



**Metro Technology Centers
Special Meeting of the Board of Education
District Center - Room K
1900 Springlake Drive
Oklahoma City, OK 73111
Tuesday, June 17, 2025 at 5:30 PM**

- 1. Call to Order**
- 2. Roll Call and Determination of Quorum**
- 3. Moment of Silence, Pledge of Allegiance – Mission**
- 4. Superintendent's Report**
 - A. District Update by Mr. Aaron Collins, Superintendent/CEO
 - B. Presentations/Recognitions
 1. Board Member Service Recognition
 2. Board Member Emeritus Recognition
 3. Presentation of the FY2026 Marketing and Communications Plan - Phil Carlton
 4. Presentation Student Satisfaction Survey - Dr. Wichert
 - C. Financial
 1. Public Hearing for the FY2025-2026 Budget, per requirements of the School District Budget Act
 2. Treasurer's Report for the month of May 2025 - Bruce Campbell, District Treasurer
 - D. Dates of Upcoming Events [Administration]
 5. Juneteenth Holiday - Offices Closed Thursday, June 19
 6. Aviation Graduation; Monday, June 23, 4:00 p.m.; District Center, 1900 Springlake Drive, Oklahoma City
 7. Independence Day Holiday - Offices Closed Friday, July 4
 8. July Regular Board Meeting; Tuesday, July 15; 5:30 p.m.; Room K, District Center, 1900 Springlake Drive, OKC
 9. Annual Oklahoma Summit - CareerTech Summer Conference; Sunday-Tuesday, August 3-5; Tulsa Cox Convention Center, Tulsa, Oklahoma

- E. Board Member Reports
- 5. **Motion, discussion and possible vote to approve or disapprove the Minutes of the May 2025 Regular Board Meeting. [Administration]**
- 6. **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 \$97,443.38 from the Activity Fund to the General Fund account for the month of May 2025.
 - B. Approval of FY26 Instructional Programs Activity Fund Fundraisers [Business & Finance] [Attached]
 - C. Approval of an Activity Fund Account for the Adult Education & Family Literacy (AEFL) program. [Business & Finance]
 - A. Approval of a Fundraiser for MetroFIT 28-Day Wellness Challenge 6/18/25-6/30/25. [Business & Finance]
- 7. **Motion, discussion and possible vote to approve or disapprove the following General Business Item(s):**
 - A. Adoption of the FY2025-2026 Original School District Budget in accordance with the School District Budget Act. [Business & Finance]
 - B. Adoption of the FY2024-2025 Amendment No.4 to the District Budget, in accordance with the School District Budget Act. [Business & Finance]
 - C. Appointment of the following to the designated statutory positions for FY2026: Mr. Aaron Harley - Encumbrance Clerk; Mr. Bruce Campbell - Treasurer; Mr. Ronald Grant - Assistant Treasurer; and Ms. Tevonda Johnson - Activity Fund Custodian. [Business & Finance]
 - D. Appoint Valerie Manuel as Board Minutes Clerk and Kylie Lawson as Substitute Minutes Clerk for FY2026. [Administration]
 - E. Renewal of sign location lease agreement between Metro Technology Centers and The Lamar Companies for sign located at 3601 N. Martin L. King Blvd., Oklahoma City, Oklahoma, from July 1, 2025, through June 30, 2026. The lease shall be for a one-year term (original term commenced on July 1, 2022), and shall extend for successive terms of one-year each up to ten (10) years. [Strategic Communication & Engagement]
 - F. Agreement to participate in the Statewide Billboard Program, from July 1, 2025, to June 30, 2026. [Strategic Communication and Engagement]
 - G. Lease Agreement between State of Oklahoma Commissioners of the Land Office and Metro Technology Centers for Adult Education and Family Literacy Classroom instruction beginning July 1, 2025, to June 30, 2026, and shall extend for successive terms of one-year each up to three (3) years. [Instruction]
 - H. Agreement between Metro Technology Centers and Horizon: Digitally Enhanced Campus to provide online academic coursework for district students during FY

2025-2026 at a cost of \$14,280.00. The term of the Agreement is for the 2025-2026 school year and terminates June 30, 2026.[Instruction]

- I. Agreement among Team Members, which include: Oklahoma Department of Rehabilitation Services (DRS), Metro Technology Centers (MTC), Wyndham Grand Oklahoma City Downtown, Dale Rogers Training Center (CRP), and National Center for Disability Education and Training (NCDET). The purpose of the agreement is to coordinate activities for students with documented disabilities who are eligible, as provided by CRF 300.520. Team members work collaboratively to fulfill the assigned roles and responsibilities to maintain and implement Transition from School-to-Work Program consistent with the Project SEARCH model, including Wyndham Grand as the Host Business. The agreement is effective from July 1, 2025, to June 30, 2026. [Instruction]
- J. Agreement between Metro Technology Centers (MTC) and Assessment Technologies Institute (ATI), L.L.C. The ATI Complete Partnership Agreement contains the terms and conditions governing Nursing Program's procurement of Products and Services from ATI in the cost of \$2,100 per student. The ATI Products are procured by Nursing Program and licensed by ATI for use with Nursing Program cohorts with a curriculum start date between May 1, 2025, to April 30, 2028. [Instruction]
- K. Agreement between CareerTech Testing Center (CTTC), a division of the Oklahoma Department of Career and Technology Education (ODCTE), and Metro Technology Centers (MTC). CTTC will work with Metro Technology Centers (MTC) to create procedures and processes to provide and issue digital badging through Metro Technology Centers (MTC) Workforce and Economic Development (WED) online/enrollment system. This initiative aims to enhance recognition of workforce skills and support economic development across the state through digital badging. This agreement is effective July 1, 2025. [Student Affairs & Workforce Development].
- L. Agreement between Metro Technology Centers (MTC) and Propio. This order form for services shall be governed by a written and mutually signed agreement between Metro Technology Centers (MTC) and Propio. Metro Technology Centers (MTC) use of any platform in the Propio Suite is separately subject to the Terms unless superseded by a written agreement signed by the parties. This order form describes all of Propio's standard offerings, but Propio is only required to deliver, and Metro Technology Centers (MTC) is only obligated to pay for, the Services and/or subscription fees for the Propio Suite's software-as-a-service offering that are specified in the attached Rate Sheet. [Instruction]
- M. Memorandum of Understanding (MOU) between Metro Technology Centers and the Oklahoma Department of Career and Technology Education (ODCTE) for providing ACT WorkKeys Assessments for Student Services effective July 1, 2025, through June 30, 2026. [Student Affairs & Workforce Development]
- N. Memorandum of Understanding (MOU) between Metro Technology Centers and the Oklahoma Department of Career and Technology Education (ODCTE) for providing ACT WorkKeys Assessments for South Bryant Campus effective July 1, 2025, through June 30, 2026. [Student Affairs & Workforce Development]

- O. Memorandum of Understanding (MOU) between Metro Technology Centers (MTC) and the Board of County Commissioners of Oklahoma County on behalf of the Oklahoma County Sheriff's Office (OCSO) for one (1) Commissioned Deputy Certified by CLEET (Council on Law Enforcement Education and Training) as a Firearms Instructor to Metro Technology Centers' Basic Peace Officer Certification (BPOC) training program. Specifically, to manage and facilitate Firearms Training and oversee daily operations of the indoor firearms range located on the Metro Technology Centers campus at 4901 S. Bryant Ave. OKC. This MOU will commence upon execution and will terminate on June 30, 2026. [Instruction]
- P. Memorandum of Understanding (MOU) between Metro Technology Centers (MTC) and the Oklahoma County Board of County Commissioners (BOCC) on behalf of the Oklahoma County Sheriff's Office (OSCO) for the purpose of establishing a cooperative relationship in support of law enforcement training within the Basic Peace Officer Certification (BPOC) program. This partnership aims to provide qualified OCSO instructors for Metro Tech's BPOC program, offer reserved seats, priority range time, and tuition benefits for Oklahoma County Sheriff's Office (OCSO) personnel, and align training with the operational needs of the Oklahoma County Sheriff's Office (OCSO). Effective between July 1, 2025, to June 30, 2026. [Instruction]
- Q. Memorandum of Understanding (MOU) between Metro Technology Centers (MTC) and Central Technology Centers (CTC) to collaboratively provide Satellite Truck Driver Training instruction for students in the OKC Area. The term of the Memorandum of Understanding (MOU) is July 1, 2025, through June 30, 2026. [Student Affairs & Workforce Development]
- R. 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 sponsored National Center of Construction Education Research (NCCER) Accredited Training and Education Facility (ATEF) at South Bryant Campus for the Carpentry Program at a cost of \$520 for one program/one instructor effective July 1, 2025, through June 30, 2026. [Instruction]
- S. Memorandum of Understanding (MOU) between Metro Technology Centers and the Oklahoma Department of Career and Technology Education (ODCTE) for providing written exams for certification or licensure effective July 1, 2025, through June 30, 2026. [Student Affairs & Workforce Development]
- T. Academic Affiliation Agreement between Metro Technology Centers (MTC) and SSM Health Care Corporation. Agree to coordinate practical learning and/or clinical experience to aid in the educational development of nursing and ancillary health professions. This agreement has an initial term of five years and is effective as of July 1, 2025. [Instruction]
- U. Revised Full-Time Program Catalog to reflect career major changes and updated information for School Year 2025-2026. [Instruction]
- V. Revised academic credit crosswalk for School Year 2025-2026 between Metro Technology Centers (MTC) and all partner high schools to reflect career major changes, SDE/ODCTE credit updates and OCAS codes. [Instruction]

- W. Memorandum of understanding (MOU) between Metro Technology Centers (Metro Tech) and Oklahoma City Black Chamber of Commerce (Black Chamber) for facility and equipment usage at EDC on the Springlake Campus. This agreement is for one year from July 1, 2025, through June 30, 2026. [Operations, Business & Finance]
- X. Memorandum of Understanding (MOU) and Addendum between Metro Technology Centers (Metro Tech) and Tinker Federal Credit Union (TFCU). The purpose of the MOU and Addendum is to continue operating a branch credit union location at Metro Tech's Springlake Campus. This MOU and Addendum are effective July 1, 2025, through June 30, 2026. [Operations & Business & Finance]
- Y. Memorandum of Understanding (MOU) between Metro Technology Centers (MTC) and Metro Technology Centers Foundation, Inc. for facility and equipment usage at STEM Academy at the Springlake Campus at the cost of \$1,000 annually. This agreement is for one year, from July 1, 2025, through June 30, 2026. [Operations, Business & Finance].
- Z. Master Career Major list for School year 2025-2026 to reflect changes and update information in instructional framework. [Instruction]
- AA. Renewal with Lincoln Financial Group-Basic Life \$0.230/\$1,000. Basic AD&D \$0.020/\$1,000 and Dependent Life \$3.70/\$1,000. Estimated annual Premium of \$95,406.00. [Human Resources]
- BB. Renewal with Lincoln Financial Group-Long Term Disability for all active full-time employees at a rate of \$0.370/\$100. Estimated annual premium \$64,764.99. [Human Resources]
- CC. Contract for Audit of Technology Centers for FY24-25 to file with ODCTE [Business & Finance]
- 8. **Motion, discussion and possible vote to approve or disapprove Personnel Items [Human Resources]**
 - A. **Employment of the persons listed below:**
 - 1. **Probationary**
 - 2. Benja min Staats
 - 3. Warehouse/ Grounds Assistant 6/24/2025
 - 4.
 - 5.
 - 6. 12-Month, Non-Exempt, Support Staff,
 - 7.
 - 8.
 - 9. Warehouse/Grounds
 - 10.
 - 11. Briana Garcia
 - 12. Career Advisor 7/7/2025
 - 13.
 - 14.
 - 15. 11-Month, Exempt, Professional Support
 - 16.
 - 17.
 - 18. Enrollment & Student Services
 - 19.
 - 20. Tyler Wainner
 - 21. Teacher, Construction Technology 7/24/2025
 - 22.
 - 23.
 - 24. 10-Month, Certified, Instruction
 - 25.

26.		27. South Bryant Campus	28.
29. Kristen Tosh		30. Site Counselor 7/24/2025	31.
32.		33. 10-Month, Certified, Instructional Support	34.
35.		36. HCC, BTC & Special Populations	37.
38. Regular Full-Time (employees completing probationary employment):			
39. Christopher Roland		40. Evening Custodian 6/24/2024	41.
42.		43. 12-Month, Non-Exempt, Support Staff, Grade 1	
44.		45. Facilities	46.
47. Christi Heard		48. Teacher, Barbering 7/25/2024	49.
50.		51. 10-Month, Certified Teacher (195 Days)	52.
53.		54. SPL-Cosmetology Building	55.
56. Holly Dozhier		57. Counselor 7/25/2024	58.
59.		60. 10-Month, Certified	61.
62.		63. South Bryant Campus	64.
65. Part-Time, Adjunct Faculty & Business & Industry Services Division:			
[Attached]			
a. Re-Employ Exempt Employees for FY25: [Attached]			
b. Re-Employ Non-Exempt Employees for FY25: [Attached]			
c. Re-Employ the Following Certified Teachers/Counselors for FY25: [Attached]			
B. Transfer:			
C. Jenni Sanchez	D. From: Student Service Rep.		E.
F.	G. 12-Month, Non-Exempt, Support Staff		H.
I.	J. Student Services		K.
L.	M. To: Administrative Specialist 7/1/2025		N.
O.	P. 12-Month, Non-Exempt, Support Staff		Q.
R.	S. Media/Marketing		T.
U.	V.		W.
X. Melissa Thornton	Y. From: Financial Aid Officer		Z.
AA.	BB. 12-Month, Exempt, Professional Support		CC.
DD.	EE. Financial Aid		FF.

- | | | |
|--|---|------|
| GG. | HH. To: Financial Aid
Manager 7/1/2025 | II. |
| JJ. | KK. 12-Month, Exempt,
Professional Support | LL. |
| MM. | NN. Financial Aid | OO. |
| PP. | QQ. | RR. |
| SS. Casey
Rainbolt | TT. From: Assistant Director, Economic &
Workforce Development | |
| UU. | VV. 12-Month, Exempt, Non-Certified
Administrator | |
| WW. | XX. Economic & Workforce
Development | YY. |
| ZZ. | AAA. To: Director, Economic
& 6/18/2025
Workforce Development | BBB. |
| CCC. | DDD. 12-Month, Exempt, Non-Certified
Administrator | |
| EEE. | FFF. Economic & Workforce
Development | GGG. |
| HHH. Release/Resignation/Retirement of: | | |
| III. Maria
Wakaliuk | JJJ. Resignation 5/27/2025 | KKK. |
| LLL. | MMM. Maintenance/Physical
Plant | NNN. |
| OOO. | PPP. Custodian | QQQ. |
9. **Motion, discussion and possible vote to approve or disapprove the following Encumbrances and Purchasing Items:**
- A. FY2025 Encumbrances PO #2504467 - PO#2504755 (see attachment for a full list of the encumbrances). [Business & Finance]

General Fund	\$	382,741.85
Building Fund	\$	831,608.75
<u>Bond Fund</u>	<u>\$</u>	<u>88,270.40</u>
Register Total	\$	1,302,621.00
 - B. Encumbrance to Maverick Insurance Group for Insurance Premiums and Fees for the FY26 School Year in the amount of \$1,601,529. [Operations, Business & Finance]
 - C. Encumbrance to the Board of County Commissioners in the amount of \$300,000.00 for FY26 county assessments and evaluation fees. [Business & Finance]
 - D. Encumbrance to Griffin Communications totaling \$55,000 for digital marketing services for FY26. [Strategic Communication & Engagement]
 - E. Encumbrance for Metro Technology Centers (MTC) employees to attend the OKACTE 2025 Oklahoma Summit on August 4-5, 2025. In the amount of \$91,000.00, which includes dues and registration. [Human Resources]
 - F. Encumbrance to RK Black in the amount of \$100,000 for administration, faculty and staff printing binding and delivery of projects to Metro Tech sites and

