

**AGENDA FOR THE SPECIAL MEETING OF THE BOARD OF  
EDUCATION OF DEPENDENT SCHOOL DISTRICT NO. 37,  
GRADY COUNTY, OKLAHOMA (FRIEND B/E)**

**As required by Section 311, Title 25, of the Oklahoma Statutes, notice is given that the Friend Dependent School District No. 37, Grady County, will hold a Special Board of Education Meeting on August 2, 2021 at 5:30 p.m. The place and street address of the meeting is given as the Friend Board of Education, Library, 1307 County Road 1350, Chickasha, Oklahoma.**

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance to the Flag
4. Consent Agenda

All of the following items, which concern items of a routine nature normally approved at board meetings, will be approved by one vote unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and approval of the following items:

  - (a) Minutes of the July 26, 2021 Special Board Meeting;
5. Financial update, discussion and possible vote to approve encumbrances and expenditures.
6. Update from Elite Construction and Board to consider and possibly take action to approve any needed change order(s) for construction project(s).
7. Discuss and vote to approve Cindy Schmidt as purchasing agent for the LEA for State and Federal Lunch Programs, all Federal Programs, Activity Fund, and all other programs entered into by Friend Public School for the 2021-2022 school year.
8. Discuss and vote to approve Nancy Herndon as custodian of the Activity Fund, Purchasing, Payroll and Encumbrance Clerk for the General Fund, Child Nutrition Fund, Building Fund, and Bond Funds for the 2021-2022 school year.
9. Discuss and vote to approve Kristi Smith as assistant custodian of the

Activity Fund, and Student Information Clerk for the 2021-2022 school year.

10. Discuss and vote to approve Mindi Smith as assistant custodian of the Lunch Fund for the 2021-2022 school year.
11. Presentation on Procurement Plan for Friend School Food Service for the 2021-2022 school year, Code of Conduct, and Chart of Procedures presented by Mindi Smith. Discuss and possibly vote to approve.
12. Presentation of the Local Wellness Policy by Mindi Smith.
13. Discuss and possibly vote to approve the Friend Public School Meal Charging Policy for the 2021-2022 school year.
14. Discuss and possibly vote to approve the Friend School Resolution on Employee Noon Meals.
15. Discuss and possibly vote on Child Nutrition Bids for the 2021-2022 school Year.
16. Discuss and vote to approve the Days to Hours Worksheet for the 2021-2022 school year.
17. Board to consider and take action on Emergency Transfers for the 2021-22 school year.
18. Board to consider and possibly take action on an HVAC Service Agreement the 2021-2022 school year.
19. Discussion and possible board action on school policies/procedures concerning the Safe Return Plan for Friend School.
20. Superintendent's Report
21. Consider and vote on a motion to enter into executive session to discuss personnel matters, staffing needs for the 2021-2022 school year; cafeteria staffing; and extra duty assignments for the 2021-2022 school year; discuss and possibly vote to approve contract terms/contracts for extra duty assignments. 25 O.S. §307(B)(1).

22. Consider and take necessary action to acknowledge the return of the board to open session.
23. Statement of executive session minutes.
24. Board to consider and possibly take action on staffing needs in the cafeteria for the 2021-2022 school year.
25. Board to consider and possibly take action on any extra duty positions for the 2021-2022 school year.
  - RSA
  - Gifted and Talented/Academic Team
  - Yearbook
  - Assistant Coach for Softball
26. Board to consider and possibly take action on any other staffing needs for the 2021-2022 school year.
- 27.. Board to consider and possibly take action on approving extra duty contract terms/contracts for the 2021-2022 school year.
28. Motion to Adjourn

**The Friend Board of Education may discuss, make motions and vote upon any matter appearing on this agenda. Such motions and votes may be to adopt, reject, reaffirm or take no action. This agenda was posted at 5:20 pm on July 30, 2021.**

Cindy Schmidt, Friend School Superintendent