

**Deborah Brown Community School
Special Board of Director's Meeting Minutes
June 29, 2023**

Notice of this meeting was given to the County Clerk on June 27, 2023 and the Agenda was posted on June 27, 2023, 2023 as required by the Open Meeting Act.

Board Members Present	Others Present
Kenneth James	Aisha Brown
Donald Horner	Deborah Brown
Marian Billbury	

1. Kenneth James called the meeting to order. Quorum Present.
2. Kenneth James reminded those wishing to address the Board to sign in with the Clerk.
3. Deborah Brown presented the OSIG renewal for FY 23-24. She stated that Philadelphia Insurance had cancelled the school insurance in March due to the winter flooding. Marian Billbury made a motion to approve the renewal. Donald Horner seconded this motion.

Board Member Vote

Name	VOTE
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

4. Tabled.
5. Deborah Brown presented the school calendar for FY 23-24. She recommended to the Board to approve a calendar based upon 1080 hours as this has been beneficial to DBCS for several years. Marian Billbury made a motion to approve a 1080 hour school calendar. Donald Horner seconded this motion.

Board Member Vote

Name	VOTE
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

6. Kenneth James reviewed PO 1-127 with the Board for FY 22-23. The PO's from 22-23 for the Activity and Grant account were not placed on the agenda. The Activity Account PO' 1 and 2 were for t-shirts and a Jupiter jump party. The Grant Account PO's 1-5 were for staff gifts. Kenneth James also presented PO 1-60 for FY 23-24. Donald Horner made a motion to approve the PO's presented at the meeting. Marian Billbury seconded this motion.

Board Member Vote

Name	Vote
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

7. Deborah Brown stated that a purchase requestor was an audit requirement. She also recommended the contract with Tom Cameron and Associates for federal programs. Marian Billbury made a motion to approve Millard Jones as the Purchase Requestor and to approve the contract with Tom Cameron and Associates for federal programs. Donald Horner seconded this motion.

Board Member Vote

Name	Vote
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

8. Deborah Brown presented the Summer School contracts for the individuals listed on the agenda. She stated that due to the renovations being completed in the building, teachers and paraprofessionals held classes via ZOOM for the month of June. Marian Billbury made a motion to approve the summer school contracts. Donald Horner seconded this motion.

Board Member Vote

Name	Vote
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

- 9. There were no Citizen Comments.
- 10. There were no Announcements.
- 11. The meeting adjourned at 6:43 p.m.

Board Member

Kenneth James

Marian Billbury

Donald Horner

Paul Jackson



Handwritten signatures in blue ink over horizontal lines. The signatures are: Kenneth James, Marian Billbury, Donald Horner, and Paul Jackson.

**Deborah Brown Community School
Regular Board of Director's Meeting Minutes
July 20, 2023**

Notice of this meeting was given to the County Clerk on _____ and the Agenda was posted on July 18, 2023 as required by the Open Meeting Act.

Board Members Present	Others Present
Kenneth James	Aisha Brown
Donald Horner	Deborah Brown
Marian Billbury	

1. Kenneth James called the meeting to order. Quorum Present.
2. Kenneth James reminded those wishing to address the Board to sign in with the Clerk.
3. Tabled.
4. Kenneth James presented the employee contracts for Millard Jones and Aisha Brown for administrative duties. Ms. Brown stated that both employees have served the District for several years and have been operated in integrity and honesty. Marian Billbury a motion to approve the contracts, Donald Horner seconded this motion.

Board Member Vote

Name	Vote
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

5. Kenneth James presented the lease with D-Bora Investments. D-Bora Investments served as a benefactor in purchasing the current facility for the sole use of DBCS. The lease has been in place since moving in 2007. Marian Billbury made a motion to approve the lease. Donald Horner seconded this motion.

Board Member Vote

Name	Vote
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

6. The Board and Director discussed the accreditation status of DBCS. She recommended a contract with Harold Roberts to assist Rex Thompson with the deficiencies. Donald Horner made a motion to approve the contract. Marian Billbury seconded this motion.