- campuses for FY26. State Contract# SW1013R. [Strategic Communication & Engagement]
- G. Encumbrance to Active Internet Technologies in the amount of \$26,900.00 to provide website services including hosting, accessibility tools (AudioEye) and AI Chatbot.[Strategic Communication & Engagement]
 - H. Encumbrance to Oklahoma Gas and Electric Company in the amount of \$760,000.00 for utility services for FY26. [Operations]
 - I. Encumbrance to the City of Oklahoma City in the amount of \$154,000.00 for utility services (water and sewer) for FY26. [Operations]
 - J. Encumbrance to Oklahoma Natural Gas Company in the amount of \$130,000.00 for utility services for FY26. [Operations]
 - K. Encumbrance to Constellation New Energy in the amount of \$50,000.00 for gas supplier for FY26. [Operations]
 - L. Encumbrance to Red Rock Distributing in the amount of \$150,000.00 to purchase fuel for the district during FY26. [Operations]
 - M. Encumbrance for Durante Construction in the amount of \$43,970.11 to replace windows in the Financial Aid Department at the District Center. [Operations]
 - N. Encumbrance for Brightly Software Inc., in the amount of \$46,191.34 for CMMS (Computerized Maintenance Management Software) Multiple-Year Contract. OMNIA Contract # R210702. [Operations]
 - O. Encumbrance to HubSpot in the amount of \$67,712.16 to provide a Customer Relationship Management (CRM) platform. [Strategic Communication & Engagement]
 - P. Encumbrance to United Data Technologies for Fortigate Cloud Firewalls for Microsoft M365 environment, at a total cost of \$33,694.82. This will be purchased through Oklahoma State contract# C-2502-Oklahoma OSRHE/OneNet. [IT]
 - Q. Encumbrance to Xcel Office Solutions for printing fleet management solution for the FY26 school year, at a total cost of \$104,500.00. This will be purchased through State Contract SW1034X. [IT]
 - R. Encumbrance to SHI International for managed backups of Microsoft 365 tenancy and Google Workspace for 3-year contract managed services of backups at a total cost of \$142,164.00. This will be purchased through Oklahoma State Contract #SW1041SH. [IT]
 - S. Encumbrance to SHI International for annual GLBA audit and compliance network assessments, at a total cost of \$142,487.94. This will be purchased through Oklahoma State Contract #SW1041SH. [IT]
 - T. Encumbrance to SHI International, in the amount of \$103,368.48, for Darktrace network security hardware and software for FY26. This will be purchased through Oklahoma State Contract #SW1014SH. [IT]
 - U. Encumbrance to LoopUp for phone services and support for the district FY26, at a total cost of \$39,871.44. LoopUp, LLC. Is an approved OMES State Supplier. [IT]
 - V. Encumbrance to Joultech Solutions for a 3-year annual contract for managed cybersecurity training, at a total cost of \$49,092.00. This will be purchased through competitive bidding and quotes for a 3-year contract of managed services. [IT]

- W. Encumbrance to Joultech Solutions for annual vCISO managed cybersecurity advisory package, at a total cost of \$48,500.00 for one year. This will be purchased through competitive bidding and quoting from various vendors. [IT]
- X. Encumbrance to Interworks for Microsoft Azure Cloud setup, at a total cost of \$87,500.00. This will be purchased through Oklahoma Contract Number SW1020D. [IT]
- Y. Encumbrance to Cox for Internet and Phone service for the FY26 school year, at a total cost of \$60,000.00 after E-Rate funding. This was awarded to Cox through RFP bidding and will be purchased through State Contract # SW1014. [IT]
- Z. Encumbrance to Grainger in the amount of \$50,591.61 to purchase cabinets for the Aviation Campus in order to be in compliance with safety regulations. [Instruction, Business & Finance]
- AA. Encumbrance to Grainger in the amount of \$47,580.46 to purchase cabinets for the South Bryant Campus in order to be in compliance with safety regulations. [Instruction, Business & Finance]
- BB. Encumbrance for the Frontline Education System-Frontline Central Solutions, Recruiting & Hiring Solution, Professional Learning Management, and Employee Evaluation Management in the amount of \$36,746.25. [Human Resources]
- CC. Renewal of lease agreement amendment 4 between Metro Technology Centers and the Oklahoma City Airport Trust in the amount of \$163,476.00 for the purpose of operating the Aviation Career Campus from July 1, 2025, through June 30, 2026. [Operations, Business & Finance]
- DD. Encumbrance with Durante Construction, Inc. as general contractors for the Metro Technology Centers, South Bryant Campus, Room 201 - IT Tech - Office & Storage Project in the amount of \$43,963.05. (Pricing terms and conditions per quote) [Operations].
- EE. Encumbrance with Durante Construction, Inc. as general contractors for the Metro Technology Centers, Economic Development Center Remodel Project in the amount of \$119,525.92, (Pricing terms and conditions per quote) [Operations]
- FF. Continuation of participation in a cooperative agreement for the technology Centers' statewide marketing agreement for FY26 payable to Autry Tech, at a cost of \$27,500.00. [Strategic Communication & Engagement]
- GG. Continuation of participation in the statewide public relations and marketing consultation cooperative agreement with The Gooden Group payable to Meridian Tech for FY26, at a cost of \$9,221. [Strategic Communication & Engagement]
- HH. Agreement between Griffin Communications and Metro Technology Centers to sponsor the News 9 Kitchen Studio for Fy26 in the amount of \$48,000. [Strategic Communication & Engagement]
- II. Encumbrance to SHI International for managing Microsoft's 365 signatures across the district, at an annual total cost of \$17,947.96. This will be purchased through Oklahoma State Contract # SW1041SH

10. New Business

11. Adjournment

Notice of this Regular Meeting was received by the Oklahoma County Clerk at 9:18 a.m. on October 17, 2024. The date, time, location and agenda for this meeting were posted on Metro

Tech's external website as well as posted on the north and south entrances of the District Center, located at 1900 Springlake Drive, Oklahoma City, OK., in accordance with the Oklahoma Open Meeting Act.

There have been two (2) Revisions made to the Agenda for the Special Board Meeting on June 17, 2025, on 6/16/2025 at 12:56 p.m. **1.** 8. A.1- Briana Garcia, from 12-months to 11 months. **2.** Item 8. C Marie Pijanowski was removed from the Agenda.

**NOTICE OF PUBLIC HEARING
METRO TECHNOLOGY CENTER**

Notice is hereby given that the VT-22, MetroTechnology Center School District (DBA Metro Technology Centers) Board of Education will hold a Public Hearing beginning at **5:30 pm on the 17th day of June, 2025**, for the purpose of accepting comments and for holding an open discussion, including answering of questions, on the following proposed VT-22, Metro Technology Center School District 2025-2026 Budget. The hearing will be held in Room K of the District Center, 1900 Springlake Drive, Oklahoma City, OK 73111.

METRO TECHNOLOGY CENTER SCHOOL DISTRICT #22
Fiscal Year 2025-2026

SUMMARY OF ESTIMATED REVENUES

ESTIMATE OF REVENUES:	GOVERNMENTAL FUNDS		TOTAL APPROP FUNDS
	GENERAL FUND	SPECIAL REVENUE	
LOCAL SOURCES OF REVENUES:			
1110 Ad Valorem Tax Levy (current)	\$ 25,492,500	\$ 13,521,840	\$ 39,014,340
1120 Ad Valorem Tax Levy (prior)	2,030,000	998,000	3,028,000
1200 Tuition and Fees	2,566,000	-	2,566,000
1300 Earnings on Investments	1,600,000	-	1,600,000
1400 Rentals & Commissions	373,500	-	373,500
1500 Reimbursements	120,000	-	120,000
1600 Other Local Revenue	321,000	-	321,000
TOTAL LOCAL SOURCES OF REVENUE	\$32,503,000	\$14,519,840	\$47,022,840
STATE SOURCES OF REVENUE:			
3000 Other State Sources of Rev	31,801	-	31,801
3800 State Voc Prog - Multi Source	4,549,712	-	4,549,712
TOTAL STATE SOURCES OF REVENUE	\$4,581,513	\$0	\$4,581,513
FEDERAL SOURCES OF REVENUES:			
4600 Other Federal Sources of Revenue	264,560	-	264,560
4820 Carl Perkins Voc & Applied Tech Act	378,574	-	378,574
4830 Business & Industry Services	45,000	-	45,000
4870 Federal Student Financial Aids	1,080	-	1,080
TOTAL FED SOURCES OF REVENUE	\$689,214	\$0	\$689,214
TOTAL REVENUE	37,773,727	14,519,840	\$52,293,567
Estimated Fund Balance, June 30, 2024	16,491,382	11,073,721	27,565,103
TOTAL FINANCING SOURCES	\$54,265,109	\$25,593,561	\$79,858,670

SUMMARY OF ESTIMATED EXPENDITURES

ESTIMATE OF EXPENDITURES:	GOVERNMENTAL FUNDS		TOTAL APPROP FUNDS
	GENERAL FUND	SPECIAL REVENUES	
1000 SHORT-TERM INSTRUCTION	\$1,500,432	\$25,000	\$1,525,432
1500 CLIENT BASED PROGRAMS	126,500	-	126,500
1700 CAREER ED INSTRUCTION	12,447,951	931,000	13,378,951
2000 SUPPORT SERVICES:			
2100 Support Serv-Students	3,336,579	-	3,336,579
2200 Support Serv-Instruc Staff	1,653,864	25,000	1,678,864
2300 Support Serv-Gen Admin	990,336	50,000	1,040,336
2400 Support Serv-School Admin	6,244,294	10,000	6,254,294
2500 Support Serv-Business	8,247,400	1,833,500	10,080,900
2600 Oper & Maint of Plant Services	3,231,620	5,825,500	9,057,120
2700 Student Transportation Services	1,133,484	845,610	1,979,094
TOTAL SUPPORT SERVICES	\$24,837,578	\$8,589,610	\$33,427,188
3000 OPER OF NON-INSTRUC SERV	404,020	-	404,020
4000 FACILITY ACQ & CONST SERV	1,187,460	3,306,551	4,494,011
5000 OTHER OUTLAYS:			
7000 Other Uses	51,360	1,001,500	1,052,860
	1,159,734	450,000	1,609,734
TOTAL PROPOSED EXPENDITURES	\$ 41,715,035	\$ 14,303,661	\$ 56,018,696
Fund Balance - Committed or Restricted	12,550,074	11,289,900	23,839,975
TOTAL USES OF FUNDS	\$ 54,265,109	\$ 25,593,561	\$ 79,858,670

Annual giving for STEM programs PENDING

Preview Edit Approval Collaborators Leaderboard Share Results Products

Approval Status: PENDING



Currently awaiting review from Tevonda Johnson

Campaign Details View More

Title	Goal
Annual giving for STEM programs	\$50,000.00
Start Date	End Date
Oct 20, 2025	Dec 19, 2025

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?
Yes

Detailed description of fundraiser
Each program will participate in this annual giving campaign in order to increase activity funds to assist with expenses such as travel, supplies, testing and uniforms that are not normally covered through the program budget.

Location of fundraiser
Social Media/online

How will these funds be utilized?
Travel, uniforms, testing

Will you be using an outside vendor as part of this sale/activity
Yes

Please list company name, representative, and contact info for each vendor:
Zeffy
Zeffy.com

Will you be selling products?
No

Assigned Bank Account Edit

For this campaign, payments processed by SuccessFund will be deposited into the following account:

Account Name	Bank
Metro Technology Centers Activity Fund	FIRST SECURITY BANK & TRUST CO ****9964

These details were confirmed by Cari Wilburn on 6/02/25 at 8:05 am

Timeline



Brian Leaver 5/30/25 at 1:09 pm

submitted the approval request to Brian Leaver



Brian Leaver 5/30/25 at 1:12 pm

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/02/25 at 7:54 am

reassigned the approval request to Michele Sanders
Please approve then send to Finance.



Michele Sanders 6/02/25 at 7:57 am

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/02/25 at 8:05 am

confirmed the bank account details are accurate



Cari Wilburn 6/02/25 at 8:05 am

approved the request and forwarded on to Tevonda Johnson for further review
or Final Approval after BOE has approved.



You can add a new comment below:

Type here...

Send

District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

Edit Campaign

Possible Actions

Approval Status: PENDING



Currently awaiting review from Tevonda Johnson

Campaign Details		View More
Title	Goal	
STEM T-shirts 2025	\$5,000.00	
Start Date	End Date	
Aug 13, 2025	Sep 05, 2025	

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?
Yes

Detailed description of fundraiser
Selling STEM T-shirts

Location of fundraiser
In person and online

How will these funds be utilized?
Increase program activity funds to cover testing, uniforms, supplies and travel not covered in program budget

Will you be using an outside vendor as part of this sale/activity
Yes

Please list company name, representative, and contact info for each vendor:
S & S Textiles

Will you be selling products?
Yes

Approximate cost per activity/item:
\$9

Select one:
Pre-sale

Can unsold inventory be returned?
No

Assigned Bank Account

 Edit

For this campaign, payments processed by SuccessFund will be deposited into the following account:

Account Name	Bank
Metro Technology Centers Activity Fund	FIRST SECURITY BANK & TRUST CO ****9964

These details were confirmed by Cari Wilburn on 6/02/25 at 8:04 am

Timeline

- 
Brian Leaver 5/30/25 at 1:20 pm
 submitted the approval request to *Brian Leaver*

- 
Brian Leaver 5/30/25 at 1:22 pm
 approved the request and forwarded on to *Cari Wilburn* for further review

- 
Cari Wilburn 6/02/25 at 7:54 am
 reassigned the approval request to *Michele Sanders*
 Please approve then send to Finance.

- 
Michele Sanders 6/02/25 at 7:56 am
 approved the request and forwarded on to *Cari Wilburn* for further review

- 
Cari Wilburn 6/02/25 at 8:04 am
 confirmed the bank account details are accurate

- 
Cari Wilburn 6/02/25 at 8:04 am
 approved the request and forwarded on to *Tevonda Johnson* for further review
For Final Approval after BOE has approved.

 You can add a new comment below:

Type here...

Send

District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

Approval Status: PENDING



Currently awaiting review from Tevonda Johnson

Campaign Details		View More
Title	Goal	
KONA ice	\$2,000.00	
Start Date	End Date	
Aug 13, 2025	May 22, 2026	

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?
No

Please describe how you will be collecting funds in accordance with district policy.
KONA ICE will distribute a percentage of sales that day back to Bio Med.

Detailed description of fundraiser
Once a month KONA ICE will be located at STEM to sell product.

Location of fundraiser
STEM Center

How will these funds be utilized?
Increase Bio Med activity funds to cover testing, uniforms, supplies and travel not covered in program budget

Will you be using an outside vendor as part of this sale/activity
Yes

Please list company name, representative, and contact info for each vendor:
KONA ICE
Richard Harris 405-896-0370
richard@konaicemoore.com

Will you be selling products?
No

Assigned Bank Account Edit

For this campaign, payments processed by SuccessFund will be deposited into the following account:

Account Name	Bank
--------------	------

Timeline



Brian Leaver 6/05/25 at 1:46 pm

submitted the approval request to Brian Leaver



Brian Leaver 6/05/25 at 1:47 pm

approved the request and forwarded on to Michele Sanders for further review



Michele Sanders 6/05/25 at 1:49 pm

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/06/25 at 7:29 am

confirmed the bank account details are accurate



Cari Wilburn 6/06/25 at 7:29 am

approved the request and forwarded on to Tevonda Johnson for further review

For Activation upon Board Approval



You can add a new comment below:

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District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

Edit Campaign

Possible Actions

Approval Status: Pending

Currently awaiting review from Tevonda Johnson



Campaign Details		View More
Title	Goal	
Blue and Gold	\$5,000.00	
Start Date	End Date	
Oct 20, 2025	Nov 21, 2025	

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?
No

Please describe how you will be collecting funds in accordance with district policy.
Cash and Check

Detailed description of fundraiser
Bio Med and Nursing Services will sell Blue and Gold products to increase funds in activity accounts

Location of fundraiser
STEM Center

How will these funds be utilized?
Increase program activity funds to cover testing, uniforms and travel.

