AGENDA

Kiamichi Technology Center
Board of Education
Regular Meeting
KTC – Administrative Office
Board Room
1004 Highway 2 North
Wilburton, OK  74578
September 9, 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 AND MEETING CALLED TO ORDER:

C. RECOGNITION OF GUESTS, SUBMITTING PROPER REQUESTS PURSUANT TO KIAMICHI TECHNOLOGY CENTER POLICY 6.5

D. Discussion of Welding Retraining Program at the Spiro Campus and issues concerning some Spiro students with respect to said Program as brought to the attention of a KTC Board Member.

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 10.

1. Approval of Minutes
August 14, 2008 Regular Meeting

2. Approval of Declaration of Funds, Treasurer’s Report and KTC Cash Reconciliation

3. Approval of Resolution 09-09-08-1 Activity Fund Account Reports and Transfer of Funds and Addition of TRAIN/TANF Sub-Account to FY 09 Chart of Accounts.

4. Approval of Short-Term Instructors and Part-Time Employees to Work at All Campuses – FY 2008-2009

<table>
<thead>
<tr>
<th>Name</th>
<th>Primary Duty</th>
<th>Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adams, Thomas</td>
<td>Substitute – All Programs</td>
<td>Durant</td>
</tr>
<tr>
<td>Dufur, Dachia</td>
<td>Bus. Admin &amp; Info. Tech/Occupational Serv.</td>
<td>Durant</td>
</tr>
<tr>
<td>Fralicks, Scotti McKinney</td>
<td>Substitute – All Programs</td>
<td>Durant</td>
</tr>
<tr>
<td>Green, Jimmy</td>
<td>Welding Tech./Auto Service Tech.</td>
<td>Durant</td>
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<tr>
<td>Green, Kay</td>
<td>Occupational Services Tech.</td>
<td>Durant</td>
</tr>
<tr>
<td>Marksberry, Rebecca</td>
<td>Substitute PN Program</td>
<td>Durant</td>
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<tr>
<td>Haynes, Kirby</td>
<td>Substitute – All Programs</td>
<td>Durant</td>
</tr>
<tr>
<td>Dunlap, James</td>
<td>Maintenance</td>
<td>Hugo</td>
</tr>
<tr>
<td>Evans, Kimberly A.</td>
<td>Bus Driver/Clerical</td>
<td>Hugo</td>
</tr>
<tr>
<td>Byington, Donna</td>
<td>Bus Driver/Maintenance</td>
<td>McAlester</td>
</tr>
<tr>
<td>Hammontree, Carol</td>
<td>Substitute – Early Care &amp; Ed. (Cook)</td>
<td>McAlester</td>
</tr>
<tr>
<td>Johnston, John</td>
<td>STA – Computers/Safety Trng.</td>
<td>McAlester</td>
</tr>
<tr>
<td>Marshall, Crystal</td>
<td>Bus Driver</td>
<td>McAlester</td>
</tr>
<tr>
<td>Russell, Jason</td>
<td>Substitute – Precision Machine Tech.</td>
<td>McAlester</td>
</tr>
<tr>
<td>James, Andrea</td>
<td>STA – Computer Training</td>
<td>McCurtain county</td>
</tr>
<tr>
<td>Ney, Brian</td>
<td>STA – Computer Trng.</td>
<td>McCurtain County</td>
</tr>
<tr>
<td>Parsons, Pamela</td>
<td>Bus Driver/Clerical</td>
<td>McCurtain County</td>
</tr>
<tr>
<td>Westbrook, Ryan</td>
<td>STA – Welding Tech.</td>
<td>McCurtain County</td>
</tr>
<tr>
<td>Angel, Jerry</td>
<td>STA – Welding Tech.</td>
<td>Poteau</td>
</tr>
<tr>
<td>Benham, Lori L.</td>
<td>Work Study – Clerical</td>
<td>Poteau</td>
</tr>
<tr>
<td>Bailey, Aaron</td>
<td>Substitute – T&amp;I</td>
<td>Stigler</td>
</tr>
<tr>
<td>Brigance, Jimmy</td>
<td>Substitute – T&amp;I</td>
<td>Stigler</td>
</tr>
<tr>
<td>Lewis, Dale</td>
<td>Substitute – T&amp;I</td>
<td>Stigler</td>
</tr>
<tr>
<td>Mendenhall, Crystal</td>
<td>Substitute – Business/Computers; T&amp;I</td>
<td>Stigler</td>
</tr>
<tr>
<td>Workman, Bobby</td>
<td>STA – Electronics</td>
<td>Stigler</td>
</tr>
</tbody>
</table>

