

AGENDA
Kiamichi Technology Center
Board of Education
Regular Meeting
KTC – Administrative Office
1004 Highway 2 North
Wilburton, OK 74578
May 14, 2013
12:15 P.M.

The Board can discuss, make motions and vote upon any matter appearing on the Agenda. Such motions and votes may be to adopt, reject, modify, table, reaffirm, rescind, or take no action on any Agenda item. The meeting will be conducted by the President of the Board as the presiding officer. Any agenda item containing multiple matters may be severed for separate consideration at the request of any Board member:

- A. ROLL CALL:**
- B. QUORUM DECLARED TO BE PRESENT AND MEETING CALLED TO ORDER:**
- C. RECOGNITION OF GUESTS:**
- D. OATH OF OFFICE, LOYALTY OATH – ROY V. DAVIS, ZONE 5**
- E. CONSENT AGENDA: All of the following items, which concern reports and 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 discussion, consideration and vote on each Items 1 through 13.**
 - 1. Approval of Minutes**
April 9, 2013 – Regular Meeting
 - 2. Approval of Declaration of Funds, Treasurer’s Report and KTC Cash Reconciliation.**

3. **Approval of Resolution 5/14/2013-1 Activity Fund Account Reports and Transfer of Funds.**
4. **Approval of Short-Term Instructors and Part-Time Employees to Work at All Campuses – FY 2012-2013.**

<u>Name</u>	<u>Primary Duty</u>	<u>Campus</u>
Ables, Laurie	SkillsUSA Natl. Conf – June 24-29, 2013	Atoka
Calliccoat, Machele	SkillsUSA Natl. Conf – June 21-29, 2013	Atoka
Calliccoat, Machele	Preparation with National Nail Contestant - June 2013	Atoka
Hyatt, Christie	Excel Training	Atoka
Pruitt, Mary Jane	SkillsUSA Natl. Conf – June 24-29, 2013	Atoka
Stephens, Tammi	SLI – June 11-14, 2013	Atoka
Stephens, Tammi	WorkKeys & Compass Testing 2 Days in June	Atoka
Collier, Rhonda	SkillsUSA Natl. Conf – June 24-29, 2013	Durant
Gobert, Quint	SLI – June 11-14, 2013	Durant
Lewis, Hope	Federal Work Study – Clerical	Durant
Pierce, Mary	Federal Work Study – Clerical	Durant
Roy, Doyle	SLI – June 11-14, 2013	Durant
Roy, Doyle	Summer Welding Project	Durant
Beshirs, Gerald	SLI – June 11-14, 2013	Hugo/Antlers
Chapman, Homer	SLI – June 11-14, 2013	Hugo/Antlers
James, Brian	PLTW Trng. – June 16-28, 2013	Hugo/Antlers
Murphy, Donald	PLTW Trng. – June 16-28, 2013	Hugo/Antlers
Teague, Dustin	SLI – June 11-14, 2013	Hugo/Antlers
Williams, Denise	Summer Testing Liaison	Idabel
Livingston, Randy	Summer Project – HVAC	McAlester/Eufaula
Ward, B. Jill	2013 Summer Inst. for Culinary Educators – June 16-22, 2013 (Required by ODCTE for Occupational Certification)	Poteau/Spiro
	Biomedical Instructor PLTW Trng. – June 2-14 & 16-28, 2013	Poteau/Spiro
Cates, Mark	Beginning Furniture Making	Stigler
West, Krystal	HOSA Natl. Conf. - June 25-30, 2013	Stigler
Davis, Toni	Federal Work Study – Clerical	Talihina

ANY EMPLOYEE NAME SUBMITTED ABOVE MAY INCLUDE OTHER JOB DUTIES, CLASSES AND/OR SUBSTITUTE TEACHING DUTIES AS ASSIGNED.

5. **Approval to Declare Equipment Located at the Atoka Campus, the Idabel Campus, the Spiro Campus, the Stigler Campus, and the Talihina Campus as Surplus to be Disposed of Properly. (Copies of These Lists are Available on the District**

Website, at the Office of the Superintendent and at the Meeting.)

