

The Francis Tuttle Technology Center School District No. 21  
12777 North Rockwell  
Oklahoma City, Oklahoma 73142

Room A1015  
Administration Building

**Regular Board of Education Meeting  
July 8, 2019 at 4:00 p.m.**

**AGENDA**

1. Call to Order and Roll-Call Recording of Members Present and Absent

Kurt Loeffelholz  Suzette Northcutt Rhodes  Kathy Reeser  Dave Gillogly  Chad Mullen

2. Acknowledgement of Guests Present

3. Consent Agenda:

All Items a - e Which Concern Reports and Items of a Routine Nature, Will be Approved by One Vote Unless Any Board Member Desires to Have a Separate Vote on Any or All of These Items

- a. Minutes of the June 24, 2019 4:00 p.m. Regular Board of Education Meeting
- b. Monthly Financial Report of Activity Funds
- c. Monthly Transfer from the School Activity Fund to the General Fund in the Amount of, and Not to Exceed, \$68,664.65 as of June 30, 2019
- d. Declaration of Surplus Property and Authorize Transfer, Sale, Exchange or Disposal of Surplus Property
- e. Student Activity Fundraiser(s)

Vote to Take Action on Consent Agenda Items a - e Unless Any Board Member Desires to Have a Separate Vote on Any or All of These Items

4. Discuss and Vote to Take Action on Treasurer's Report Presented by Carol Fadaiepour, Chief Financial Officer
5. Report on Monthly Encumbrances Presented by Sherri Meyer, Business Manager
  - a. Vote to Take Action on Monthly Encumbrances 1905796 Through 1905798 for General, COOP, Building, and CME Funds for FY 2019
  - b. Vote to Take Action on Encumbrance Change Orders (Numbers Range from 1900392 to 1905256 Equaling 54) for General, COOP, Building, and CME Funds for FY 2019
  - c. Vote to Take Action on Monthly Encumbrances in Excess of \$15,000 Not Previously Presented as Quotation(s) or Contract(s) for FY 2020, as follows:
    1. 2000271 AHI Facility Services for Custodial Services/Cross Timbers

2. 2000272 AHI Facility Services for Custodial Services/Culinary
  3. 2000273 AHI Facility Services for Custodial Services/Districtwide
  4. 2000276 Blanket to AHI Facility Services – Cleaning Supplies
  5. 2000279 Ben E. Keith – Foodservice Items-Curriculum/Retail
  6. 2000280 Blanket to Finish Line Fuels, LLC – Fuel for Fleet Vehicles
  7. 2000281 Frontline Technologies – My Learning Plan Renewal
  8. 2000282 Blanket to Neofunds by Neopost – Refill Postage/Rockwell Campus
  9. 2000283 Blanket to HOSA – Student Registration for Fall/Spring Conference
  10. 2000284 Blanket to O’Reilly Automotive Inc., - Instructional Resale Supplies/Rockwell Campus
  11. 2000285 Blanket to O’Reilly Automotive Inc., - Instructional Resale Supplies/Reno Campus
  12. 2000286 Sysco – Foodservice Items – Curriculum/Retail
  13. 2000287 US Food Service – Foodservice Items – Curriculum/Retail/Rockwell Campus
  14. 2000288 US Food Service – Foodservice Items/Reno Campus Café
  15. 2000289 US Food Service – Foodservice Items/Portland Campus Café
  16. 2000290 Waste Management – Waste Services/Reno and Melrose Campuses
  17. 2000291 Waste Management – Waste Services/Warehouse/Rockwell Campus
  18. 2000293 Catalyst Chemical – Monthly Water Treatment – Districtwide
  19. 2000335 Asemio LLC – Prodigy Development
  20. 2001074 Blanket to ATI – Resale Predictor Exam/Practical Nursing – Rockwell Campus
  21. 2001075 Kingfisher County – Estimated Cost of Legal Fees
  22. 2001079 Blanket to SpaceTEC – CertTEC Certifications
- d. Vote to Take Action on Monthly Encumbrances 2000270 Through 2001198 for General, COOP, Building, and CME Funds for FY 2020
6. Construction Report Presented by Jay Evans, Director Facilities Management and Development
- a. Discuss and Vote to Take Action on Design Proposal for Aviation Electronics/ Composites Lab Mechanical Modifications Project on the Rockwell Campus

