

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

Room D1870  
Corporate Training Building

**Regular Board of Education Meeting  
April 12, 2021 at 4:00 p.m.**

**AGENDA**

1. Call to Order and Roll-Call Recording of Members Present and Absent.  
\_\_\_Kurt Loeffelholz \_\_\_Kathy Reeser \_\_\_Dave Gillogly \_\_\_Meredith Hines \_\_\_Anthony Garcia
2. Administer Loyalty Oath and Cumulative Oath to Newly Elected Zone 1 Member Kurt Loeffelholz, and Newly Appointed Zone 4 Member Anthony Garcia
3. Acknowledgement of Guests Present
4. 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 March 8, 2021 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, \$114,017.90 as of March 31, 2021
  - 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
5. Treasurer's Report Presented by Carol Fadaiepour, Chief Financial Officer
  - a. Discuss and Vote to Take Action on the Treasurer's Report
  - b. Review Letter from RSM US LLP Regarding the 2019-2020 Report on Compliance for Each Major Federal Program

- 6. Report on Monthly Encumbrances Presented by Carol Fadaiepour, Chief Financial Officer
  - a. Vote to Take Action on Monthly Encumbrances 2103859 Through 2104234 for General, and COOP and Building Funds for FY 2021
  - b. Vote to Take Action on Encumbrance Change Orders No. 2101570, 2102283 & 2102592
- 7. District Update Presented by Dr. Jaared Scott, Associate Superintendent
- 8. Construction Report Presented by Jay Evans, Director Facility Management and Development
- 9. Superintendent’s Report Presented by Dr. Michelle Keylon
  - a. Discuss and Vote to Take Action to (a) Exercise the Purchase Option for the Business Innovation Center According to the Terms of Lease and Purchase Agreement with Cross Timbers Park, LLC, and (b) Authorize the Superintendent, in Consultation with the District’s Attorneys, to Execute on Behalf of the District Such Documents as May be Needed to Complete the Purchase, Including a Mutual Release of Claims Between the District and Cross Timbers Office Park LLC
  - 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**

2021-037	Computers & Peripherals - Districtwide
2021-038	Audio Visual Equipment – Rockwell Campus
2021-039	Electric Vehicle Trainers/Simulators – Workforce & Economic Development/Rockwell Campus
2021-040	Equipment – Cosmetology Program/Danforth Campus
2021-041	Hardware – Rockwell and Danforth Campuses
2021-042	Grounds Maintenance - Districtwide
2021-043	Augmented Reality Welding System – Reno and Portland Campuses

**Contract(s) FY 2021**

- 1. Statement of Work Agreement with Visix for Interactive Wayfinding Project for the Danforth Campus
- 2. Video Production Services Agreement with NextThought for Historic Video for Grand Opening of Danforth Campus

### 3. Software End User License Agreement with SoftDocs

#### **Contract(s) FY 2022**

1. 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
2. Bio-Sciences and Medicine Academy Joint Program Agreement with the Partner Schools: Cashion, Crescent, Deer Creek, Edmond, Putnam City and Western Heights
3. Computer Science Academy Joint Program Agreement with the Partner Schools: Cashion, Crescent, Deer Creek, Edmond, Putnam City and Western Heights
4. Engineering Academy Joint Program Agreement with the Partner Schools: Cashion, Crescent, Deer Creek, Edmond, Putnam City and Western Heights
5. Entrepreneurship Academy Joint Program Agreement with Deer Creek Public Schools
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. Renewal Contract with State of Oklahoma Department of Rehabilitation Services for Project Search Training Placement and Employment
11. Renewal Contract with State of Oklahoma Department of Rehabilitation Services for Transition School-to-Work Work Study
12. Renewal Memorandum of Understanding with the Oklahoma County Sheriff's Office for the Provision of School Resource Officer(s)
13. Renewal Software-as-a-Service Agreement with AdmitHub for Chatbox Website Features

14. Master Service Agreement with Freeman Audio Visual, LLC for Strategic Planning and Creative Development for Danforth Grand Opening

15. Renewal Contract Agreement with the Oklahoma Manufacturing Alliance

10. Confirm the Regular Board of Education Meeting Scheduled for May 10, 2021 at 4:00 p.m. in Room D1870 of the Corporate Training 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)(4):

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

Deborah Lukowski, Enrollment Consultant/Career Planning Center/Rockwell Campus, Effective April 2, 2021

2. The Employment of the Following Personnel for FY 2021 [Title 25 O.S. 307.B.1.]

**Full-Time Personnel**

<b>Name</b>	<b>Position</b>	<b>Hire Date</b>
Carol Tennyson	Records Assistant/Registration & Records Management/Rockwell Campus	03/22/21
Jillian Lindblad	Registrar/Registration & Records Management/Rockwell Campus	04/05/21
Ahu Richardson	Administrative Assistant II/Receptionist/Facility Management & Development/Rockwell Campus	04/12/21

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

<b>Name</b>	<b>Position</b>	<b>Hire Date</b>
Andrea Mustin	Screeener/Contact Tracer/Facility Management & Development/Rockwell Campus	04/06/21-05/31/21
Megan Cade	Screeener/Contact Tracer/Facility Management & Development/Rockwell Campus	04/08/21-05/31/21

3. The Employment of the Following Personnel for FY 2022 [Title 25 O.S. 307.B.1]

<b>Name</b>	<b>Position</b>	<b>Hire Date</b>
Myka Collett	Academy Math Instructor/Computer Science Emphasis/Danforth Campus	08/01/21

4. The Retirement of the Following Full-Time Personnel for FY 2022 [Title 25 O.S. 307.B.1.]

Elbert Green, Cosmetology Instructor/Trade & Industrial/Rockwell Campus, Effective May 31, 2021

Judy Warren, Procurement Consultant/Workforce & Economic Development/Rockwell Campus, Effective June 30, 2021

Troy Scott, Career Counselor/Career Planning Center/Rockwell Campus, Effective June 30, 2021

5. Pending Claim and Action in the Matter of Former Student Rebecca Osburn, Wherein the District's Attorney has Advised that Disclosure will Seriously Impair the Ability of the Board of Education to Address or Conclude the Pending Claim or Proceedings in the Public Interest. [Title 25 O.S. 307 B.4 and 7]

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 Employment of the Following Personnel for FY 2021: Full-Time Personnel: Carol Tennyson, Records Assistant/Registration and Records Management/Rockwell Campus, Effective March 22, 2021; Jillian Lindblad, Registrar/Registration and Records Management/Rockwell Campus, Effective April 5, 2021; Ahu Richardson, Administrative Assistant II/Receptionist/Facility Management and Development/Rockwell Campus, Effective April 12, 2021: Part-Time and/or Temporary Personnel: Andrea Mustin, Screener/Contact Tracer/Facility Management & Development/Rockwell Campus, Effective April 6, 2021 through May 31, 2021; Megan Cade, Screener/Contact Tracer/Facility Management & Development/Rockwell Campus, Effective April 8, 2021 through May 31, 2021

17. Vote to Take Action on the Employment of the Following Full-Time Instructional Personnel for FY 2022: Myka Collett, Academy Math Instructor/Computer Science Emphasis/Danforth Campus, Effective August 1, 2021

18. Vote to Approve the Settlement Agreement Between the District and Rebecca Osburn

19. Vote to Elect a President, Vice President, Clerk and a Deputy Clerk for a Term of One Year

20. Vote to Adjourn

Posted on the front door of the Corporate Training 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, 2020.

By: \_\_\_\_\_  
Sherri Meyer, Deputy Clerk, Board of Education