Will you be using an outside vendor as part of this sale/activity?
Yes

Please list company name, representative, and contact info for each vendor:
Blue and Gold

Will you be selling products?
Yes

Approximate cost per activity/item:
\$10 Sausage, \$15 Bacon, \$25 Chicken

Select one:
Pre-sale

Can unsold inventory be returned?
No

Assigned Bank Account

For this campaign, payments processed by SuccessFund will be deposited into the following account.

Account Name	Bank
Metro Technology Centers Activity Fund	FIRST SECURITY BANK & TRUST CO ****9964

These details were confirmed by Cari Wilburn on 6/06/25 at 7:28 am

Timeline

- Brian Leaver** 6/05/25 at 2:18 pm
submitted the approval request to Brian Leaver
- Brian Leaver** 6/05/25 at 2:19 pm

approved the request and forwarded on to Michele Sanders for further review



Michele Sanders 6/05/25 at 2:59 pm

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/06/25 at 7:28 am

confirmed the bank account details are accurate



Cari Wilburn 6/06/25 at 7:29 am

approved the request and forwarded on to Tevonda Johnson for further review

For Activation upon Board Approval



You can add a new comment below:

Type here...

Send

District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

Edit Campaign

Invite Reviewers

Approval Status: PENDING



Currently awaiting review from Tevonda Johnson

Campaign Details		View More
Title	Goal	
Practical Nursing	\$1,000.00	
Start Date	End Date	
Jul 01, 2025	Jun 30, 2026	

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?
Yes

Detailed description of fundraiser
Practical Nursing tshirt, long-sleeved tshirt, and hoodie sales

Location of fundraiser
Online

How will these funds be utilized?
PN Pinning and Luncheon

Will you be using an outside vendor as part of this sale/activity
Yes

Please list company name, representative, and contact info for each vendor:
S&S

Will you be selling products?
Yes

Approximate cost per activity/item:
8-10

Select one:
Pre-sale

Can unsold inventory be returned?
No

For this campaign, payments processed by SuccessFund will be deposited into the following account:

Account Name

Metro Technology Centers Activity Fund

Bank

FIRST SECURITY BANK & TRUST CO ****9964

These details were confirmed by Jeremiah Graham on 5/07/25 at 2:43 pm

Timeline



Brandi Castle 5/06/25 at 3:14 pm

submitted the approval request to Jeremiah Graham



Jeremiah Graham 5/07/25 at 2:43 pm

confirmed the bank account details are accurate



Jeremiah Graham 5/07/25 at 2:45 pm

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/02/25 at 7:54 am

reassigned the approval request to Michele Sanders

Please approve then send to Finance.



Michele Sanders 6/02/25 at 7:58 am

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/02/25 at 8:05 am

approved the request and forwarded on to Tevonda Johnson for further review or Final Approval after BOE has approved.



You can add a new comment below:

Type here...

Send

District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

Edit Campaign

Possible Actions

Success!

Request was assigned successfully



Approval Status: PENDING

Currently awaiting review from Tevonda Johnson



Campaign Details

[View More](#)

Title

Rad Tech Bake Sale

Goal

\$300.00

Start Date

Jul 01, 2025

End Date

Jun 30, 2026

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?

Yes

Detailed description of fundraiser

Bake sale for rad tech juniors and seniors

Location of fundraiser

Metro Tech Rad Tech

How will these funds be utilized?

Graduation Party/Field Trip/ Activities

Will you be using an outside vendor as part of this sale/activity

No

Will you be selling products?

Yes

Approximate cost per activity/item:

\$3

Select one:

Point of Sale

Can unsold inventory be returned?

No

Assigned Bank Account - Pending Confirmation

Edit

Confirm

For this campaign, payments processed by SuccessFund will be deposited into the following account:

Account Name

Bank

Timeline



April Davison 6/05/25 at 1:30 pm
submitted the approval request to Jeremiah Graf.

Success!
Request was assigned successfully



Jeremiah Graham 6/06/25 at 8:32 am
approved the request and forwarded on to Michele Sanders for further review



Michele Sanders 6/06/25 at 9:38 am
approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/06/25 at 10:03 am
approved the request and forwarded on to Tevonda Johnson for further review
Ready to Activate after BOE approval



You can add a new comment below:

Type here...

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District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

Edit Campaign

Possible Actions

Success! Request was assigned successfully ✕

Approval Status: PENDING

Currently awaiting review from Tevonda Johnson



Campaign Details

[View More](#)

Title	Goal
Rad Tech Fundraiser	\$200.00
Start Date	End Date
Jul 01, 2025	Jun 30, 2026

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?

Yes

Detailed description of fundraiser

Rad tech t shirts

Location of fundraiser

Metro Tech Rad Tech

How will these funds be utilized?

Graduation Party/Field Trip/ Activities

Will you be using an outside vendor as part of this sale/activity

No

Will you be selling products?

Yes

Approximate cost per activity/item:

30

Select one:

Pre-sale

Can unsold inventory be returned?

No

Assigned Bank Account

[Edit](#)

For this campaign, payments processed by SuccessFund will be deposited into the following account:

Account Name

Metro Technology Centers Activity Fund

Bank

FIRST SECURITY BANK & TRUST CO ****9964

Success!

Request was assigned successfully



April Davison 6/05/25 at 1:07 pm

submitted the approval request to Jeremiah Graham



Jeremiah Graham 6/06/25 at 8:35 am

approved the request and forwarded on to Michele Sanders for further review



Michele Sanders 6/06/25 at 9:37 am

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/06/25 at 10:04 am

confirmed the bank account details are accurate



Cari Wilburn 6/06/25 at 10:04 am

approved the request and forwarded on to Tevonda Johnson for further review

Ready to Activate after BOE approval



You can add a new comment below:

Type here...

Send

District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

[Edit Campaign](#)

[Possible Actions](#)

Mothers Day Cupcakes PENDING

Preview Edit Approval Collaborators Leaderboard Share Results Products

Success!
Request was assigned successfully



Approval Status: PENDING
Currently awaiting review from Tevonda Johnson



Campaign Details		View More
Title	Goal	
Mothers Day Cupcakes	\$2,000.00	
Start Date	End Date	
May 08, 2026	May 08, 2026	

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?
Yes

Detailed description of fundraiser
Cupcakes made and sold by our Culinary Arts program for Mothers Day.

Location of fundraiser
District Center

How will these funds be utilized?
Activity Fund

Will you be using an outside vendor as part of this sale/activity
No

Will you be selling products?
Yes

Approximate cost per activity/item:
5

Select one:
Pre-sale

Can unsold inventory be returned?
No

Assigned Bank Account Edit

For this campaign, payments processed by SuccessFund will be deposited into the following account:

Account Name	Bank
Metro Technology Centers Activity Fund	FIRST SECURITY BANK & TRUST CO ****9964

These details were confirmed by Cari Wilburn on 6/06/25 at 3:43 pm

Timeline

- Madison Marcus** 6/06/25 at 3:00 pm
submitted the approval request to Jason Lankford
Items and pricing are TBD.
- Jason Lankford** 6/06/25 at 3:04 pm
approved the request and forwarded on to Michele Sanders for further review
- Michele Sanders** 6/06/25 at 3:07 pm

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/06/25 at 3:43 pm
confirmed the bank account details are accurate

Success!
Request was assigned successfully



Cari Wilburn 6/06/25 at 3:43 pm
approved the request and forwarded on to Tevonda Johnson for further review
Final Approval after BOE Approved



You can add a new comment below:

Type here...

Send

District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

[Edit Campaign](#)

Possible Actions

Heart Shaped Cakes PENDING

[Preview](#) [Edit](#) [Approval](#) [Collaborators](#) [Leaderboard](#) [Share](#) [Results](#) [Products](#)

Success!
Request was assigned successfully



Approval Status: PENDING
Currently awaiting review from *Tevonda Johnson*



Campaign Details		View More
Title	Goal	
Heart Shaped Cakes	\$2,000.00	
Start Date	End Date	
Feb 13, 2026	Feb 13, 2026	

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?
Yes

Detailed description of fundraiser
Heart shaped cakes made and sold by our Culinary Arts program.

Location of fundraiser
District Center

How will these funds be utilized?
Activity Fund

Will you be using an outside vendor as part of this sale/activity
No

Will you be selling products?
Yes

Approximate cost per activity/item:
10

Select one:
Pre-sale

Can unsold inventory be returned?
No

Assigned Bank Account Edit

For this campaign, payments processed by SuccessFund will be deposited into the following account:

Account Name	Bank
Metro Technology Centers Activity Fund	FIRST SECURITY BANK & TRUST CO ****9964

These details were confirmed by *Cari Wilburn* on 6/06/25 at 3:44 pm

Timeline

- Madison Marcus** 6/06/25 at 2:58 pm
submitted the approval request to Jason Lankford
Items and prices are TBD.

- Jason Lankford** 6/06/25 at 3:03 pm
approved the request and forwarded on to Michele Sanders for further review

- Michele Sanders** 6/06/25 at 3:06 pm

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/06/25 at 3:44 pm
confirmed the bank account details are accurate

Success!
Request was assigned successfully



Cari Wilburn 6/06/25 at 3:44 pm
approved the request and forwarded on to Tervonda Johnson for further review
Final Approval after BOE Approved



You can add a new comment below:

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District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

Edit Campaign

Possible Actions

Approval Status: PENDING



Currently awaiting review from Tevonda Johnson

Campaign Details		View More
Title	Goal	
Chocolate Covered Strawberries	\$2,000.00	
Start Date	End Date	
Feb 13, 2026	Feb 13, 2026	

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?
Yes

Detailed description of fundraiser
Chocolate covered strawberries made and sold to you by our Culinary Arts program.

Location of fundraiser
District Center

How will these funds be utilized?
Activity Fund

Will you be using an outside vendor as part of this sale/activity
No

Will you be selling products?
Yes

Approximate cost per activity/item:
10

Select one:
Pre-sale

Can unsold inventory be returned?
No

Assigned Bank Account Edit

For this campaign, payments processed by SuccessFund will be deposited into the following account:

Account Name	Bank
Metro Technology Centers Activity Fund	FIRST SECURITY BANK & TRUST CO ****9964

These details were confirmed by Cari Wilburn on 6/06/25 at 3:44 pm

Timeline

- Madison Marcus** 6/06/25 at 2:56 pm
submitted the approval request to Jason Lankford
 Prices are TBD.
- Jason Lankford** 6/06/25 at 3:03 pm
approved the request and forwarded on to Michele Sanders for further review
- Michele Sanders** 6/06/25 at 3:06 pm

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/06/25 at 3:44 pm
confirmed the bank account details are accurate



Cari Wilburn 6/06/25 at 3:44 pm
approved the request and forwarded on to Tevonda Johnson for further review
Final Approval after BOE Approved



You can add a new comment below:

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District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

Edit Campaign

Possible Actions

Preview Edit Approval Collaborators Leaderboard Share Results Products

Success!
Request was assigned successfully



Approval Status: PENDING
Currently awaiting review from Tevonda Johnson



Campaign Details		View More
Title	Goal	
Christmas Cookie Boxes	\$2,000.00	
Start Date	End Date	
Dec 12, 2025	Dec 12, 2025	

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?
Yes

Detailed description of fundraiser
Christmas cookies made and sold by our Culinary Arts program.

Location of fundraiser
District Center

How will these funds be utilized?
Activity Fund

Will you be using an outside vendor as part of this sale/activity
No

Will you be selling products?
Yes

Approximate cost per activity/item:
10

Select one:
Pre-sale

Can unsold inventory be returned?
No

Assigned Bank Account Edit

For this campaign, payments processed by SuccessFund will be deposited into the following account:

Account Name	Bank
Metro Technology Centers Activity Fund	FIRST SECURITY BANK & TRUST CO ****9964

These details were confirmed by Cari Wilburn on 6/06/25 at 3:44 pm

Timeline

- Madison Marcus** 6/06/25 at 2:54 pm
submitted the approval request to Jason Lankford
Items and pricing are TBD.
- Jason Lankford** 6/06/25 at 3:02 pm
approved the request and forwarded on to Michele Sanders for further review
- Michele Sanders** 6/06/25 at 3:05 pm

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/06/25 at 3:44 pm

confirmed the bank account details are accurate

Success!

Request was assigned successfully



Cari Wilburn 6/06/25 at 3:45 pm

approved the request and forwarded on to Tevonda Johnson for further review

Final Approval after BOE Approved



You can add a new comment below:

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District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

Edit Campaign

Possible Actions

Thanksgiving Sides Sale PENDING

Preview Edit Approval Collaborators Leaderboard Share Results Products

Success!
Request was assigned successfully

Approval Status: PENDING

Currently awaiting review from Tevonda Johnson



Campaign Details		View More
Title	Goal	
Thanksgiving Sides Sale	\$2,000.00	
Start Date	End Date	
Nov 21, 2025	Nov 21, 2025	

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?
Yes

Detailed description of fundraiser
Thanksgiving sides, (green beans, potatoes, etc) will be sold by the Culinary Arts program.

Location of fundraiser
District Center

How will these funds be utilized?
Activity Fund

Will you be using an outside vendor as part of this sale/activity
No

Will you be selling products?
Yes

Approximate cost per activity/item:
8

Select one:
Pre-sale

Can unsold inventory be returned?
No

Assigned Bank Account Edit

For this campaign, payments processed by SuccessFund will be deposited into the following account:

Account Name	Bank
Metro Technology Centers Activity Fund	FIRST SECURITY BANK & TRUST CO ****9964

These details were confirmed by Cari Wilburn on 6/06/25 at 3:45 pm

Timeline

- Madison Marcus** 6/06/25 at 2:52 pm
submitted the approval request to Jason Lankford
Sides and prices are TBD.
- Jason Lankford** 6/06/25 at 3:02 pm
approved the request and forwarded on to Michele Sanders for further review
- Michele Sanders** 6/06/25 at 3:05 pm

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/06/25 at 3:45 pm
confirmed the bank account details are accurate

Success!
Request was assigned successfully



Cari Wilburn 6/06/25 at 3:45 pm
approved the request and forwarded on to Tevonda Johnson for further review
Final Approval after BOE Approved



You can add a new comment below:

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District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

Edit Campaign

Possible Actions

Fall Bake Sale PENDING

Preview Edit Approval Collaborators Leaderboard Share Results Products

Success!
Request was assigned successfully



Approval Status: PENDING
Currently awaiting review from Tevonda Johnson



Campaign Details		View More
Title	Goal	
Fall Bake Sale	\$1,500.00	
Start Date	End Date	
Oct 31, 2025	Oct 31, 2025	

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?
Yes

Detailed description of fundraiser
Fall Bake Sale

Location of fundraiser
District Center

How will these funds be utilized?
Activity Fund

Will you be using an outside vendor as part of this sale/activity
No

Will you be selling products?
Yes

Approximate cost per activity/item:
5

Select one:
Pre-sale

Can unsold inventory be returned?
No

Assigned Bank Account Edit

For this campaign, payments processed by SuccessFund will be deposited into the following account:

Account Name	Bank
Metro Technology Centers Activity Fund	FIRST SECURITY BANK & TRUST CO ****9964

These details were confirmed by Cari Wilburn on 6/06/25 at 3:45 pm

Timeline

- Madison Marcus** 6/06/25 at 2:49 pm
submitted the approval request to Jason Lankford
Items, prices, and details are TBD.
- Jason Lankford** 6/06/25 at 3:02 pm
approved the request and forwarded on to Michele Sanders for further review
- Michele Sanders** 6/06/25 at 3:05 pm

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/06/25 at 3:45 pm

confirmed the bank account details are accurate

Success!

Request was assigned successfully



Cari Wilburn 6/06/25 at 3:45 pm

approved the request and forwarded on to Tevonda Johnson for further review

Final Approval after BOE Approved



You can add a new comment below:

Type here...

Send

District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

[Edit Campaign](#)

[Possible Actions](#)

Cookie Bake Sale PENDING

Preview Edit Approval Collaborators Leaderboard Share Results Products

Success!
Request was assigned successfully



Approval Status: PENDING
Currently awaiting review from Tevonda Johnson



Campaign Details		View More
Title	Goal	
Cookie Bake Sale	\$1,500.00	
Start Date	End Date	
Apr 10, 2026	Apr 10, 2026	

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?
Yes

Detailed description of fundraiser
Cookie bake sale.

