

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

**Special Board of Education Meeting  
June 8, 2020 at 4:00 p.m.**

**Videoconference Only Meeting Viewable at:  
[https://www.facebook.com/francistuttle/live\\_videos](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 \_\_Meredith Hines

2. Acknowledgement of Guests Present

3. 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 May 11, 2020 4:00 p.m. Special 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, \$51,524.00 as of May 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

4. Treasurer's Report Presented by Carol Fadaiepour, Chief Financial Officer

- a. Discuss and Vote to Take Action on Monthly Treasurer Report
- b. Review and Discuss FY 2021 Budget Proposal for All Appropriated Funds

5. 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. 2004832 - Insight Creative Group, Inc., for Agency and Media Services for Statewide Marketing COOP

- b. Vote to Take Action on Monthly Encumbrances 2004625 Through 2004891 for General, Building, COOP, and CME Funds
  - c. Vote to Take Action on Encumbrance Change Orders No. 1903099, 2000609, 2001108, 2001373, and 2002616
6. District Update Presented by Dr. Jaared Scott, Associate Superintendent
7. Construction Report Presented by Jay Evans, Director of Facility Management & Development
- a. Discuss and Vote to Take Action on the Resolution of Public Construction for the Administration Remodel Project on the Rockwell Campus
  - b. Discuss and Vote to Take Action on the Recommendation of the Construction Manager to Award Contracts for the Bid Packages for the Administration Remodel Project on the Rockwell Campus
    - I. Bid Package No. 1 – Demolition
    - II. Bid Package No. 2 – Architectural Wood Casework/Millwork & Countertops
    - III. Bid Package No. 3 – Glass & Glazing
    - IV. Bid Package No. 4 – Metal Stud Framing, Drywall & Ceilings
    - V. Bid Package No. 5 – Interior Painting
    - VI. Bid Package No. 6 – Resilient Flooring, Carpet & Rubber Base
    - VII. Bid Package No. 7 – Fire Suppression
    - VIII. Bid Package No. 8 – Total Mechanical
    - IX. Bid Package No. 9 – Electrical
  - c. Discuss and Vote to Take Action on the AIA Contract with T Scott Construction for the Administration Remodel Project on the Rockwell Campus
  - d. Discuss and Vote to Take Action on the Guaranteed Maximum Price Amendment 1 with T Scott Construction for the Administration Remodel Project on the Rockwell Campus
  - e. Discuss and Vote to Take Action on the Resolution of Public Construction for the Aerospace Classroom Remodel Project on the Rockwell Campus
  - f. Discuss and Vote to Take Action on the Recommendation of the Construction Manager to Award Contracts for the Bid Packages for the Aerospace Classroom Remodel Project on the Rockwell Campus
    - I. Bid Package No. 1 – Demolition
    - II. Bid Package No. 2 – Glass & Glazing
    - III. Bid Package No. 3 – Metal Stud Framing, Drywall & Ceilings
    - IV. Bid Package No. 4 – Resilient Flooring, Carpet & Rubber Base
    - V. Bid Package No. 5 – Interior Painting
    - VI. Bid Package No. 6 – Fire Suppression
    - VII. Bid Package No. 7 – Total Mechanical
    - VIII. Bid Package No. 8 – Electrical
  - g. Discuss and Vote to Take Action on the AIA Contract with T Scott Construction for the Aerospace Classroom Remodel Project on the Rockwell Campus

- h. Discuss and Vote to Take Action on the Guaranteed Maximum Price Amendment 1 with T Scott Construction for the Aerospace Classroom Remodel Project on the Rockwell Campus
  - i. Discuss and Vote to Take Action on the Resolution of Public Construction for the Information Technology Glazing Project on the Rockwell Campus
  - j. Discuss and Vote to Take Action on the Recommendation of the Construction Manager to Award Contracts for the Bid Package for the Information Technology Glazing Project on the Rockwell Campus
    - l. Bid Package No. 1 – Glass & Glazing
  - k. Discuss and Vote to Take Action on the AIA Contract with T Scott Construction for the Information Technology Glazing Project on the Rockwell Campus
  - l. Discuss and Vote to Take Action on the Guaranteed Maximum Price Amendment 1 with T Scott Construction for the Information Technology Glazing Project on the Rockwell Campus
  - m. Discuss and Vote to Take Action on Construction Contract with T Scott Construction for the Information Technology Elevator Modernization Project on the Rockwell Campus
  - n. Discuss and Vote to Take Action on Equipment Quote for CRAC-1 Unit for the Main Server Room on the Rockwell Campus
  - o. Discuss and Vote to Take Action on Competitive Quotes for Installation of District Furnished CRAC-1 Unit for the Main Server Room on the Rockwell Campus
8. Superintendent's Report Presented By Dr. Michelle Keylon
- a. Report, Discuss and Vote to Take Action on Participation in the Comprehensive Employment Services Agreement Administered by the Oklahoma State School Boards Association (OSSBA) for FY 2021
  - b. Discuss and Vote to Take Action on the Designation of the Following Employees for the Positions Identified for FY 2021
 

