



**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, August 16, 2022 at 5:30 PM**

**1. Call to Order**

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

**3. Moment of Silence - Pledge of Allegiance - Mission**

**4. 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.

**5. Superintendent's Report**

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

1. Presentation of the FY2023-24 Metro Tech “Oklahoma City Gets Fit” Grant from the Oklahoma City Community Foundation

2. Construction Projects - Update

B. Presentations/Recognitions

1. Joel Rogers, Director, Evening Programs

2. Jeremiah Graham, Director, Student Services

C. Financial

1. Treasurer's Report for July 2022 - Bruce Campbell, District Treasurer

D. Dates of Upcoming Events [Administration]

1. OSSBA/CCOSA Conference; Thursday, August 25 - Dr. Bob Mooneyham Memorial Scholarship Golf Tournament & Pre-Conference; Friday-Sunday, August 26-28 -Education Leadership Conference; Oklahoma City Convention Center

2. Labor Day Holiday (Offices Closed); Monday, September 5

3. Metro Tech Foundation – The Dr. Dennis L. Portis III Memorial Golf Tournament; Friday, September 9; 7:30 a.m. Registration, 8:30 a.m. Start; Lincoln Park Golf Club, West Course, 4001 NE Grand Boulevard, OKC
4. September Regular Board Meeting; Tuesday, September 13; 5:30 p.m.; Room 123, Economic Development Center, 1700 Springlake Drive, Oklahoma City
5. ACTE CareerTech VISION 2022; Wednesday-Saturday, November 30 - December 3; Las Vegas, Nevada [may leave the day before and return the day after]
6. NSBA Annual Conference; Saturday-Monday, April 1 - 3, 2023 (Pre-Conference Workshops Friday, March 31, 2023); Orlando, Florida [may leave the day before and return the day after]

E. Board Member Reports

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

David Martin, Assistant Superintendent, Instruction  
Jeremy Cowley, Senior Director, Student Affairs & Workforce Development  
Romel Muex, Senior Director, Human Resources  
Christina Shults, Senior Director, Finance  
Robyn Miller, Senior Director, Operations  
Jessica Martinez-Brooks, Senior Director, Communications & Transformation

**7. Motion, discussion and possible vote to approve or disapprove the Minutes of the July 12, 2022 Regular Board Meeting. [Administration]**

**8. 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 \$1,902.22 from the Activity Fund to the General Fund account for the month of July 2022. [Business & Finance]

B. Approval for one or more board members and staff to attend/participate in the following professional development activity at District expense: [Administration]

1) NSBA Annual Conference; Saturday-Monday, April 1 - 3, 2023 (Pre-Conference Workshops Friday, March 31, 2023); Orlando, Florida [may leave the day before and return the day after]

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

A. Revised Policies for adoption (reviewed by the Board Policy Committee July 29, 2022). (Attached) [Administration]

B. Resolution authorizing the Treasurer to purchase Certificates of Deposit on behalf of the School District. [Business & Finance]

C. Certificate and Order to Oklahoma County Clerk and Treasurer for J. Bruce Campbell, Treasurer. [Business & Finance]

D. Revised Metro Tech Board Districts One through Seven Boundaries [Administration]

E. New and/or revised District building names (Reviewed by the Campus Master Plan Committee, July 8, 2022.) [Administration]

F. Revised academic credit crosswalk between Metro Technology Centers and all partner high schools to reflect career major changes, SDE/ODCTE credit updates and OCAS codes. [Instruction]

G. Declare the attached list of equipment as surplus and no longer of use to the District, and instruct the Superintendent to dispose of the items in a legal manner. (Attached) [Operations]

H. Revised Full-Time Program Catalog to reflect career major changes and updated information. [Instruction]

I. Declare the ‘tiny house’ built by Metro Tech students, valued at approximately \$10,000, as surplus and authorize the Superintendent to negotiate the sale of the property. Proceeds from the sale to be deposited into the General Fund and the revenue to be allocated to fund student projects. [Administration]

J. Contract between Metro Technology Centers and the Oklahoma Department of Transportation to provide venue with catering for the Disadvantaged Business Enterprise (DBE) Supportive Services program (\$1500). Training and venue to be provided by Metro Technology Centers on August 22, 2022. [Instruction]

K. Clinical Education Affiliation Agreement between Metro Technology Centers School District No. 22 and Southwest Orthopaedic Specialists, P.L.L.C dba Southwest Orthopaedic & Reconstructive Specialists, P.L.L.C for an initial two-year period effective August 17, 2022 through August 16, 2024; thereafter, the agreement will continue in effect for additional one-year periods. [Instruction]