Location of fundraiser
District Center

How will these funds be utilized?
Activity Fund

Will you be using an outside vendor as part of this sale/activity
No

Will you be selling products?
Yes

Approximate cost per activity/item:
5

Select one:
Point of Sale

Can unsold inventory be returned?
No

Assigned Bank Account 

For this campaign, payments processed by SuccessFund will be deposited into the following account:

Account Name	Bank
Metro Technology Centers Activity Fund	FIRST SECURITY BANK & TRUST CO ****9964

These details were confirmed by Cari Wilburn on 6/06/25 at 3:46 pm

Timeline

-  **Madison Marcus** 6/06/25 at 2:39 pm
submitted the approval request to Jason Lankford
Pricing and details are TBD.
-  **Jason Lankford** 6/06/25 at 3:01 pm
approved the request and forwarded on to Michele Sanders for further review
-  **Michele Sanders** 6/06/25 at 3:04 pm

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/06/25 at 3:46 pm
confirmed the bank account details are accurate

Success!
Request was assigned successfully



Cari Wilburn 6/06/25 at 3:46 pm
approved the request and forwarded on to Tevonda Johnson for further review
Final Approval after BOE Approved



You can add a new comment below:

Type here...

Send

District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

[Edit Campaign](#)

Possible Actions

STEM Hot Food Line PENDING

Preview Edit Approval Collaborators Leaderboard Share Results Products

Success!
Request was assigned successfully



Approval Status: PENDING
Currently awaiting review from Tevonda Johnson



Campaign Details		View More
Title	Goal	
STEM Hot Food Line	\$2,500.00	
Start Date	End Date	
Jan 08, 2026	Jan 29, 2026	

Question Responses

SuccessFund is the fundraiser management platform of Metro Tech. Will you use SuccessFund to collect payments?
Yes

Detailed description of fundraiser
Hot lunches sold to students and staff.

Location of fundraiser
STEM Kitchen

How will these funds be utilized?
Activity Fund

Will you be using an outside vendor as part of this sale/activity
No

Will you be selling products?
Yes

Approximate cost per activity/item:
10

Select one:
Point of Sale

Can unsold inventory be returned?
No

Assigned Bank Account Edit

For this campaign, payments processed by SuccessFund will be deposited into the following account:

Account Name	Bank
Metro Technology Centers Activity Fund	FIRST SECURITY BANK & TRUST CO ****9964

These details were confirmed by Cari Wilburn on 6/06/25 at 3:46 pm

Timeline

- Madison Marcus** 6/06/25 at 2:37 pm
submitted the approval request to Jason Lankford
Food items and pricing are TBD. Details have not been provided.
- Jason Lankford** 6/06/25 at 3:00 pm
approved the request and forwarded on to Michele Sanders for further review
- Michele Sanders** 6/06/25 at 3:03 pm

approved the request and forwarded on to Cari Wilburn for further review



Cari Wilburn 6/06/25 at 3:46 pm
confirmed the bank account details are accurate

Success!
Request was assigned successfully



Cari Wilburn 6/06/25 at 3:46 pm
approved the request and forwarded on to Tevonda Johnson for further review
Final Approval after BOE Approved



You can add a new comment below:

Type here...

Send

District Reviewer Instructions

Approval Flow

1. Site Director
2. Dean of Instruction (Instructional Programs ONLY)
3. Finance Director
4. Board of Education
5. Activity Fund Custodian

Edit Campaign

Possible Actions



FUNDRAISER REQUEST FORM

Name of Organization: Community Outreach and Wellness Center Project Code: _____

Contact Name: Valerie McMurry Phone: 405-595-4458

Start Date: 6/18/25 End Date: 6/30/25

Detailed Description of Fundraiser:

The MetroFIT 28-Day Wellness Challenge is a fun and engaging fundraiser designed to promote healthy habits while supporting Metro Tech's wellness outreach efforts. Participants commit to daily fitness, mindfulness, and nutrition-focused activities, tracking their progress and motivating one another along the way. We're strengthening the experience by introducing a class focused on nutrition and diet to support long-term lifestyle changes and compliment our MetroFIT classes.

Location of Fundraiser: Online

Purchase Order for Original Purchase of Fundraising Items: _____

Company Name: Bring Joy, LLC Item Being Sold: Wellness Program

Cost Per Item: \$50.00 Can Unsold be Returned? Yes No

Check one:

Pre-Sale: The product was selected by the customer, order placed, collection received when product delivered.

Point of Sale: Product is on-hand, sold and collection received at the time of sale.

Sponsor / Teacher Signature: _____ Date: _____

Site Director Signature: Valerie McMurry Date: 5/15/25

Approved: Yes No

Finance Director Signature: Cari Wilburn Date: 5/28/25

Ronald Grant (May 28, 2025 11:41 CDT)



FULLTIME CATALOG 25-26

HIGH SCHOOL STUDENTS

Metro Tech's Quality Career programs are **FREE** to high school students who attend Crooked Oak, Millwood, and Oklahoma City Public Schools. Additionally, these programs are also offered to virtual, charter, private, and homeschool students who live within our district. For out-of-district students, there's good news too! Thanks to the reciprocity agreement among Oklahoma County career technology districts, eligible students can attend any career technology center in the county when space is available in a program not offered or not available in their home career technology school district. Interested students should reach out to their home school counselor or a career adviser for more details regarding the reciprocity process.

HIGH SCHOOL APPLICATION PROCESS

1. Complete an **application**
 - Candidates receive priority consideration for completing their application by **February 1**.
2. Participate in an interview session.
 - An Interview Session is not required for admission but does increase the chances of getting selected high demand programs.

What Happens Next?

As seats are limited, submitting your application by February 1st is crucial. Selections happen in April, and if you're chosen, be ready to accept your seat promptly to secure your spot in Metro Tech's high-demand Quality Career Programs.

Students' eligibility to participate in a Metro Tech program will be determined by partner school stakeholders.

High School Student Criteria for Admission

1. Interest & Ability
2. Attendance at an accredited school within the district, organization or an accredited private school while living in the district
3. Junior or senior status (sophomores with special permission)
4. Reciprocity agreement (if necessary)
5. Completed IEP (if special population)
6. Program prerequisites, if any

If you have any questions,

Please contact our Metro Tech Career Advisors career.advisors@metrotech.edu • 405-424-TECH or visit our website at www.metrotech.edu

CLASS SCHEDULE (Classes are Monday-Friday)

AM Session	7:25 AM to 10:30 AM
PM Session	11:25 AM to 2:30 PM

WHO CAN ATTEND TUITION FREE?

High school (secondary) students enrolled in any of our in-district schools or who have been granted reciprocity are eligible to attend Metro Technology Centers Full-Time Secondary Programs tuition free.

TRANSPORTATION

Metro Tech provides free bus service for students who live in the Oklahoma City, Millwood and Crooked Oak School Districts. For all students to benefit from this service, everyone who rides the bus should abide by the following guidelines:

- Arrive five minutes before the scheduled arrival time of the bus in case of a time difference.
- Observe all rules published on the bus by the Metro Tech Transportation Department.
- All Metro Tech buses are equipped with video and audio recording devices.
- The Metro Tech Transportation Department has a three-day drop policy. Students who do not ride the bus for 3 consecutive days will be dropped from the route unless they notify they are not riding for a period of time. In the event that you are dropped from your route, you will need to contact the Metro Tech Transportation Department at 405-595-4844 or 405-595-4856, in order to start riding the bus again.
- Student transportation cannot be provided outside of the Metro Tech School District.
- Metro Tech reserves the right to suspend or revoke the privilege of anyone receiving bus transportation in the event that the student should choose to disregard the bus rider rules.

For transportation questions or concerns, call the Transportation Supervisor at 405-595-4844 or 405-595-4856.

ADULT STUDENTS

Metro Tech's Quality Career Programs for adult learners are designed for individuals seeking successful employment and life in a global society. At Metro Tech, we understand the importance of accessibility, offering affordable programs tailored to fit your schedule, whether you choose full-time, part-time or evening courses. Dive into a world of possibilities as you explore our diverse range of programs, spanning from the dynamic realms of Aerospace to the critical front-lines of the healthcare industry. With our accelerated 600-hour career majors, you can achieve your goals in just five months, propelled by expert guidance and hands-on training. Plus, financial aid is readily available for programs exceeding 600 hours, ensuring that nothing stands in the way of your success. Take the first step towards a brighter future with Metro Tech's unparalleled career pathways.

ADULT APPLICATION PROCESS

1. Complete an Application
 - Candidates receive priority consideration for completing their application by
November 1st (Spring Term)
May 1st (Summer Term)
May 1st (Fall Term)
2. Submit Appropriate Documentation by the Priority Deadline
3. Meet with a Career Advisor

What Happens Next?

As seats are limited, submitting your application and all required documentation by the priority deadline is crucial. Selections usually happen within a week of the priority deadline, and if you're chosen, be ready to accept your seat promptly to secure your spot in Metro Tech's high-demand Quality Career Programs.

Adult Student Criteria for Admission

1. Interest & ability
2. Prior performance in school & work
3. Program prerequisites, if any
 - Some programs may have additional requirements to complete clinical hours

If you have any questions,

Please contact our Metro Tech Career Advisors career.advisors@metrotech.edu • 405-424-TECH or visit our website at www.metrotech.edu

CLASS SCHEDULE (Classes are Monday-Friday)

AM Session	7:25 AM to 10:30 AM
PM Session	11:25 AM to 2:30 PM
FULL-TIME Session	7:25 AM to 2:30 PM

CLASS SCHEDULE for Evening

(Classes are Monday-Thursday)

Evening FULL-TIME Session	3 to 10 PM
Evening PART-TIME Session	5 to 10 PM

*Part-Time not available for all programs

FINANCIAL AID

Financial aid including scholarships, grants, federal student loans, and veteran benefits are available to eligible students enrolled in full-time career majors. To apply for the Federal Pell Grant or Direct Loan Programs, students must complete the Free Application for Federal Student Aid (FAFSA) at <https://studentaid.gov>.

The Financial Aid Office at Metro Technology Centers is here to support you throughout the process. If you have any questions or would like to discuss your financial aid options, please contact us at 405-595-4446 or 405-595-4447, or email financialaid@metrotech.edu.

COLLEGE CREDIT

Some certifications and/or licenses obtained at Metro Technology Centers may be applicable towards an associate's degree from a community college in Oklahoma. For more information visit www.metrotech.edu.

STUDENTS WITH DISABILITIES

Metro Tech provides reasonable accommodations and support for students with disabilities covered by the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973 and Individuals with Disabilities Education Act (IDEA). If you have concerns or need an accommodation, please call Tim Lankford, 405-595-2213 or email tim.lankford@metrotech.edu

ACCREDITATION

Metro Technology Centers is accredited by:
Oklahoma Board of Career and Technology Education (OBCTE)
Oklahoma State Board of Education (OSBE)

FULL-TIME STUDENTS' TUITION & REFUND POLICY

FULL-TIME STUDENTS' PAYMENT FOR TUITION, BOOKS AND SUPPLIES

- Tuition costs for career majors are listed on the description pages of each career major. See the programs page for the specific costs of tuition, books and supplies for the major you are interested in.
- National, State or Industry Certification and/or Licensure fees are additional costs unless noted.
- Tuition, books and supply costs are subject to change to facilitate the instructional process.
- Contact the Bursar to establish this payment schedule. The first payment should be made and a payment plan set up within 30 days of school. It is expected that programs will be paid in full by the competition date. <https://www.metrotech.edu/admission-cost/student-services/bursar>

Full-Time Student Payment Schedule	
For career majors:	Fees for tuition, books and supplies will be collected:
Up to 1,500 hours	In two installments equal to one-half of the total cost of the tuition, books and supplies <ul style="list-style-type: none"> • First installment due within first 30 days of career major • Second installment due at beginning of the second half of the career major
1,501 hours and up (AMT, Radiologic Technologist)	In four installments equal to one-fourth of the total cost of the tuition, books and supplies <ul style="list-style-type: none"> • First installment due within first 30 days of career major • Second through fourth installments due at beginning of each of those quarters of the career major

FULL-TIME STUDENTS' TUITION REFUND POLICY

Students who withdraw or complete a program and have a tuition credit, will have that tuition credit mailed to them at the address on file in the bursar's office. If a student is on Financial Aid the bursar will contact Financial Aid to determine if the tuition credit should go to the student and/or Department of Education.

If a student drops a career major before completion, tuition refunds will apply as follows:

- No refunds will be given for books, supplies, fees, or any other non-tuition costs.
- If a full-time student's tuition is paid through financial aid or agency assistance, refunds will be handled according to the rules and policies of the tuition source.
- A full tuition refund will be given to students who withdraw within the first five (5) days of class.
- After the first five (5) days of class, a tuition refund will be given based on the percentage of the scheduled career major hours the student has completed. Absences, infractions, and hours in attendance will be calculated into the completion percentage.
- Non-attendance does not constitute a withdrawal from a career major.
- Full-time students will be entitled to the following refunds:

If student has...	Refund will be
Withdrawn from career major within the first 5 consecutive scheduled class days	100%
Completed from 6 days up to 25% of scheduled hours for career major	75%
Completed between 25% and 50% of scheduled hours for career major	50%
Completed between 50% and 75% of scheduled hours for career major	25%
Completed 75% or more of scheduled hours for career major	0%

Secondary students who live outside the Metro Technology Centers district and who are not covered by our reciprocity agreement may be subject to out-of-district tuition.

PAYMENT

Payment is due at the time of enrollment.

- Scholarships
- Tuition Waiver
- Other funding sources
 - Tribal Affiliation - Contact your tribe for details
 - Workforce Investment Act (WIA)
 - Urban League of Greater Oklahoma City
 - Temporary Assistance for Needy Families (TANF)
 - BIOS Corp

Metro Technology Centers
 Business Conference Center
 1900 Springlake Drive
 Oklahoma City, OK 73111

NEXT STEP TUITION SCHOLARSHIP

GRADUATING SENIORS

Seniors still have the opportunity to pursue Quality Career Training at Metro Tech. Whether you decide to start a program during your senior year or embark on your career journey post-graduation, you might be eligible to attend Metro Tech tuition-free with the Next Step Tuition Scholarship.

NEXT STEP TUITION SCHOLARSHIP

The Next Step Tuition Scholarship covers the tuition fees for one full-time career major, totaling up to 1050 hours within a year, as a one-time benefit. This scholarship is available for qualifying students and does not cover additional costs such as special classroom fees or required textbooks and equipment.

To Qualify for the Next Step Tuition Scholarship, you must:

- Have graduated from a high school within Metro Tech's district.
- Be no older than 21 years of age on July 1 of the fiscal year.
- Have completed the application by the deadline & submitted a high school transcript.

The application link is sent to those who qualify after they've been admitted and enrolled in our student information system or to current adult students continuing their program.

If you have any questions, please contact our Metro Tech Career Advisors
career.advisors@metrotech.edu • 405-424-TECH or visit our website at <https://www.metrotech.edu>

SCHOLARSHIPS

Attending Metro Tech with financial aid assistance is easier than you might think. Many kinds of aid and scholarship opportunities exist to help pay for your education.

[Metro Tech Financial Aid Page](#)

[Metro Tech Foundation Scholarships](#)

[National Scholarship Resources](#)

[Metro Tech Next Step Tuition Scholarship](#)

NON-DISCRIMINATION STATEMENT

Metro Technology Centers believes in the worth of all individuals and is committed to equal opportunity for each employee, student or any person visiting a district campus. Metro Technology Centers does not discriminate on the basis of race, color, national origin, sex/gender, age, marital or veteran status, religion, pregnancy or genetic information or disability in recruitment, hiring, placement, assignment to work tasks, hours of employment, levels of responsibility, and pay.

Accounting Associate

Career Major Description

Learn to solve accounting problems using computerized software and electronic spreadsheets. Develop an in-depth understanding of accounting concepts, theories and procedures and their effects on financial reporting and analysis of business. In this major, students learn basic office skills as well as beginning, advanced, computerized and payroll accounting principles. Students will also produce and analyze financial statements.