- b. Discuss and Vote to Take Action on the Resolution of Public Construction for the Adult and Career Development Shop Bus Duct Project on the Reno Campus
  - c. Discuss and Vote to Take Action on the Recommendation of Construction Manager to Award Contract to Bid Package for the Adult and Career Development Shop Bus Duct Project on the Reno Campus
    - i) Bid Package No. 1 – Bus Duct
  - d. Discuss and Vote to Take Action on the AIA Contract with T Scott Construction for the Adult and Career Development Shop Bus Duct Project on the Reno Campus
  - e. Discuss and Vote to Take Action on the Guaranteed Maximum Price Amendment 1 AIA Contract with T Scott Construction for the Adult and Career Development Shop Bus Duct Project on the Reno Campus
  - f. Discuss and Vote to Take Action on the Proposal for the Landscape Design for the New Danforth Campus
7. Superintendent's Report Presented By Dr. Michelle Keylon
- a. Discuss and Vote to Take Action on the School Activity Fund Chart of Accounts for FY 2020
  - b. Discuss and Vote to Take Action on the District Revenue & Expenditures in the Activity Fund
  - c. Awarding of Quotations, and Contracts for Purchases of Capital Improvements, Goods, and/or Services

**Contract(s) FY 2020**

- 1. Contract Renewal with The Partner Schools for Bus Transportation Services  
Cashion, Crescent, Deer Creek, Edmond, Putnam City & Western Heights Public Schools
  - 2. Memorandum of Understanding with Excellence in Home Education, Inc. to Locate and Operate an Excel Science Lab Course on the Rockwell Campus
  - 3. Independent Contractor Agreement with EAdams Consulting, Inc. for Curriculum Development for the Entrepreneurship Academy
  - 4. Memorandum of Understanding with the Francis Tuttle Foundation for the Sarkeys Foundation Grant
8. Confirm the Regular Board of Education Meeting Scheduled for August 12, 2019 at 4:00 p.m. in Room A1015 of the Administration Building Located on the Rockwell Campus of the Francis Tuttle Technology Center, 12777 North Rockwell, Oklahoma City, OK 73142
9. New Business
10. Proposed Executive Session to Discuss:

a. The Following Personnel Items so the Board May Return to Open Session to Report on and/or to Vote to Take Action on the Following Items Listed

1. The Promotion of the Following Personnel for FY 2020 [Title 25 O.S. 307.B.1.]

Kathy Hart, Administrative Assistant II/Trade & Industrial/Rockwell Campus to Administrative Assistant III/Trade & Industrial/Rockwell Campus, Effective July 1, 2019

Stacie Maple, Assistant Instructional Director/Health Sciences/Rockwell Campus to Instructional Director/Reno Campus, Effective August 1, 2019

2. The Employment of the Following Personnel for FY 2020 [Title 25 O.S. 307.B.1.]

**Full-Time Instructional Personnel**

<b>Name</b>	<b>Position</b>	<b>Hire Date</b>
Kyle Green	3D Animation Instructor/Information Technology/Rockwell Campus	08/01/19

**Part-Time and/or Temporary Personnel**

<b>Name</b>	<b>Position</b>	<b>Hire Date</b>
Caleb Anderson	Information Technology Services Intern/Rockwell Campus (Temporary)	07/01/19-08/14/19
Caleb Hoey	Information Technology Services Intern/Rockwell Campus (Temporary)	07/01/19-08/14/19
Owen Mitchell	Information Technology Services Intern/Rockwell Campus (Temporary)	07/01/19-08/14/19
Elliott Stowe	Information Technology Services Intern/Rockwell Campus (Temporary)	07/01/19-08/14/19

