

AGENDA

**Kiamichi Technology Center
Board of Education
Regular Meeting
KTC – Administrative Office
1004 Highway 2 North
October 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, 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 8.

- 1. Approval of Minutes.
September 13, 2011 Regular Meeting**
- 2. Approval of Declaration of Funds, Treasurer's Report and KTC Cash Reconciliation.**
- 3. Approval of Resolution 10-11-2011-1 Activity Fund Account Reports and Transfer of Funds.**

4. Approval of Short-Term Instructors and Part-Time Employees to Work at All Campuses – FY 2011-2012.

<u>Name</u>	<u>Primary Duty</u>	<u>Campus</u>
Gibson, Timothy	Painting/Maintenance	Durant
Harkey, Kimberly	Fire Training	Durant
Haynes, John	Painting/Maintenance	Durant
Horn, Deborah	EMS Training	Durant
Horn, Jonathan	EMS Training	Durant
Kimbrough, Gerald	Painting/Maintenance	Durant
Taylor, Michael	Painting/Maintenance	Durant
Elroy, Solveig	EMS Instructor	EMS District-Wide
Jefferies, Marshalynn	Federal Work Study – Clerical	Hugo/Antlers
Mays, David S.	Federal Work Study – Maintenance	Hugo/Antlers
Goodlow, Argula M.	Substitute Teacher – All Programs	Idabel
Sewell, Matthew	Welding Technology	McAlester
Carr, Cindy Lynn	Federal Work Study – Maintenance	Poteau/Spiro
Lovell, Terry A.	Substitute Instructor	Poteau/Spiro
Robinson, Desiree J.	Federal Work Study – Clerical	Poteau/Spiro
Johnson, Joyce Ann	CNA/HHA	Stigler
Angel, Velma M.	Federal Work Study – Clerical	Talihina
Johnson, Latasha L.	Federal Work Study – Clerical	Talihina
Ludlow, Brittany D.	Federal Work Study – Clerical	Talihina
Spivey, Jeffery (Scott)	STA Instr. Computer Classes	Talihina
Stuart, Nichole R.	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 Hugo/Antlers Campuses, the Poteau Campus, the Stigler Campus, and the Talihina 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 Declare Equipment Located at the Talihina Campus as Surplus to be Donated to the Talihina Public Schools.

7. Approval of Out-of-State Travel.

**TINA McMURTREY, Financial Aid Secretary – McAlester Campus
2011 Federal Student Aid Conference**

**November 28, 2011 – December 2, 2011
Las Vegas, Nevada**

**LUKE WORKMAN, Financial Aid Coordinator
2011 Federal Student Aid Conference
November 28, 2011 – December 2, 2011
Las Vegas, Nevada**

**GINA RIGGS, Director of Emergency Medical Services
National Native American EMS Association Conference (Travel paid for by
NNAEMSA)
November 6-12, 2011
Las Vegas, Nevada**

- 8. Approval of FY 2011-2012 General Fund Encumbrance Nos. 1413 Through 1630 for Accounts Payable, Encumbrance Nos. 70489 through 70664 for Payroll, Building Fund Encumbrance No. 19 for Accounts Payable and Change Order for FY 2011-2012 Which Was Over \$500.00 and 20%:**

<u>P.O. #</u>	<u>Vendor</u>	<u>Increase</u>	<u>Total</u>
250	RAM, Inc.	\$2,058.50	\$ 12,058.50

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

F. ACTION TOPICS:

- 9. Recommendation, Consideration and Vote to Approve Resolution 10-11-2011-2 Proclamation and Resolution Giving Notice of and Calling Election for Election of One (1) School Board Member to the Board of Education of Kiamichi Technology School District No. 7 From Board Zone No. 5.**
- 10. Recommendation, Consideration and Vote to Approve FY 2011-2012 General Fund and Building Fund Budgets.**
- 11. Recommendation, Consideration and Vote to Approve Activity Fund Chart of Accounts – FY 2011-2012.**
- 12. Recommendation, Consideration and Vote to Approve Revision to KTC Board of Education Policy.**

Section 8, Item 8.1, Page 8.1 – School Hours of Operation & Reduced Workforce – 2) Spring Break, Easter Break, Thanksgiving Break and Winter Break

- 13. Recommendation, Consideration and Vote to Approve Naming the Existing Seminar Center at the Atoka Campus, the ‘Bobbie Wilson Business Center’.**

- 14. Recommendation, Consideration and Vote to Approve Permission for the Electrical Technology and HVAC Technology Programs to Participate in a Remodel Project at the LeFlore County Courthouse Annex – Poteau Campus.**

- 15. Recommendation, Consideration and Vote to Approve the KTC Board of Education Regular Meeting Dates for 2012.**

**KIAMICHI TECHNOLOGY CENTER
BOARD OF EDUCATION
REGULAR MEETING DATES – 2012**

Tuesday	January 10, 2012	12:15 PM	KTC – Atoka Campus 1301 W. Liberty Rd. – Atoka, OK
Tuesday	February 14, 2012	12:15 PM	KTC – Spiro Campus 610 SW 3rd - Spiro, OK
Tuesday	March 13, 2012	12:15 PM	KTC – Administrative Office 1004 Hwy. 2 North - Wilburton, OK
Tuesday	April 10, 2012	12:15 PM	KTC – Idabel Campus 3205 Lincoln Rd. NE – Idabel, OK
Tuesday	May 8, 2012	12:15 PM	KTC – Talihina Campus 13739 SE 202nd Rd. – Talihina, OK
Tuesday	June 5, 2012	12:15 PM	KTC – Antlers Campus 405 SW “O” Street - Antlers, OK
Friday	June 29, 2012	12:15 PM	KTC – Administrative Office 1004 Hwy 2 North – Wilburton, OK
Tuesday	July 17, 2012	12:15 PM	KTC – McAlester Campus 301 Kiamichi Drive – McAlester, OK
Tuesday	August 14, 2012	12:15 PM	KTC – Durant Campus 810 Waldron Rd. – Durant, OK
Tuesday	September 11, 2012	12:15 PM	KTC – Administrative Office 1004 Hwy 2 North – Wilburton, OK
Tuesday	October 9, 2012	12:15 PM	KTC – Stigler Campus 1410 Old Military Rd. - Stigler, OK
Tuesday	November 13, 2012	12:15 PM	KTC – Hugo Campus 107 So. 15th – Hugo, OK
Tuesday	December 11, 2012	12:15 PM	KTC – Poteau Campus 1509 S. McKenna - Poteau, OK

- 16. Recommendation, Consideration and Vote to Approve the Appointment of Monica Wakefield as Activity Fund Custodian – Durant Campus.**
- 17. Recommendation, Consideration and Vote to Approve KTC Communications and Marketing Plan – FY 2011-2012.**
- 18. 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).**

RESIGNATION:

SHARON BYASSEE, Secretary – Idabel Campus

EMPLOYMENT/APPOINTMENT/AND/OR REASSIGNMENT:

_____, Secretary – Idabel Campus (Support Employee Contract)

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

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

RESIGNATION:

SHARON BYASSEE, Secretary – Idabel Campus

EMPLOYMENT/APPOINTMENT/AND/OR REASSIGNMENT:

_____, Secretary – Idabel Campus (Support Employee 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, November 8, 2011

12:15 P.M.

KTC – Poteau Campus

1509 South McKenna

Poteau, OK 74953

J. VOTE TO ADJOURN:

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