



Minutes of the Cashion Board of  
Education Regular Meeting  
Monday, April 14, 2025 6:00 PM Central

Administration Office  
101 N. Euclid Ave.  
Cashion, OK 73016

**1. Call to order**

Vice President Carroll called the meeting to order at 6:00pm.

**2. Establish quorum**

Attendance Taken at 6:00 PM.

Jessica Ballard: Absent

Chris Carroll: Present

Kelly Davis: Present

Chris Gibson: Present

Jake McKeever: Present

Also attending: Shane Hood, Superintendent and Stephanie White, Minutes Clerk

**3. Public to be heard:**

**Members of the public shall be allowed to attend all meetings of the board of education. In addition, the board of education will have an item on regular meeting agendas that affords citizens the right to address the Board of Education on items PERTAINING TO EDUCATION and/or the OPERATION OF THE SCHOOL DISTRICT. The item will appear prior to any business being conducted by the board of education. A resident wishing to address the Board of Education must fill out a form before the meeting and submit it to the Board Clerk by NOON (12:00 p.m.) on the day of the board meeting. The speaker is to stand and be recognized by the Board President and give his/her full name and address. The speaker will be allowed 2 minutes to address the Board of Education. This item on the agenda will be limited to 30 minutes total. *The Board and administrative staff will not respond to questions or comments at the meeting.* The resident may receive a written response as soon as possible. Questions and complaints relating to employees of the district or any student information **WILL NOT BE PERMITTED AT THIS TIME.** Such questions are to be referred to the building Principal and/or Superintendent at another time. Presentation or discussion of matters which are currently under legal review will not be permitted. CPS POLICY BED-R**

There was no public comment at this meeting.

**4. Discussion / possible action on certifying the results of the school board election from the Kingfisher County Election Board.**

Motion to certify the results of the school board election which provided that Jake McKeever was elected to Seat #5. This motion, made by Chris Gibson and seconded by Kelly Davis, passed.

Jessica Ballard: Absent

Chris Carroll: Yea

Kelly Davis: Yea

Chris Gibson: Yea

Jake McKeever: Yea

Yea: 4, Nay: 0, Absent: 1

#### **5. Administer the oath of office and loyalty oath to Jake McKeever**

Vice President Carroll administered the Oath of Office and the Loyalty Oath to Jake McKeever.

#### **6. Discussion / possible action to elect a president of the board**

Motion to elect Jessica Ballard as Board President. This motion, made by Chris Gibson and seconded by Kelly Davis, passed.

Jessica Ballard: Absent

Chris Carroll: Yea

Kelly Davis: Yea

Chris Gibson: Yea

Jake McKeever: Yea

Yea: 4, Nay: 0, Absent: 1

#### **7. Discussion / possible action to elect a vice-president of the board**

Motion to name Chris Carrol as vice-president of the board. This motion, made by Chris Gibson and seconded by Jake McKeever, passed.

Jessica Ballard: Absent

Chris Carroll: Yea

Kelly Davis: Yea

Chris Gibson: Yea

Jake McKeever: Yea

Yea: 4, Nay: 0, Absent: 1

#### **8. Discussion / possible action to elect clerk of the board**

Motion to name Chris Gibson as board clerk. This motion, made by Kelly Davis and seconded by Jake McKeever, passed.

Jessica Ballard: Absent

Chris Carroll: Yea

Kelly Davis: Yea

Chris Gibson: Yea

Jake McKeever: Yea  
Yea: 4, Nay: 0, Absent: 1

**9. Discussion / possible action to elect deputy clerk of the board**

Motion to name Jake McKeever as board deputy clerk. This motion, made by Chris Gibson and seconded by Kelly Davis, passed.

Jessica Ballard: Absent  
Chris Carroll: Yea  
Kelly Davis: Yea  
Chris Gibson: Yea  
Jake McKeever: Yea  
Yea: 4, Nay: 0, Absent: 1

**10. Presentation of FY 2024 district financial audit**

The financial audit was presented over the phone by Nicole Pearce with Bledsoe, Hewett & Gullekson.

