

AGENDA

**Kiamichi Technology Center
Board of Education
Regular Meeting
KTC – Poteau Campus
1509 South McKenna
Poteau, OK 74953
June 9, 2015
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
May 12, 2015 Regular Meeting**
 - 2. Approval of Declaration of Funds, Treasurer's Report and KTC Cash Reconciliation.**

3. Approval of Resolution No. 6/9/2015-1 Activity Fund Account Reports and Transfer of Funds.

4. Approval of Short-Term Instructors and Part-Time Employees to Work at All Campuses – FY 2014-2015 and FY 2015-2016.

<u>Name</u>	<u>Primary Duty</u>	<u>Campus</u>
Jimmy Altom Shelly Callicoat	Summer Worker SLI - June 9-12, 2015	Atoka Atoka
Janelle Dunn Rhonda Collier	Federal Work Study – June and July SLI – June 9-12, 2015	Durant Durant
Danye Frank	Swift Water Rescue – June 27-28, 2015 STA Instructor – F2450 Fire Fighter Initiative Training	Durant
Quint Gobert Veronica Guzman Matthew Hernandez	SLI – June 9-12, 2015 Federal Work Study – June and July Summer Worker	Durant Durant Durant
Brian James Danny Terrebonne Pamela Graham	SLI – June 9-12, 2015 Instructor – CPR, Safety/Firefighter Training Film and Video Educator Seminar June 11-13, 2015	Hugo/Antlers Hugo/Antlers Hugo/Antlers
Danny Black	International Driver Certification Class, Third Party Examiner/AAMVA June 14-17, 2015	Idabel
Jay R. Smith	Siemens Sitran Workshop for Educators – July 13-16, 2015	Idabel
Kellie Cantrell	National FCCLA Leadership Conf. July 4-10, 2015	McAlester/Eufaula
Warna Gibson	New Teacher Workshop – July 14-16, 2015 EAST Phase 1 Training – June 21-26, 2015	McAlester/Eufaula McAlester/Eufaula
Marcus R. Floyd	Instructor – Safety, Firefighter Training and Industry Specific Classes	Poteau/Spiro
Laurie Ables Jody Goodson Matthew Sewell	CANVAS Learning Management System Welding Instructor Interviews Welding Instructor Interviews	Wilburton Wilburton Wilburton

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 Durant Campus, the Hugo Campus, the Poteau Campus, and the Wilburton Administration Office as Surplus to be Disposed of Through Online Public Auction or Salvaged for Scrap. (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 Poteau Campus as Surplus to be Donated to the Tri-County Technology Center. (A Copy of This List is Available on the District Website, at the Office of the Superintendent and at the Meeting.)**

- 7. Approval to Accept Donated Equipment from Appion, Inc., 2800 South Tejon Street, Englewood, Colorado, to be Used for Student Training Purposes in the Heating and Air Conditioning Program – Poteau Campus.**

G5 Twin Recovery Machine – Serial No. #H10G1009

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

SHELLEY D. FREE, Superintendent
MICHAEL CULWELL, Assistant Director – Poteau Campus
MARJORIE WANN, Counselor – Poteau Campus
LAURA HARRISON, Student Services – Poteau Campus
GINA RIGGS, EMS Director
ACTE Vision 2015
November 18-22, 2015
New Orleans, Louisiana

LAURIE ABLES, Computer and Network Technology Instructor – Atoka Campus
CISCO Academy
June 29-July 2, 2015
Palos, Illinois

CHARLEY HAYES, Industrial Coordinator – Poteau Campus
DWIGHT KOS, Adult/Industrial Coordinator – Hugo Campus
National Safety Council Congress and Expo
September 27-October 1, 2015
Atlanta, Georgia

MICHAEL CULWELL, Assistant Director – Poteau Campus
MARJORIE WANN, Counselor – Poteau Campus
LAURA HARRISON, Student Services – Poteau Campus
GINA RIGGS, EMS Director (Expenses paid by AACTE)
Arkansas ACTE Summer Conference
July 26-28, 2015
Hot Springs, Arkansas

