

**WESTERN TECHNOLOGY CENTER  
DISTRICT NUMBER 12  
621 SOONER DRIVE  
BURNS FLAT, OK 73624**

**REGULAR MEETING FOR BOARD OF EDUCATION**

**A G E N D A**

**TIME:** February 12, 2019 at 12:00 noon

**PLACE:** Western Technology Center Administration Building  
Staff Room in Student Service Center  
621 Sooner Drive, Burns Flat, OK 73624

**(Note: The Board may discuss, vote to approve, vote to disapprove, vote to table, or decide not to discuss any item on the agenda.)**

1. Call to order.
2. Roll call of members.
3. Introduction of guests.
4. Vote on the minutes of the regular meeting held January 8, 2019.
5. Vote on the agenda as part of the minutes and any new business that could not reasonably be foreseen 48 hours in advance of the meeting.
6. Vote on warrants and encumbrances: 2018-19 General Fund Encumbrance No. 959 to 1050; 70204 to 70205; Building Fund No. 22 to 23; and any change orders that apply to approved purchase orders.
7. Financial Report.
  - A. Activity Fund and Transfer Report
  - B. General Fund
  - C. Building Fund
  - D. Treasurer's Report and Investments
8. Vote on the financial, treasurer, and investment reports.
9. Vote on renewal of service agreement with ADPC for Trends financial accounting software and off-site backup services for fiscal year 2019-20.
10. Vote on renewing license agreement with Employee Evaluation Systems (EES) to use the OKTLE (Teacher Leader Effectiveness) System for 2019-20.
11. Vote on new lease agreements with Xerox Corporation for three copiers at the Burns Flat Campus (two of model C8055H and one C8070H).
12. Discuss and vote on renewal of commercial multi-peril property and building insurance and auto insurance policy with Ed Berrong Insurance.

13. Vote on temporary personnel contracts for 2018-19 as listed on agenda as Attachment "A".
14. Vote on granting sick leave days to one employee from the sick leave bank for January 2019.
15. Vote on resignation of Jim Vanderford, Computer Networking/Security Instructor, Burns Flat Campus, effective May 31, 2019, and seek his replacement.
16. Vote on resignation of Linda Johnson, Cosmetology Instructor, Sayre Campus, effective May 31, 2019, and seek her replacement.
17. Vote on out-of-state travel expense request by Beth Richert, Biomedical Instructor, to attend a Vex EDR Teacher Training in Pittsburgh, PA on July 22-26, 2019.
18. Superintendent's Report:
  - A. Update on Elk City storage building project.
  - B. Discuss and vote on quotes to purchase a vehicle for the Elk City Campus.
  - C. Discuss and vote on directing the superintendent to obtain specifications for a possible roof replacement project at the Adult Education Building, Burns Flat Campus.
19. New Business: in accordance with 25 O.S. § 311(A) (9), this is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting this agenda.
20. Proposed executive session to discuss renewal/non-renewal of contracts for Penny Berry, Director of Instruction; Danny Britton, Business and Industry Services Director; Pamela Clark, Business Manager; Audie Corning, BIS Campus Director-Weatherford; Kathe Corning, Director of Student Services; and Hal Holt, Sayre Campus Director, for FY 2019-20. The President of the Board will designate the executive session minutes compliance clerk. 25 O. S. § 307 (B) (1).
21. Vote to convene or not to convene in executive session.
22. Acknowledge Board's return to open session.
23. Executive session minutes compliance announcement.
24. Minutes compliance clerk will report on executive session on renewal/non-renewal of contracts.
25. Vote on renewal/non-renewal of contracts for Penny Berry, Danny Britton, Pamela Clark, Audie Corning, Kathe Corning, and Hal Holt for FY 2019-20.
26. Announcements.
27. Adjourn.

**Attachment "A" to the February 12, 2019 Agenda**

**Western Technology Center  
Temporary Employee/Extra Duty Contracts  
2018-2019**

Sarah Short	N/C Supervisor
Cassandra Tutten	Extra Duty
Glenn Nightingale	Extra Duty
Bobby Reed	Extra Duty