

AGENDA

**Kiamichi Technology Center
Board of Education
Regular Meeting
KTC – Administrative Office
1004 Highway 2 North
Wilburton, OK 74578
August 13, 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 & MEETING CALLED TO ORDER:**
- C. RECOGNITION OF GUESTS, SUBMITTING PROPER REQUESTS PURSUANT TO KIAMICHI TECHNOLOGY CENTER POLICY 6.5:**
- D. 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 9.**
 - 1. Approval of Minutes.
July 16, 2013 - Regular Meeting**
 - 2. Approval of Declaration of Funds, Treasurer's Report and KTC Cash Reconciliation.**

3. **Approval of Resolution 8/13/2013-1 Activity Fund Account Reports and Transfer of Funds.**
4. **Approval of Short-Term Instructors and Part-Time Employees to Work at All Campuses – FY 2013-2014.**

<u>Name</u>	<u>Primary Duty</u>	<u>Campus</u>
Blue, Berney	Safety/Fire Training	Atoka
Danderson, Melinda	District Orientation	Atoka
Griffin, Jarod	Safety/Fire Training	Atoka
Engel, Evelyn	Substitute	Durant
McLarry, Ashley	District Orientation	Durant
Weger, Joey	District Orientation	Durant
Coates, Brian	STA Instructor - EMS	EMS District-Wide
Fox, Jordan	STA Instructor – EMS	EMS District-Wide
Antwine, Erma	Substitute	Hugo/Antlers
Derby, Jonathan	Federal Work Study - Maintenance	Hugo/Antlers
McLelland, Jennifer	Substitute	Hugo/Antlers
Mathewson, Amaryllis	STA/CNA/CPR/Safety	Hugo/Antlers
Riley, Christana	Clerical	Hugo/Antlers
Tapley, Patricia	Health-Related Courses	Idabel
Vann, William Leo	Substitute – All Programs	Idabel
Larson, Shelly	Evening HCC Instructor	McAlester/Eufaula
Laser, Virginia	Bus Driver	McAlester/Eufaula
Peck, Bryan	District Orientation	McAlester/Eufaula
Tedder, Richard	District Orientation	McAlester/Eufaula
Blair, Joe T.	Federal Work Study – Maintenance	Poteau/Spiro
Thomas, Melanie	TI-nspire	Poteau/Spiro
Winters, Jami	Health & Safety	Poteau/Spiro

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 Idabel Campus as Surplus to be Disposed of Properly. (A Copy of This List is Available on the District Website, at the Office of the Superintendent and at the Meeting.)**
6. **Approval to Declare Equipment, Located at the Stigler Campus, as Surplus to be Donated to the Red Oak 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 of New and Existing PN Clinical Agreements for the Purpose of Allowing KTC Students to Acquire Field Experience – FY 2013-2014

8. Approval of Out-of-State Travel.

**SHELLY CALLICOAT, Cosmetology Instructor
WLTl – Washington Leadership Training Institute
September 20-25, 2013
Boston, Massachusetts**

**GINA RIGGS, EMS Director
Indiana ACTE Conference (Expenses paid by ACTE)
September 26-28, 2013
Indianapolis, Indiana**

**GINA RIGGS, EMS Director
CoAEMSP National Accreditation Site Visit to Macomb County
College (Expenses paid by CoAEMSP)
October 1-2, 2013
Warren, Michigan**

9. Approval of FY 2013-2014 General Fund Encumbrance Nos. 808 Through 1111 for Accounts Payable, Encumbrance Nos. 70546 Through 70764 for Payroll, Building Fund Encumbrance Nos. 8 through 11 for Accounts Payable and Change Order for FY 2013-2014 Which Was Over \$500.00 and 20%:

<u>P.O. #</u>	<u>Vendor</u>	<u>Increase</u>	<u>Total</u>
BF 4	Johnson & Sons, Inc.	\$9,900.00	\$40,618.00

E. Motion, Second and Roll Call Vote to Approve the Consent Agenda, Items 1 through 9.

F. ACTION TOPICS:

10. Recommendation, Consideration and Vote to Approve Reciprocity Agreement Between Kiamichi Technology Center and Indian Capital Technology Center – FY 2013-2014

11. Recommendation, Consideration and Vote to Approve the Closure of the Business Administration and Information Technology (BAIT) Program for the FY 2013-14 School Year

and Approve the Establishment of a Cosmetology Program Beginning with the FY 2014-2015 – Stigler Campus.

- 12. Recommendation, Consideration and Vote to Approve Seeking Architectural Services and to Secure Bids on Remodel of Business Administration and Information Technology (BAIT) Program Classroom – Stigler Campus**

- 13. Proposed Executive Session for the Purpose of Discussing the 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).**

RESIGNATION:

CYNTHIA MITCHELL, Business Administration and Information Technology Instructor – Stigler Campus

TRANSFERS:

BRENDA GUTIERREZ, Custodial/Maintenance - McAlester Campus to Wilburton Administration Office

COURTNEY MORELAND, Adult/Industrial Coordinator – Talihina Campus (12-Month Non-Certified Administrator Contract)

EMPLOYMENT/APPOINTMENT AND/OR REASSIGNMENT:

_____, Custodial/Building & Grounds Maintenance – McAlester Campus (12 Month Support Contract)

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

- 14. Recommendation, Consideration and Vote to Approve the Personnel Actions Set Out Below:**

RESIGNATION:

**CYNTHIA MITCHELL, Business Administration and Information Technology
Instructor – Stigler Campus**

TRANSFERS:

**BRENDA GUTIERREZ, Custodial/Maintenance - McAlester Campus to
Wilburton Administration Office**

**COURTNEY MORELAND, Adult/Industrial Coordinator – Talihina Campus
(12-Month Non-Certified Administrator Contract)**

EMPLOYMENT/APPOINTMENT AND/OR REASSIGNMENT:

_____, Custodial/Building & Grounds Maintenance – McAlester
Campus (12 Month Support Contract)

- 15. Recommendation, Consideration and Vote to Approve Change
Order Number 002 – 2013 HVAC Remodel Project – Stigler
Campus**

G. REPORTS:

Superintendent's Report

H. NEW BUSINESS:

I. ANNOUNCEMENT OF NEXT MEETING:

The next regular meeting of the Board is scheduled for:

Tuesday, September 10, 2013

12:15 P.M.

KTC – Durant Campus

810 Waldron Road

Durant, OK 74701

J. VOTE TO ADJOURN:

Posted By: _____

Date Posted: _____

Time Posted: _____

Place Posted: _____

Signed: _____