

AGENDA

**Kiamichi Technology Center
Board of Education
Regular Meeting
KTC – Administrative Office
1004 Highway 2 North
Wilburton, OK 74578
December 13, 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.
November 8, 2011 Regular Meeting**
 - 2. Approval of Declaration of Funds, Treasurer's Report and KTC Cash Reconciliation.**

3. **Approval of Resolution 12-13-2011-1 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>
Fabian, Ida Michelle	Tyson Training – English/Spanish	Idabel
Hass, Susie	Invest Ed Tech Support	McAlester/Eufaula
Carmack, Matt	Auto Service Tech. (Evening Class)	Poteau/Spiro
Hall, Norma	Spanish Class for Healthcare Workers	Poteau/Spiro
Salsbury, Michael	Safety/Health Classes	Poteau/Spiro
Beardsley, Elizabeth C.	Federal Work Study – Clerical	Stigler
West, Krystal L.	Clinical Skills Observer	Stigler
Grammar, Ashley D.	Federal Work Study – Clerical	Talihina
Ludlow, Rachel M.	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 Idabel Campus, the Stigler Campus and the Wilburton Administration Office 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 of Clinical Agreements for KTC Health-Related Programs for the Purpose of Allowing KTC Students to Acquire Field Experience – FY 2011-2012.**

EMT Program

McCurtain County EMS – Idabel, OK

HCC Program – Poteau Campus & Talihina Campus

The University of Arkansas for Medical Sciences, Area Health Education - West Facility – Fort Smith, AR

Talihina Animal Clinic – Talihina, OK

7. **Approval of Additional Campus Fund Raisers – FY 2011-2012**
8. **Approval of FY 2011-2012 General Fund Encumbrance Nos. 2088 Through 2355 for Accounts Payable, Encumbrance Nos.**

70876 through 71092 for Payroll, Building Fund Encumbrance Nos. 27 through 35 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>
278	Safety Kleen	\$608.28	\$1,508.28

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

F. ACTION TOPICS:

9. Proposed Executive Session to Discuss and Review the Evaluation and Employment of Eddie Coleman, as Superintendent, the Disclosure of Which Discussion Would Violate Confidentiality Rights Under State and/or Federal Law, as Authorized by 25 Okla. Stat. Section 307 B (1) & (7).

A. Vote to Convene in Executive Session

B. Vote to Acknowledge Return to Open Session

C. Statement of Minute of Executive Session

10. Discussion and Vote to Deliver to Mr. Coleman the Superintendent's Evaluation Compiled by the Board in Executive Session.

11. Recommendation, Consideration and Vote to Approve Revisions to KTC Board of Education Policies:

- Section 8, Item 8.5, Page 8.3E – Kiamichi Technology Center Policy and Procedures on Use of Facilities – Alcohol, Drugs, Tobacco and Dangerous Weapons
- Section 8, Item 8.42, Pages 8.25 - 8.26 – Weapons Free Schools Policy
- Section 24, Item 24.13, Pages 24.51 – 24.99 – Teacher Due Process

12. Recommendation, Consideration and Vote to Approve Seeking Architectural Services and to Secure Bids on Proposed Remodel of Collision Technology Program to Include New Paint Booth – Hugo Campus.

- 13. Recommendation, Consideration and Vote to Approve Emergency Response Program Agreement for Oklahoma Schools Between TRC Disaster Solutions and Kiamichi Technology Centers.**
- 14. 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).**

EMPLOYMENT/APPOINTMENT/AND/OR REASSIGNMENT:

JENNIFER DAVIS, from TANF Job Developer to Secretary – Durant 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**

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

EMPLOYMENT/APPOINTMENT/AND/OR REASSIGNMENT:

JENNIFER DAVIS, from TANF Job Developer to Secretary – Durant Campus (Support Employee Contract)

- 16. Recommendation, Consideration and Vote to Approve Seeking Architectural Services and to Secure Bids on the Remodel and Reroofing of Building “B” With a New Standing Seam Roof to Include the Replacement of the Heating and Air Conditioning System – McCurtain County Campus**

G. REPORTS:

Superintendent’s Report

H. NEW BUSINESS:

I. ANNOUNCEMENT OF NEXT MEETING:

The next regular meeting of the Board is scheduled for:

Tuesday, January 10, 2012

12:15 P.M.

KTC – Atoka Campus

1301 W. Liberty Road

Atoka, OK 74525

J. VOTE TO ADJOURN:

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