

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
September 9, 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 - f 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 August 12, 2019 4:00 p.m. Regular Board of Education Meeting

b. Minutes of the September 4, 2019 7:30 a.m. Special Board of Education Meeting

c. Monthly Financial Report of Activity Funds

d. Monthly Transfer from the School Activity Fund to the General Fund in the Amount of, and Not to Exceed, \$343,095.43 as of August 31, 2019

e. Declaration of Surplus Property and Authorize Transfer, Sale, Exchange or Disposal of Surplus Property

f. Student Activity Fundraiser(s)

Vote to Take Action on Consent Agenda Items a - f 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 in Excess of \$15,000 Not Previously Presented as Quotation(s) or Contract(s), as follows:

1. 2001910 OK Associate of Technology Centers for OATC Dues

2. 2001911 Sysco for Foodservice Items – Curriculum/Retail – Rockwell Campus

3. 2001934 Ben E Keith for Foodservice Items – Curriculum/Retail - Rockwell Campus
 4. 2001958 Vex Robotics for VEX Kits and IQ Bundle - Danforth Campus
 5. 2002011 Tyler Technology for Warehouse Module - Culinary Arts - Rockwell Campus
- b. Vote Take Action on Monthly Encumbrances Ranging from 1802944 to 1805662 (4 Total); 1900082 to 1905796 (144 Total) and 2001623 to 2002062 for General, COOP, Building and CME Funds for FY 2020
6. District Update presented by Mark Pierce, Assistant Superintendent
 7. Presentation of Assemble Software for Board Packets by Laura Manahan, Executive Assistant/Minutes Clerk
 8. Construction Report Presented by Jay Evans, Director of Facility Management and Development
 - a. Discuss and Vote to Take Action on the Fee Proposal with Studio Architecture for the Design Services for the Administration Building Renovation Project on the Rockwell Campus
 - b. Discuss and Vote to Take Action on the AIA Agreement with Studio Architecture for the Administration Building Renovation Project on the Rockwell Campus
 - c. Discuss and Vote to Take Action on the Change Order No.1 for Credit of Unused Funds for the Industrial Technology Building on the Reno Campus
 - d. Discuss and Vote to Take Action on the Change Order No.1 for Credit of Unused Funds for the Central Plant Project on the Reno Campus
 - e. Discuss and Vote to Take Action on the Resolution of Public Construction for the Light Pole Replacement Project on the Reno Campus
 - f. Discuss and Vote to Take Action on the Recommendation of the Construction Manager to Award Contracts for the Bid Package for the Light Pole Replacement Project on the Reno Campus
 - i) Bid Package No. 1 - Electrical
 - g. Discuss and Vote to Take Action on the AIA Contract with T Scott Construction for the Light Pole Replacement Project on the Reno Campus
 - h. Discuss and Vote to Take Action on the Guaranteed Maximum Price Amendment 1 with T Scott Construction for the Light Pole Replacement Project on the Reno Campus

- i. Discuss and Vote to Take Action on the Letter of Agreement for Design Services with Bockus Payne Architecture for the Kay Martin Center and Diesel Building Gutter Project on the Reno Campus

9. Superintendent's Report Presented By Dr. Michelle Keylon

- a. Discuss and Vote to Take Action on the Amendment of General, COOP, Building, and CME Budgets for FY 2020
- b. Discuss and Vote to Take Action on Transfer of Funds from School Activity Account Business Professionals of America – Portland (899) to School Activity Funds SkillsUSA Network Tech – Portland (865)
- c. Discuss and Vote to Take Action on Awarding of Quotations, and Contracts for Purchases of Capital Improvements, Goods, and/or Services

Quotation(s) FY 2020

2020-015	Audio & Visual Equipment – Reno and Rockwell Campuses
2020-016	Air Compressor – Carpentry Program/Rockwell Campus
2020-017	Classroom Tables – Portland Campus
2020-018	Furniture – Rockwell Campus
2020-019	Articulating Arm – Machining Program/Portland Campus
2020-020	Trainers – Diesel Program/Portland Campus
2020-021	Mobile Column Lift – Diesel Program/Reno Campus
2020-022	CNC Lathe – Machining Program/Portland Campus

Contract(s) FY 2020

1. Statement of Understanding with the Oklahoma Department of Career and Technical Education for Deer Creek Fire Department Industry Training
2. Contract with Ricoh for Equipment and Copies – Copy Center/Rockwell Campus