ANTHONY STANKEWITZ, STA EMS INSTRUCTOR – Poteau Campus
EEC Regional Conference (CPR and First Aid)
July 27-28, 2015
Dallas, Texas

- 9. Approval of FY 2014-2015 General Fund Encumbrance Nos. 3813 Through the Latest Numbered Encumbrance Presented at the Time of this Meeting for Accounts Payable, Encumbrance Nos. 72122 Through the Latest Numbered Encumbrance Presented at the Time of this Meeting for Payroll, and Building Fund Encumbrance Nos. 24 Through the Latest Numbered Encumbrance Presented at the Time of this Meeting for Accounts Payable.**

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 the Oklahoma State School Board Association Membership – FY 2015-2016.**
- 11. Recommendation, Consideration and Vote to Approve Statutory Positions – Minutes Clerk and Encumbrance Clerk, Deputy Minutes Clerk and Encumbrance Clerk and Treasurer – FY 2015-2016.**

**Lois Welch, Minutes Clerk and Encumbrance Clerk
Angela Coleman – Deputy Minutes Clerk and Encumbrance Clerk
Stacia McCune, Treasurer**
- 12. Recommendation, Consideration and Vote to File Certification and Municipal Order and Notice of Treasurer’s Bond with County Clerks and County Treasurers Within the KTC School District for the 2015-2016 School Year.**
- 13. Recommendation, Consideration and Vote to Approve Cooperative and Service Agreements with Area Agencies – FY 2015-2016 – As Listed on Schedule “A” of the Agenda.**
- 14. Recommendation, Consideration and Vote to Approve the Professional Development Annual Update - FY 2015-2016.**

- 15. Discussion of Involvement of Teachers and Administrators in the Review Process of the Evaluation Policy and Evaluation Instruments – FY 2015-2016.**
- 16. Recommendation, Consideration and Vote to Approve Change Order Number 002, an Increase in the Amount of \$2,803.00 for the 2015 Interior Refurbish for Biomedical Lab and Classroom – McAlester Campus.**
- 17. Recommendation, Consideration and Vote to Approve the Following KTC Handbooks for FY 2015-2016 to Replace or Supersede Earlier Editions of the Same Handbooks:**
 - Practical Nursing Student Clinical Handbook**
 - Practical Nursing Student Handbook**
- 18. Recommendation, Consideration and Vote to Approve the Professional Development Confirmation Agreement Between the Flippen Group and Kiamichi Technology Centers.**
- 19. Recommendation, Consideration and Vote to Approve the Master Subscription Services Agreement Between Instructure, Inc., and Kiamichi Technology Centers.**
- 20. Recommendation, Consideration and Vote to Approve Keystone/INSURICA/OSIG as the Insurance Carrier for the Property and Casualty Insurance – FY 2015-2016.**
- 21. Recommendation, Consideration and Vote to Approve Oklahoma School Assurance Group (OSAG) as the Insurance Carrier for the Workers' Compensation Insurance – FY 2015-2016.**
- 22. Proposed Executive Session for the Purpose of Discussing the Resignation, Retirement, Employment and Reemployment of Temporarily Contracted Teachers, Adult Education/Grant Contract Personnel, Teaching Assistants and Support Staff for FY 2015-2016 as 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:

PENNY JAMES, Choctaw Nation Career Counselor – Idabel Campus

EMPLOYMENT/APPOINTMENT AND/OR REASSIGNMENT

_____ **Biomedical Sciences Instructor – Durant Campus**
(10 - Month Temporary Teaching Contract)

**TEMPORARILY CONTRACTED TEACHERS
ADULT EDUCATION/GRANT CONTRACT PERSONNEL
FY 2015-2016**

ATOKA

**Stoni Peck
Bill Pemberton**

HUGO/ANTLERS

**Rebecca Ludlow
Donald Murphy
Terrie Smith**

McALESTER

**Warna Gibson
Bryan Peck
Selina Riley
Richard Tedder**

STIGLER

Jasa Burton

DURANT

**Guy Burkhalter
Faith Hollis
Lorenda Hicks
Ashley McLarry**

IDABEL

Jay R. Smith

POTEAU/SPIRO

**Solveig Elroy
Lee Liddy
Mark Morris
David Rogers
Shalom Staats**

TALIHINA

**Tasia Brand
Amanda Dedmon**

**TEACHING ASSISTANTS
FY 2015-2016**

HUGO/ANTLERS

Cayce Roark

McALESTER

**Amanda Langford
Jacqueline Picotte
Kathy Scifres
Debra Wood**

IDABEL

Denise Williams

POTEAU/SPIRO

Irving Martinez

TALIHINA

William C. King

**SUPPORT STAFF PERSONNEL
FY 2015-2016**

ATOKA

**GaySue Bayles
Bridget Paxton
John Podraza
Jennifer Purcell
Sheila Sallee
Kent Selby**

HUGO/ANTLERS

**Justin Chapman
Evette Livingston
Gloria Rodriguez
Kevin Roper
David Shugart
Melinda White
Evelyn Wilkins**

McALESTER

**Larry Browning
April Collier
Joyce Funburg
Lea Giaudrone
Danielle Hackler
Jeannie Horn
Michele McNutt
Sheri Perry
Sherry Reagan
Roy Young**

STIGLER

**Stanley E. Coleman
Sandra J. Daniels
Teresa G. Nance
David L. Reavis**

TALIHINA

**Shannon Daney
Gina Gregson
Everett Riley
Deon Roberts**

DURANT

**Keith Colligan
Jennifer Davis
Jerrri DeWalt
Juanita Green
Jack Langham
Brenda MacEntire
Monica Wakefield
Joey Weger**

IDABEL

**Pam Coombs
Amanda Fulgium
Steve Gauldin
Lyle Lester
Leesa McKee
Donna Parker
Debbie Spears**

POTEAU/SPIRO

**DeLaun Abbott
Ronnie Broom
Kathy Davidson
Tammy Donathan
Rhianon Gerdes
Sharon Hosler
Traci Hurst
Larry Jackson
Stacey Nickell
Samantha Noseff
Jean Olson
Julie Pickle
Charlie Wayne Rust
Charlie Rust
Heather Wiedemann**

WILBURTON ADMIN.

**Brenda Gutierrez
Crystal Hanks
Lehann Reager
Minnie Truitt**

- 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:**

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PENNY JAMES, Choctaw Nation Career Counselor – Idabel Campus

EMPLOYMENT/APPOINTMENT AND/OR REASSIGNMENT

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(10 - Month Temporary Teaching Contract)

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FY 2015-2016**

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Selina Riley
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FY 2015-2016**

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Kathy Scifres
Debra Wood**

IDABEL

Denise Williams

POTEAU/SPIRO

Irving Martinez

TALIHINA

William C. King

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FY 2015-2016**

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Kent Selby**

HUGO/ANTLERS

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Gloria Rodriguez
Kevin Roper
David Shugart
Melinda White
Evelyn Wilkins**

McALESTER

**Larry Browning
April Collier
Joyce Funburg
Lea Giaudrone
Danielle Hackler
Jeannie Horn
Michele McNutt
Sheri Perry
Sherry Reagan
Roy Young**

STIGLER

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Gina Gregson
Everett Riley
Deon Roberts**

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Jennifer Davis
Jerri DeWalt
Juanita Green
Jack Langham
Brenda MacEntire
Monica Wakefield
Joey Weger**

IDABEL

**Pam Coombs
Amanda Fulgium
Steve Gauldin
Lyle Lester
Leesa McKee
Donna Parker
Debbie Spears**

POTEAU/SPIRO

**DeLaun Abbott
Ronnie Broom
Kathy Davidson
Tammy Donathan
Rhianon Gerdes
Sharon Hosler
Traci Hurst
Larry Jackson
Stacey Nickell
Samantha Noseff
Jean Olson
Julie Pickle
Charlie Wayne Rust
Charlie Rust
Heather Wiedemann**

WILBURTON ADMIN.