Average Oklahoma Salary

\$20.14/Hour

Helpful Attributes and Abilities

Reading and language skills at the 8th grade level or above

Math skills at the 10th grade level or above

Detail oriented

Good organizational and critical thinking skills

Who Can Enroll?

Juniors, Seniors & Adults

Location

Springlake Campus

Business & Technology Center

1800 Springlake Drive

Oklahoma City, OK 73111

Student Organization

BPA-Business Professionals of America

Certifications Available

MOS Word

Accounts Receivable Clerk

Full Charge Bookkeeper

Accounts Payable Clerk

IC3

MOS Excel

Metro Tech Accreditations

OK Board of Career and Technology Education (OBCTE)

Oklahoma State Board of Education (OSBE)

Courses	Hours
Fundamentals of Technology	120
Accounting I	120
Accounting II	120
Fundamentals of Admin. Technologies	120
Administrative Technologies II	120
Payroll Accounting	120
Computerized Accounting	120
Math of Finance	120
Total Program Hours	960

Accounting Associate

Adult Program Costs

	960 Hours	960 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$1,560.00	\$3,120.00
R Books	\$550.50	\$550.50
Certiport-Microsoft Office Specialist Word 2021	\$200.00	\$200.00
Certiport-Microsoft Office Specialist Excel 2021	\$200.00	\$200.00
Certiport-QuickBooks Certified User	\$200.00	\$200.00
ODCTE-Administrative Professional	\$0.00	\$0.00
ODCTE-Fundamentals of Technology	\$0.00	\$0.00
ODCTE-Accounts Payable	\$0.00	\$0.00
ODCTE-Accounts Receivable Clerk	\$0.00	\$0.00
ODCTE-Payroll Clerk	\$0.00	\$0.00
ODCTE-Full Charge Bookkeeper	\$0.00	\$0.00
Payment period one invoice total	\$2,710.50	\$4,270.50
Payment Period Two Invoice Item(s):		
R Tuition	\$1,560.00	\$3,120.00
R Book	\$550.50	\$550.50
Certiport-Microsoft Office Specialist Word 2021	\$200.00	\$200.00
Certiport-Microsoft Office Specialist Excel 2021	\$200.00	\$200.00
Certiport-QuickBooks Certified User	\$200.00	\$200.00
ODCTE-Administrative Professional	\$0.00	\$0.00
ODCTE-Fundamentals of Technology	\$0.00	\$0.00
ODCTE-Accounts Payable	\$0.00	\$0.00
ODCTE-Accounts Receivable Clerk	\$0.00	\$0.00
ODCTE-Payroll Clerk	\$0.00	\$0.00
ODCTE-Full Charge Bookkeeper	\$0.00	\$0.00
Payment period two invoice total	\$2,710.50	\$4,270.50
Payment Period Three Invoice Item(s):		
R Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
Required Student Purchase Total	\$0.00	\$0.00
Grand Total	\$5,421.00	\$8,541.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

Legal Office Assistant

Career Major Description

Learn to prepare legal correspondence and documents. In this major students learn terminology and office procedures specific to the legal field. Students use advanced computer applications skills to prepare complex legal documents and also gain knowledge of legal specialties.

Average Oklahoma Salary

\$22.43/Hour

Helpful Attributes and Abilities

Reading, language and math skills at the 8th grade level or above
 Strong interpersonal skills
 Good oral and written communication skills
 Positive attitude
 Dependability

Who Can Enroll?

Juniors, Seniors & Adults

Location

Springlake Campus

Business & Technology Center
 1800 Springlake Drive
 Oklahoma City, OK 73111

Student Organization

BPA-Business Professionals of America

Certifications Available

ALS
 Certiport IC3

Metro Tech Accreditations

OK Board of Career and Technology Education (OBCTE)
 Oklahoma State Board of Education (OSBE)

Courses

Courses	Hours
Career Major Capstone	120
Foundations for the Legal Office	120
Legal Specialties	120
Advanced Legal Communications	120
Advanced Computer Applications for the Law Office	120
Legal Office Procedures	120
Fundamentals of Technology	120
Fundamentals of Administrative Technologies	120
Total Program Hours	960

Legal Office Assistant

Adult Program Costs

	960 Hours	960 Hours
	In-District	Out of District
Payment Period One Invoice Item(s):		
R Tuition	\$1,560.00	\$3,120.00
R Shelly Cashman Office 365 & Office 2021 collection	\$85.50	\$85.50
R Business & Professional Communication	\$71.50	\$71.50
R Paralegal Today: Legal Team at Work	\$71.50	\$71.50
R Legal Terminology	\$31.00	\$31.00
R Dynamic Business Law	\$19.00	\$19.00
Payment period one invoice total	\$1,838.50	\$3,398.50
Payment Period Two Invoice Item(s):		
R Tuition	\$1,560.00	\$3,120.00
R Shelly Cashman Office 365 & Office 2021 collection	\$85.50	\$85.50
R Business & Professional Communication	\$71.50	\$71.50
R Paralegal Today: Legal Team at Work	\$71.50	\$71.50
R Legal Terminology	\$31.00	\$31.00
R Dynamic Business Law	\$19.00	\$19.00
Payment period two invoice total	\$1,838.50	\$3,398.50
Payment Period Three Invoice Item(s):		
R Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
Certiport-Microsoft Office Specialist Word 2021	\$200.00	\$200.00
ODCTE-Administrative Professional	\$0.00	\$0.00
ODCTE-Fundamentals of Technology	\$0.00	\$0.00
ODCTE-Legal Office Assistant	\$0.00	\$0.00
Required Student Purchase Total	\$200.00	\$200.00
Grand Total	\$3,877.00	\$6,997.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

Combination Collision Repair Technician

Career Major Description

Students in this major will learn how to complete nonstructural collision repair and automotive refinishing. The courses that will be covered include non-structural damage analysis and minor dent repair, plastics repair and all aspects painting and refinishing. Students will also learn how to use various tools in repairing damage and to remove and install handles, moldings, trim, and bolted body parts. In addition, the student will learn to MIG weld to industry standard following I-CAR standards. This career major also includes painting preparation, sanding processes, color matching and adjusting color, removing and installing glass, and the process of written estimates. Students will learn about handling, storage and disposal of hazardous materials and selecting proper personal protective equipment and maintenance. The hours completed in this major are aligned with NATEF standards.

Average Oklahoma Salary

\$21.32/Hour

Helpful Attributes and Abilities

- Reading and math skills at the 10th grade level or above
- Good health and physical condition
- Good eye-hand coordination
- Ability to think critically and logically
- Ability to organize one’s work
- Sheet metal/welding, wood shop, industrial art and mechanical ability
- Ability to organize movements around and under automobiles
- Ability to mentally plan collision repair

Who Can Enroll?

Juniors, Seniors & Adults

Location

South Bryant Campus

Automotive Technology Center
4900 S. Bryant Ave
Oklahoma City, OK 73129

Student Organization

SkillsUSA

Certifications Available

- Painting and Refinishing Technician
- Non-Structural Analysis & Damage Repair Technician

Metro Tech Accreditations

- National Institute for Automotive Service Excellence
- OK Board of Career and Technology Education (OBCTE)
- Oklahoma State Board of Education (OSBE)

Courses	Hours
Auto Collision Non-Structural Repair	120
Auto Collision Structural Analysis and Repair	120
Automotive Plastic and Adhesives	60
Auto Collision Trim and Hardware	60
Automotive Collision Repair and Refinishing	180
Automotive Detailing	180
Career Major Capstone – WBL/Internship	60
Painting and Refinishing	60
Total Program Hours	960

Combination Collision Repair Technician

Adult Program Costs

	960 hours	960 hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$1,560.00	\$3,120.00
R Books are classroom sets	\$0.00	\$0.00
Payment period one invoice total	\$1,560.00	\$3,120.00
Payment Period Two Invoice Item(s):		
R Tuition	\$1,560.00	\$3,120.00
R Books are classroom sets	\$0.00	\$0.00
Payment period two invoice total	\$1,560.00	\$3,120.00
Payment Period Three Invoice Item(s):		
R Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
Required Student Purchase Total	\$0.00	\$0.00
Grand Total	\$3,120.00	\$6,240.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

Automotive Service Technician

Career Major Description

According to the most recent ADE Automotive Service Technician standards, students in this major will cover the skills necessary to become an entry-level technician. Students will concentrate on courses in introduction, brakes, steering & suspension, electrical/electronics, engine performance, heating & air conditioning, engine repair, automatic transmission, and manual drive train and axles. They will learn how to diagnose and complete brake service, perform vehicle steering and suspension alignment, as well as electrical theory, electrical/ electronic diagnostics. Students will cover engine performance diagnostics and techniques for repair using a variety of diagnostic equipment. This career major includes automotive heating, air conditioning and the student will learn how to evacuate and recharge air-conditioning systems using the proper refrigerant, as well as diagnostics of the heat and A/C system. Students will use advanced diagnostic and repair equipment to troubleshoot complex automotive systems. This career major is intended to provide courses closely aligned with ASE Foundation hours and tasks. ASE certification is recommended and industry recognized.

Average Oklahoma Salary

\$20.23/Hour

Helpful Attributes and Abilities

- Reading and math skills at the 9th grade level or above
- Basic computer literacy/skills
- Ability to understand theory and technical information
- Ability to read and comprehend textbook and shop manuals
- Ability to complete basic math problems
- Good health, physical condition and manual dexterity
- Ability to lift heavy objects and stand/work on your feet for extended periods of time
- Endurance to work under adverse weather conditions
- Good communication skills

Who Can Enroll?

Juniors, Seniors & Adults

Location

South Bryant Campus
 Automotive Technology Center
 4900 S. Bryant Ave
 Oklahoma City, OK 73129

Student Organization

SkillsUSA

Certifications Available

- Refrigerant Recycling & Recovery - Section 609
- Snap-on PRO-CUT Rotor Matching Master Technician Certification
- Snap-on Pro42 Wheel Alignment Certification
- Snap-on Wheel Handling Certification
- Snap-On Battery, Starting, & Charging Certification
- Snap-on ShopKey Pro Service & Repair Level 1 Certification
- Torque Mechanical Certification

Metro Tech Accreditations

- National Institute for Automotive Service Excellence
- OK Board of Career and Technology Education (OBCTE)
- Oklahoma State Board of Education (OSBE)

Courses

Hours

Fundamentals Of Automotive Service A	60
Automotive Brakes	60
Automotive Heating & Air Conditioning	60
Automotive Steering & Suspension	60
Automotive Electrical & Electronics	240
Automotive Engine Repair	120
Automotive Engine Performance	120
Automotive Automatic Transmission & Transaxle	120
Automotive Manual Drivetrain & Axles	60
Career Major Capstone – WBL/Internship	60
Total Program Hours	960

Automotive Service Technician

Adult Program Costs

	960 Hours	960 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$1,560.00	\$3,120.00
R Online CDX Curriculum	\$28.00	\$28.00
Payment period one invoice total	\$1,588.00	\$3,148.00
Payment Period Two Invoice Item(s):	In-District	Out of District
R Tuition	\$1,560.00	\$3,120.00
R Online CDX Curriculum	\$28.00	\$28.00
Payment period two invoice total	\$1,588.00	\$3,148.00
Payment Period Three Invoice Item(s):	In-District	Out of District
R Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):	In-District	Out of District
Required Student Purchase Total	\$0.00	\$0.00
Grand Total	\$3,176.00	\$6,296.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

Aviation Maintenance Technician

Career Major Description

Learn to inspect and perform maintenance, preventive maintenance, and alteration of aircraft and aircraft systems. This major prepares the student with the knowledge and skill required to pass both the Airframe Mechanic and the Powerplant Mechanic exams administered by the FAA to gain entry level employment in aviation and other maintenance fields throughout the world. The Aviation Maintenance Technician major is certified under Part 147 of the Federal Aviation Regulations with an FAA-approved and -supervised curriculum.

Average Oklahoma Salary

\$32.41/Hour

Helpful Attributes and Abilities

- General math, Algebra I, general science or equivalent courses
- Reading and math skills at the 10th grade level or above
- Ability to comprehend and apply basic math and physics concepts
- Ability to demonstrate and understand theory and technical information
- Ability to read and comprehend textbooks and technical publications
- Basic computer literacy/skills
- Average or better mechanical aptitude
- Good manual dexterity and agility
- Ability to withstand physical labor which includes standing, heavy lifting, working in confined spaces, and working above head level

Who Can Enroll?

Adults Only

Location

Aviation Center
Will Rogers World Airport
 5600 S. MacArthur
 Oklahoma City, OK 73179

Student Organization

SkillsUSA
 Professional Aviation Maintenance Association (PAMA)

Certifications Available

FAA Airframe and Powerplant Mechanic

Metro Tech Accreditations

Federal Aviation Administration (FAA)
 OK Board of Career and Technology Education (OBCTE)
 Oklahoma State Board of Education (OSBE)

Courses	Hours
Aerospace General	640
Airframe I	640
Pwerplant I	640
Total Program Hours	1920

Aviation Maintenance Technology

Adult Program Costs

	1920 Hours	1920 Hours
Payment Period 1 Invoice Item(s):	In-District	Out of District
R Tuition	\$2,080.00	\$4,160.00
R Safety glass	\$2.66	\$2.66
R Uniforms (4 shirts per student)	\$31.33	\$31.33
R Respirator	\$21.00	\$21.00
R Project supplies General	\$41.66	\$41.66
R Project supplies Airframe	\$83.33	\$83.33
R Project supplies Powerplant	\$41.66	\$41.66
R TSA Badge	\$20.00	\$20.00
R TSA Badge Deposit	\$100.00	\$100.00
R Respirator Fit Test	\$30.00	\$30.00
General Written Exam	\$58.33	\$58.33
Airframe Written Exam	\$58.33	\$58.33
Powerplant Written Exam	\$58.33	\$58.33
Oral and Practical Exam (General/Airframe)	\$166.66	\$166.66
Oral and Practical Exam General/Powerplant)	\$166.66	\$166.66
payment period 1 invoice total	\$2,959.95	\$5,039.95
Payment Period 2 Invoice Item(s):		
R Tuition	\$2,080.00	\$4,160.00
R Safety glass	\$2.66	\$2.66
R Uniforms (4 shirts per student)	\$31.33	\$31.33
R Respirator	\$21.00	\$21.00
R Project supplies General	\$41.67	\$41.67
R Project supplies Airframe	\$83.33	\$83.33
R Project supplies Powerplant	\$41.67	\$41.67
General Written Exam	\$58.33	\$58.33
Airframe Written Exam	\$58.33	\$58.33
Powerplant Written Exam	\$58.33	\$58.33
Oral and Practical Exam (General/Airframe)	\$166.67	\$166.67
Oral and Practical Exam General/Powerplant)	\$166.67	\$166.67
payment period 2 invoice total	\$2,809.99	\$4,889.99
Payment Period 3 Invoice Item(s):		
R Tuition	\$2,080.00	\$4,160.00
R Safety glass	\$2.66	\$2.66
R Uniforms (4 shirts per student)	\$31.33	\$31.33
R Respirator	\$21.00	\$21.00
R Project supplies General	\$41.67	\$41.67
R Project supplies Airframe	\$83.34	\$83.34
R Project supplies Powerplant	\$41.67	\$41.67
General Written Exam	\$58.34	\$58.34
Airframe Written Exam	\$58.34	\$58.34
Powerplant Written Exam	\$58.34	\$58.34
Oral and Practical Exam (General/Airframe)	\$166.67	\$166.67
Oral and Practical Exam General/Powerplant)	\$166.67	\$166.67
payment period 3 invoice total	\$2,810.03	\$4,890.03
Required Student Purchase Item(s):		
R Books	\$450.00	\$450.00
R Computer	\$500.00	\$500.00
R Calculator	\$25.00	\$25.00
Other School Supplies	\$40.00	\$40.00
Required Student Purchase Total	\$1,015.00	\$1,015.00
Grand Total	\$9,594.97	\$15,834.97
R - Required first day of class.		
<i>Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.</i>		
Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453		

Aviation Maintenance Foundations

Career Major Description

The Aerospace Maintenance Foundations program prepares high school students for an exciting career in aircraft and aerospace maintenance. Students take coursework towards Federal Aviation Administration (FAA) Aviation Maintenance Technician (AMT) certification. Students learn to perform maintenance, preventative maintenance and alterations of aircraft and aircraft systems. Additionally, they receive instruction over unmanned aircraft systems (UAS) and will be prepared to take the test to obtain a Part 107 Remote Pilot Certificate.