Board Member Vote

Name	Vote
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

7. Ms. Brown informed the Board that the RFP with Healthy Eats ended on June 30. Ms. Ledford attended CN training and stated that DBCS could contract with US Foods for the 23-24 school year. Ms. Brown asked for authorization from the Board for Ms. Ledford and Administration to proceed with this arrangement. She stated that due to the small numbers it would be very difficult to procure a vendor. Marian Billbury made a motion to authorize the Administration and Judith Ledford to procure a vendor for CN services for SY 23-24. Donald Horner seconded this motion

Board Member Vote

Name	Vote
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

8. There were no Citizen Comments.
9. There were no Announcements.
10. The Board meeting adjourned at 6:40 p.m.

Approval of Board Meeting
Minutes
July 20, 2023

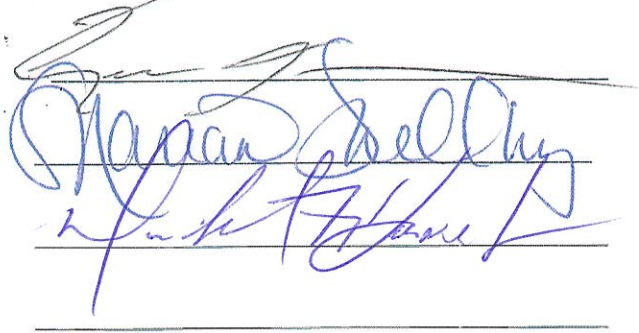
Board Member

Kenneth James

Marian Billbury

Donald Horner

Paul Jackson



Handwritten signatures in blue ink over horizontal lines. The signatures are: Kenneth James, Marian Billbury, Donald Horner, and Paul Jackson.

**Deborah Brown Community School
Board of Director's Meeting Minutes**

August 17, 2023

Notice of this meeting was given to the County Clerk on _____ and the Agenda was posted on August 15, 2023, 2023 as required by the Open Meeting Act.

Board Members Present	Others Present
Kenneth James	Aisha Brown
Donald Horner	Deborah Brown
Marian Billbury	

1. Kenneth James called the meeting to order. Quorum Present.
2. Kenneth James reminded those wishing to address the Board to sign in with the Clerk.
3. Kenneth James presented the contracts for the following employees: Deborah Brown, Tanek Young, Lacey Marshall, Angela Graham, Latoria Harper, Tyrone Cook, Ariane Yeboah, Susan Edwards, Kametha Finch, Makayla West, Cornequa Finch, Ashley Marshall, Jennifer Manners, Stephanie Jackson and Taylor Perkins for teaching staff. He presented the following contracts for the custodial and cafeteria staff: Judith Ledford, Brenda Duran, Martha Rodriguez, Junaa and Darling Landeverde. Part time /Seasonal employees: Marian Washington and Chandler Cotton, and Consultants: Roberts Burton, Lynette Acebo, Kevin Ferguson and Harold Roberts.
Deborah Brown informed the Board that the auditor requested that consultant contracts be approved every year.
Marian Billbury made motion to approve the contracts for the employees/consultant listed. Donald Horned seconded this motion.

Board Member Vote

Name	VOTE
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

4. Tabled.
5. Deborah Brown presented the Estimate of Needs. The EON was prepared by Jack Jenkins. If there are any questions, please contact the Jenkins office. Marian Billbury made a motion to approve the EON for 23-24. Donald Horner seconded this motion.

9. Kenneth James spoke about the new accreditation status for DBCS. He asked the Board to authorize \$50,000.00 to Riggs Abney in order to gain clarity with OSDE regarding the accreditation status for the district. Marian Billbury made a motion to approve the amount to Riggs Abney. Donald Horner seconded this motion.

Board Member Vote

Name	Vote
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

- 10. Deborah Brown stated that DBCS had a very successful first day of school.
- 11. There was no New Business.
- 12. There were no Citizen Comments,
- 13. The meeting adjourned at 6:54 p.m.

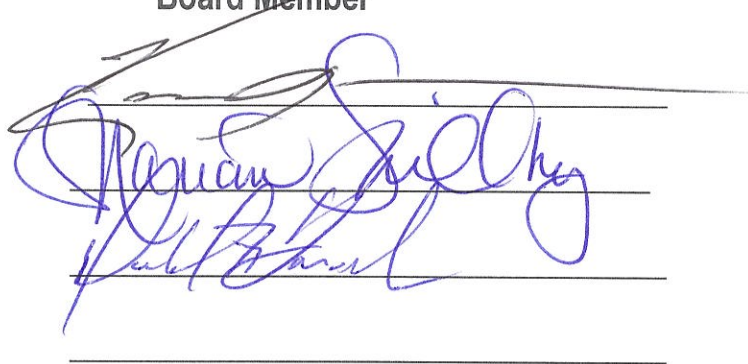
Board Member

Kenneth James

Marian Billbury

Donald Horner

Paul Jackson



RECEIVED



NOTICE OF SPECIAL MEETING
BOARD OF EDUCATION
Deborah Brown Community School
Thursday, September 28, 2023

8:21 am, Sep 26, 2023

A Special Meeting of the Board of Education of Deborah Brown Community School has been scheduled by the Board President due to no quorum for Thursday, September 28, 2023 at 6:00 p.m. at Deborah Brown Community School located at 2 South Elgin East Avenue-Tulsa, OK 74120.