Carol Fadaiepour	Treasurer
Laura Manahan	Minute Clerk
Sherri Meyer	Encumbrance Clerk
Brenda Hoover	Assistant Encumbrance Clerk
Sherri Meyer	Activity Fund Custodian
  - c. Discuss and Vote to Take Action on Certificate and Municipal Order for the Treasurer to County Clerk and County Treasurer for Oklahoma, Logan, Canadian and Kingfisher Counties
  - d. Discuss and Vote to Take Action on Designation of Depositories
  - e. Discuss and Vote to Take Action on the Designation of the Following Agents-of-Record for FY 2021:

Bill Birchall            Group Insurance Products  
Kim Gerlach            District Property, Casualty, Liability, etc. Products  
Carolyn Schultz        Long Term Care Insurance Products

- f. Center for Municipal Excellence Termination Agreement with City of Edmond
- g. Discuss and Vote to Take Action on Awarding of the Following Quotations, and Contracts:

**Quotation(s) FY 2020**

2020-042            Computers & Peripherals – Portland Campus & Rockwell Campuses  
2020-043            Audio Visual Equipment - Districtwide  
2020-044            Software License Renewal – Rockwell Campus  
2020-045            Software License Renewal – Rockwell Campus  
2020-046            Rough Terrain Vehicle – Danforth Campus  
2020-047            Hardware & Subscription License – Rockwell Campus

**Contract(s) FY 2021**

1. Team Member Agreement Among the Oklahoma Department of Rehabilitation Services, Mercy Health System of Oklahoma, Francis Tuttle Technology Center, Dale Rogers Training Center and the Board of Regents of the University of Oklahoma's National Center for Disability Education and Training to Operate Project SEARCH an Employment Training Program
2. Team Member Agreement Among the Oklahoma Department of Rehabilitation Services, INTEGRIS Baptist Medical Center, Francis Tuttle Technology Center, Dale Rogers Training Center and the Board of Regents of the University of Oklahoma's National Center for Disability Education and Training to Operate Project SEARCH an Employment Training Program
3. Renewal Contract with Francis Tuttle Foundation
4. Memorandum of Understanding with Oklahoma Department of Career and Technology Education for the Delivery of Exams
5. Memorandum of Understanding with the Oklahoma Department of Career and Technology Education for ACT Career Ready 101/KeyTrain Licenses and WorkKeys Assessments for the Rockwell, Portland and Reno Campuses
6. TrueSpeed GRC Program & Infosec Risk Assessment Services Agreement with True Digital Security

7. Sponsorship Agreement with Associated General Contractors of Oklahoma Education Foundation (AGC) for NCCER Accredited Training
  8. Cooperative Agreement Renewal with the Oklahoma Department of Career & Technology Education for the Young & At-Risk Learners Training Project (Melrose)
  9. Saas License and Support Agreement Renewal with Cidi Labs for Annual Design Tools Subscription
  10. Renewal of Specialty Lease Agreement with the Oklahoma County Sheriff's Office
  11. Agreement with Meltwater for Social Media Services
  12. City of Edmond Training Agreement
  13. Renewal of Legal Services Agreement with Rosenstein, Fist & Ringold
  14. Renewal of Legal Services Agreement with The Center for Education Law
  15. Agreement with Acquia for Cloud Services for Francis Tuttle Website
  16. Account Service Agreement with Libris for Digital Asset Management Software and Tools
  17. Software as a Service Agreement with AdmitHub
9. Confirm the Regular Board of Education Meeting Scheduled for June 29, 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

10. New Business

11. 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. Evaluate the Performance of the Superintendent [Title 25 O.S. 307.B.1.]
  2. The Re-employment of the Following Non-Instructional Full-Time Personnel for FY 2021 [Title 25 O.S. 307.B.1]

Acquaye, Sandra ~	Felton, Ittima*	Lindsay, Kirsten	Saliba, Richard
Aldridge, Robert	Ferguson, Angela ~	Loera, Jannely ~	Scaif, Molly
Alfaro, Nelson	Fields, Anthony	Lukowski, Deborah ~	Scammahorn, Krista
Allen, Lauren	Fisher, Sheila*	Luthye, Jimmie	Schmid, Shawn*
Arnold, Kevin	Fleming, Nanita	Manahan, Laura	Scott, Troy
Bachman, Frank	Frazier, Tiffany ~	Martin, Jaman	Shaw, Richard ~
Baird, Stephanie	Friend, Miranda ~	Marks, Jane	Sissom, Brett
Baker, Donna	Gallagher, Katherine	Martinez, Fernando	Smith, Retia ~
Barber, Kevin*	Gallagher, Simon	Mason, Jeffery	Soto, Longinos
Beatty, Joshua	Garcia, Elizabeth ~	Maxwell, Gayle	Southern, Julia ~
Beavers, Andrew ~	Garza, Gabriela ~	McGhee, Sharon	Spence, Terri