**Brenda Gutierrez
Crystal Hanks
Lehann Reager
Minnie Truitt**

- 24. Recommendation, Consideration and Vote to Approve Salary Schedules For Full-Time/Permanent Employees – FY 2015-2016.**

G. REPORTS:

Superintendent's Report

H. NEW BUSINESS:

I. ANNOUNCEMENT OF NEXT MEETING:

The next regular meeting of the Board is scheduled for:

**Friday, June 30, 2015
12:15 P.M.
KTC – Administrative Office
1004 Highway 2 North
Wilburton, OK 74578**

J. VOTE TO ADJOURN:

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

SCHEDULE A

COOPERATIVE AND SERVICE AGREEMENTS WITH AREA AGENCIES FY 2015-2016

GENERAL:

- **AGC-NCCER Sponsorship Agreement**
- **Choctaw Nation Career Development Program**
- **Compliance Resource Group (Drug & Alcohol Testing)**
- **Continuum Retail Energy Services, L.C.C. – Natural Gas Sales Agreement**
- **Educational Data Services, Inc., dba ADPC – Trends Software Agreement**
- **MOU Between Okla. Dept. of CareerTech Education and KTC – Certification Exams and Licensures**
- **Oklahoma Department of Rehabilitative Services – Vocational/Technical Educational Services**
- **Skyrider Communications, Inc., License Agreement for Placement of Communications Equipment**
- **Southeastern Ice dba. Harbor Air Conditioning & Refrigeration – Wilburton Industrial Bldg.**
- **Technology Centers – Aerospace/Stem Cooperative Agreement**
- **Technology Centers – Gooden Group**
- **Technology Centers – Statewide Marketing**

ATOKA CAMPUS:

- **A&H Security (Alarm System)**

DURANT CAMPUS:

- **Choctaw Nation Interlocal Agreement**

HUGO/ANTLERS CAMPUSES:

- **Choctaw County Commissioners Authority - Economic Developer for Choctaw County**
- **Choctaw Nation of Oklahoma**
- **Eastern Oklahoma State College – Lease Agreement**
- **Little Dixie Community Action Agency, Inc. – Lease Agreement**
- **Little Dixie Community Action Agency, Inc.–Head Start - Collaboration Agreement**

IDABEL CAMPUS:

- **Choctaw Nation of Oklahoma**

MCALESTER CAMPUS:

- **Choctaw Nation of Oklahoma**
- **Eufaula Independent School District**
- **SE Trio Educational Opportunity Centers**

POTEAU CAMPUS:

- **Choctaw Nation of Oklahoma**
- **Oklahoma Department of Mines**
- **Oklahoma State Bureau of Investigation**

SCHEDULE A

PRACTICAL NURSING:

- **Advanced Professional Testing Services, LLC (A.P.T.S)**

STIGLER CAMPUS:

- **Stigler Adult Education and Literacy Center**

TALIHINA CAMPUS:

- **Choctaw Nation of Oklahoma**
- **East Initiative Continuing Support Election Form and Statement for Services – 2015-2016**

ON-GOING AGREEMENTS:

- **IDG Services – Wilburton Industrial Building**
- **Oklahoma Department of Labor Statistics & Licensing Division**
- **Oklahoma Transcript Exchange – All Sites**
- **OneNet – Generator Agreement - McAlester**
- **Pittsburg County Firefighters Association – McAlester**
- **Reciprocity Agreement Between Indian Capital Technology Center and Kiamichi Technology Center**
- **Reciprocity Agreement Between Pontotoc Technology Center and Kiamichi Technology Center**