

MINUTES OF THE MEETING  
JULY 14, 2025  
APPROVED AT AUGUST MEETING

President Colter Gilmore called the meeting to order at 6:30 p.m.

Members present: John Lynch, Billy Paden, and Doug Werner.

Absent: Roger Fischer.

Others present: Todd Kerr, Tammy Broadbent, Carol Cathcart, Jarret Kachel, Brian Stalder, and Fidel Velasquez.

Billy Paden made the motion to approve the minutes of the Regular Board Meeting June 9<sup>th</sup>. Doug Werner seconded the motion. Motion carried 4-0.

Roger arrived at 6:36 p.m.

John Lynch made the motion to approve General Fund Final Encumbrances #537-541 totaling \$5897.60; General Fund Reserves for outstanding General Fund Encumbrances for 2024-25 totaling \$17,744.39; General Fund Encumbrances #1-152 for FY 2026 totaling \$1,211,080.13 and Building Fund Encumbrances #1-2 totaling \$23,000.00; to approve reports on General, Building, and Activity Funds, and Treasurer's Report; to approve administering ACT testing instead of SAT; to approve allowing Jarret Kachel and Jace Kerr to sign requisitions for account #803-Athletics; to approve blanket fundraisers with Site Administrator and Superintendent approval; to approve paying invoices in the amount of \$2,011.46 from Airgas, \$649.60 from Empire Paper, and \$2,300.54 from Mayfield Paper Company that was from the prior fiscal year 2024-2025 to be paid in the current fiscal year 2025-2026; to approve removing Kerri Mendoza from JH/HS Activity Fund Account and adding Ashley Burkhalter; to approve changes to the Elementary School Student Handbook, Teacher Handbook, and ParProfessional Handbook; to approve changes to the JH/HS School Student Handbook and Teacher Handbook; to approve new policies EFEEA-Artificial Intelligence Systems and Tools use in the School District and FNG-Personal Electronic Devices; and Child Nutrition Procedures-Refunding Unused Prepayments for Meals; to approve hiring Sofia Rios De Esquivel as Custodian, Karrie Hardin as summer help, Yovanna Mendoza as Office Aide, Suzana Garcia as Teacher's Aide, and Eric Yarbrough as Assistant High School Football; and to approve hiring Austin Elliott as Adjunct 7<sup>th</sup> grade Geography Teacher and Adjunct High School Geography Teacher, Natasha Fitzgerald as Adjunct 7<sup>th</sup>/8<sup>th</sup> Science Teacher, Harrison Funderburk as Adjunct Algebra I and Adjunct Geometry Teacher, James Hall as Adjunct High School Science & Adjunct Biology II Teacher, Karina Monreal as Adjunct Elementary Teacher, Carlie Murley as Adjunct Instrumental Teacher and Adjunct Vocal Music Teacher, and Kaden Sappington as Adjunct Art Teacher. Billy Paden seconded the motion. Motion carried 5-0.

Roger Fischer made the motion to purchase a 3 month Certificate of Deposit with General Fund money through the First National Bank of Hooker in the amount of \$250,000.00. John Lynch seconded the motion. Motion carried 5-0.

At 7:40 p.m. Doug Werner made the motion to convene in Executive Session. John Lynch seconded the motion. Motion carried 5-0.

Carol Cathcart, Jarret Kachel, Brian Stalder, and Fidel Velasquez left at 7:43 p.m.

At the direction of the vice-president, the minutes of the Executive Session are recorded in the prescribed form. The following individuals were present in Executive Session: Colter Gilmore, Roger Fischer, John Lynch, Billy Paden, Doug Werner, and Todd Kerr. The board discussed appointment of duties (Items A-K represent "Consent Agenda" items and may be acted on with one vote or any item may be voted on separately if any member of the board desires to do so.) No action or votes were taken in executive session.

At 9:50 p.m. Colter Gilmore made the motion to return from Executive Session. Doug Werner seconded the motion. Motion carried 5-0.

Roger Fischer made the motion to approve Todd Kerr, Ashley Burkhalter, Carol Cathcart, Isabella Russell, Brian Stalder, and Fidel Velasquez as Activity Fund Custodians; Isabella Russell as Determining Official and Todd Kerr as Hearing Officers for Free and Reduced Lunch applications; Todd Kerr as Designated Authorized representative for all School Lunch Programs and Federal Commodities; Carol Cathcart and Brian Stalder as Attendance Officers of their respective schools; Tammy Broadbent as School District Treasurer, giving the treasurer the ability to invest district money; Tammy Broadbent as Board Minutes Clerk; Isabella Russell as Child Nutrition Custodian; Vanda Perkins as Encumbrance Clerk; Todd Kerr as Purchasing Agent for the school district; 2025-26 Extra Duty Coaching Assignments as per attached list; and 2025-26 Extra Duty Teaching Assignments as per attached list. John Lynch seconded the motion. Motion carried 5-0.

#### New Business:

Roger Fischer made the motion to approve stipends in the amount of \$1,000.00 for full time employees and \$500.00 for part time employees. Billy Paden seconded the motion. Motion carried 5-0.

John Lynch made the motion to approve out of state trip for track to South Fork CO August 4-6, 2025. Billy Paden seconded the motion. Motion carried 5-0.

At 9:53 p.m. John Lynch made the motion to adjourn. Billy Paden seconded the motion. Motion carried 5-0.

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President

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Clerk

I, the Minutes Clerk of the Board of Education of Hooker Public Schools No. 23 of Texas County Oklahoma certify that prior to December 15 of last year, the date, time, and place of this meeting was filed in the Office of the County Clerk of Texas County, Oklahoma.

I also certify that at least 24 hours prior to this meeting, excluding Saturdays, Sundays, and holidays, notice of the date, time, and place of this meeting was posted in prominent view at the location of the meeting.

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Minutes Clerk