Bennett, Cameron	Gassen, Mark	McGowan, Carlton ~	Stanart, Matthew ~
Blair, Regina	Gorbet, Gary	McGrail, Jennifer	Starks, Marquita
Blake, Tami	Gray, Tollie	McLemore,	Stegmann, Dianna
Blancett, Scott ~	Griffin, Zane	Courtney	Stevenson, Janice ~
Bloomfield, Barbara	Guinn, Barbara ~	McMurry, Sharron	Stevenson, Sametria ~
Boaldin, Sheila	Hagen, Edna	Mendez-Duford,	Swiger-Smith, Tara
Boyer, Dominic	Hagood, Lisa	Haydee	Taber, Autumn ~
Brown, Christopher	Haile-Egbert, Jennifer	Mendez, Valentina	Taplin, Richana ~
Brown, Kimberly	Halpain, Philip	Meyer, Sherri ~	Templin, Richard
Buchanan, Kaitlyn	Hamett, Connie	Miller, Michael	Troxell, Adam
Bullock, Jessica	Hammond, John	Mitchell, April	Trujillo, Taryn
Butters, Nikole	Hammontree, Andrew	Mitchell, Laura ~	Tullius, Deborah
Cady, Debra ~	Hancock, Donna	Money, Patrick	Turpin, John
Cady, Raymond III ~	Hanson, Amy	Moore, Melissa	Urquhart, Christine
Caldwell, MeQueal ~	Hart, Kathy	Morris, Mylinda	Wagoner, Kenneth
Chan, Tanffy ~	Hawkins, Niki	Moton, Rosie	Wahahrockah,
Cheek, Vera	Hayes, Amy	Mugg, Sheryl	Gerald
Chipman, Meredith	Henderson, Karen	Mykel, Dorryn	Warren, Judy
Clark, Eugenia	Herrera, Dawn	Mykel, Toney*	Warrior, Ledocia
Coffman, Chris	Hill, Lisa	Nance, Dan	White, Tomi ~
Coffman, Kristina	Holthe, Otto	Nester, John	Williams-Maynard,
Coffman, Marcia	Hoover, Brenda	Nichols, Jennifer	Renee
Cole, Vernon ~	Hubble, Jerusha	Nichols, Julie ~	Wilson, Dave
Coleman, Michelle	Hubble, Keith ~	O'Connor, Kyle	Winfrey, Alexandria
Conell, Brenda	Humphreys, Anita	Owen, Michael	Wood, Vicki
Conner, Brenda	Humphreys, Kristin	Perry, Jason	Wood, Vincent
Conrad, Cami	Jerebie, Daniela ~	Pickard, Michelle ~	Wright, Roderick* ~
Coombe, Richard	Jimenez, Maria ~	Pierce, Kathryn ~	Yahola, Malia
Cooper, Tracy ~	Jones, Felicia	Powell, Nicholas	Yates, Donald
Craft, Gary	Joslin, Michelle ~	Prather-Skinner,	York, Dewayna
Davis, Tosha	Karjoo, Catherine	Christine	Zachary, Leah ~
De La Vega, Juan	Kiehl, Ralieg ~	Prewitt, Jesse	
DeLaRosa, Marisa	Kindberg, Richard	Privett, Jason	<b>*Specially Funded</b>
Demler, Sabine	King, Ryan ~	Riess, Jennifer	<b>~ Full Circle Staff</b>
Denton, Brooke ~	Knapp, Jeffrey	Roberson, Stormie	
Derrick, Karen ~	Knightly, Carrie ~	Robison, Donna	
Dills, Amanda	Lairt, Minna	Rojas Velazquez,	
Doan, Monte	Lankford, Kenneth	Stephanie ~	
Done Molina, Diana	Ledford, Traci ~	Rosch, Jennifer	
Duncan, Richard		Roybal, Bryan	
Enneking, Michael ~			
Esquibel, Raymond			
Fearing, Kelli			

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 Re-employment of the Non-Instructional Full-Time Personnel for FY 2021 Under Item 11a(2)

17. 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 Special Board of Education Meeting was given to the Office of the Oklahoma County Clerk on June 1, 2020 at 2:33 PM

By: Laura M. Manaker for Sherri Meyer  
Sherri Meyer, Deputy Clerk, Board of Education