Average Oklahoma Salary

Varies by Location

Helpful Attributes and Abilities

- General math, Algebra I, general science or equivalent courses
- Reading and math skills at the 10th grade level or above
- Ability to comprehend and apply basic math and physics concepts
- Ability to demonstrate and understand theory and technical information
- Ability to read and comprehend textbooks and technical publications
- Basic computer literacy/skills
- Average or better mechanical aptitude
- Good manual dexterity and agility
- Ability to withstand physical labor which includes standing, heavy lifting, working in confined spaces, and working above head level

Who Can Enroll?

Juniors & Seniors

Location

Aviation Center

Will Rogers World Airport

5601 S. MacArthur
Oklahoma City, OK 73179

Student Organization

SkillsUSA

Professional Aviation Maintenance Association (PAMA)

Certifications Available

- Aviation Maintenance Technician-Airframe (AMA)
- Aviation Maintenance Technician- Power Plant (AMP)
- Aviation Maintenance Technician- General (AMG)

Metro Tech Accreditations

- Federal Aviation Administration (FAA)
- OK Board of Career and Technology Education (OBCTE)
- Oklahoma State Board of Education (OSBE)

Courses

Courses	Hours
Foundation of Aerospace	240
Aerospace General	240
Basic Electricity	240
Aerospace Structures	240
Total Program Hours	960

Residential Carpentry

Career Major Description

The Residential Carpenter career major is a combination of the Frame and Finish Carpenter career majors. Students will learn basic carpentry skills, safety practices, basic residential framing, tools and safe use and operation of construction equipment. Students will apply finishing techniques required to install trim, mantels, shelving, molding and ornamental wood. Students will also plan, design, construct and learn to install cabinets and countertops.

Average Oklahoma Salary

\$22.20/Hour

Helpful Attributes and Abilities

- Reading and math skills at the 8th grade level or above
- Ability to communicate well and work with others
- Ability to organize one’s work
- Ability to understand theories and technical information
- Ability to work on ladders and scaffolds
- Good eye-hand coordination
- Good health and physical condition
- Positive attitude and dependability

Who Can Enroll?

Juniors, Seniors & Adults

Location

South Bryant Campus

Industrial Technology Building
 4900 S. Bryant Ave
 Oklahoma City, OK 73129

Student Organization

SkillsUSA

Certifications Available

- Frame Carpenter
- Finish Carpenter
- Construction Trainee
- Cabinetmaker Trainee

Metro Tech Accreditations

- National Center for Construction Education and Research (NCCER)
- OK Board of Career and Technology Education (OBCTE)
- Oklahoma State Board of Education (OSBE)

Courses	Hours
Concrete And Reinforcing Materials	60
Exterior Finishing	60
Floor Systems	120
Roof Applications	60
Career Major Capstone – WBL/Internship	120
Hand and Power Tools	30
Roof Framing	120
Drywall Installation	60
Building Materials, Fasteners, and Adhesives	60
Wall and Ceiling Framing	120
Construction Core	120
General Safety	30
Total Program Hours	960

Residential Carpentry

Adult Program Costs

	960 Hours	960 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$1,560.00	\$3,120.00
R Online Curriculum	\$65.50	\$65.50
NCCER Testing Fee	\$20.00	\$20.00
Payment period one invoice total	\$1,645.50	\$3,205.50
Payment Period Two Invoice Item(s):		
R Tuition	\$1,560.00	\$3,120.00
R Online Curriculum	\$65.50	\$65.50
NCCER Testing Fee	\$20.00	\$20.00
Payment period two invoice total	\$1,645.50	\$3,205.50
Payment Period Three Invoice Item(s):		
R Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
R Leather workboots	\$80.00	\$80.00
R Jeans	\$30.00	\$30.00
Required Student Purchase Total	\$110.00	\$110.00
Grand Total	\$3,401.00	\$6,521.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

Barbering-High School

Career Major Description

The Barbering program is designed for students that would like to obtain an Oklahoma Barbering License from the Oklahoma State Board of Cosmetology and Barbering. The curriculum includes technical instruction and practical skills covering barber practices that will properly prepare students for an entry level career as a licensed barber. Students will learn basic manipulative skills on shaving, haircutting, styling, advanced barbering services, the science and safety of barbering, and the business of barbering. To obtain state licensing, students must complete 1500 hours of instruction and pass the Oklahoma State Board of Cosmetology written and practical exams with 500 hours waived for high school students if high school core courses are successfully completed.

Average Oklahoma Salary

\$17.38/Hour plus gratuity

Helpful Attributes and Abilities

Reading and math skills at the 8th grade level or above
 An artistic touch and a high degree of manual dexterity
 Good communication skills
 Ability to get along with others
 Ability to endure sitting or standing for long periods of time

Who Can Enroll?

High School Only

Location

Springlake Campus

Early Education Center North
 3901 Martin Luther King Ave.
 Oklahoma City, OK 73111

Student Organization

SkillsUSA

Certifications Available

Barber

Metro Tech Accreditations

Oklahoma State Board of Cosmetology
 OK Board of Career and Technology Education (OBCTE)
 Oklahoma State Board of Education (OSBE)

Courses	Hours
Anatomy, Physiology, Chemistry, Electricity, Properties of Skin, Scalp & Hair, Hair & Scalp Treatments	100
Chemical Relaxer, Soft Curl Perms, & Permanent Waves	75
Facial Massage & Treatment	30
Haircutting & Styling	390
Hair Coloring	100
Board Rules, Regulations, and Statutes	20
Men's Hairpieces, Mustache, Beard Design, & Shaving	35
Safe Work Practices, Infectional Control, Bacteriology, & Safety, etc.	150
Salesmanship, Job Search, Shop Management, History, & Professional Image	100
Total Program Hours	1000

Barbering

Career Major Description

The Barbering program is designed for students that would like to obtain an Oklahoma Barbering License from the Oklahoma State Board of Cosmetology and Barbering. The curriculum includes 1500 hours of technical instruction and practical skills covering barber practices that will properly prepare students for an entry level career as a licensed barber. Students will learn basic manipulative skills on shaving, haircutting, styling, advanced barbering services, the science and safety of barbering, and the business of barbering. Such criteria will properly prepare students to pass the State Board Examination and to prepare for successful employment as a barber.

Average Oklahoma Salary

\$17.38/Hour plus gratuity

Helpful Attributes and Abilities

- Reading and math skills at the 8th grade level or above
- An artistic touch and a high degree of manual dexterity
- Good communication skills
- Ability to get along with others
- Ability to endure sitting or standing for long periods of time

Who Can Enroll?

Adults Only

Location

Springlake Campus

Early Education Center North
3901 Martin Luther King Ave.
Oklahoma City, OK 73111

Student Organization

SkillsUSA

Certifications Available

Barber

Metro Tech Accreditations

- Oklahoma State Board of Cosmetology
- Ok Board of Career and Technology Education (OBCTE)
- Oklahoma State Board of Education (OSBE)

Courses

	Hours
Anatomy, Physiology, Chemistry, Electricity, Properties of Skin, Scalp & Hair, Hair & Scalp Treatments	200
Chemical Relaxer, Soft Curl Perms, & Permanent Waves	95
Facial Massage & Treatment	40
Haircutting & Styling	580
Hair Coloring	150
Board Rules, Regulations, and Statutes	40
Men's Hairpieces, Mustache, Beard Design, & Shaving	65
Safe Work Practices, Infectional Control, Bacteriology, & Safety, etc.	155
Salesmanship, Job Search, Shop Management, History, & Professional Image	175
Total Program Hours	1500

Barbering

Adult Program Costs

	1500 Hours	1500 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$2,437.50	\$4,875.00
R Milady CIMA & Textbook	\$250.00	\$250.00
R Milady Workbook & Exam Review Book	\$90.50	\$90.50
R Kit	\$387.50	\$387.50
Payment period one invoice total	\$3,165.50	\$5,603.00
Payment Period Two Invoice Item(s):		
R Tuition	\$2,437.50	\$4,875.00
R Milady CIMA & Textbook	\$250.00	\$250.00
R Milady Workbook & Exam Review Book	\$90.50	\$90.50
R Kit	\$387.50	\$387.50
Payment period two invoice total	\$3,165.50	\$5,603.00
Payment Period Three Invoice Item(s):		
R Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
R Student Registration	\$10.00	\$10.00
OSBCB Exam Fee	\$50.00	\$50.00
R Black Scrubs (2 Pairs)	\$30.00	\$30.00
Required Student Purchase Total	\$90.00	\$90.00
Grand Total	\$6,421.00	\$11,296.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

Cosmetology-High School

Career Major Description

This major prepares students to become licensed cosmetologists who provide nail, skin, scalp and hair care to customers to help them enhance their personal appearance. Students receive classroom instruction and hands-on training in hair styling, cutting, coloring and chemical restructuring. Included are manicures/pedicures, facials, lash and brow tinting and arching, and scalp treatments along with customer service and shop management. To obtain state licensing, students must complete 1500 hours of instruction and pass the Oklahoma State Board of Cosmetology written and practical exams with 500 hours waived for high school students if high school core courses are successfully completed.

Average Oklahoma Salary

\$16.56/Hour plus gratuity

Helpful Attributes and Abilities

- Reading and math skills at the 8th grade level or above
- An artistic touch and a high degree of manual dexterity
- Good communication skills
- Ability to get along with others
- Ability to endure sitting or standing for long periods of time

Who Can Enroll?

High School Only

Location

Springlake Campus
 Cosmetology Center
 1700 Staton Drive
 Oklahoma City, OK 73111

Student Organization

SkillsUSA

Certifications Available

Cometologist

Metro Tech Accreditations

- Oklahoma State Board of Cosmetology
- OK Board of Career and Technology Education (OBCTE)
- Oklahoma State Board of Education (OSBE)

Courses	Hours
Facial (Skin Care Training)	60
Manicure/Pedicure	60
Professional Development, Management, & Exam Review, etc.	100
Hair Coloring & other Treatments	120
Chemical Texturizing Treatments	180
Hair Cutting & Shaping	120
Hair Styling	180
Cosmetology Theory	150
Scalp Treatments	
Shampooing/Conditioning, Treatments	30
Total Program Hours	1000

Cosmetology

Career Major Description

This major prepares students to become licensed cosmetologists who provide nail, skin, scalp, and hair care to customers to help them enhance their personal appearance. Students receive classroom instruction and hands-on training in hair styling, cutting, coloring and chemical restructuring. Included are manicures/pedicures, facials, lash and brow tinting and arching, and scalp treatments along with customer service and shop management. To obtain state licensing, students must complete 1500 hours of instruction and pass the Oklahoma State Board of Cosmetology written and practical exams.

Average Oklahoma Salary

\$16.56/Hour plus gratuity

Helpful Attributes and Abilities

Reading and math skills at the 8th grade level or above
 An artistic touch and a high degree of manual dexterity
 Good communication skills
 Ability to get along with others
 Ability to endure sitting or standing for long periods of time

Who Can Enroll?

Adults Only

Location

Springlake Campus

Cosmetology Center
 1701 Staton Drive
 Oklahoma City, OK 73111

Student Organization

SkillsUSA

Certifications Available

Cosmetologist

Metro Tech Accreditations

Oklahoma State Board of Cosmetology
 OK Board of Career and Technology Education (OBCTE)
 Oklahoma State Board of Education (OSBE)

Courses	Hours
Facial (Skin Care Training)	160
Manicure/Pedicure	90
Professional Development, Management, & Exam Review, etc.	180
Hair Color & Other Color Treatments	170
Chemical Texturizing Treatments	240
Haircutting & Shaping	180
Hairstyling	300
Cosmetology Theory	150
Scalp Treatments, Shampooing/Conditioning, Treatments	30
Total Program Hours	1500

Cosmetologist

Adult Program Costs

	1500 Hours	1500 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$2,437.50	\$4,875.00
R Pivot Point-Lab	\$200.00	\$200.00
R Cosmetology Kit	\$387.50	\$387.50
Payment period one invoice total	\$3,025.00	\$5,462.50
Payment Period Invoice Two Item(s):		
R Tuition	\$2,437.50	\$4,875.00
R Pivot Point-Lab	\$200.00	\$200.00
R Cosmetology Kit	\$387.50	\$387.50
Payment period two invoice total	\$3,025.00	\$5,462.50
Payment Period Invoice Three Item(s):		
R Tuition	\$0.00	\$0.00
Payment period three invoice total		\$0.00
Required Student Purchase Item(s):		
R Student Registration	\$10.00	\$10.00
OSBCB Exam Fee	\$50.00	\$50.00
R Black Scrubs (2 Pairs)	\$30.00	\$30.00
Required Student Purchase Total	\$90.00	\$90.00
Grand Total	\$6,140.00	\$11,015.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

Master Instructor

Career Major Description

This major prepares students to become licensed as qualified teachers of cosmetology theory and practice in industry as well as in public or private institutions. Students receive training in teaching methods, course outlining and development, and appropriate evaluation techniques. Included are law, beauty school management, and record keeping. To obtain state licensing, students must complete 1000 hours of instruction and pass the Oklahoma State Board of Cosmetology written and practical exams.

Average Oklahoma Salary

\$31/Hour

Helpful Attributes and Abilities

Reading and math skills at the 8th grade level or above
 Ability to get along with others
 Leadership skills
 Teamwork skills
 Good communication skills
 Knowledge in subject matter area
 Problem-solving skills
 Self-discipline

Who Can Enroll?

Adults Only

Location

Springlake Campus
 Cosmetology Center
 1700 Staton Drive
 Oklahoma City, OK 73111

Student Organization

SkillsUSA

Certifications Available

Master Instructor

Metro Tech Accreditations

Oklahoma State Board of Cosmetology
 OK Board of Career and Technology Education (OBCTE)
 Oklahoma State Board of Education (OSBE)

Courses	Hours
Law, Beauty School Management, And Record Keeping	90
Orientation And Review Of Cosmetology Curriculum	60
Course Outline And Development	330
Introduction To Teaching	120
Practice Teaching In The Classroom And Clinic	250
Teaching And Assisting In The Classroom And Clinic	150
Total Program Hours	1000

Master Instructor

Adult Program Costs

	1000 Hours	1000 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$1,625.00	\$3,250.00
R Textbook &	\$108.00	\$108.00
Payment period one invoice total	\$1,733.00	\$3,358.00
Payment Period Two Invoice Item(s):		
R Tuition	\$1,625.00	\$3,250.00
R Textbook &	\$108.00	\$108.00
Payment period	\$1,733.00	\$3,358.00
Required Student Purchase Item(s):		
Registration	\$50.00	\$50.00
License	\$65.00	\$65.00
required student purchase total	\$115.00	\$115.00
Grand Total	\$3,581.00	\$6,831.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

Practicing Master Instructor

Career Major Description

This major prepares students with 2 years industry experience to become licensed as qualified teachers of cosmetology theory and practice in industry as well as in public or private institutions. Students receive training in teaching methods, course outlining and development, and appropriate evaluation techniques. Included are law, beauty school management, and record keeping. .

Average Oklahoma Salary

\$31/Hour

Helpful Attributes and Abilities

Reading and math skills at the 8th grade level or above
 Ability to get along with others
 Leadership skills
 Teamwork skills
 Good communication skills
 Knowledge in subject matter area
 Problem-solving skills
 Self-discipline

Who Can Enroll?