L. Memorandum of Understanding (MOU) between Metro Technology Centers and the Association of General Contractors of Oklahoma Education Foundation (AOEF). The purpose of the MOU is to establish an AOEF sponsored NCCER Accredited Training and Education Facility (ATEF) at the South Bryant Campus for the Carpentry Program at a cost of \$520 for 1 program/1 instructor. The MOU is effective July 1, 2022 through June 30, 2023. [Instruction]

M. Memorandum of Understanding (MOU) between Metro Technology Centers and Rebuilding Together Oklahoma City. The purpose of the MOU is to confirm that the District agrees to make educational opportunities available to individuals utilizing the services of Rebuilding Together Oklahoma City. The District will provide Rebuilding Together Oklahoma City marketing materials that promote the educational activities offered.

[Instruction]

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

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

**1. Probationary**

Harold Owens Bus Driver 7/28/2022  
10-Month, (187 days) Non-Exempt, Support Staff  
Transportation

Konner King Audio Visual Producer 9/6/2022  
12-Month, Exempt, Professional Support 1  
Downtown Business Campus

Roger Temoshok Technical Assistant 8/30/2022  
10-Month (195 days), Non-Exempt, Support Staff  
Aviation Career Campus

Timeka Anderson Evening Instructor, Cosmetology 8/30/2022  
11-Month (215 days), Exempt, Instructor  
Cosmetology

Keedran Johnson System Technician 8/30/2022  
12-Month, Non-Exempt, Support Staff 4  
Information Technology Services

Elsa Castro Career Advisor 8/30/2022  
11-Month (215 days), Exempt, Professional/Support 2  
Business Conference Center

Christina Rogers Receptionist 8/30/2022  
12-Month, Non-Exempt, Support Staff 1  
Business Conference Center

Taye VanMerllin Instructor/Coordinator, Practical Nursing 8/30/2022  
12-Month, Exempt, Instructor Master +30  
Health Careers Center

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

Christopher Henderson Technical Assistant, Electrical Trades 8/16/2021  
10-Month, Non-Exempt, Support Staff, Grade 4  
South Bryant Campus

Maria Wakaliuk Custodian 8/16/2021  
12-Month, Non-Exempt, Support Staff, Grade 1  
Springlake Campus

Jennifer Sanchez Student Services Representative 8/16/2021  
12-Month, Non-Exempt, Support Staff, Grade 4  
Business Conference Center

Tristan Jones	Student Services Representative 8/16/2021 12-Month, Non-Exempt, Support Staff, Grade 4 Business Conference Center
Crystal Freeman	Administrative Specialist 8/16/2021 12-Month, Non-Exempt, Support Staff, Grade 4 Service Center
Glenn Brunner	Evening Electrical Trades Instructor 8/16/2021 11-Month, Non-Certified Instructor South Bryant Campus
Kathryn Johnson	Evening Medical 8/16/2021 11-month, Non-Certified Instructor Health Careers Center
Donminic Goosby	Teacher, Automotive Technology 8/16/2021 10-Month, Certified Teacher, Temporary South Bryant Campus
Marc Davis	Custodian 8/16/2021 12-Month, Non-Exempt, Support Staff, Grade 1 Springlake Campus

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

**B. Transfer:**

Cherrisa Milton	From: Media Copy Specialist Non-Exempt, 12-Month, Support Staff Downtown Business Campus To: Coordinator, Wellness 8/16/2022 Exempt, 12-Month, Professional/Support 2 Downtown Business Campus
Karen Upton	From: Teacher. Biomedical Sciences Exempt, 10-Month, Certified Teacher STEM To: Site Director, Extension Programs 7/20/2022 Exempt, 12-Month, Professional/District Leadership 5 Information Technology Center
Madinah Sledge	From: Bursar Exempt, 12-Month, Professional/Support 2 Business Conference Center To: Human Resources Associate 7/25/2022 Exempt, 12-Month, Professional/Support 2 Business Conference Center
Rhonda Wright	From: Community Outreach Specialist Non-Exempt, 12-Month, Support Staff

Child Care Training Center  
To: Project Manager, Community Outreach & Wellness 8/17/2022  
Exempt, 12-Month, Professional/Support 3  
Child Care Training Center  
Destiny Johnson From: Building Maintenance Worker  
Non-Exempt, 12-Month, Support Staff 2  
Physical Plant Services  
To: Administrative Specialist 8/17/2022  
Non-Exempt, 12-Month, Support Staff 3  
Business Conference Center

