

# **AGENDA**

**Kiamichi Technology Center  
Board of Education  
Regular Meeting  
KTC – McAlester Campus  
301 Kiamichi Drive  
McAlester, OK 74501  
January 11, 2011  
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:**

**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 8.**

**1. Approval of Minutes**

**December 14, 2010 Regular Meeting**

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

**3. Approval of Resolution No. 1-11-2011-1 Activity Fund Account Reports and Transfer of Funds**

**4. Approval of Short-Term Instructors and Part-Time Employees to Work at All Campuses – FY 2010-2011**

<u>Name</u>	<u>Primary Duty</u>	<u>Campus</u>
Ned, Amanda	STA – Health Instructor-Phlebotomy	Atoka
Bergner, Jay	EMS Training Instructor	EMS District-Wide
Case, David J.	STA Instructor – EMS	EMS District-Wide
Lynn, IV, James	EMS Training Instructor	EMS District-Wide
McClure, John	EMS Training Instructor	EMS District-Wide
Miller, Toby	EMS Training Instructor	EMS District-Wide
Sherwood, E. Pat	STA Instructor – EMS	EMS District-Wide
Weger, Chase	EMS Training Instructor	EMS District-Wide
Cheater, Deborah	STA Instructor – Health/Safety	Poteau/Spiro
Christmas, Lorraine	STA Instructor – Health/Safety	Poteau/Spiro
Huff, Johnathan	Safety Trainer	Poteau/Spiro
Coble, Barbara	Certified Nurse Aide/Home Health Aide	Stigler
Christiansen, Sonja	STA – Stress Reduction	Talihina
Ellis, Amy N.	Federal Work Study – Clerical	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 Hugo 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 Oklahoma State University, Okmulgee Campus, to be Used for Training Purposes in the Diesel Technology Program – Hugo Campus**

<u>Red Tag #</u>	<u>Model</u>	<u>Serial Number</u>	<u>Arrangement No.</u>
2	C-12	9SM04216	1402260
45	3056	7ms2361	2336274

**7. Approval of Out-of-State Travel**

MARGIE CREAGER, Academic Center Instructor – McAlester Campus  
LINDA PETERS, Academic Center Instructor – McAlester Campus

**LISA PERRY, Academic Center Instructor – Poteau/Spiro Campus**  
**DEANNA WHITE, Academic Center Instructor – Poteau/Spiro Campus**  
**TERRY SMITH, Academic Center Instructor – Durant Campus**  
**ACT WorkKeys Conference**  
**April 18-21, 2011**  
**Chicago, Illinois**

**GINA RIGGS, Director of Emergency Medical Services**  
**Video Quality in Public Safety Conference thru Homeland Security**  
**(All Expenses to be paid by DHS & U.S. Dept. of Commerce)**  
**February 15-18, 2011**  
**Boulder, Colorado**

**ELAINE GEE, Director – Atoka Campus**  
**BRYAN HALLMARK, Industrial Coordinator – Durant Campus**  
**SHELLY HOVIS, Director of Practical Nursing**  
**TONY KORP, Industrial/Safety Coordinator – McAlester Campus**  
**MARK MORRIS, Safety Trainer – Poteau Campus**  
**CHRISTINA SMITH, Student Services Advisor – Hugo Campus**  
**SHELLEY D. FREE – Deputy Superintendent – Wilburton Administration**  
**DAVID HOUSER – Assistant Police Chief, City of Durant – KTC Representative**  
**Multi-Hazard Emergency Planning for Schools**  
**February 27-March 4, 2011**  
**Emmitsburg, Maryland**

**LAURA HARRISON, Student Services – Poteau Campus**  
**ACTE Region IV Conference**  
**April 13-17, 2011**  
**Biloxi, Mississippi**

- 8. Approval of FY 2010-2011 General Fund Encumbrance Nos. 2395 Through 2513 for Accounts Payable, Encumbrance Nos. 71021 Through 71188 for Payroll and Building Fund Encumbrance Nos. 31 Through 32 for Accounts Payable**

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

**F. ACTION TOPICS:**

- 9. Proposed Executive Session for the Purpose of Discussing the Evaluation and Extension of the Contract of Eddie Coleman as Superintendent for the Kiamichi Technology Centers Through June 30, 2013, 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)**

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

- 10. Recommendation, Consideration and Vote to Deliver to the Superintendent the Completed Board Evaluation Dated January 11, 2011**
- 10A. Recommendation, Consideration and Vote to Extend the Contract with Eddie Coleman as Superintendent of Kiamichi Technology Centers Through June 30, 2013**
- 11. Recommendation, Consideration and Vote to Approve Seeking Architectural Services and to Secure Bids on Proposed Drainage System – Durant Campus**
- 12. 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)**

**RETIREMENT:**

**DOROTHY ADCOCK, Teaching Assistant, Early Care & Education – McAlester Campus**

**RESIGNATION:**

**AUDIE GIBSON, Maintenance/Custodian – Idabel Campus**

**EMPLOYMENT/APPOINTMENT AND/OR REASSIGNMENT:**

\_\_\_\_\_, Secretary – Wilburton Administrative Office

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

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

**RETIREMENT:**

**DOROTHY ADCOCK, Teaching Assistant, Early Care & Education – McAlester Campus**

**RESIGNATION:**

**AUDIE GIBSON, Maintenance/Custodian – Idabel Campus**

**EMPLOYMENT/APPOINTMENT AND/OR REASSIGNMENT:**

\_\_\_\_\_, Secretary – Wilburton Administrative Office

**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 8, 2011**

**12:15 P.M.**

**KTC – Administrative Office**

**1004 Highway 2 North**

**Wilburton, OK 74578**

**J. VOTE TO ADJOURN:**

<b>Posted By:</b> _____
<b>Date Posted:</b> _____
<b>Time Posted:</b> _____
<b>Place Posted:</b> _____
<b>Signed:</b> _____