- 6. Approval to Declare Equipment Located at the Atoka Campus as Surplus to be Donated to the Tushka Public Schools. (A Copy of This List is Available on the District Website, at the Office of the Superintendent and at the Meeting.)**
- 7. Approval to Declare Equipment Located at the Idabel Campus as Surplus to be Returned to the Oklahoma Department of Career & Technology Education. (A Copy of This List is Available on the District Website, at the Office of the Superintendent and at the Meeting.)**
- 8. Approval to Declare Equipment Located at the Stigler Campus as Surplus to be Donated to the Keota Public Schools. (A Copy of This List is Available on the District Website, at the Office of the Superintendent and at the Meeting.)**
- 9. Approval to Declare Equipment Located at the Talihina Campus as Surplus to be Donated to the Bokoshe Public Schools. (A Copy of This List is Available on the District Website, at the Office of the Superintendent and at the Meeting.)**
- 10. Approval of Clinical Agreement for KTC Health-Related Programs for the Purpose of Allowing KTC Students to Acquire Field Experience – FY 2012-2013.**

CNA (STA) Program – Poteau Campus

Pocola Health and Rehab – Pocola, OK

- 11. Approval of Out-of-State Travel.**

**LAURIE ABLES, Computer & Network Tech. Instructor – Atoka Campus
Cisco Networking Academy Conference
July 15-18, 2013
San Jose, California**

GINA RIGGS, Emergency Medical Services Director
ACTE Board Meeting (All expenses paid by ACTE)
July 3-7, 2013
Alexandria, Virginia

LISA DYER, Emergency Medical Services Instructor – Poteau Campus
MIGUEL JOHNSON, EMS/Paramedic Instructor – Poteau Campus
KRYSTAL WEST, RN., Practical Nursing Instructor – Stigler Campus
HOSA National Leadership Conference and Competition
June 25-30, 2013
Nashville, Tennessee

LAURIE ABLES, Computer & Network Tech. Instructor – Atoka Campus
MARY JANE PRUITT, Counselor – Atoka Campus
RHONDA COLLIER, Counselor – Durant Campus
SkillsUSA National Conference
June 24-29, 2013
Kansas City, Missouri

SHELLY CALLICOAT, Cosmetology Instructor – Atoka Campus
SkillsUSA National Conference (State Officer)
June 21-29, 2013
Kansas City, Missouri

KELLI CANTRELL, Early Care & Education Instructor – McAlester Campus
FCCLA National Conference
July 5-11, 2013
Nashville, Tennessee

CINDY MITCHELL, BAIT Instructor – Stigler Campus
PAM GRAHAM, BAIT Instructor– Hugo Campus
Independent Student Media (ISM) Workshop
June 24-29, 2013
Hollywood, California

- 12. Approval of Employment of Temporary Support Employees, as Listed Below, at Each Campus and the Wilburton Office for the Month of June 2013 at a Total Cost of \$15.00 Per Hour or \$22.50 Per Hour (Hugo/Antlers & Poteau/Spiro) Not to Exceed 40 Hours Per Week Aggregate and Approval of Flexible Summer Schedule from June 3, 2013 Through July 26, 2013.**

<u>Name</u>	<u>Primary Duty</u>	<u>Campus</u>
Bryant, Harry	Summer Worker	Atoka
Fielder, Brandon	Summer Worker	Atoka

Boreham, William Medina, Angel	Summer Worker Summer Worker	Durant Durant
Brewer, Micheal Zaicek, RJ	Summer Worker Summer Worker	Hugo/Antlers Hugo/Antlers
Timms, Angela Turpin, Connie	Summer Worker Summer Worker	Idabel Idabel
Stites, Bryer Picotte, Jackie Picotte, Joy	Summer Worker Summer Worker Summer Worker-Choctaw Youth Prog. Paid by Choctaw Nation	McAlester/Eufaula McAlester/Eufaula McAlester/Eufaula
Curiel-Resendiz, Juan Hayes, Moriah Martinez, Irving	Summer Worker Summer Worker Summer Worker	Poteau/Spiro Poteau/Spiro Poteau/Spiro
Fitzer, Regina Shimp, Logan	Summer Worker Summer Worker	Stigler Stigler
Brewer, Kaleb	Summer Worker-Choctaw Youth Prog. Paid by Choctaw Nation	Wilburton
Blackwood, Haley Lynn Truitt, Hannah	Summer Worker Summer Worker	Wilburton Wilburton

- 13. Approval of FY 2012-2013 General Fund Encumbrance Nos. 3906 Through 4065 for Accounts Payable, Encumbrance Nos. 71871 Through 72031 for Payroll, and Building Fund Encumbrance Nos. 23 Through 27 for Accounts Payable.**

F. Motion, Second and Roll Call Vote to Approve the Consent Agenda, Items 1 through 13.

G. ACTION TOPICS:

- 14. Recommendation, Consideration and Vote to Approve Cooperative Agreements and Service Agreements with Area Agencies – FY 2013-2014.**
- 15. Recommendation, Consideration and Vote to Approve Resolution No. 5/14/2013-2 – Incentive Stipend for Summer Conference.**