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

Maria Dionaldo Resignation 8/1/2022  
Health Careers Center  
Instructor, Practical Nursing  
Alec Ramirez Resignation 8/23/2022  
Information Technology Services  
Systems Technician

**D. Eliminate the Following Vacant Positions: (Reviewed by Board Personnel Committee May 31, 2022)**

Media Copy Specialist  
Community Outreach Specialist

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

A. FY2023 Encumbrances PO #2300390-PO#2300985 (see attachment for a full list of the encumbrances). [Business & Finance]

General Fund \$ 1,263,593.36

Building Fund \$ 1,171,463.46

Bond Fund \$ 206,081.90

Register Total \$ 2,641,138.72

B. Encumbrance to the Oklahoma County Sheriff's Office, in the amount of \$96,219.12, as reimbursement of salary, benefits and vehicle costs for the services of the deputy certified as a firearms instructor assigned to the Public Safety Academy from the period of July 1, 2022 and concluding June 30, 2023. Encumbrance includes an expected County COLA increase of \$16,227.84. [Business & Finance]

C. Encumbrance to Vance Chevrolet, Buick, GMC of Miami, in the amount of \$140,853.00 for the purchase of three (3), 2023 Chevrolet Suburbans, Option - CK10906, Statewide Contract #035, for the district's use. [Operations]

D. Encumbrance to Holt Truck Centers, in the amount of \$117,520.00, for the purchase of one (1), 2023 Integrated CE S Bus (PB105) for the district's use. [Operations]

E. Supplemental encumbrance to Smith & Pickel Construction Inc., in the amount of \$27,399.00, for additional services due to the January 2022 flooding (BCC Phase 1) at the Business Conference Center, located at 1900 Springlake Drive, Oklahoma City, OK 73111 (Reference PO #2202363). Student and Community Investment Plan Bond Project. [Business & Finance and Operations]

F. Emergency encumbrance to Johnson Controls, in the amount of \$33,191.00, to replace major components on the chiller at Metro Technology Centers, Business Conference Center. [Operations]

G. Encumbrance to Dr. Jessica Rimmer, CEO, Solomon Strategic Advisors, LLC, in the amount of \$67,500, for FY 2023 Metro Tech Leadership Development for the Executive Team [Train the Trainer], Directors [MT Leadership Academy], and Emerging Leaders [Toolkit Sessions]. Project start date estimated to be August 2022 - project completion date estimated to be June 2023. [Administration]

H. Encumbrance to Elsevier, in the amount of \$89,940, for purchase of Elsevier's Curriculum Solution for full-time adult Licensed Practical Nursing programs. [Instruction]

I. Encumbrance to HubSpot, in the amount of \$76,790.16, to provide a Customer Relationship Management (CRM) platform. This is a two-year agreement to be ratified each fiscal year for a total amount of \$153,580.32. [Communications]

J. Encumbrance to Bridges, in the amount of \$69,080, to provide HubSpot onboarding, integration, data migration, CMS products buildout for e-commerce, necessary workflows and automation processes and ongoing consultation for team training. [Communications]

K. Encumbrance to Video Reality, in the amount of \$64,837.10, for Smart Boards and document cameras for classroom instruction at the Aviation Career Campus. The purchase will be made using the Aviation Career Campus equipment allocation Building Fund. [Instruction]

L. Encumbrance to L&M Office Furniture, in the amount of \$34,434.19, to purchase furniture for the Finance Department at the Business Conference Center. Quote includes delivery and installation. (OU Contract # R-22000-22) [Business & Finance]

M. Encumbrance to L&M Office Furniture, in the amount of \$ \$24,930.97, to purchase furniture for the Human Resources Department at the Business Conference Center. Quote includes delivery and installation. (OU Contract # R-22000-22) [Business & Finance &

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, location and agenda for this meeting was posted on Metro Tech's external website on August 12, 2022 at 4:30 p.m. as required by the Oklahoma Open Meeting Act. JoAnn Johnson/Minutes Clerk

The agenda for this Regular Meeting was first posted on August 12, 2022. The agenda was revised and reposted at 1:44 p.m. on Monday, August 15, 2022. An item was added to the Superintendent's Report 5.A - Presentation of the FY2023-24 Metro Tech "Oklahoma City Gets Fit" Grant from the Oklahoma City Community Foundation. No other items were changed from the first posting to the second posting.