



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, April 12, 2022 at 5:30 PM

1. Call to Order

2. Roll Call and Determination of Quorum

3. Election of Board Officers for 2022-2023

1. Report of the Board Nominating Committee
2. Election of Board Officers for 2022-2023 (The superintendent presides over the election of the Board President. The superintendent will call for nominations three times before nominations are closed. (BP-2006 Board Organizational Meeting)
 1. Board President
 2. Board Vice-President
 3. Board Clerk

4. Moment of Silence - Pledge of Allegiance – Mission

5. 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.

6. Superintendent's Report

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

B. Presentations/Recognitions

1. Shawna Blackburn, Site Director, Health Careers Center
2. David Martin, Assistant Superintendent, Instruction

C. Financial

1. Treasurer's Report for the month of March 2022 - Bruce Campbell, District Treasurer

2. Independent Audit Report and Financial Statements for the year ended June 30, 2020, as presented by EideBailly LLP.

D. Dates of Upcoming Events [Administration]

1. National Technical Honor Society (NTHS) Induction Ceremony; Friday, April 22; AM Session, 8:30-9:30 a.m.; PM Session, 12:30-1:30 p.m.; South Bryant Campus, 4901 S. Bryant Ave, OKC, Auto Technology Center, Auditorium
2. 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
3. OSSBA – The New & Incumbent Board Member Workshops; Saturday, April 30; 9:00-4:00 p.m.; Embassy Suites, NW Expressway, Oklahoma City, OK
4. Completion Ceremony, Tuesday, May 10; 7:00 p.m.; Freede Center at Oklahoma City University
5. May Regular Board Meeting, Tuesday, May 17; 5:30 p.m.; Room 123, Economic Development Center, 1700 Springlake Drive, Oklahoma City
6. Aviation Maintenance Technology Spring Graduation; Tuesday, May 24, 3:00 p.m.; Aviation Career Campus, Airframe Hangar, 5600 S. MacArthur Blvd. OKC
7. 55th Annual Oklahoma Summit - CareerTech Summer Conference; Monday and Tuesday, August 1-2; Tulsa Cox Convention Center, Tulsa

E. Board Member Reports

7. 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, Communications & Transformation

8. Motion, discussion and possible vote to approve or disapprove the Minutes of the March 15, 2022 Regular Board Meeting. [Administration]

9. Motion 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 \$234.86, from the General Fund to the Activity Fund account for the month of March 2022. [Business & Finance]

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

A. Contract with Oklahoma City University for the use of the Freede Wellness Center facility for the Metro Technology Centers' Completion Ceremony on May 10, 2022. [Instruction]

B. Amendment No. 2 to the FY2021-2022 District budget in accordance with the School District Budget Act. The total amended budget of appropriated funds equals \$147,153,926, which includes \$39,754,365 for the General Fund, \$19,522,382 for the Building Fund, \$67,410,342 for the Bond Fund, \$18,440,837 for the Sinking Fund, and \$2,026,000 for the Financial Aid Fund. [Business & Finance]

C. Revised agreement with Smith & Pickel Construction Company Inc., as construction manager for the Metro Tech Springlake Campus Business Conference Center - Phase 2, 1900 Springlake Drive, Oklahoma City, Oklahoma. Change Order #2 to the agreement of Guaranteed Maximum Price to be increased in the amount of \$74,487.00. New Guaranteed Maximum Price is \$3,871,027.00. AIA document G701 - 2017. Student and Community Investment Plan Bond Project. [Business & Finance and Operations]

D. Appoint Ms. Denise Engle, Arthur J. Gallagher & Company, as agent of record for quoting insurance policies and programs for FY 2023. Quotes are for insurance coverages including but not limited to property, liability, commercial autos, aviation hull and liability, workers compensation, directors/officers and employment practices and liability and special hazards. [Business & Finance and Operations]

E. Change the date for the second week of the previously approved grant-funded Aviation Career Exploration (ACE) Camps from June 20-24 to June 13-17, 2022. The proposed dates of the ACE Camps are June 6-10 and June 13-17, 2022. [Instruction]

F. Host two (2) Computer Coding Camps for middle and high school students at the STEM Building on May 31 – June 3 and June 6 – 9, 2022. The Coding Camps will host middle school students in the first session and high school students in the second session. (Camp costs will be funded through a monetary donation awarded to Metro Tech from AT&T and accepted by the Board in February 2022.) [Instruction]

G. 2022-2023 School Calendar – Attached [Instruction]

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

A. Employment of the persons listed below:

1. Probationary

Chelsea McIntire Administrative Specialist - 4/27/2022
12-Month, Non-Exempt, Support Staff, Grade 4
Downtown Business Campus/EWD
(Contingent on Drug Screen and Background Check)

2. Regular Full-Time (employees completing probationary employment):

Cherrisa Milton Media Copy Specialist - 4/14/2021
Business Conference Center

12-Month, Non-Exempt, Support Staff, Grade 3

3. Part-Time, Adjunct Faculty & Business & Industry Services Division: (Attached)

4. Re-Employ the Certified Teachers/Counselors as listed for the FY 2022-2023 School Year: (Attached)

5. Re-Employ the Certified Teachers on Temporary Contracts as listed for the FY 2022-2023 School Year: (Attached)

B. Transfer:

Joyce Swanegan From: PT Custodian
Classified, Non-Exempt, Part-Time Support
Business Conference Center

