visitor requiring the accompaniment of a service animal for purposes of this policy is welcome in all areas of district facilities and programs that are open to the public (except in situations determined to apply under item I. in the Procedures/Requirements section, above).

Appeals and Grievances

Any person dissatisfied with a decision concerning a service animal can file a grievance, using the district's grievance procedures.

Requirements for Service Animals

Vaccination: Service animals must be immunized against diseases common to that type of animal. [Okla. Admin. Code 310:599-3-9.1] All vaccinations must be current. Dogs must wear a rabies vaccination tag.

Licensing: All service dogs must be licensed as may be required by state and/or local law.

Owner ID and Other Tags: Dogs may be required to wear a current dog license and rabies-vaccination tag, unless the dog is permanently and uniquely identified with a microchip implant or tattoo.

Leash: Service animals must be on a leash or tether at all times, unless impracticable or unfeasible due to the disability of the employee or student.

Collar: A service dog used by a person who is deaf or hard-of-hearing must wear an orange identifying collar. [Okla. Stat. tit. 7, § 19.1(C)]

Under Control: The owner/handler of a service animal must be in full control of the animal at all times. The care and supervision of a service animal is solely the responsibility of owner/handler.

Cleanup Rule: The handler of the service animal, whether it be the employee, student or a third party, must clean up after the animal defecates or urinates, as well as follow any municipal ordinance applicable thereto.

Grooming: All service animals must be treated for, and kept free of, fleas and ticks. All service animals must be kept clean and groomed to avoid shedding and dander.

PUBLIC GIFTS TO THE SCHOOLS

The Guthrie Board of Education assumes responsibility ~~Public Schools (“GPS”) is responsible~~ within its financial capabilities for ~~providing at public expense all items of equipment, supplies and services that may be required in the interest of education in the school units under its jurisdiction~~ **and as required by law for the education of its students.** Gifts, grants, or bequests ~~will may~~ be accepted ~~and the action recorded,~~ provided the conditions of acceptance, **if any, are satisfactory to the Board of Education** ~~do not remove any degree of control of the school district from the board.~~

~~Propositions giving~~ **Proposals to give** funds, equipment, or materials to ~~the school~~ **GPS** with a “matching agreement” or restriction are generally not acceptable. Acceptance of donated equipment or materials may depend upon the compliance with the Board’s policy of standardizing materials and equipment in the district, ~~which could restrict gifts purchased by parent teacher organizations to individual schools.~~ The acceptance of a gift for a particular school, however, indicates the board’s approval of the use the benefactor specified.

Any person or organization desiring to ~~give~~ **make** a gift, ~~or make a grant or a bequest to the board~~ **GPS** should contact the superintendent who may accept the gift, **grant or bequest**, thank the donors, and inform the Board, **except** that offers of real property **or gifts that will be affixed to GPS real property** will be accepted only by the Board. Also, where the appropriateness of a gift is ~~in doubt~~ **questionable or conditional**, the superintendent will refer the matter to the Board for its **action including** acceptance or rejection. For example, ~~single gifts of considerable value~~ exhibiting the donor’s name or business shall be considered on an individual basis by the Board.

The superintendent shall advise the Board at its regular monthly meeting of any gifts, grants or bequests made to GPS during the prior month.

~~Provided, all conditional gifts must be approved by the board.~~ Any gift or grant accepted by the Board or the superintendent as its executive officer **pursuant to this policy** shall become the **permanent** property of the ~~Board of Education~~ **Guthrie Public Schools.**



Board of Education Personnel Reports

Employment Request

Classification						
Certified						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Berryhill, Kaylea	Fogarty	1st grade	01/07/19		6	Mandi Paul
Covarrubias, Priscil	GUES	Music Teacher	01/07/19		6	Teresa Hartley
Dobson, James	GUES	6th Grade Math	01/07/19		6	Andrea Molder
White, Connor	Junior High	Title 1 Reading	01/07/19		6	Sharon Cochrane

Classification						
Support						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Iakovakis, Lacy	High School	Spec, Ed. Paraprofessional	01/07/19	3	7.5	Bri Alhamdani

Transfer of Position Report

Classification					
Certified					
Name	Transferred From	Transferred To	Replacing	Transfer Date	
Cochrane, Sharon	JH Title I Reading	JH 7th/8th Reading	Garalee Wade	1/7/2019	
Paul, Brittne	JH - 7th/8th Science	JH - STEM	Trent Coe	1/7/2019	