WITH THE FOLLOWING BOARD MEMBERS ATTENDING:

Kenneth James
Paul Jackson
Marian Billbury
Donald Horner

Amended AGENDA

Report, discussion, consideration, amendment, and appropriate action, if any, on the following:

1. Call to order and roll call to confirm quorum.
2. Remind those wishing to address the Board to sign in with the Clerk in order to be recognized when Item 10 is announced.
3. Discussion and Action: Facility Gratuitous Agreement with Café Virgil
4. Discussion and Action: Tribal Regalia Policy
5. Discussion and Action: Conflict of Interest Policy
6. Discussion and Action: Felony Background Policy
7. Discussion and Action: Minute of Silence
8. Discussion and Action: Media Policy
9. Discussion and Action: Golf Cart Purchase from Lowes and PO 20,32,45,59,79,85-102 and PO 1 from Gift Fund
10. Discussion and Action: Approval of Employee Contracts
 - Dashanae Rhea-Paraprofessional for pre-k
 - Ima Vann-Part-time Retired Teacher for first grade
 - Millred Brewer-Food Server
 - Liquishel Brown-Second Grade Teacher
11. Citizens' comments open to all Citizens who have signed in with the Clerk.
12. Announcements.
13. Adjournment.

**Deborah Brown Community School
Board of Director's Meeting Minutes**

September 28, 2023

Notice of this meeting was given to the County Clerk on September 26, 2023_ and the Agenda was posted on September 26, 2023, as required by the Open Meeting Act.

Board Members Present	Others Present
Kenneth James	Aisha Brown
Donald Horner	Deborah Brown
Marian Billbury	

1. Kenneth James called the meeting to order. Quorum Present.
2. Kenneth James reminded those wishing to address the Board to sign in with the Clerk.
3. Kenneth James presented the facility gratuitous agreement with Café Virgil located at 129 East Mohawk. The agreement is needed for the preparation of breakfast and lunch meals for SY 23-24. Marian Billbury made a motion to approve the agreement. Donald Horner seconded this motion.

Board Member Vote

Name	VOTE
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

4. Kenneth James presented the Tribal Regalia Policy. Robert Burton wrote the policy per guidelines provided by OSDE. Donald Horner made a motion to approve the Tribal regalia Policy. Marian Billbury seconded this motion.

Board Member Vote

Name	VOTE
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

5. Kenneth James presented the Conflict of Interest Policy. Deborah Brown stated that Robert Burton had written all new policies mandated this fiscal year. Harold Roberts assisted with the policies as well. Marian Billbury made a motion to approve the Conflict of Interest Policy. Donald Horner seconded this motion.

Board Member Vote

Name	VOTE
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

6. The Accreditation Department asked for the Felony Background policy to be reviewed this year. Harold Roberts recommended minor changes to the current policy. Marian Billbury made a motion to approve the Felony Background Policy. Donald Horner seconded this motion.

Board Member Vote

Name	Vote
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

7. Deborah Brown presented the Minute of Silence requirement issued by OSDE. DBCS will initiate this every morning immediately following the 8:00 a.m. bell. Donald Horner made a motion to approve the Minute of Silence. Marian Billbury seconded this motion.

Board Member Vote

Name	Vote
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

8. Deborah Brown presented the Media Policy. This is a new policy mandated by OSDE. All library books have been inventoried and uploaded to DBCS website. Marian Billbury made a motion to approve the Media Policy. Donald Horner seconded this motion.

Board Member Vote

Name	Vote
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

9. Kenneth James presented the school encumbrances for board approval. Marian Billbury made a motion to approve the gold cart purchase from Lowes and PO: 20, 32, 45, 59, 79, 85-102 from the General Account and PO 1 from the Gift Fund. Donald Horner seconded this motion.

Board Member Vote

Name	Vote
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

10. Kenneth James presented the employee contracts for the following employees: Dashane Rhea, Mildred Brewer, and Liqishel Brown. Ima Vann was not retained by DBCS. Donald Horner made a motion to approve the contracts listed. Marian Billbury seconded this motion.

Board Member Vote

Name	Vote
Kenneth James	Yes
Marian Billbury	Yes
Donald Horner	Yes

- 11. There were no Citizen Comments.
- 12. There were no Announcements.
- 13. The meeting adjourned at 7:15 p.m.

Board Member

Kenneth James

Marian Billbury

Donald Horner

Paul Jackson

Handwritten signatures in blue ink over horizontal lines. The signatures appear to be for Kenneth James, Marian Billbury, and Donald Horner. There is a fourth line with no signature, corresponding to Paul Jackson.