

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

Room A1015
Administration Building

**Special Board of Education Meeting
April 13, 2020 at 4:00 p.m.**

Videoconference Only Meeting Viewable at:
https://www.facebook.com/francistuttle/live_videos

AGENDA

1. Call to Order and Roll-Call Recording of Members Present and Absent. ***All board members present are attending via videoconference***

___Kurt Loeffelholz ___Suzette Northcutt Rhodes ___Kathy Reeser ___Dave Gillogly

2. Administer Loyalty Oath and Cumulative Oath to Newly Appointed Zone 2 Member Meredith Hines
3. Vote to Adopt the Board of Education Meetings Teleconference or Videoconference Regulations, Effective Until November 15, 2020 or the Governor Declaring the State of Emergency to be Terminated

4. Acknowledgement of Guests Present

5. Consent Agenda:

All Items a - d 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 March 9, 2020 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, \$95,416.97 as of March 31, 2020
- d. Declaration of Surplus Property and Authorize Transfer, Sale, Exchange or Disposal of Surplus Property

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

6. Vote to Take Action on Treasurer's Report Presented by Carol Fadaiepour, Chief Financial Officer
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. 2004212 AHI Facility Services Inc. for Electrostatic Sprayer Services Districtwide
 - b. Vote to Take Action on Monthly Encumbrances 2003984 Through 2004316 for General, COOP, CME and Building Funds for FY 2020
 - c. Vote to Take Action on Encumbrance Change Orders No. 2001442, 2002971 & 2003705
8. Construction Report Presented by Jay Evans, Director Facility Management and Development
 - a. Discuss and Vote to Take Action on the Design Proposal with Johnson & Associates Civil Engineering for the Annual parking Lot project for B Central 01, C North and B North Parking Areas on the Rockwell Campus
 - b. Discuss and Vote to Take Action on the Quote provided by T. Scott Construction for the South Inlet Modifications on the Rockwell Campus
9. Superintendent's Report Presented by Dr. Michelle Keylon
 - a. Discuss and Vote to Take Action on Proposed Program Expansion of Evening Esthetics on the Reno Campus for FY 2021
 - b. Discuss and Vote to Take Action on Awarding of Purchase Orders, Quotations and Contracts for Purchases of Capital Improvements, Goods, and/or Services

Quotation(s) FY 2020

- | | |
|----------|---|
| 2020-039 | Software License Renewal – Rockwell Campus |
| 2020-040 | Composites Curing Oven – Aviation Sheet Metal Program – Rockwell Campus |

Contract(s) FY 2020

1. Statement of Work agreement with Visix for Interactive Wayfinding Project

Contract(s) FY 2021

1. Master Software License and Services Agreement with ExamSoft Worldwide Inc. for Testing Software for Health Sciences Programs

2. Renewal Contract with Independent School District No. 1 a/k/a/ Putnam City Schools for Francis Tuttle to Provide an Education Four-Year Old Pre-K Program
3. Engineering Academy Joint Program Agreement with the Partner Schools: Cashion, Crescent, Deer Creek, Edmond, Epic Charter Schools, Putnam City and Western Heights
4. Bio-Sciences and Medicine Academy Joint Program Agreement with the Partner Schools: Cashion, Crescent, Deer Creek, Edmond, Epic Charter Schools, Putnam City and Western Heights
5. Computer Science Academy Joint Program Agreement with the Partner Schools: Cashion, Crescent, Deer Creek, Edmond, Epic Charter Schools, Putnam City and Western Heights
6. Memorandum of Understanding with Cashion, Crescent and Deer Creek Public Schools for the Gateway to Technology Program
7. Project HOPE Memorandum of Agreement with the Partner Schools: Cashion, Crescent, Deer Creek, Edmond, Putnam City and Western Heights
8. Memorandum of Understanding with Deer Creek and Edmond Public Schools for the On-Site Career Tech Programs
9. Memorandum of Understanding with Edmond and Putnam City Public Schools to Participate in Funding Career Counselors
10. Confirm the Regular Board of Education Meeting Scheduled for May 11, 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

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(2)(4):

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

Sabine Demler, from Part-Time Administrative Assistant/Information Technology /Rockwell Campus to Full-Time Administrative Assistant II/Information Technology/Rockwell Campus, Effective April 1, 2020

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

Full-Time Personnel

Name	Position	Hire Date
Krista Scammahorn	Workforce Consultant/Workforce & Economic Development/Rockwell Campus	04/01/20
William Coffman	Maintenance II/Facility Management & Development/Rockwell Campus	04/06/20

Part-Time and/or Temporary Personnel

Name	Position	Hire Date
Chase Brown	Line Cook/Culinary Arts/Trade & Industrial/Rockwell Campus	03/06/20-06/30/20
Sara King	Bus Driver/Facility Management & Development/Rockwell Campus	03/09/20-06/30/20

3. The Retirement of the Following Full-Time Personnel for FY 2021 [Title 25 O.S. 307.B.1.]

Dennis Moore, Project SEARCH Instructor/Mercy Hospital, Effective June 30, 2020

13. Vote to Convene in Executive Session: *If executive session is required, All board members present, and the Superintendent will attend via videoconference*

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:

Sabine Demler, from Part-Time Administrative Assistant/Information Technology /Rockwell Campus to Full-Time Administrative Assistant II/Information Technology/Rockwell Campus, Effective April 1, 2020

17. Vote to Take Action on the Employment of the Following Personnel for FY 2020: Full-Time Personnel: Kristin Scammahorn – Workforce Consultant/Workforce & Economic Development/Rockwell Campus, Effective April 1, 2020; William Coffman – Maintenance II/facility Management & Development/Rockwell Campus, Effective April 6, 2020; Part-Time and/or Temporary Personnel: Chase Brown, Line Cook/Culinary Arts/Trade & Industrial/Rockwell Campus, Effective March 6, 2020 through June 30, 2020; Sara King, Bus Driver/Facility Management & Development/Rockwell Campus, Effective March 9, 2020 through June 30, 2020

18. Vote to Adjourn

Posted via website per temporary emergency mandates for videoconference meetings, 24 hours prior to the Board Meeting. Notice of this Special Videoconference Board of Education Meeting, including those who would attend via videoconference was given to the Office of the Oklahoma County Clerk April 3, 2020 at 9:17 a.m.

By: Laura Manahan, Minutes Clerk for Sherri Meyer
Sherri Meyer, Deputy Clerk, Board of Education