**11. Discussion / possible action on FY 2024 audit from Bledsoe, Hewett, and Gullekson.**

Motion to approve FY 2024 audit as presented. This motion, made by Chris Gibson and seconded by Jake McKeever, passed.

Jessica Ballard: Absent  
Chris Carroll: Yea  
Kelly Davis: Yea  
Chris Gibson: Yea  
Jake McKeever: Yea  
Yea: 4, Nay: 0, Absent: 1

**12. Consent Agenda (Consent Agenda may be voted separately at the request of any member of the Board of Education)**

Motion to approve Consent Agenda. This motion, made by Chris Gibson and seconded by Jake McKeever, passed.

Jessica Ballard: Absent  
Chris Carroll: Yea  
Kelly Davis: Yea  
Chris Gibson: Yea  
Jake McKeever: Yea  
Yea: 4, Nay: 0, Absent: 1

**A. Vote to approve the agenda as part of the minutes**

**B. Vote to approve the minutes from the regular meeting on March 10, 2025.**

**C. Vote to approve the minutes from the special meeting on March 14, 2025.**

**D. Vote to approve the treasurer's report**

**E. Vote to approve the child nutrition report**

**F. Vote to approve the activity fund report**

**G. Vote to approve activity requests, fundraiser requests, and purpose of expenditure forms.**

Activities:

1) US History Trip to Dallas, Tx

Fundraisers:

1) Band Fan Pledge Fundraiser

**13. Items for Board Action:**

**A. Vote to approve purchase order encumbrances for 2024-2025.**

Motion to approve encumbrances as presented. This motion, made by Chris Gibson and seconded by Jake McKeever, passed.

Jessica Ballard: Absent

Chris Carroll: Yea

Kelly Davis: Yea

Chris Gibson: Yea

Jake McKeever: Yea

Yea: 4, Nay: 0, Absent: 1

**i. General Fund: P.O. #505-551 and P.O. #50163 and increase #47 by \$500.00, #74 by \$30,000.00, #81 by \$15,000.00 and #472 by \$900.00 totaling \$113,327.86**

**ii. Child Nutrition Fund: increase P.O. #3 by \$5,000.00 totaling \$5,000.00**

**B. Vote to approve payments for 2024-2025.**

Motion to approve payments as presented. This motion, made by Chris Gibson and seconded by Kelly Davis, passed.

Jessica Ballard: Absent

Chris Carroll: Yea

Kelly Davis: Yea  
Chris Gibson: Yea  
Jake McKeever: Yea  
Yea: 4, Nay: 0, Absent: 1

**i. General Fund payment numbers 2209-2474 totaling \$938,164.30.**

**ii. Child Nutrition Fund payments 17 totaling \$3,455.00.**

**14. Proposed Executive Session to discuss:**

**A. Employment of non-certified staff 25 S Sect. 307 (B) (1)**

**B. Employment of certified staff 25 S Sect. 307 (B) (1)**

**15. Vote to enter executive session**

Motion to enter executive session at 6:28pm. This motion, made by Jake McKeever and seconded by Chris Gibson, passed.

Jessica Ballard: Absent  
Chris Carroll: Yea  
Kelly Davis: Yea  
Chris Gibson: Yea  
Jake McKeever: Yea  
Yea: 4, Nay: 0, Absent: 1

**16. Acknowledgement that Cashion Public Schools' Board of Education left executive session at (specify time by the board president)**

Vice President Carroll acknowledged the Board of Education left executive session at 7:11pm

**17. Executive session minutes compliance announcement**

**A. State and record who was present for executive session**

Board Members Carroll, Gibson, McKeever, Davis, Superintendent Hood and HS Principal Schenk were present in the executive session.

**B. State and record that executive session discussion was limited to items listed on executive session agenda**

The board entered into executive session at 6:28pm to discuss the employment of an Ag teacher, Special Education teacher, Music teacher, 4th grade teacher, 1st grade teacher, Athletic Trainer and Adjunct staff for History, Science and Spanish.

**C. State and record that no action was taken**

No action was taken.

