



AGENDA

Kiamichi Technology Centers
Board of Education
Special Meeting
Kiamichi Technology Centers – District Office
1004 Highway 2 North
Wilburton, OK 74578
December 17, 2021
1:00 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 AND MEETING CALLED TO ORDER:

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

D. RECOMMENDATION, CONSIDERATION, AND VOTE TO DECLARE BOARD OFFICE ZONE 5 VACANT.

E. CONSENT AGENDA: All of the following items, which concern reports and items of a routine nature normally approved at Board Meeting, 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 Item 1 through 8.

1. Approval of Minutes. November 9, 2021 – Regular Meeting
2. Approval of Declaration of Funds, Treasurer's Report, and Kiamichi Technology Centers Cash Reconciliation
3. Approval of Resolution No. 12/17/2021-1 Activity Fund Account Reports and Transfer of Funds.
4. Approval of Short-Term Instructors and Part-Time Employees to Work at Each Campus and the Wilburton Office FY 2021-2022.

<u>NAME</u>	<u>PRIMARY DUTY</u>	<u>CAMPUS</u>
McMichael, Linda	STA Instr - Para Pro for K-12	Durant
Williams, Debbie	STA Instr – Phlebotomy	Durant
Richmond, Sara	EMS Skills Instructor	EMS D-Wide
Chapman, Nellie	STA Instr - Dental Assistant	Hugo/Antlers
Smith, Curtney	Federal Work-Study	Hugo/Antlers
Engel-Wilson, Carolyn	STA Instr - Sewing and Crafts	Idabel
Cooper, Bettye	Substitute - All Programs	McAlester/Euf.
Shiever, Alicia	STA Instr - BLS, CPR, Related Health and Safety	McAlester/Euf.
Hinton, Jason	Federal Work-Study	Poteau/Spiro
Granite, Brigitte	Federal Work-Study	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 Idabel Campus, the McAlester Campus, the Poteau Campus, and the Spiro 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 McAlester Campus, the Poteau Campus, and the Talihina Campus to be Donated to the Following Public Schools and Skills Center. (Copies of These Lists are Available on the District Website, at the Office of the Superintendent, and at the Meeting.)
 - Howard McLeod Skills Center
 - McAlester Public Schools
 - Arkoma Public Schools
 - Heavener Public Schools
 - Red Oak Public Schools
 - Spiro Public Schools
 - Clayton Public Schools
7. Approval of FY 2021-2022 General Fund Encumbrance Nos. 222229 Through the Latest Numbered Encumbrance Presented at the Time of This Meeting for Accounts Payable, Payroll, and Building Fund Encumbrance Nos. 2221019 Through the Latest Numbered Encumbrance Presented at the Time of This Meeting for Accounts Payable.
8. Approval of Out-of-State Travel (A Copy of This is Available at the Office of the Superintendent and at the Meeting).

F. Motion, Second, and Roll Call Vote to Approve the Consent Agenda, Items 1 through 8.

G. ACTION TOPICS

9. Recommendation, Consideration and Vote to Approve the Architectural Design Services of Michael Allen Riley, AIA, Michael Allen Riley Architecture, PLLC., for the 2021 Remodel and Interior Finish Updates, Atoka Campus, and/or 2021 Shop Remodel Project, McAlester Campus, and/or 2021 Shop Remodel and Finish Updates, Stigler Campus.

10. Recommendation, Consideration and Vote to Accept the Lowest and Best Bid for the 2021 Remodel and Interior Finish Updates, Atoka Campus, or to Reject Any and/or All Bids.
11. Recommendation, Consideration and Vote to Accept the Lowest and Best Bid for the 2021 Shop Remodel Project, McAlester Campus, or to Reject Any and/or All Bids.
12. Recommendation, Consideration and Vote to Accept the Lowest and Best Bid for the 2021 Shop Remodel and Finish Updates, Stigler Campus, or to Reject Any and/or All Bids.
13. Proposed Executive Session for the Purpose of Discussing, Compiling, and Reviewing the Evaluation and Employment Performance of Shelley D. Free, as Superintendent, the Disclosure of Which Would Violate Confidentiality Requirements Under State and/or Federal Law, as Authorized by Title 25 Okla. Stat. Section 307 (B) (1) and (B) (7)
 - A. Vote to Convene in Executive Session
 - B. Vote to Acknowledge Return to Open Session
 - C. Statement of Minutes of Executive Session
14. Discussion and Vote to Deliver to Ms. Shelley D. Free, the Superintendent's Evaluation Compiled by the Board.
15. Recommendation, Consideration, and Vote to Approve Change Order No. 003, an Increase in the Amount of \$2,340.00, for the 2021 Remodel and Interior Finish Updates, Poteau Campus.
16. Recommendation, Consideration, and Vote to Approve Kiamichi Technology Centers Durant Campus, in Conjunction with Southern Oklahoma Development

Association, SODA, to seek Funding for Campus Construction Expansion.

17. Proposed Executive Session for the Purpose of Discussing the Employment, Hiring, Resignation, Retirement, Appointment/Re-Assignment, and/or Transfer of Personnel and/or Applicants 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).

RETIREMENT/RESIGNATION

JAMIE R. MORRIS, Practical Nursing Instructor, McAlester Campus
[Resignation]

EMPLOYMENT/APPOINTMENT/RE-ASSIGNMENT AND/OR TRANSFER

JENNIFER PURCELL, transfer from Workforce and Economic Development Coordinator to Teaching Assistant, Atoka Campus (10-Month Support Staff Contract) *[Employment]*

_____, Secretary, Hugo Campus (12-Month Support Staff Contract) *[Employment]*

_____, Secretary, McAlester Campus (12-Month Support Staff Contract) *[Employment]*

_____, Secretary, Stigler Campus (12-Month Support Staff Contract) *[Employment]*

_____, Practical Nursing Instructor, McAlester Campus (11-Month Adult-Ed Contract) *[Employment]*

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

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

RETIREMENT/RESIGNATION
JAMIE R. MORRIS, Practical Nursing Instructor, McAlester Campus <i>[Resignation]</i>

EMPLOYMENT/APPOINTMENT/RE-ASSIGNMENT AND/OR TRANSFER
JENNIFER PURCELL, transfer from Workforce and Economic Development Coordinator to Teaching Assistant, Atoka Campus (10-Month Support Staff Contract) <i>[Employment]</i>
_____, Secretary, Hugo Campus (12-Month Support Staff Contract) <i>[Employment]</i>
_____, Secretary, McAlester Campus (12-Month Support Staff Contract) <i>[Employment]</i>
_____, Secretary, Stigler Campus (12-Month Support Staff Contract) <i>[Employment]</i>
_____, Practical Nursing Instructor, McAlester Campus (11-Month Adult-Ed Contract) <i>[Employment]</i>

19. Consideration, and Vote to Appoint a Qualified Individual to Board Office Zone 3.
20. Proposed Executive Session Pursuant to Okla. Stat. Tit. 25, Section 307 (B) (1) and (7), and Okla. Stat. Tit. 70, Section 5-118, for the Purpose of Discussing the Appointment of a Qualified Individual to Board Office Zone 5, Disclosure of Which Discussion Would Violate Confidentiality Requirements of State or Federal Law.

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

H. REPORTS

Superintendent's Report

I. ANNOUNCEMENT OF NEXT MEETING:

The next regular meeting of the Board is scheduled for:

Tuesday, January 11, 2022
12:15 P.M.
Kiamichi Tech – Atoka Campus
1763 W. Liberty Road
Atoka, OK 74525

J. VOTE TO ADJOURN:

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