

AGENDA

**Kiamichi Technology Center
Board of Education
Regular Meeting
KTC – Administrative Office
1004 Highway 2 North
Wilburton, OK 74578
March 16, 2018
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 AND MEETING CALLED TO ORDER:**
- C. RECOGNITION OF GUESTS:**
- D. OATH OF OFFICE, LOYALTY OATH:**
 - ERNIE TAYLOR, II - ZONE 4**
- E. REORGANIZATION OF BOARD OF EDUCATION: This item may include one or more motions to nominate, second and/or elect Board Members to one or more Board Offices, including President, Vice-President, and Clerk.**
- F. STATEMENT OF INSTRUCTIONAL REQUIREMENTS MET FOR MEMBERS OF THE KIAMICHI TECHNOLOGY CENTER SD #7 BOARD OF EDUCATION:**
- G. RECOMMENDATION, CONSIDERATION AND VOTE TO APPROVE ACCEPTANCE OF AUDIT – FY 2016-2017.**

H. 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 8.

- 1. Approval of Minutes.
February 13, 2018 – Regular Meeting**
- 2. Approval of Declaration of Funds, Treasurer’s Report and KTC Cash Reconciliation.**
- 3. Approval of Resolution 3/16/2018-1 Activity Fund Account Reports and Transfer of Funds.**
- 4. Approval of Short-Term Instructors and Part-Time Employees to Work at All Campuses – FY 2017-2018.**

<u>Name</u>	<u>Primary Duty</u>	<u>Campus</u>
Justus, Jeana	STA Instr. – CNA, CHHA, CMA	Atoka
Tisho, Cassie	STA Instr. – Fitness Classes	Idabel
Caldwell, Blake	Federal Work-Study, Maintenance	McAlester/Euf.
Ketchum, Alisha	Substitute – All Programs	McAlester/Euf.
Mabry, Jill	STA Instr. – Court Reporting	McAlester/Euf.
Cauthen, Michaela	Banquet Duties, As Needed	Poteau/Spiro
Corbin, Shannon	Banquet Duties, As Needed	Poteau/Spiro
Killian, Stacey	Banquet Duties, As Needed	Poteau/Spiro
Sullivan, Melisa	Banquet Duties, As Needed	Poteau/Spiro
Trumm, Dee	Banquet Duties, As Needed	Poteau/Spiro
Kirkes, Carrie	STA Instr. – Basic Photography Series, Spring 2018	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 Atoka Campus, the Idabel Campus, the McAlester Campus and the Poteau 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 of Clinical Agreements for KTC Health-Related Programs for the Purpose of Allowing KTC Students to Acquire Field Experience – FY 2017-2018.

HCC Program – Poteau

- Dr. Ronald N. Hesser, DDS, P.C. – Poteau, OK
- John D. Horn, DDS Family Dentistry, PLLC – Poteau, OK
- Le Western Dentistry, PLLC – Ft. Smith, AR
- River Valley Pediatric Dentistry, PLLC – Ft. Smith, AR

7. Approval of Memorandum of Agreement – FY 2017-2018.

- Pittsburg County Hazard Mitigation – McAlester Campus

8. Approval of FY 2017-2018 General Fund Encumbrance Nos. 181359 Through the Latest Numbered Encumbrance Presented at the Time of This Meeting for Accounts Payable, Payroll, Building Fund Encumbrance Nos. 1821022 Through the Latest Numbered Encumbrance Presented at the Time of This Meeting for Accounts Payable and Change Order for FY 2017-2018 Which Was Over \$500.00 and 20%:

<u>P.O. #</u>	<u>Vendor</u>	<u>Increase</u>	<u>Total</u>
1821007	Michael A. Riley, Architect	\$ 858.30	\$4,858.30

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

J. ACTION TOPICS:

- 9. Recommendation, Consideration and Vote to Approve the Professional Development Annual Update – FY 2018-2019.**
- 10. Recommendation, Consideration and Vote to Approve the KTC District Technology Plan – July 1, 2018 Through June 30, 2021.**
- 11. Recommendation, Consideration and Vote to Approve the Adoption of a Professional Dress Policy - Faculty and Staff Handbook, Section 1 (4.) Professional Dress.**

12. **Recommendation, Consideration and Vote to Approve the Establishment of a Criminal Justice Program and a Graphic Design Program – Durant Campus – FY 2018-2019.**
13. **Proposed Executive Session for the Purpose of Discussing Resignation, Retirement, Employment/Appointment, Re-Assignment and/or the 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).**

RETIREMENTS

KATHY SCIFRES, Teaching Assistant, McAlester Campus

MARK CATES, Construction Technology Instructor – Stigler Campus

**RESIGNATION, EMPLOYMENT/
APPOINTMENT, RE-ASSIGNMENT AND/OR TRANSFER**

_____, Academic Center/Mathematics Instructor, Hugo Campus (10-Month Temporary Teacher Contract)

**ADDENDUMS TO CONTRACTS
FOR ADDITIONAL DUTIES**

JOHN JOHNSTON, Academics/Math and Science Instructor - PT – McAlester Campus

MELANIE THOMAS, Biomedical Sciences Instructor – Poteau Campus

KELLIE SANDERS, Academics/Math Instructor – Poteau 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:

RETIREMENTS

KATHY SCIFRES, Teaching Assistant, McAlester Campus

MARK CATES, Construction Technology Instructor – Stigler Campus

**RESIGNATION, EMPLOYMENT/
APPOINTMENT, RE-ASSIGNMENT AND/OR TRANSFER**

_____, Academic Center/Mathematics Instructor, Hugo Campus (10-Month Temporary Teacher Contract)

**ADDENDUMS TO CONTRACTS
FOR ADDITIONAL DUTIES**

JOHN JOHNSTON, Academics/Math and Science Instructor - PT – McAlester Campus

MELANIE THOMAS, Biomedical Sciences Instructor – Poteau Campus

KELLIE SANDERS, Academics/Math Instructor – Poteau Campus

15. Discussion of Property Located in Tract 1, SW/4 of the NE/4, Choctaw County.

K. REPORTS:

Superintendent's Report

L. NEW BUSINESS

M. ANNOUNCEMENT OF NEXT MEETING:

The next meeting of the Board is:

**Tuesday, April 10, 2018
12:15 PM
KTC – Administrative Office
1004 Highway 2 North
Wilburton, OK 74578**

N. VOTE TO ADJOURN:

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