11. The Re-employment of the Following Part-Time Personnel for FY 2020 [Title 25 O.S. 307.B.1.]

**Business & Industry/ACD**

Prince, Jody  
Thompson, Terry

**Project HOPE**

Lennon, Gary  
Lofgren, Margaret  
Major, Mary  
Roberts, William

**Finance Department**

Brown, Jami

**Project SEARCH**

O'Neal, Kelly

**T&I/Culinary Arts**

Battson, Jada  
Bennett, Cameron  
Bliss, Adina  
Boldman, Chase  
Karjoo, Jason  
Chappell, Callie  
Coutee, Lisa  
Garrett, Morgan

**Reno Campus**

Crump, Valerie  
Hoppe, Melissa  
Mitchell, Haley  
Riess, Jennifer  
Rojas, Monica

**Portland Campus**

Hall, Aubrey

**Marketing**

Behl, Rayna

Griffee, Chrisonda

**Career Planning Center**

Boughan, Jennifer

Crittenden, Cindy

Jones, Leta

Jones-Scammahorn, Jamie

Jonsson, Melissa

Kreuzberg, Janet

McNeill, Karen

Smith, Margo

Taplin, Leonette

**Career Readiness**

Utley, Julia

**Health Sciences**

Hensley, Alicia

Osborne, Ann

Reagan, Carma

Davis, Desiree

Elder, Hunter

Garcia, Sandra

Geller, Konnor

Gillespie, Hope

Hamilton, Adam

Ledford, Chance

Mason, Kenna

Moore, Ann

Ralls, Rio

Robinson, Aireana

Staley, Sherrie

Suljevic, Dzevada

Velazquez, Stephanie

Young, Brandon

**Child Development**

**Center**

Ayers, Amelia

Feken, Jordan

Hamlin, Hezekiah

Hildenbrand, Cindy

Miller, Jennifer

Williams, Sharon

**Facility Management**

Thurston, Nancy

**Information Technology**

Demler, Sabine

12. Vote to Convene in Executive Session

13. Vote to Approve Returning to Open Session

14. Statement of President Kurt Loeffelholz Concerning Minutes of the Executive Session

15. Vote to Take Action on the Promotion of the Following Personnel for FY 2020:

Kathy Hart, Administrative Assistant II/Trade & Industrial/Rockwell Campus, to

Administrative Assistant III/Trade & Industrial/Rockwell Campus, Effective July 1, 2019;

Stacie Maple, Assistant Instructional Director/Health Sciences/Rockwell Campus to

Instructional Director/Reno Campus, Effective August 1, 2019

16. Vote to Take Action on the Employment of the Following Personnel for FY 2020:

Full-Time Instructional Personnel: Kyle Green, 3D Animation Instructor/Information

Technology/Rockwell Campus, Effective August 1, 2019; Part-Time and/or Temporary:

Caleb Anderson, Information Technology Services Intern/Rockwell Campus (Temporary),

Effective July 1, 2019 through August 14, 2019; Caleb Hoey, Information Technology

Services Intern/Rockwell Campus (Temporary), Effective July 1, 2019 through August 14,

2019; Owen Mitchell, Information Technology Services Intern/Rockwell Campus

(Temporary), Effective July 1, 2019 through August 14, 2019; Elliott Stowe, Information

Technology Services Intern/Rockwell Campus (Temporary), Effective July 1, 2019 through

August 14, 2019

17. Vote to Take Action on the Re-Employment of the Part-Time Personnel listed in Item 11

18. Vote to Take Action on Adjournment

Posted on the front door of the Rockwell Campus, 24 hours prior to the Board Meeting. Notice of this Regular Board of Education Meeting was given to the Office of the Oklahoma County Clerk prior to December 15, 2018.

By:   
Sherri Meyer, Deputy Clerk, Board of Education