- 16. Recommendation, Consideration and Vote to Approve the Opening of General Fund and Building Fund Operations Accounts at the Community State Bank, Poteau, OK.**
- 17. Recommendation, Consideration and Vote to Approve Kiamichi Technology Center Travel Policy Manual.**
- 18. Recommendation, Consideration and Vote to Approve Agreement Between OneNet, A Division of the Oklahoma State Regents for Higher Education, and Kiamichi Technology Center – McAlester Campus.**
- 19. Recommendation, Consideration and Vote to Approve Kiamichi Technology Center, Hugo Campus, to Participate in the Submission of and Implementation of a RUS Grant with Lane and Antlers Public Schools with Lane Public Schools Serving as the LEA.**
- 20. Recommendation, Consideration and Vote to Accept Lowest and Best Bid on 2013 Interior Refurbish of Science Lab Classroom, Poteau Campus, or to Reject Any and/or All Bids.**
- 21. Proposed Executive Session for the Purpose of Discussing the Appraisal of Real Property, SE Side of Highway 271 South/AKA South Broadway, Poteau, OK., as Authorized by Title 25, O.S. Section 307 (B) (3)**
 - A. Vote to Convene in Executive Session**
 - B. Vote to Acknowledge Return to Open Session**
 - C. Statement of Minute of Executive Session**
- 22. Proposed Executive Session for the Purpose of Discussing Resignation, Retirement, Employment/Appointment and/or the Reassignment of Positions Listed Below, Including Discussions of Information, the Disclosure of Which Would Violate Confidentiality Requirements of State or Federal Law as Authorized by Title 25, O.S. Section 307(B) (1) and (7).**

RETIREMENTS:

SONDRA JAMES, Secretary – McAlester Campus

JIM MARLEY, Construction Technology Instructor – Atoka Campus

RESIGNATIONS:

KATHRYN WINKLER, RN, Practical Nursing Instructor – Atoka Campus
JERRY ARTHUR, Automotive Service Instructor – Durant Campus

TRANSFERS:

LEHANN REAGER, Secretary - McAlester Campus to Wilburton Administration Office

JOHN HELMER, Automotive Service Technology Instructor - McAlester Campus to Durant Campus

CHRIS STONE, Adult Coordinator - Talihina Campus to McAlester Campus

ARNOLD PATTON, Construction Technology Instructor, Talihina Campus to Atoka Campus

EMPLOYMENT/APPOINTMENT AND/OR REASSIGNMENT:

_____, **Biomedical Sciences Instructor - Poteau Campus (10-Month Temporary Teacher Contract)**

_____, **Secretary – McAlester Campus (12-Month Support Contract)**

_____, **Secretary – McAlester Campus (12-Month Support Contract)**

_____, **Math/Science Instructor – McAlester Campus (10-Month Temporary Teacher Contract)**

_____, **Health Careers Certification Instructor – Durant Campus (10-Month Temporary Teacher Contract)**

- A. Vote to Convene in Executive Session**
- B. Vote to Acknowledge Return to Open Session**
- C. Statement of Minute of Executive Session**

23. Recommendation, Consideration and Vote to Approve the Personnel Actions Set Out Below:

RETIREMENTS:

SONDRA JAMES, Secretary – McAlester Campus

JIM MARLEY, Construction Technology Instructor – Atoka Campus

RESIGNATIONS:

KATHRYN WINKLER, RN, Practical Nursing Instructor – Atoka Campus
JERRY ARTHUR, Automotive Service Instructor – Durant Campus

TRANSFERS:

LEHANN REAGER, Secretary - McAlester Campus to Wilburton Administration Office

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_____, **Secretary – McAlester Campus (12-Month Support Contract)**

_____, **Math/Science Instructor – McAlester Campus (10-Month Temporary Teacher Contract)**

_____, **Health Careers Certification Instructor – Durant Campus (10-Month Temporary Teacher Contract)**

- 24. Recommendation, Consideration and Vote to Approve Change Order No. 001, 2013 Restroom Renovations Project – Durant Campus**

H. REPORTS:

Superintendent's Report

I. NEW BUSINESS

J. ANNOUNCEMENT OF NEXT MEETING:

The next meeting of the Board is:

**Tuesday, June 11, 2013
12:15 PM
KTC – Poteau Campus
1509 S. McKenna
Poteau, OK 74953**

K. VOTE TO ADJOURN:

Posted By: _____
Date Posted: _____
Time Posted: _____
Place Posted: _____
Signed: _____