To: Custodian - 4/13/22
12-Month, Non-Exempt, Support Staff, Grade 1
Springlake/BCC

C. Release/Resignation/Retirement of:

Steven Lambeth	Resignation - 3/21/2022 South Bryant Campus Coordinator, Workforce Development
Marianne Hosler	Resignation - 4/15/2022 Business Conference Center Administrative Specialist
Cindy Friedemann	Resignation - 3/25/2022 Business Conference Center Director, Apprenticeships
Greg Garcia	Retirement - 9/1/2022 Aviation Career Campus Instructor, AMT
Jesse Hannah	Retirement - 6/30/2022 Downtown Business Campus Adult Safety Trainer

Shanon Freeman Retirement - 6/30/2022
STEM
Teacher, STEM Science

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

A. FY2022 Encumbrances PO #2202985-2203276 (see attachment for a full list of the encumbrances). [Business & Finance]

General Fund \$ 447,556.71
Building Fund \$ 104,844.92
Bond Fund \$11,085,226.88
Register Total \$11,637,628.51

B. Encumbrance for registration, dues & fees for Metro Tech employees to attend the OkACTE 2022 Oklahoma Summit – CareerTech Summer Conference to be held August 1-2, 2022, at the Cox Convention Center in Tulsa, Oklahoma. The requested FY23 amount is approximately \$60,000. Dues are estimated at \$37,000 and registrations at \$23,000. [Business & Finance]

C. Encumbrance to Durante Construction, Inc. as general contractors for Metro Tech Springlake Campus, Barber Program Project located inside Metro Technology Centers Child Care Training Center at 3901 N. Martin Luther King Avenue, Oklahoma City, OK 73111, in the amount of \$199,078.98. Student and Community Investment Plan Bond Project. [Business & Finance and Operations]

D. Encumbrance to Salon Equipment & Design of Oklahoma, LLC., in the amount of \$79,879.14, for the purchase, delivery, and assembly of salon equipment and furnishings for Metro Technology Centers - Springlake Campus Barber Program, to be located in the Child Care Training Center building. (Pricing, Terms, and Conditions per Salon Equipment & Design of Oklahoma, LLC. (Quote #1455) Bond funds are to be utilized for this project. [Business & Finance and Operations]

E. Encumbrance to Fryars Lawncare and Landscaping as Prime Vendor for lawn services at all District sites. The service was competitively bid with RFP #23-001. The initial term of this Agreement is from July 1, 2022, or on the first day of work performance, whichever is later, through June 30, 2023. In accordance with state law, the continuation of this contract may be extended for four (4) one-year option periods dependent upon available funding and if mutually agreed upon by both parties. (Business & Finance)

F. Encumbrance to All About Travel as Prime Vendor for District Travel Management Services. The service was competitively bid with RFP #23-002. The initial term of this Agreement is from July 1, 2022, or on the first day of work performance, whichever is later, through June 30, 2023. In accordance with state law, the continuation of this contract may be extended for four (4) one-year option periods dependent upon available funding and if mutually agreed upon by both parties. (Business & Finance)

G. Encumbrance to Superior Linen as Prime Vendor for conference linen services sites. The service was competitively bid with RFP #23-003. The initial term of this Agreement is from July 1, 2022, or on the first day of work performance, whichever is later, through June 30, 2023. In accordance with state law, the continuation of this contract may be extended for four (4) one-year option periods dependent upon available funding and if mutually agreed upon by both parties. (Business & Finance)

H. Encumbrance to Mythics for Oracle cloud services and support for our CTSIS system, at a total cost of \$34,980.00. This will be purchased through State Contract SW1011. (Operations)

I. Encumbrance to Cox, in the amount of \$28,633.44, to provide internet access with meshed infrastructure. This is an eRate funded item and the above annual cost is after eRate discount. This item was competitively bid on February 25, 2022. (Operations)

J. Encumbrance to CDW-G for annual subscription licensing for Microsoft products. Software covered under this lease includes Windows (Operating System), Microsoft Office, Windows Server, and Forefront Protection (anti-virus). The total encumbrance is \$57,358.76. CDW-G is Metro Tech's assigned Authorized Education Reseller (AER) for Microsoft products under State Contract SW1010. (Operations)

13. 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).]

14. Proposed executive session to discuss the employment of Amanda English as authorized by OKLA. STAT. tit. 25, Section 307 (B)(1) & (7).

- a. Vote to go into executive session.**
- b. Vote to acknowledge return to open session.**
- c. Statement of executive session minutes.**

15. Discussion and vote by Board to terminate Amanda English's employment with Metro Technology Centers and recitation of findings of fact upon which the decision is based.

16. 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 April 8, 2022 at 4:00 p.m. as required by the Oklahoma Open Meeting Act.
JoAnn Johnson/Minutes Clerk*