Adults Only

Location

Springlake Campus

Cosmetology Center
 1701 Staton Drive
 Oklahoma City, OK 73111

Student Organization

SkillsUSA

Certifications Available

Master Instructor

Metro Tech Accreditations

Oklahoma State Board of Cosmetology
 OK Board of Career and Technology Education (OBCTE)
 Oklahoma State Board of Education (OSBE)

Courses	Hours
Law, Beauty School Management, And Record Keeping	25
Course Outline And Development	105
Orientation And Review Of Cosmetology Curriculum	15
Practice Teaching In The Classroom And Clinic	85
Introduction To Teaching	30
Teaching And Assisting In The Classroom And Clinic	40
Total Program Hours	300

Cosmetology to Barbering Crossover

Career Major Description

The Barbering crossover program is designed for students that currently hold as cosmetologist license and would like to obtain an Oklahoma Barbering License from the Oklahoma State Board of Cosmetology and Barbering. The curriculum includes technical instruction and practical skills covering barber practices that will properly prepare students for an entry level career as a licensed barber. Students will learn basic manipulative skills on shaving, haircutting, styling, advanced barbering services, the science and safety of barbering, and the business of barbering. Such criteria will properly prepare students to pass the State Board Examination and to prepare for successful employment as a barber.

Average Oklahoma Salary

\$17.38/Hour plus gratuity

Helpful Attributes and Abilities

Reading and math skills at the 8th grade level or above
 An artistic touch and a high degree of manual dexterity
 Good communication skills
 Ability to get along with others
 Ability to endure sitting or standing for long periods of time

Who Can Enroll?

Adults Only

Location

Springlake Campus

Early Education Center North
 3901 Martin Luther King Ave.
 Oklahoma City, OK 73111

Student Organization

SkillsUSA

Certifications Available

Barber

Metro Tech Accreditations

Oklahoma State Board of Cosmetology
 OK Board of Career and Technology Education (OBCTE)
 Oklahoma State Board of Education (OSBE)

Courses

The Science of Barbering
 Basic Barbering Services
Total Program Hours

Hours

200
 100
300

Culinarian

Career Major Description

This major builds upon the skills learned in Culinary Arts Assistant by providing students with instruction in advanced culinary skills such as garde manger, bakeshop principles, nutrition, and international cuisine. Students will learn advanced dining room management principles and gain hands-on restaurant experience in our student-run restaurant.

Average Oklahoma Salary

\$15.91/Hour

Helpful Attributes and Abilities

- Reading and math skills at the 8th grade level or above
- Good physical & mental health
- Passion for the arts, creativity & imagination
- Good eye-hand coordination & finger dexterity
- Good communication skills and teamwork
- Ability to get along with others and have a positive attitude
- Ability to stand for long periods of time

Who Can Enroll?

Juniors, Seniors & Adults

Location

Springlake Campus

District Center/Business Technology Center
1900 Springlake Drive
Oklahoma City, OK 73111

Student Organization

FCCLA-Family, Career and Community Leaders of America

Certifications Available

- ServSafe
- Advanced Culinary
- Basic Culinary Arts
- ProStart National Certificate of Achievement
- ProStart 1
- ProStart 2

Metro Tech Accreditations

- OK Board of Career and Technology Education (OBCTE)
- Oklahoma State Board of Education (OSBE)

Courses

Courses	Hours
Stocks, Soups and Sauces	120
Grains, Legumes and Pasta	120
Garde Manger	120
Culinary Basic Skills	120
Meat, Poultry and Seafood	120
International Cuisines	120
Culinary Advanced Skills	120
Foundations in Culinary II	120
Total Program Hours	960

Culinarian

Adult Program Costs

	960 Hours	960 Hours
Payment Period Invoice Item(s):	In-District	Out of District
R Tuition	\$1,560.00	\$3,120.00
R The Professional Chef	\$59.50	\$59.50
R Baking & Pastry: Mastering the Art & Craft	\$47.00	\$47.00
R Gerde Manger	\$47.00	\$47.00
R Cloth knot chef coat with embroidery and MTC logo	\$24.50	\$24.50
R Checkered chef pants	\$17.00	\$17.00
R Knife Roll	\$131.00	\$131.00
ServSafe	\$19.50	\$19.50
ServSafe (Retake)	\$19.50	\$19.50
ServSafe Allergens	\$12.50	\$12.50
ServSafe Food HAndler Online Course/ Test	\$7.50	\$7.50
Payment period one invoice total	\$1,945.00	\$3,505.00
Payment Period Invoice Item(s):		
R Tuition	\$1,560.00	\$3,120.00
R The Professional Chef	\$59.50	\$59.50
R Baking & Pastry: Mastering the Art & Craft	\$47.00	\$47.00
R Gerde Manger	\$47.00	\$47.00
R Cloth knot chef coat with embroidery and MTC logo	\$24.50	\$24.50
R Checkered chef pants	\$17.00	\$17.00
R Knife Roll	\$131.00	\$131.00
ServSafe	\$19.50	\$19.50
ServSafe (Retake)	\$19.50	\$19.50
ServSafe Allergens	\$12.50	\$12.50
ServSafe Food HAndler Online Course/ Test	\$7.50	\$7.50
Payment period two invoice total	\$1,945.00	\$3,505.00
Payment Period Invoice Item(s):		
R Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
R Safety Shoes	\$50.00	\$50.00
Required Student Purchase Total	\$50.00	\$50.00
Grand Total	\$3,940.00	\$7,060.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

Multimedia Journalism

Career Major Description

Preparing students for careers in journalism and media through project-based learning, industry certifications, proficiency in design tools, digital video, editing, photography, multimedia storytelling, etc.

Average Oklahoma Salary

\$29.76/Hour

Helpful Attributes and Abilities

Understand, and create impactful multimedia work.

Exercise ethical leadership skills.

Develop critical thinking skills.

Comprehend, analyze, and communicate information journalistically.

Utilize communication skills necessary for successful employment.

Demonstrate workplace adaptability, flexibility.

Exercise independent and team-based work.

Demonstrate professionalism.

Who Can Enroll?

Juniors, Seniors & Adults

Location

Springlake Campus

Business & Technology Center

1800 Springlake Drive

Oklahoma City, OK 73111

Student Organization

SkillsUSA

Certifications Available

Adobe Suite

Drone Technology

Final Cut Pro

Photography

Metro Tech Accreditations

OK Board of Career and Technology Education (OBCTE)

Oklahoma State Board of Education (OSBE)

Courses

Courses	Hours
Advanced Digital Video Tools and Techniques	120
State Program Capstone	120
Digital Editing & Production Photography	120
Ethical Leadership	60
Non-linear Digital Editing	120
Drone Technology	120
Artificial Intelligence	120
Design Tools and Electronic Marketing Strategies	120
Audio Production	60

Total Program Hours 960

Multimedia Journalism

Adult Program Costs

		960 Hours	960 Hours
Payment Period One Invoice Item(s):		In-District	Out of District
R	Tuition	\$1,560.00	\$3,120.00
R	AP Stylebook	\$9.00	\$9.00
R	Journalsim Next	\$28.00	\$28.00
R	Social Media For Journalist	\$37.50	\$37.50
R	Media Ethics	\$56.50	\$56.50
Payment period one invoice total		\$1,691.00	\$3,251.00
Payment Period Two Invoice Item(s):		In-District	Out of District
R	Tuition	\$1,560.00	\$3,120.00
R	AP Stylebook	\$9.00	\$9.00
R	Journalsim Next	\$28.00	\$28.00
R	Social Media For Journalist	\$37.50	\$37.50
R	Media Ethics	\$56.50	\$56.50
Payment period two invoice total		\$1,691.00	\$3,251.00
Payment Period Three Invoice Item(s):		In-District	Out of District
R	Tuition	\$0.00	\$0.00
Payment period three invoice total		\$0.00	\$0.00
Required Student Purchase Item(s):		In-District	Out of District
	Adobe Photoshop	\$150.00	\$150.00
	Unmanned Aircraft General (UAG)	\$175.00	\$175.00
	ODCTE Photography	\$0.00	\$0.00
Required Student Purchase Total		\$325.00	\$325.00
Grand Total		\$3,707.00	\$6,827.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

Digital Cinema

Career Major Description

This major prepares students for emerging careers using digital video, web development and film studies. Students learn storytelling, video, audio, film production and editing, and finalizing content for various digital distribution. Students experience video production both in studio and in the field and develop digital portfolios to demonstrate their creative and technical skills.

Average Oklahoma Salary

\$23.26/Hour

Helpful Attributes and Abilities

Reading and language skills at the 10th grade level or above; math skills at the 9th grade level or above
 Art background, training or natural ability
 Attention to detail
 Basic typing and computer literacy skills
 Good eye-hand coordination
 Good interpersonal skills
 Ability to self-motivate and perform under pressure

Who Can Enroll?

Juniors, Seniors & Adults

Location

Springlake Campus

Business & Technology Center
 1800 Springlake Drive
 Oklahoma City, OK 73111

Student Organization

SkillsUSA

Certifications Available

Adobe Certified Associate
 Video Production I

Metro Tech Accreditations

OK Board of Career and Technology Education (OBCTE)
 Oklahoma State Board of Education (OSBE)

Courses	Hours
3D Animation	120
Animation	60
Imagine Manipulation	60
Advanced Digital Software	150
Audio/Visual Post-Production	120
Video/Camera	120
Production Techniques	120
Career Major Capstone – WBL/Internship	60
Copyright Law	30
Audio/Video Pre-Production	60
Studio/Strobe Techniques	60
Total Program Hours	960

Digital Cinema

Adult Program Costs

	960 Hours	960 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$1,560.00	\$3,120.00
R Background Check With Finger Print	\$14.00	\$14.00
R Adobe Photoshop CC 2022	\$75.00	\$75.00
R Video Production 1 ODCTE	\$0.00	\$0.00
Payment period one invoice total	\$1,649.00	\$3,209.00
Payment Period Two Invoice Item(s):		
R Tuition	\$1,560.00	\$3,120.00
R Background Check With Finger Print	\$14.00	\$14.00
R Adobe Photoshop CC 2022	\$75.00	\$75.00
R Video Production 1 ODCTE	\$0.00	\$0.00
Payment period two invoice total	\$1,649.00	\$3,209.00
Payment Period Three Invoice Item(s):		
R Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
Required Student Purchase Total	#REF!	#REF!
Grand Total	\$3,298.00	\$6,418.00
R - Required first day of class.		
<i>Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.</i>		
Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453		

Early Care & Education Master Teacher

Career Major Description

This major prepares students to be licensed teachers in early care and education facilities responsible for the general supervision, development, and education of children. In addition to learning how to attend to children's basic needs, students learn to organize activities that stimulate a child's physical, emotional, intellectual, social and creative growth. Instruction occurs in the classroom and laboratory as well as in a supervised practicum experience. Successful completion of Master Teacher curriculum with three months full-time experience meets the Licensing and Stars Criteria of Oklahoma for Master Teacher.

Average Oklahoma Salary

\$15.61/Hour

Helpful Attributes and Abilities

Good physical and mental health
 Patience and enthusiasm for working with children
 Good human relations skills
 Planning and organizational skills
 Creative thinking skills
 Reading and math skills at the 8th grade level

Who Can Enroll?

Juniors, Seniors & Adults

Location

Springlake Campus

Early Education Center North
 3901 Martin Luther King Ave.
 Oklahoma City, OK 73111

Student Organization

FCCLA-Family, Career and Community Leaders of America

Certifications Available

ODCTE Master Teacher

Metro Tech Accreditations

OK Board of Career and Technology Education (OBCTE)
 Oklahoma State Board of Education (OSBE)

Courses

	Hours
Safety and Healthy Learning Environment	120
Child Development	60
Relationships with Families	60
Program Management	60
Complying with Licensing Standards	120
FCS Work-Based Learning	120
Social and Emotional Development and Positive Guidance	30
Physical and Intellectual Competence	30
Professionalism	60
Observing & Recording Children's Behavior	60
Child Care Center Rotation	120
Child Care Center Rotation II	120
Total Program Hours	960

Early Care and Education Master Teacher

Adult Program Costs

	960 Hours	960 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$1,560.00	\$3,120.00
R Books	\$141.50	\$141.50
R Scrubs	\$28.00	\$28.00
R CEDPD-ELG-(Choice of Infants, Toddlers & Two's of Ages 3-5)	\$10.00	\$10.00
R CECPD ELCCT	\$10.00	\$10.00
R HIS Combo All Ages CPR-AED and Adult First Aid Blended	\$8.00	\$8.00
Payment period one invoice total	\$1,701.50	\$3,261.50
Payment Period Two Invoice Item(s):		
R Tuition	\$1,560.00	\$3,120.00
R Books	\$141.50	\$141.50
R Scrubs	\$28.00	\$28.00
R CEDPD-ELG-(Choice of Infants, Toddlers & Two's of Ages 3-5)	\$10.00	\$10.00
R CECPD ELCCT	\$10.00	\$10.00
R HIS Combo All Ages CPR-AED and Adult First Aid Blended	\$8.00	\$8.00
Payment period two invoice total	\$1,701.50	\$3,261.50
Payment Period Three Invoice Item(s):		
Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
R Binder with sheet protectors & tab dividers-CDA Portfolio	\$30.00	\$30.00
R Tri-fold Poster Board	\$15.00	\$15.00
R Notebook paper, pens & pencils	\$10.00	\$10.00
R Tennis Shoes	\$25.00	\$25.00
R Opitional-extra scrubs	\$45.00	\$45.00
R FCCLA attire	\$95.00	\$95.00
R Student background check and fingerprinting	\$75.00	\$75.00
Required Student Purchase Total	\$295.00	\$295.00
Grand Total	\$3,698.00	\$6,818.00
R - Required first day of class.		
<i>Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.</i>		
Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453		

Electrician's Assistant Unlimited Complete

Career Major Description

This major prepares students as electrician's assistants who assist in installing, diagnosing and repairing electrical systems for residential, commercial and industrial applications. Students are trained in safety practices, hand and power tools/equipment use and application and electrical theory along AC/DC circuitry, and wiring applications. Included are motors, motor control circuits, and power distribution systems as well as industrial controls, electromechanical devices, and the National Electrical Code. Hours completed in this major can be counted toward the 8,000 hours (four years) of work experience required for the journeyman electrician license.

Average Oklahoma Salary

\$27.76/Hour

Helpful Attributes and Abilities

Reading and math skills at the 10th grade level or above
 A basic knowledge of general science
 Good manual dexterity
 Average strength and good physical health
 An ability to work independently and as part of a team

Who Can Enroll?

Juniors, Seniors & Adults

Location

South Bryant Campus

Industrial Technology Building
 4900 S. Bryant Ave
 Oklahoma City, OK 73129

Student Organization

SkillsUSA

Certifications Available

Residential Electrician's Assistant

Metro Tech Accreditations

OK Board of Career and Technology Education (OBCTE)
 Oklahoma State Board of Education (OSBE)

Courses

Courses	Hours
General Safety	30
Tools and Meters	30
Basic Conduit Theory	70
Blueprint Reading	30
Electrical Motor Control	90
Alternating Current Theory	60
Residential Wiring Methods	240
Electrical Distribution in Construction	60
Commercial Wiring Methods	270
National Electrical Code	120
Total Program Hours	1000

Electrician's Assistant Unlimited Complete

Adult Program Costs

	1000 Hours	1000 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$1,625.00	\$3,250.00
Payment period one invoice total	\$1,625.00	\$3,250.00
Payment Period Two Invoice Item(s):		
R Tuition	\$1,625.00	\$3,250.00
Payment period two invoice total	\$1,625.00	\$3,250.00
Payment Period Three Invoice Item(s):		
R Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
Required Student Purchase Total	\$0.00	\$0.00
Grand Total	\$3,250.00	\$6,500.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

Introduction to Entrepreneurship

Career Major Description

This major introduces students to the concept of entrepreneurship. Students acquire knowledge of the nature and scope of entrepreneurship and the impact of entrepreneurship on market economies. Students examine and develop the personal traits and behaviors fundamental to becoming a successful entrepreneur, and they are exposed to the first steps of the entrepreneurial process. In addition, students develop an understanding of economic concepts and marketing functions.

Average Oklahoma Salary

Varies by location

Helpful Attributes and Abilities

Reading, language and math skills at the 8th grade level or above

Basic computer literacy

Strong interpersonal skills

Good oral and written communication skills

Positive attitude

Dependability

Self-motivated

Desire to succeed

Energetic

Who Can Enroll?

