

AGENDA

**Kiamichi Technology Center
Board of Education
Regular Meeting
KTC – Administrative Office
Board Room
1004 Highway 2 North
Wilburton, OK 74578
February 12, 2008
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, table, reaffirm, rescind, or take no action on any Agenda item. The meeting will be conducted according to accepted Rules of Order, administered by the Board President 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. OATH OF OFFICE, LOYALTY OATH - MARY CURTIS, ZONE 1**
 - 1. Reorganization of Board of Education**
- 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 2 through 9.**

2. **Approval of Minutes
January 8, 2007 Regular Meeting**
3. **Approval of Declaration of Funds, Treasurer's Report and KTC
Cash Reconciliation**
4. **Approval of Resolution 2-12-08-1 Activity Fund Account
Reports and Transfer of Funds**
5. **Approval of Short-Term Instructors and Part-Time Employees
to Work at All Campuses – FY 2007-2008**

<u>Name</u>	<u>Primary Duty</u>	<u>Campus</u>
Cochran, Julie	Substitute – PN Program	Durant
Lee, Elizabeth	Substitute – PN Program	Durant
Armbrister, Lorena	Work Study – Clerical	Hugo
Smith, Terri	Work Study – Clerical	Hugo
Spaulding, Darla	Work Study – Maintenance	Hugo
Webb, Misty	Work Study – Maintenance	Hugo
McDaniel, James	Substitute Teacher – All Programs	Idabel
Asher, Diane	Work Study – Maintenance	McAlester
Claborn, Melissa	Instructor - Photography	McAlester
Johnson, Royce	Instructor – Welding	McAlester
Laster, Diana	PN Substitute	McAlester
Clouse, Sheila	STA – Health/Safety Classes	Poteau
Cunningham, Michael	STA – Auto Service Tech.	Poteau
Dickson, Sarah M.	Work Study – Maintenance	Poteau
Hampton, Debbie	Substitute – All Programs	Poteau
Hines, Whitney	Work Study – Clerical	Poteau
Holt, Tera G.	Work Study – Clerical	Poteau
Lickley, Stefani	MAT/CMA/LTCNA	Poteau
Martin, Tasia	LTCNA/MAT/CMA/Safety	Poteau
Self, Cindy	STA – Health/Safety Classes	Poteau
Terry, Bruce S.	Work Study – Maintenance	Poteau

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

6. **Approval to Declare Equipment Located at the McAlester
Campus, the Durant Campus and the Wilburton
Administrative Office as Surplus to be Disposed of Properly**
7. **Approval of Clinical Agreements with the Following Agencies
for the Purpose of Allowing KTC Students to Acquire Field
Experience**

EMS Program

Pushmataha County Hospital – Antlers, OK

HCC Program

Affordable Afterhours HealthCare Clinic – Heavener, OK

Medical Office Technology

Atoka Health Department – Atoka, OK

8. Approval of Out-of-State Travel

DANNY BLACK, Automotive Service Instructor – McCurtain County Campus

Vision Hi-Tech Training

March 6-9, 2008

Kansas City, Kansas

GINA RIGGS, EMS Coordinator – Poteau Campus

ACTE National Policy Seminar (All expense paid by Ok ACTE as President of Assoc.)

March 7-13, 2008

Washington, D.C.

GINA RIGGS, EMS Coordinator – Poteau Campus

ACTE Region IV Conference (Travel paid by OkACTE)

April 9-13, 2008

New Orleans, Louisiana

CRISTY DUFUR, Math & Science Instructor – Durant Campus

NCTM (National Council of Teachers of Mathematics) Annual Meeting & Expo.

