

AGENDA

**Kiamichi Technology Center
Board of Education
Regular Meeting
KTC – McCurtain County Campus
BIS Center Board Room
3205 Lincoln Rd. NE
Idabel, OK 74745
November 10, 2009
10:00 A.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:

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

October 13, 2009 – Regular Meeting

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

3. **Approval of Resolution 11-10-09-1 Activity Fund Account Reports and Transfer of Funds**
4. **Approval of Short-Term Instructors and Part-Time Employees to Work at All Campuses – FY 2009-2010**

<u>Name</u>	<u>Primary Duty</u>	<u>Campus</u>
Blue, John Aaron	BIS, Safety Instructor	Atoka
Cahill, Sammy D.	Substitute – All Programs	Atoka
Green, Christy	Substitute – Cosmetology	Atoka
Bell, Elizabeth C.	Short Term Instructor – All Programs	Durant
Rains, Leslie	Substitute – All Programs	Durant
Cranfield, Doug	STA Instructor, EMS Classes	EMS District-Wide
Grovdal, David	STA Instructor, EMS Classes	EMS District-Wide
Stankewitz, Anthony	STA Instructor, EMS Classes	EMS District-Wide
Pewo, Mary	Short Term Instructor – All Programs	Hugo/Antlers
Meek, Angela	Substitute Teacher	Poteau/Spiro
Patterson, Keith A.	Substitute Teacher	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 Atoka Campus, the Hugo Campus, the Idabel Campus, the Poteau Campus, the Stigler Campus and the Wilburton Administration Office as Surplus to be Disposed of Properly (Copies of These Lists are Available at the Office of the Superintendent and at the Meeting)**
6. **Approval to Accept Donated Equipment From American Honda Corporation to be Used in the Service Careers Technology Program – Poteau Campus**
7. **Approval of Additional Fundraisers for FY 2009-2010 – Atoka Campus, Talihina Campus and McAlester Campus**
8. **Approval of Additional Clinical Agreement for KTC Health-Related Program for the Purpose of Allowing KTC Students to Acquire Field Experience – FY 2009-2010**

Poteau Campus

Diagnostic Laboratory of Oklahoma – Poteau, OK

9. **Approval of FY 2009-2010 General Fund Encumbrance Nos. 1822 Through 2131 For Accounts Payable, Encumbrance Nos. 70623 Through 70820 For Payroll, and Building Fund Encumbrance No. 20 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 Accept the Lowest and Best Bid on the 2009 Hugo Renovation, Roof & Drainage Project**

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

**Hugo Campus
Stigler Campus**

**Annette Nowell
Brad Martin**

12. **Recommendation, Consideration and Vote to Approve Closing the Small Business Management Program Effective June 30, 2010 and Opening a Health Careers Certification Program Effective July 1, 2010 – Stigler Campus**

13. **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)**

EMPLOYMENT/APPOINTMENT/AND/OR REASSIGNMENT:

**BRAD MARTIN, FROM SMALL BUSINESS COORDINATOR TO
ADULT/INDUSTRIAL COORDINATOR – STIGLER CAMPUS**

ADULT/INDUSTRIAL COORDINATOR – HUGO CAMPUS

SECRETARY – DURANT CAMPUS

- 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:

EMPLOYMENT/APPOINTMENT/AND/OR REASSIGNMENT:

BRAD MARTIN, FROM SMALL BUSINESS COORDINATOR TO ADULT/INDUSTRIAL COORDINATOR – STIGLER CAMPUS

ADULT/INDUSTRIAL COORDINATOR – HUGO CAMPUS

SECRETARY – DURANT CAMPUS

15. Proposed Executive Session for the Purpose of Discussing A Matter Where the Disclosure of Information Would Violate Confidentiality Requirements of State and/or Federal Law As Authorized by Title 25, O.S. Section 307 (B) (7)

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

G. REPORTS:

Superintendent's Report

H. NEW BUSINESS

I. ANNOUNCEMENT OF NEXT MEETING:

The next meeting of the Board is:

**Tuesday, December 8, 2009
12:15 PM
KTC – Administrative Office
1004 Highway 2 North
Wilburton, OK 74578**

J. VOTE TO ADJOURN:

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