

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  
January 13, 2020 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 December 9, 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, \$202,319.85 as of December 31, 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. Presentation of the FY 2018-2019 Audit Report by RSM International (Handout)

6. Discuss and Vote to Take Action on Acknowledgement of the Audit Report for FY 2018-2019

7. Report on Monthly Encumbrances Presented by Sherri Meyer, Business Manager

- a. Vote to Take Action on Monthly Encumbrances in Excess of \$25,000 Not Previously Presented as Quotation(s) or Contract(s) as follows:

1. 2003179 Security BankCard Center Inc. for Estimated P-Card Purchases

- b. Vote to Take Action Monthly Encumbrances 2003087 Through 2003276 for General, COOP, Building and CME Funds
  - c. Vote to Take Action on Encumbrance Change Orders No. 2000534 and 2001221
8. District Update Presented by Mark Pierce, Assistant Superintendent
9. Construction Report Presented by Jay Evans, Director Facility Management and Development
- a. Discuss and Vote to Take Action on the AIA Contract with T. Scott Construction for Preconstruction Services on the Administration Remodel Project on the Rockwell Campus
  - b. Discuss and Vote to Take Action on the Certificate of Substantial Completion for the Light Pole Replacement Project on the Reno Campus
  - c. Discuss and Vote to Take Action on the Change Order No. 1 for Credit of Unused Funds for the Light Pole Replacement Project on the Reno Campus
  - d. Discuss and Vote to Take Action on the Change Order No. 1 for Credit of Unused Funds for the ACD Shop Bus Duct Project on the Reno Campus
  - e. Discuss and Vote to Take Action on the Change Order No. 1 for Credit of Unused Funds for the Information Technology Renovation Project on the Rockwell Campus
10. Superintendent's Report Presented by Dr. Michelle Keylon
- a. Discuss and Vote to Take Action on the Amendment of General, CME, Deferred Benefit and Building Funds for FY 2020
  - b. Discuss and Vote to Take Action on the Re-instatement of School Activity Account 855 BPA Graphic Communication
  - c. Discuss and Vote to Take Action on the Re-instatement of School Activity Account 901 DECA Marketing
  - d. Discuss and Vote to Take Action on the New School Activity Fund Account 896 BPA Broadcast & Video Production
  - e. Discuss and Vote to Take Action on the Cooperative Districts Agreement for Workforce & Economic Development Planning and Services
  - f. 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**

2020-025                      Computers & Peripherals – Rockwell & Portland Campuses

- 2020-026 Student & Staff Passenger Vehicle – Rockwell Campus
- 2020-027 Hydraulic Trainers for Workforce & Economic Development – Rockwell Campus
- 2020-028 Activity Bus – Rockwell Campus

**Contract(s) FY 2020**

- 1. Agreement with I-CAR for Fixed Training Site
  - 3. Standard Affiliate Agreement with VanEd for Online Continuing Education
  - 4. Statement of Understanding with Oklahoma Department of Career and Technology Education for McClarin Plastics for Industry Training (TIP)
  - 5. Agreement with NextThought Studios for 10 Program Videos for Spring 2020
11. Confirm the Regular Board of Education Meeting Scheduled for February 10, 2020 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
12. New Business
13. 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):
    - 1. The Resignation of the Following Personnel for FY 2020 [Title 25 O.S. 307.B.1] Wesley Brown, Evening Culinary Instructor/Culinary Arts/Trade & Industrial/Rockwell Campus, Effective January 6, 2020
    - 2. The Promotion of the Following Personnel for FY 2020 [Title 25 O.S. 307.B.1] Brenda Conner, Accounting Clerk I/ Finance/Rockwell Campus to Accounting Clerk II/Finance/Rockwell Campus, Effective January 1, 2020
    - 3. The Employment of the Following Personnel for FY 2020 [Title 25 O.S. 307.B.1.]

**Full Time Personnel**

<b>Name</b>	<b>Position</b>	<b>Hire Date</b>
Malia Yahola	Receptionist/Telephone Operator/Career Planning Center/Rockwell Campus	01/13/20
Amanda Dills	Senior Instructional Design Specialist/Instructional Design, Development & Delivery/Rockwell Campus	01/21/20

14. Vote to Convene in Executive Session

15. Vote to Approve Returning to Open Session

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

17. Vote to Take Action on the Promotion of the Following Personnel for FY 2020 [Title 25 O.S. 307.B.1] Brenda Conner Accounting Clerk I/Finance/Rockwell Campus to Accounting Clerk II/Finance/Rockwell Campus, Effective January 1, 2020

18. Vote to Take Action on the Employment of the Following Full-Time Personnel for FY 2020 [Title 25 O.S. 307.B.1] Malia Yahola, Receptionist/Telephone Operator/Career Planning Center/Rockwell Campus, Effective January 13, 2020; Amanda Dills, Senior Instructional Design Specialist/Instruction Design, Development & Delivery/Rockwell Campus, Effective January 21, 2020; Stephanie Baird, Registrar/Registration & Records Management/Campus Administration/Rockwell Campus, Effective January 27, 2020

19. Vote to Take Action on Adjournment

Posted on the front door of the Administration Building, 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, 2019.

By:   
Sherri Meyer, Deputy Clerk, Board of Education