**18. Discussion /possible action on employment of non-certified staff Athletic Trainer**

Motion to approve employment of Tatum Robertson as Athletic Trainer. This motion, made by Chris Gibson and seconded by Jake McKeever, passed.

Jessica Ballard: Absent

Chris Carroll: Yea

Kelly Davis: Yea

Chris Gibson: Yea

Jake McKeever: Yea

Yea: 4, Nay: 0, Absent: 1

**19. Discussion /possible action on employment of certified staff Agriculture Education Teacher, Special Education Elementary Severe Profound, Music Teacher, 4th Grade Teacher, 1st Grade Teacher**

Motion to approve employment of Quetta Burns-Agriculture Education Teacher, Cassidy Kindvater- Special Education Elementary Severe Profound, Audrey Ellis-Music Teacher, Kelsey Mason-4th Grade Teacher and Charis Toole-1st Grade Teacher. This motion, made by Chris Gibson and seconded by Kelly Davis, passed.

Jessica Ballard: Absent

Chris Carroll: Yea

Kelly Davis: Yea

Chris Gibson: Yea

Jake McKeever: Yea

Yea: 4, Nay: 0, Absent: 1

**20. Discussion/possible action on rehiring current certified staff**

Motion to approve rehiring current certified staff as presented. This motion, made by Chris Gibson and seconded by Jake McKeever, passed.

Jessica Ballard: Absent

Chris Carroll: Yea

Kelly Davis: Yea

Chris Gibson: Yea

Jake McKeever: Yea

Yea: 4, Nay: 0, Absent: 1

**21. Discussion/possible action on rehiring current adjunct staff**

Motion to approve rehiring current adjunct staff: Erik Robinson, History - OK  
History/Government/Geography/Current Issues; Sarah Jolliff, Science - Physical  
Science/Chemistry/Physics; and Brandy Chavez, Spanish 1 and Spanish 2. This motion, made by  
Chris Gibson and seconded by Kelly Davis, passed.

Jessica Ballard: Absent

Chris Carroll: Yea

Kelly Davis: Yea

Chris Gibson: Yea

Jake McKeever: Yea

Yea: 4, Nay: 0, Absent: 1

**22. Discussion / possible action on extra duty assignments for 2025-2026.**

Motion to approve extra duty assignments for 2025-2026 as presented. This motion, made by  
Jake McKeever and seconded by Kelly Davis, passed.

Jessica Ballard: Absent

Chris Carroll: Yea

Kelly Davis: Yea

Chris Gibson: Yea

Jake McKeever: Yea

Yea: 4, Nay: 0, Absent: 1

**23. Discussion / possible action to declare items as surplus Football Field Home Bleachers,  
Press Box, Field Lights, Ag Food Slicer.**

Motion to approve declaring Football Field Home Bleachers, Press Box, Field Lights and Ag  
Food Slicer as surplus. This motion, made by Chris Gibson and seconded by Jake McKeever,  
passed.

Jessica Ballard: Absent

Chris Carroll: Yea

Kelly Davis: Yea

Chris Gibson: Yea

Jake McKeever: Yea

Yea: 4, Nay: 0, Absent: 1

**24. Discussion and possible action on Camp Goddard stipends in the amount of \$500.**

Motion to approve Camp Goddard stipends in the amount of \$500. This motion, made by Chris  
Gibson and seconded by Jake McKeever, passed.

Jessica Ballard: Absent

Chris Carroll: Yea

Kelly Davis: Yea

Chris Gibson: Yea  
Jake McKeever: Yea  
Yea: 4, Nay: 0, Absent: 1

## **25. Superintendent's Report**

Mr. Hood gave an update on bond projects.

## **26. New Business**

None

## **27. Vote to Adjourn**

Motion to adjourn at 7:24pm. This motion, made by Chris Gibson and seconded by Jake McKeever, passed.

Jessica Ballard: Absent  
Chris Carroll: Yea  
Kelly Davis: Yea  
Chris Gibson: Yea  
Jake McKeever: Yea  
Yea: 4, Nay: 0, Absent: 1

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President

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Vice President

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Clerk

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Member



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Member