

**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: Tuesday, June 11, 2019, at 12:00 p.m.**

**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 May 14, 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. 1322 to 1380; 70230 to 70244; Building Fund No. 29 to 30; and any change orders that apply to previously approved purchase orders.
7. Financial Report.
  - A. Activity Funds 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 temporary personnel contracts for 2018-19 as listed on agenda as Attachment "A".
10. Vote on renewal of partnership agreement for 2019-20 with SWOSU for the Sayre Radiologic and Medical Lab Technician programs.
11. Vote on renewal of lease purchase agreements for 2019-20 for district copiers, digital press system and printers with Xerox Financial Corporation and district mailing system with Pitney Bowes Corporation.
12. Vote on renewal of asbestos operations and maintenance contract for 2019-20 with Precision Testing Laboratories, Inc. of Stillwater, Oklahoma.

13. Vote on renewal of contract with Alcohol and Drug Testing, Inc. (ADTI) to provide required DOT drug testing services for employees for 2019-20.
14. Vote on renewal of rental contract between the District and OSIDA for use of gravel parking lot by WTC truck driver training program for 2019-20.
15. Vote for district to join NSBA/OSSBA, OATC, OROS and OASFAA and for board and staff to attend related conferences for 2019-20.
16. Vote on renewal of OSSBA policy maintenance service subscription for 2019-20.
17. Vote on additions/deletions/amendments to the Western Technology Center's School Board Policies and Procedures Manual concerning support personnel suspensions and wireless devices.
18. Vote on resignation of LeElla Lee, Culinary Arts Instructor, effective May 31, 2019, and seek replacement.
19. Vote on resignation of Chrissy Delp, Culinary Arts Instructional Aide, effective May 31, 2019, and seek replacement.
20. Vote on resignation of Magda Watanave, Culinary Arts Food Preparation Aide, effective May 31, 2019, and seek replacement.
21. Vote on resignation of Annie Mattox, Custodian, effective May 31, 2019, and seek replacement.
22. Vote on resignation of Janelle Pease, Student Accounts Manager, effective July 31, 2019, and seek replacement.
23. Vote on revised resignation date of June 28, 2019 for Gigi Villarreal, Receptionist/ Administrative Assistant.
24. Superintendent's Report:
  - A. Update on Adult Education Roof Replacement Project, Burns Flat Campus.
  - B. Review 2019-20 tentative allocations from the Oklahoma Department of Career and Technology Education.
  - C. Discuss closure of Great Plains Bank, Burns Flat Branch.
25. 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.
26. Proposed executive session for purpose of discussing:
  - A. hiring any or all the following persons:
    1. Receptionist/Administrative Asst., Burns Flat Campus, effective June 1, 2019
    2. Service Careers Instructor, Burns Flat Campus, effective August 1, 2019
    3. Culinary Arts Instructor, Burns Flat Campus, effective August 1, 2019
    4. Culinary Arts Instructional Aide, Burns Flat Campus, effective August 1, 2019

25 O.S. § 307 (B) (1)

B. addition to salary schedules and any or all contracts for non-hourly personnel for fiscal year 2019-20. 25 O.S. § 307 (B) (1)

C. allowing superintendent to pursue inquiries into purchase of real estate in Burns Flat. 25 O.S. § 307 (B) (3).

The President of the Board will designate the executive session minutes compliance clerk.

27. Vote to convene or not to convene in executive session.

28. Acknowledge board's return to open session.

29. Executive session compliance announcement.

30. A. Vote on hiring any or all the following persons:

1. Receptionist/Administrative Asst., Burns Flat Campus, effective June 1, 2019
2. Service Careers Instructor, Burns Flat Campus, effective August 1, 2019
3. Culinary Arts Instructor, Burns Flat Campus, effective August 1, 2019
4. Culinary Arts Instructional Aide, Burns Flat Campus, effective August 1, 2019

based on superintendent's and/or interview committee's recommendations and contingent upon satisfactory National Criminal History Records Search.

B. Vote on addition to salary schedules and any or all contracts for non-hourly personnel for fiscal year 2019-20.

C. Vote on allowing superintendent to pursue inquiries into purchase of real estate in Burns Flat.

31. Announcements.

32. Adjourn.

**Attachment "A" to the June 11, 2019 Agenda**

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

Billy Mandrell	Extra Duty
Lori Piercey	Extra Duty
Debbie Reed	Extra Duty
Ann Worthington	Extra Duty
Zach Mattox	Extra Duty
Sarah Pierce	Extra Duty
Michelle Potter	Extra Duty
Denise Wilkinson	Extra Duty
Todd Brooks	Extra Duty
Kim McClure	Extra Duty