

AGENDA

**Kiamichi Technology Center
Board of Education
Regular Meeting
KTC – Administrative Office
1004 Highway 2 North
Wilburton, OK 74578
March 10, 2020
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. RECOMMENDATION, CONSIDERATION AND VOTE TO APPROVE ACCEPTANCE OF AUDIT – FY 2018-2019.**
- 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 11.**
 - 1. Approval of Minutes.
February 11, 2020 Regular Meeting**

2. **Approval of Declaration of Funds, Treasurer's Report and KTC Cash Reconciliation.**
3. **Approval of Resolution No. 3/10/2020-1 Activity Fund Account Reports and Transfer of Funds.**
4. **Approval of Short-Term Instructors and Part-Time Employees to Work at All Campuses – FY 2019-2020.**

<u>Name</u>	<u>Primary Duty</u>	<u>Campus</u>
Costilow, Miriam	STA Instr. – Creative Writing, April 2020	Hugo
Strickland, Bonnie	Substitute – All Programs	McAlester/Euf.
Ballard, Janine	Banquet Duties	Poteau/Spiro
Jones, Kiana	Banquet Duties	Poteau/Spiro
Kemp, Makali	Banquet Duties	Poteau/Spiro
Lowrimore, Dale	STA Instr. – OSSAA Officiating Classes	Poteau/Spiro
Maynard, Brettney	STA Instr. – ECSI and CPR	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 Idabel Campus and the McAlester Campus, as Surplus to be Disposed of Through Online Public Auction, Trade-In 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 Wilburton Administrative Office, as Surplus to be Donated to the McCurtain Public Schools. (A Copy of This List Is Available on the District Website, at the Office of the Superintendent and at the Meeting.)**
7. **Approval of Agreement for FY 2020-2021 Subject to Ratification July 1, 2020.**
 - **Microsoft Volume Licensing Extension Agreement, Subject to Ratification July 1, 2020**

8. Approval of Lawn Care Maintenance Service Agreement, McAlester Campus – FY 2019-2020.

- Kelley (K.J.) Burks – McAlester Campus

9. Approval of Clinical Agreements for Health-Related Programs for the Purpose of Allowing KTC Students to Acquire Field Experience – FY 2019-2020.

EMS Program:

- Heavener Manor, dba Heavener Health & Rehab. – Heavener, OK
- The Oaks Healthcare Center-Poteau, LLC – Poteau, OK

Health Careers Certification Program:

- Carrus Cares Clinic of Atoka – Atoka, OK
- K. D. & S. Homes, Inc. – Durant, OK

10. Approval of Out-of-State Travel. (A Copy of This List is Available at the Office of the Superintendent and at the Meeting.)

11. Approval of FY 2019-2020 General Fund Encumbrance Nos. 203241 Through the Latest Numbered Encumbrance Presented at the Time of This Meeting for Accounts Payable, Payroll, and Building Fund Encumbrance Nos. 2021036 Through the Latest Numbered Encumbrance Presented at the Time of This Meeting for Accounts Payable.

F. Motion, Second and Roll Call Vote to Approve the Consent Agenda, Items 1 through 11.

G. ACTION TOPICS:

12. Recommendation, Consideration and Vote to Approve the Professional Development Annual Update – FY 2020-2021.

13. Recommendation, Consideration and Vote to Approve the KTC Evaluation Policy, Evaluation Forms and TPS TLE Evaluators' Handbook for FY 2020-2021 as Recommended by the Evaluation Committee.

14. **Recommendation, Consideration and Vote to Approve the Architectural Design Services of Michael Allen Riley, AIA., Michael Allen Riley Architecture, PLLC., and Accept the Lowest and Best Bid for the 2020 Metal Canopy Project, Stigler Campus, or to Reject Any and/or All Bids.**
15. **Recommendation, Consideration and Vote to Approve Form 361, FEMA Saferoom Project Close Out – Poteau Campus.**
16. **Recommendation, Consideration and Vote to Approve the Addition of Lane Jackson to the Designated Signature Authorities - Bank Account List (Schedule B) – Durant Campus.**
17. **Discussion of Full-Time Programs Performance Standards.**
18. **Proposed Executive Session for the Purpose of Discussing the Resignation, Retirement, Employment/Appointment/ Re-Assignment and/or Transfer of Personnel to the Positions Listed Below, Including Discussions of Information, the Disclosure of Which Would Violate Confidentiality Requirements of State and/or Federal Law, as Authorized by Title 25, Okla. Stats., Section 307 (B) (1) and (B) (7).**

RESIGNATIONS/RETIREMENTS

**RICKY ALFORD, Pre-Engineering Instructor, Idabel Campus
(Retirement)**

**MISTY RITTER, Health Careers Certification Instructor, Stigler Campus
(Resignation)**

EMPLOYMENT/APPOINTMENT/RE-ASSIGNMENT AND/OR TRANSFER

**_____, Campus Director, Hugo/Antlers Campus
(12-Month Certified Administrator Contract)**

**EMPLOYMENT/APPOINTMENT/RE-ASSIGNMENT
AND/OR TRANSFER (Continued)**

_____, District Safety Coordinator, Wilburton Administrative
Office (12-Month Professional Staff Contract)

_____, Pre-Engineering Instructor, Hugo Campus
(10-Month Temporary Teacher Contract)

_____, Adult/Industrial Coordinator, Talihina Campus
(12-Month Professional Staff Contract)

_____, Adult/Industrial Coordinator, Stigler Campus
(12-Month Professional Staff Contract)

A. Vote to Convene in Executive Session

B. Vote to Acknowledge Return to Open Session

C. Statement of Minutes of Executive Session

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

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(12-Month Professional Staff Contract)

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(12-Month Professional Staff Contract)

G. REPORTS:

Superintendent's Report

H. NEW BUSINESS:

I. ANNOUNCEMENT OF NEXT MEETING:

The next regular meeting of the Board is scheduled for:

Tuesday, April 14, 2020

12:15 P.M.

KTC – Atoka Campus

1763 W. Liberty Road

Atoka, OK 74525

J. VOTE TO ADJOURN:

Posted By: _____

Date Posted: _____

Time Posted: _____

Place Posted: _____

Signed: _____