April 8-13, 2008

Salt Lake City, Utah

LOUISE FULLER, Academic Center Instructor – McCurtain Co. Campus

NCA – “Postsecondary Think Tank” (Expenses to be paid by Advanced)

March 3-4, 2008

Columbus, Ohio

NORMAN RANGER, KTC Board of Education Member, Zone 7

NSBA Annual Conference

March 29-April 1, 2008

Orlando, Florida

- 9. FY 2007-2008 General Fund Encumbrance Nos. 2457 Through 2845 for Accounts Payable, Building Fund Encumbrance Nos. 24 through 30 for Accounts Payable, Encumbrance Nos. 70497 through 70507 for Payroll and Change Orders for FY 2007-2008 Which Were Over 20%:**

<u>P.O. #</u>	<u>Vendor</u>	<u>Increase</u>	<u>Total</u>
19	Centerpoint Energy	\$ 619.18	\$ 2,819.18
1759	CIMC-CCS	\$ 1,230.12	\$ 1,497.24
1836	The Oklahoman	\$ 853.82	\$ 3,553.82
1880	IKON	\$ 655.11	\$ 1,655.11

F. Motion, Second and Roll Call Vote to Approve the Consent Agenda, Items 2 through 9

G. ACTION TOPICS:

10. Proposed Executive Session for the Purpose of Discussing the Reemployment of Administrative Personnel as Set Out Below for Fiscal Year 2008-2009, 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)

**CERTIFIED ADMINISTRATORS
FY 2008-2009**

**Eddie Coleman, Deputy Superintendent
Elaine Gee, Director-Principal – Atoka Campus
Michael Goodwin, Director-Principal – Durant Campus
Charles Wibben, Ed.D., Director-Principal – Hugo Campus
Johnnie Meredith, Director-Principal – Idabel Campus
Fred Probis, Director-Principal – McAlester Campus
April Murray, Assistant Director-Principal – McAlester Campus
Doug Hall, Director-Principal – Poteau Campus
Warner Baxter, Assistant Director-Principal – Poteau Campus
Joe Carrick, Director-Principal – Stigler Campus
Shelley Free, Director-Principal – Talihina Campus**

- A. Vote to Convene in Executive Session**
- B. Vote to Reconvene in Open Session**
- C. Statement by Board President of Executive Session Minute**

11. Recommendation, Consideration and Vote to Reemploy, for the 2008-2009 School Year, the Certified Administrators Set Out Below:

**CERTIFIED ADMINISTRATORS
FY 2008-2009**

Eddie Coleman, Deputy Superintendent

Elaine Gee, Director-Principal – Atoka Campus
Michael Goodwin, Director-Principal – Durant Campus
Charles Wibben, Ed.D., Director-Principal – Hugo Campus
Johnnie Meredith, Director-Principal – Idabel Campus
Fred Probis, Director-Principal – McAlester Campus
April Murray, Assistant Director-Principal – McAlester Campus
Doug Hall, Director-Principal – Poteau Campus
Warner Baxter, Assistant Director-Principal – Poteau Campus
Joe Carrick, Director-Principal – Stigler Campus
Shelley Free, Director-Principal – Talihina Campus

- 12. Recommendation, Consideration and Vote to Approve Architectural Services for Poteau/Spiro Campuses and Secure Bids for the Projects at Each Location**
- 13. Recommendation, Consideration and Vote to Accept Lowest and Best Bid – 2008 Renovation Project – Antlers**
- 14. Recommendation, Consideration and Vote to Approve Additional Fund Raiser – FY 2007-2008 – Stigler Campus**
- 15. Recommendation, Consideration and Vote to Approve KTC Emergency Plan**
- 16. 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)**

Resignation:

BRANDI BURRIS, Certified Nurse Assistant Instructor – Poteau Campus

Retirement:

SALLY McGOWEN, Practical Nursing Instructor – Poteau Campus

- A. Vote to Convene in Executive Session**
- B. Vote to Reconvene in Open Session**
- C. Statement by Board President of Executive Session Minute**

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

Resignation:

BRANDI BURRIS, Certified Nurse Assistant Instructor – Poteau Campus

Retirement:

SALLY McGOWEN, Practical Nursing Instructor – Poteau Campus

18. Discussion of Selection Process of Superintendent Applicants and Take Action as Deemed Appropriate

H. REPORTS:

Superintendent's Report

I. NEW BUSINESS:

J. ANNOUNCEMENT OF NEXT MEETING:

The next meeting of the Board is:

**Tuesday, March 11, 2008
12:15 p.m.
KTC – Administrative Office
1004 Highway 2 North
Wilburton, OK 74578**

K. VOTE TO ADJOURN:

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