

AGENDA

**Kiamichi Technology Center
Board of Education
Regular Meeting
KTC - Spiro Campus
610 SW 3rd
Spiro, OK 74959
January 15, 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 10.**
 - 1. Approval of Minutes.
December 11, 2012 Regular Meeting**
 - 2. Approval of Declaration of Funds, Treasurer's Report and KTC Cash Reconciliation.**

3. **Approval of Resolution 1/15/2013-1 Activity Fund Account Reports and Transfer of Funds.**
4. **Approval of Short-Term Instructors and Part-Time Employees to Work at All Campuses – FY 2012-2013.**

<u>Name</u>	<u>Primary Duty</u>	<u>Campus</u>
Munholland, Jeanna	Health Instructor	Atoka
Phillips, Zelma	Health Instructor	Atoka
Stolzfus, Anthony	BLS for Healthcare Providers	Talihina
Worley, Bonnie	Substitute Instructor	Talihina

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 and the Poteau Campus as Surplus to be Disposed of Properly. (Copies of these Lists are Available on the District Website, at the Office of the Superintendent and at the Meeting.)**
6. **Approval to Accept Donated Equipment from Stuteville Ford of Atoka to be Used for Training Purposes in the Automotive Service Technology Program – Atoka Campus.**

1995 Ford Windstar VIN #2FMDA5143SBB61422
7. **Approval to Declare Equipment Located at the Poteau Campus as Surplus to be Donated to the Pocola Public Schools. (A Copy of this List is Available on the District Website, at the Office of the Superintendent and at the Meeting.)**
8. **Approval of Additional Campus Fund Raisers – FY 2012-2013.**
9. **Approval of Out-of-State Travel.**

**GINA RIGGS, Emergency Medical Services Director
National Policy Seminar for ACTE (All Expenses Covered by ACTE)
March 1-7, 2013
Washington, D.C.**

- 10. Approval of FY 2012-2013 General Fund Encumbrance Nos. 2345 Through 2561 for Accounts Payable, Encumbrance Nos. 71235 Through 71387 for Payroll, Building Fund Encumbrance No. 17 for Accounts Payable and Change Orders for FY 2012-2013 Which Were Over \$500.00 and 20%:**

<u>P.O. #</u>	<u>Vendor</u>	<u>Increase</u>	<u>Total</u>
235	Chickasaw Telecom, Inc.	\$1,309.81	\$2,109.81
2318	OSU-FST	\$2,241.49	\$4,893.00

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

F. ACTION TOPICS:

- 11. Proposed Executive Session for the Purpose of Discussing the Employment of and Contract with Eddie Coleman as Superintendent for the Kiamichi Technology Centers, the Disclosure of Which Discussion Would Violate Confidentiality Rights Under State and/or Federal Law, as Authorized by 25 Okla. Stat. Section 307 (B) (1) & (7).**
- A. Vote to Convene in Executive Session**
 - B. Vote to Acknowledge Return to Open Session**
 - C. Statement of Minute of Executive Session**
- 12. Recommendation, Consideration and Vote to Approve Seeking Architectural Services and to Secure Bids on Proposed Remodel of Restroom Facilities Located in the Main Campus Common Area and the BIS Center – Durant Campus.**
- 13. Recommendation, Consideration and Vote to Grant Permission for the Location of the Little Dixie Head Start/Early Head Start Storm Shelter Awarded by a USDA Grant – Hugo Campus.**
- 14. Recommendation, Consideration and Vote to Establish a Health Careers Certification Program – Durant Campus.**
- 15. Recommendation, Consideration and Vote to Approve Authorization of the Following Personnel to be in Charge**

**in the Absence of the Director at Each Respective Campus –
FY 2012-13:**

CAMPUS	PERSONNEL
Atoka	Becky Ward Christi Hyatt
Durant	Bryan Hallmark Rhonda Collier Vicki Richards
Hugo/Antlers	Dwight Kos Christina Smith
Idabel	Scott Garrett Shelley Ebert
McAlester	Philip Mead Tony Korp
Poteau/Spiro	Michael Culwell Charley Hayes Elvie Moss
Stigler	Brad Martin
Talihina	Chris Stone

16. Recommendation, Consideration and Vote to Adopt the Following Job Description:

- **EMS (Paramedic) Instructor**

17. Recommendation, Consideration and Vote to Approve Revision to KTC Board of Education Policies.

- **Section 24, Item 24.15, Page 24.62 – Smoking and Other Tobacco Use**

18. Recommendation, Consideration and Vote to Approve the Appointment of KTC Board Member, Joel Mashburn, to the OSSBA State Legislative Liaison Network as the Voting Delegate.

19. 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).**

RETIREMENT:

**STEPHEN STEWART, Precision Machine Technology Instructor – McAlester
Campus**

EMPLOYMENT/APPOINTMENT AND/OR REASSIGNMENT:

_____, EMS (Paramedic) Instructor (12 Month – Adult Ed.
Contract)

**TEACHING STAFF
FY 2012-2013**

McALESTER CAMPUS

**RAYMOND C. RICHARDS, Business Administration & Information
Technology Instructor, McAlester Campus from Temporary Teacher
Contract to 10 Month Teacher Contract effective January 1, 2013**

**RESCIND EMPLOYMENT ACTION TAKEN AT THE DECEMBER 11, 2012
BOARD MEETING FOR THE FOLLOWING INDIVIDUAL:**

TIM AMOS, Counselor, Choctaw Nation Career Development Program

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

**20. Recommendation, Consideration and Vote to Approve the
Personnel Action Set Out Below:**

RETIREMENT:

**STEPHEN STEWART, Precision Machine Technology Instructor – McAlester
Campus**

EMPLOYMENT/APPOINTMENT AND/OR REASSIGNMENT:

_____, EMS (Paramedic) Instructor (12 Month – Adult Ed.
Contract)

**TEACHING STAFF
FY 2012-2013**

McALESTER CAMPUS

**RAYMOND C. RICHARDS, Business Administration & Information
Technology Instructor, McAlester Campus from Temporary Teacher
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**RESCIND EMPLOYMENT ACTION TAKEN AT THE DECEMBER 11, 2012
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TIM AMOS, Counselor, Choctaw Nation Career Development Program

- 21. Recommendation, Consideration and Vote to Approve Seeking
Architectural Services and to Secure Bids on Reroofing
Project of Original Building – McAlester 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, February 12, 2013

12:15 P.M.

KTC – Hugo Campus

107 So. 15th

Hugo, OK 74743

J. VOTE TO ADJOURN:

Posted By: _____

Date Posted: _____

Time Posted: _____

Place Posted: _____

Signed: _____