



**Metro Technology Centers**  
Preparing for Life

**Metro Technology Centers**  
**Regular Meeting of the Board of Education**  
**Economic Development Center - Room 123**  
**1700 Springlake Drive**  
**Oklahoma City, OK 73111**  
**Tuesday, January 11, 2022 at 5:30 PM**

**1. Call to Order**

**2. Roll Call and Determination of Quorum**

**3. Public Expressions**

The public may comment only on any item appearing on this agenda, subject to the following restrictions: statements to the Board of Education by members of the public are limited to no more than three (3) minutes for each speaker unless altered by the presiding officer, with the approval of the board and, collectively, no more than 15 minutes are allowed for public expressions unless permitted by a majority vote of the board.

**4. Character Trait for the Month of January 2022, Moment of Silence, Pledge of Allegiance**  
– Christina Shults, Senior Director, Finance [Diligence - Focusing my effort on the work at hand]

**5. Superintendent's Report**

A. District Update by Mr. Aaron Collins, Superintendent/CEO

B. Presentations/Recognitions

1. Michael Branch, Site Director, Aviation Career Campus
2. Kim Gordon, Supervisor, Warehouse

C. Financial

1. Treasurer's Report for the month of December 2021 - Bruce Campbell, District Treasurer

D. Dates of Upcoming Events [Administration]

1. Martin Luther King Day (No Students/Offices Closed); Monday, January 17, 2022
2. February Regular Board Meeting; Tuesday, February 15; 5:30 p.m.; Room 123, Economic Development Center, 1700 Springlake Drive, Oklahoma City
3. NSBA Annual Conference; Saturday-Monday, April 2 - 4, 2022 (Pre-Conference Workshops Friday, April 1); San Diego, CA
4. Metro Tech Foundation Annual 'Sowing the Seeds of Success' Banquet; Friday, April 22, 2022; 6:30 p.m.; Oklahoma History Center, 800 Nazih Zuhdi Dr., OKC

E. Board Member Reports

**6. Board Reports for Review (no action required):**

David Martin, Assistant Superintendent, Instruction

Jeremy Cowley, Dean of Instruction

Romel Muex, Senior Director, Human Resources

Christina Shults, Senior Director, Finance

Robyn Miller, Senior Director, Operations

Jessica Martinez-Brooks, Senior Director, Strategic Communications & Transformation

**7. Motion, discussion and possible vote to approve or disapprove the Minutes of the December 14, 2021 Regular Board Meeting. [Administration]**

**8. Motion, discussion and possible vote to approve or disapprove the Consent Docket Item(s):**

[The following matters may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more of said matters will be removed from the consent docket and acted upon separately.]

A. Transfer of funds, in the amount of \$8,916.59, from the Activity Fund to the General Fund account for the month of December 2021. [Business & Finance]

**9. Motion, discussion and possible vote to approve or disapprove the following General Business Item(s):**

A. Revised Policies for adoption (policies presented December 14, 2021 for review). (List Attached) [Administration]

B. Revised agreement with Smith & Pickel Construction Company Inc., as construction manager for the Metro Tech Springlake Campus Business Conference Center - Additions and Renovations Phase 2, 1900 Springlake Drive, Oklahoma City, Oklahoma. Change order to the agreement of Guaranteed Maximum Price to be increased in the amount \$52,532.00. New Guaranteed Maximum Price is \$3,796,540.00. AIA document G701-2017. Student and Community Investment Plan Bond Project. [Business & Finance and Operations]

C. Revised Agreement with Smith & Pickel Construction Company Inc., as construction manager for the Metro Tech Springlake Campus Business Conference Center - Phase 3 Parking, 1900 Springlake Drive, Oklahoma City, Oklahoma. Change order to the agreement of Guaranteed Maximum Price to be increased in the amount \$32,546.00. New Guaranteed Maximum Price is \$374,117.00. AIA document G701 - 2017. Student and Community Investment Plan Bond Project. [Business & Finance and Operations]

D. Clinical Education Affiliation Agreement between Dean McGee Eye Institute and Metro Technology Centers School District No. 22 for an initial period from December 13, 2021 through December 12, 2022 and continuing for additional one-year periods. [Health Careers Center]

E. Affiliation Agreement between Metro Technology Centers and The Board of Regents of the University of Oklahoma, Health Sciences Center on behalf of OU Physicians, for the period January 1, 2022 through December 31, 2022. [Health Careers Center]

F. Appoint Ms. Valerie Manuel, Senior Administrative Assistant, as Deputy Board Minute Clerk for the remainder of FY 2022. [Administration]

**10. Motion, discussion and possible vote to approve or disapprove Personnel Items [Human Resources]**

**A. Employment of the persons listed below:**

**1. Part-Time, Adjunct Faculty & Business & Industry Services Division [Attached]:**

**B. Transfer:**

Tessa Martin From: Teacher, Pre-Law Enforcement  
10-Month, Certified  
South Bryant Campus

1/12/2022

To: Director, Business Conference Services  
12-Month, Exempt, Professional/District Leadership, Grade 2  
Business Conference Center

**C. Release/Resignation/Retirement of:**

Shaun Dillehay Retirement 3/1/2022  
Downtown Business Campus  
Marketing Coordinator

Randa Pirrong Resignation 12/31/2021  
Business Conference Center  
Director, PD & Academic Coaching

Cynthia Samuels Retirement 5/27/2022  
Information Technology Center  
Teacher, Accounting Services

**11. Motion, discussion and possible vote to approve or disapprove the following Encumbrances and Purchasing Items:**

A. FY2022 Encumbrances PO #2202279-2202400 (see attachment for a full list of the encumbrances). [Business Finance]

General Fund \$ 190,298.67

Building Fund \$ 212,455.13

Bond Fund \$16,374,830.90

Register Total \$16,777,584.70

B. Encumbrance to Firetrol Protection Systems Inc. for the design and installation of the facility and gate access control system for the South Bryant Campus Gun Range. Total encumbrance amount is \$59,482.86 (Pricing, Terms and Conditions per State Contract SW1048F). Student and Community Investment Plan Bond Project. [Business & Finance]

C. Emergency encumbrance to HMS Plumbing Heat and Air Inc. for repairs to main sewer line at South Bryant Campus in the amount not to exceed \$50,000.00 (PO #2202380). [Operations]

**12. New Business**

[New Business is any matter not known about or which could not have been reasonably foreseen prior to the time of posting. 25 Okla. Stat. §311 (A) (9).]

**13. Adjournment**

Notice of this Regular Meeting was received by the Oklahoma County Clerk at 10:05 a.m. on November 17, 2021. The date, time and agenda for this meeting was posted on Metro Tech's external website on January 7, 2022 at 4:25 p.m. as required by the Oklahoma Open Meeting Act.

JoAnn Johnson, Minute Clerk