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 Poteau Campus and the McCurtain County Campus as Surplus to be Disposed of Properly
6. Approval of Clinical Agreements with the Following Agencies for the Purpose of Allowing KTC Students to Acquire Field Experience

PN Program
- Choctaw Nation of Oklahoma Head Start & Pre-School Program
- PN Clinical Rotation Agreement

7. Approval of Out-of-State Travel

PHILIP MEAD, Welding Technology Instructor – Atoka Campus
SkillsUSA Leadership Training Institute (WLTI)
September 18-26, 2008
Herndon, Virginia

8. Approval of Campus Fund Raisers – FY 2008-2009


10. Approval of FY 2008-2009 General Fund Encumbrance Nos. 1258 Through 1652 for Accounts Payable, Building Fund Encumbrance Nos. 10 through 13 for Accounts Payable, Financial Aid Encumbrance Nos. 1 Through 121 and Encumbrance Nos. 70410 Through 70694 for Payroll

F. Motion, Second and Roll Call Vote to Approve the Consent Agenda, Items 1 through 10

G. ACTION TOPICS:

11. Recommendation, Consideration and Vote to Approve Authorization of the Following Individuals to Sign Documents in Absence of Director at Each Respective Campus

   Atoka Campus       Becky Ward
   Durant Campus      Vickie Richards
   Hugo/Antlers Campus Dennis Porter
   Idabel Campus      Scott Garrett
   McAlester Campus   April Murray
   Poteau/Spiro Campus Larry Brooks
   Stigler Campus     James Storment
   Talihina Campus    Joyce Jones

12. Recommendation, Consideration and Vote to Approve to Declare as Surplus the Carpentry Building in Stigler at the
Incubator Site to be Disposed of Properly to include demolition and removal of all materials.

13. **Recommendation, Consideration and Vote to Approve Architectural Services and Secure Bids for Roofing Project – Wilburton Administration Office**

14. **Recommendation, consideration and Vote to Approve Change Order Number One to Correct Electrical Service to the Building for the Spiro Remodel Project - FY 2008.**

15. **Recommendation, Consideration and Vote to Adopt/Revise the Following Job Descriptions**
   - Director
   - Assistant Director

16. **Recommendation, Consideration and Vote to Approve the Estimate of Needs – FY 08-09**

17. **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:**
   
   PAUL BRUMIT, Maintenance/Building & Grounds – McCurtain County Campus

   **Employment/Appointment/and/or Reassignment:**
   
   MAINTENANCE/BUILDING & GROUNDS – McCurtain County Campus
   WELDING TECHNOLOGY INSTRUCTOR – Spiro Campus

   A. Vote to Convene in Executive Session
   B. Vote to Reconvene in Open Session
   C. Statement of Executive Session Minute

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

PAUL BRUMIT, Maintenance/Building & Grounds – McCurtain County Campus

Employment/Appointment and/or Reassignment:

MAINTENANCE/BUILDING & GROUNDS – McCurtain County Campus
WELDING TECHNOLOGY INSTRUCTOR – Spiro Campus

19. Proposed Executive Session for the Purpose to Discuss and Deliberate on Whether or Not to Terminate Nancy Harmon from Her Employment at Kiamichi Technology Center which would Include 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)

A. Vote to Convene in Executive Session
B. Vote to Reconvene in Open Session
C. Statement of Executive Session Minute

20. Recommendation, Consideration and Vote to Adopt or Not Adopt the “Findings of Facts” and Terminate or Not Terminate Nancy Harmon from Her Employment with Kiamichi Technology Center.

21. Recommendation, Consideration and Vote to Approve Acceptance of Bid for the 2008 Remodel Project – Poteau Campus

H. REPORTS:

Superintendent’s Report

I. NEW BUSINESS

J. ANNOUNCEMENT OF NEXT MEETING:
The next meeting of the Board is:

Tuesday, October 14, 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: _____________________ |