10. Confirm the Special Board of Education Meeting Scheduled for September 19, 2019 at 7:30 a.m. and the Regular Board of Education Meeting Scheduled for October 14, 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

11. New Business

12. 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 With no Action Necessary for Item a(1)(2)

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

Judy Brewster, Administrative Assistant II/Information Technology/Rockwell Campus, Effective December 31, 2019

Dorothy Grabow, Program Assistant/Workforce & Economic Development/Rockwell Campus, Effective December 31, 2019

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

Marilyn Andrews, Administrative Assistant III/Campus Administration/Rockwell Campus, Effective September 11, 2019

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

Joshua Beatty, Bus Driver/Facility Management & Development/Rockwell Campus, to Lead Bus Driver/Scheduler/Facility Management & Development/Rockwell Campus, Effective September 1, 2019

Stephanie Rojas Velazquez, Part-Time Cashier/Culinary Arts/Trade & Industrial/Rockwell Campus, to Full-Time Cook I/Tut's Café/Culinary Arts/Trade & Industrial/Rockwell Campus, Effective September 3, 2019

Kenna Mason, Part-Time Cashier/Tut's Café/Culinary Arts/Trade & Industrial/Rockwell Campus, to Part-Time Job Coach/Project SEARCH/Mercy Hospital (Specially Funded), Effective September 16, 2019

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

Full-Time Personnel

Name	Position	Hire Date
Adam Troxtell	Content Developer/Marketing & Communications/Rockwell Campus	09/03/19
Tarra Swiger-Smith	Health Resource Center Assistant/Health Science Center/Health Sciences/Rockwell Campus	09/09/19
Amy Hayes	Administrative Assistant II/Culinary Arts/Trade & Industrial/Rockwell Campus	09/12/19

Part-Time and/or Temporary Personnel

Name	Position	Hire Date
Debra Sprehe	Community Relations Assistant/Marketing & Communications/Rockwell Campus	08/27/19-06/30/20

Kendall Richardson	Community Relations Assistant/ Marketing & Communications/Rockwell Campus	09/09/19-06/30/20
Thomas Pinion	Line Cook/Tut's Café/Culinary Arts/Trade & Industrial/Rockwell Campus	09/04/19-06/30/20
Bobbi King	A.M. Intern/Reno Campus (Temporary)	09/04/19-10/11/19

13. Vote to Convene in Executive Session

14. Vote to Approve Returning to Open Session

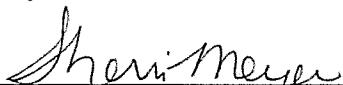
15. Statement of President Kurt Loeffelholz Concerning Minutes of the Executive Session

16. Vote to Take Action on the Promotion of the Following Personnel for FY 2020: Joshua Beatty, Bus Driver/Facility Management & Development/Rockwell Campus, to Lead Bus Driver/Scheduler/Facility Management & Development/ Rockwell Campus, Effective September 1, 2019; Stephanie Rojas Velazquez, Part-Time Cashier/Culinary Arts/Trade & Industrial/Rockwell Campus, to Cook I/Tut's Café/Culinary Arts/Trade & Industrial/Rockwell Campus, Effective September 3, 2019; Kenna Mason, Part-Time Cashier/Tut's Café/ Culinary Arts/Trade & Industrial/ Rockwell Campus, to Part-Time Job Coach/Project SEARCH/Mercy Hospital (Specially Funded), Effective September 16, 2019

17. Vote to Take Action on the Employment of the Following Personnel for FY 2020: Full-Time Personnel; Adam Troxtell, Content Developer/Marketing & Communications/Rockwell Campus, Effective September 3, 2019; Tarra Swiger-Smith, Health Resource Center Assistant/Health Science Center/Rockwell Campus, Effective September 9, 2019; Amy Hayes, Administrative Assistant II/Culinary Arts/Trade & Industrial/Rockwell Campus, Effective September 12, 2019; Part-Time and/or Temporary Personnel: Debra Sprehe, Community Relations Assistant/Marketing & Communications/ Rockwell Campus, Effective August 27, 2019 through June 30, 2020; Kendall Richardson, Community Relations Assistant/Marketing & Communications/Rockwell Campus, Effective September 9, 2019 through June 30, 2020; Thomas Pinion, Line Cook/Tut's Café/Culinary Arts/Trade & Industrial/Rockwell Campus, Effective September 4, 2019 through June 30, 2020; Bobbi King, A.M. Intern/Reno Campus (Temporary), Effective September 4, 2019 through October 11, 2019

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