High School Only

Location

Springlake Campus

Business & Technology Center

1800 Springlake Drive

Oklahoma City, OK 73111

Student Organization

SkillsUSA & DECA

Certifications Available

Entrepreneurship and Small Business

Entrepreneur

Exploring Entrepreneurship

Metro Tech Accreditations

OK Board of Career and Technology Education (OBCTE)

Oklahoma State Board of Education (OSBE)

Courses	Hours
E-Commerce Marketing	120
State Program Capstone	120
Advertising Strategies	120
Buying and Merchandising	120
Business and Marketing Communications	120
Accounting I	120
Entrepreneurship Awareness	120
Entrepreneurship	120
Total Program Hours	960

Graphic Design

Career Major Description

Production artists design and prepare projects for print media using a variety of software packages and production skills. Students will learn common industry practices such as page layout and photo manipulation techniques, screen printing, vinyl signage and more.

Average Oklahoma Salary

\$23.63/Hour

Helpful Attributes and Abilities

Reading and language skills at the 10th grade level or above

Math skills at the 9th grade level or above

Art background, training or natural ability

Attention to detail

Basic typing and computer literacy skills

Good eye-hand coordination

Good interpersonal skills

Ability to self-motivate and perform under pressure

For Vinyl Graphics Installation course only: Ability to bend, stoop and reach above the head or below the knee holding 10 pounds

Who Can Enroll?

Juniors, Seniors & Adults

Location

Springlake Campus

Business & Technology Center

1800 Springlake Drive

Oklahoma City, OK 73111

Student Organization

SkillsUSA

Certifications Available

Adobe Certified Associate

Graphic Designer

Metro Tech Accreditations

OK Board of Career and Technology Education (OBCTE)

Oklahoma State Board of Education (OSBE)

Courses

Courses	Hours
Branding and Identity Design	60
Career Major Capstone – WBL/Internship	60
Publication Design	60
Multimedia Image Management Techniques	120
Production Techniques	60
Digital Photography	60
Page Layout Advertising Design	60
Graphics Installation	60
Copy Preparation, Design, and Layout	30
Copyright Law	30
Illustration	30
Color Grading	30
Desktop Publishing and Graphic Design	120
Advanced Desktop Publishing and Graphic Design	120
Image Manipulation	120
Total Program Hours	960

Graphic Design

Adult Program Costs

	960 Hours	960 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$1,560.00	\$3,120.00
R Books	\$107.00	\$107.00
R Strathmore 300 Series Sketch-Stetch pad	\$5.50	\$5.50
R Sublimtion Blanks	\$9.50	\$9.50
ODCTE Competency Test: 4112 Graphic Designer	\$0.00	\$0.00
ODCTE Competency Test: 4114 Production Artist	\$0.00	\$0.00
Adobe Certified Associate (ACA)-Illustrator	\$75.00	\$75.00
Adobe Certified Associate (ACA)-InDesign	\$75.00	\$75.00
Adobe Certified Assoicate (ACA)-Photoshop	\$75.00	\$75.00
Payment period one invoice total	\$1,907.00	\$3,467.00
Payment Period Two Invoice Item(s):		
R Tuition	\$1,560.00	\$3,120.00
R Books	\$107.00	\$107.00
R Strathmore 300 Series Sketch-Stetch pad	\$5.50	\$5.50
R Sublimtion Blanks	\$9.50	\$9.50
ODCTE Competency Test: 4112 Graphic Designer	\$0.00	\$0.00
ODCTE Competency Test: 4114 Production Artist	\$0.00	\$0.00
Adobe Certified Associate (ACA)-Illustrator	\$75.00	\$75.00
Adobe Certified Associate (ACA)-InDesign	\$75.00	\$75.00
Adobe Certified Assoicate (ACA)-Photoshop	\$75.00	\$75.00
Payment period two invoice total	\$1,907.00	\$3,467.00
Payment PeriodThree Invoice Item(s):		
Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
Required Student Purchase Total	\$0.00	\$0.00
Grand Total	\$3,814.00	\$6,934.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

HVAC Technician

Career Major Description

Learn to install, troubleshoot, adjust and repair residential and some light commercial heating and air conditioning (HVAC) systems. This major covers the essential knowledge and skills necessary for troubleshooting and installation of various heating and air conditioning systems and included hands-on labs for various heating, air conditioning and refrigeration systems along with electricity, solder and brazing, piping and heat fusion processes. Specialized training for EPA certification in refrigerants is also included. After completing the career major, applicants with at least 1 year of on the job experience may apply to take the Oklahoma Mechanical Journeyman HVAC test.

Average Oklahoma Salary

\$23.45/Hour

Helpful Attributes and Abilities

Math skills at the 10th grade level or above
 An ability to read and write at a 10th grade level
 An ability to compute percentages, measurements and simple fractions
 A basic knowledge of general and physical science
 Ability to climb ladders and work at heights

Who Can Enroll?

Juniors, Seniors & Adults

Location

South Bryant Campus

HVAC
 4900 S. Bryant Ave
 Oklahoma City, OK 73129

Student Organization

SkillsUSA

Certifications Available

HVACR Technician
 EPA Section 608 Technician Certification

Metro Tech Accreditations

OK Board of Career and Technology Education (OBCTE)
 Oklahoma State Board of Education (OSBE)

Courses

	Hours
Introduction to HVACR: Safety, Tools, & Equipment	30
Principles of Thermodynamics & Heat Transfer	30
Professional Service	30
Refrigerant Recovery	60
Refrigerant Retrofits	30
Refrigerants & Lubricants	30
Workforce Staging	40
Electricity for HVAC/R	30
HVAC/R Codes, Regulations, & Standards	30
HVAC/R Controls	120
HVAC/R Preventive Maintenance	30
Piping & Piping Practices	30
Air Conditioning Systems	60
HVAC/R System Installation & Start-Up - Residential	60
Load Calculations	30
Refrigerant System Components 1	120
Air Handling	60
Heat Pumps	120
HVAC/R System Servicing & Troubleshooting - Residential	30
Indoor Air Quality	30
Total Program Hours	1000

HVAC Technician

Adult Program Costs

	1000 Hours	1000 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$1,625.00	\$3,250.00
R Modern Refrigeration Textbook	\$91.50	\$91.50
R Study Guide/Exam Prep	\$5.50	\$5.50
R IMC codebook	\$74.00	\$74.00
R IFGC codebook	\$81.00	\$81.00
Payment period one invoice total	\$1,877.00	\$3,502.00
Payment Period Two Invoice Item(s):		
R Tuition	\$1,625.00	\$3,250.00
R Modern Refrigeration Textbook	\$91.50	\$91.50
R Study Guide/Exam Prep	\$5.50	\$5.50
R IMC codebook	\$74.00	\$74.00
R IFGC codebook	\$81.00	\$81.00
Payment period two invoice total	\$1,877.00	\$3,502.00
Payment Period Three Invoice Item(s):		
R Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
EPA certification	\$25.00	\$25.00
Required Student Purchase Total	\$25.00	\$25.00
Grand Total	\$3,779.00	\$7,029.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

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Cybersecurity Network Specialist

Career Major Description

Learn to install, configure and support an organization's local area network (LAN) as well as to analyze situations and data requirements and to assist and manage moves and installation of existing and new equipment.

Students learn to install, configure, maintain and manage a Windows 2008 Server Active Directory and Network Infrastructure environment. Students in this major gain the technical skills required for the CompTIA Network+, CompTIA Security+, and work towards the server-based certifications: Microsoft Technology Specialist (MCTS) which includes Active Directory Configuration, Server 2008 Network Infrastructure Configuration, and Windows Server 2008 Administrator; and Microsoft Certified IT Professional (MCITP)

Average Oklahoma Salary

\$32.49/Hour

Helpful Attributes and Abilities

Reading, language and math skills at the 10th grade level or above

Good eyesight, including eye-hand coordination and color perception

Good manual dexterity

Good organizational and critical thinking skills

Good abstract reasoning skills

Detail oriented

Commitment to a continual learning process

Who Can Enroll?

Juniors, Seniors & Adults

Location

Springlake Campus

Business & Technology Center

1800 Springlake Drive

Oklahoma City, OK 73111

Student Organization

BPA-Business Professionals of America

Certifications Available

CompTIA A+

CompTIA Network+

CompTIA IT Fundamentals

Security+

Metro Technology Centers does not discriminate on the basis of race, color, national origin, sex, gender, gender expression or identity, sexual orientation, age, veteran status, religion, pregnancy, or genetic information or disability in its programs, services, activities and employment. Metro Technology Centers will provide equal access to the Boy Scouts of America and other designated youth groups. For special accommodations call 405-595-4418

Metro Tech Accreditations

OK Board of Career and Technology Education (OBCTE)

Oklahoma State Board of Education (OSBE)

Courses

	Hours
Computer Repair & Troubleshooting I	120
Computer Repair & Troubleshooting II	120
Routing & Switching I	120
Routing & Switching II	120
Principles of Information Assurance	120
Network Security	120
Secure Electronic Commerce	120
Cyber Forensics	60
Enterprise Security Management	60
Total Program Hours	960

Cybersecurity Network Specialist

Adult Program Costs

	960 Hours	960 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$1,560.00	\$3,120.00
AWS or AZURE	\$75.00	\$75.00
Certiport CCST	\$62.50	\$62.50
CompTIA Network+ or Linus +	\$84.00	\$84.00
CompTIA Network Security +	\$123.50	\$123.50
Fundamentals of Tech ODCTE	\$0.00	\$0.00
Payment period one invoice total	\$1,905.00	\$3,465.00
Payment Period Two Invoice Item(s):		
R Tuition	\$1,560.00	\$3,120.00
AWS or AZURE	\$75.00	\$75.00
Certiport CCST	\$62.50	\$62.50
CompTIA Network+ or Linus +	\$84.00	\$84.00
CompTIA Network Security +	\$123.50	\$123.50
Fundamentals of Tech ODCTE	\$0.00	\$0.00
Payment period two invoice total	\$1,905.00	\$3,465.00
Payment Period Three Invoice Item(s):		
R Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
Required Student Purchase Total	\$0.00	\$0.00
Grand Total	\$3,810.00	\$6,930.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

Medical Assistant

Career Major Description

Medical assistants are multi-skilled health professionals who work primarily in ambulatory settings such as medical offices and clinics. They perform clinical and administrative tasks and their duties vary by office or clinic. The major combines classroom, laboratory and work-site learning components to ensure that each student achieves entry-level competencies for the medical assistant. Students practice in a variety of settings as chosen by the instructor.

Average Oklahoma Salary

\$17.91/Hour

Helpful Attributes and Abilities

- Math & Reading skills at the 10th grade level or above
- The ability to work well with others
- Mental alertness
- Drug free
- Dependability
- Organizational skills
- Attention to detail
- Good communication skills
- Basic typing and computer literacy skills

Who Can Enroll?

Juniors, Seniors & Adults

Location

Springlake Campus

Health Careers Center
1720 Springlake Drive
Oklahoma City, OK 73111

Student Organization

HOSA-Health Occupations Students of America

Certifications Available

Clinical Medical Assistant (CCMA)

Metro Tech Accreditations

OK Board of Career and Technology Education (OBCTE)
Oklahoma State Board of Education (OSBE)

Courses

Courses	Hours
Administrative Medical Office	75
Anatomy and Physiology	120
Clinical Procedure I	60
Clinical Procedure II	60
Medical Assistant Applications	40
Medical Assistant Pharmacology	75
Medical Assistant Practicum	150
Medical Assistant Simulation	50
Medical Informatics	50
Insurance and Coding	70
Law and Ethics	45
Medical Assistant Lab Procedures	75
Medical Terminology	45
Professional and Patient Relations	45
Total Program Hours	960

Medical Assistant

Adult Program Costs

	960 Hours	960 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$1,560.00	\$3,120.00
R Books	\$613.00	\$613.00
R Scrubs (2 set) and Lab Jacket	\$73.00	\$73.00
R Supplies CP1 & CP2	\$94.00	\$94.00
R Supplies Lab	\$78.00	\$78.00
R Drug Screening	\$40.00	\$40.00
R Trajecsyst	\$50.00	\$50.00
R Clinical Exchange	\$20.00	\$20.00
National Exam	\$80.00	\$80.00
Payment period one invoice total	\$2,608.00	\$4,168.00
Payment Period Two Invoice Item(s):		
R Tuition	\$1,560.00	\$3,120.00
R Today's Medical Assistant	\$613.00	\$613.00
R Scrubs (2 set) and Lab Jacket	\$73.00	\$73.00
R Supplies CP1 & CP2	\$94.00	\$94.00
R Supplies Lab	\$78.00	\$78.00
R Drug Screening	\$40.00	\$40.00
R Trajecsyst	\$50.00	\$50.00
R Clinical Exchange	\$20.00	\$20.00
National Exam	\$80.00	\$80.00
Payment period two invoice total	\$2,608.00	\$4,168.00
Payment Period Three Invoice Item(s):		
R Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
R Admission Drug Screen & Background w/Complio American Heart Association, BLS:Health Care Provider @	\$80.00	\$80.00
R MTC	\$65.00	\$65.00
R Hepatitis B (series of 3 vaccinations; \$50 per dose): OKCCHD	\$150.00	\$150.00
R Tdap (1 vaccination every 10 years): OKCCHD	\$46.00	\$46.00
TB Skin test (2-step process; \$20 each / or 1 IGRA \$40):		
R OKCCHD	\$40.00	\$40.00
R Varicella (series of 2 vaccinations; \$183 each): OKCCHD	\$366.00	\$366.00
R MMR (series of 2 vaccinations; \$95 each): OKCCHD	\$190.00	\$190.00
R Flu Shot - no cost: OKCCHD	\$0.00	\$0.00
R COVID shot: OKCCHD	\$133.00	\$133.00
Physical Exam(Family Physician or Immediate Care Clinic)-		
R estimate	\$139.00	\$139.00
R All leather fully enclosed shoes for clinical-estimate	\$10.00	\$10.00
R Computer or Tablet for at-home use-estimate	\$500.00	\$500.00
R Personal printer and ink-estimate	\$75.00	\$75.00
Required Student Purchase Total	\$1,794.00	\$1,794.00
Grand Total	\$7,010.00	\$10,130.00
R - Required first day of class.		
<i>Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.</i>		
Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453		

Medical Office Specialist

Career Major Description

Students in this major will learn about front office procedures needed in doctor’s offices and other medical settings. They will learn how to type, format documents, and use MS Word, Excel, and Outlook. In addition, students will also learn how to prepare medical insurance forms, transcript medical reports, code, and how to bill and schedule. Students will also learn CPR/First Aid, medical terminology and the basics of anatomy and physiology. Students will practice in a variety of settings as chosen by the instructor. Upon completion of this course, students will have the experience and skills necessary to become employed in a medical, dental or veterinary office setting.

Courses

Courses	Hours
Anatomy & Physiology	120
Healthcare Provider CPR & First Aid	15
Health Careers Core	225
Introduction to Medical Assisting	30
Medical Insurance & Coding	60
Medical Office Internship	30
Total Program Hours	960

Average Oklahoma Salary

\$23.80/Hour

Helpful Attributes and Abilities

- Reading, language and math skills at the 8th grade level or above
- Positive attitude and dependability
- Strong interpersonal skills
- Good oral and written communication skills
- Strong ethical standards

Who Can Enroll?

Juniors, Seniors & Adults

Location

Springlake Campus

Health Careers Center
1720 Springlake Drive
Oklahoma City, OK 73111

Student Organization

BPA-Business Professionals of America

Certifications Available

- Certified Billing and Coding Specialist
- Certified Medical Administrative Specialist (HS)

Metro Tech Accreditations

- OK Board of Career and Technology Education (OBCTE)
- Oklahoma State Board of Education (OSBE)

Practical Nursing

Career Major Description

This career major prepares the student to become a licensed practical nurse, an important member of the health care team who works under the supervision or direction of a registered nurse, licensed physician or dentist. Students will learn the role of the LPN and how to care for a variety of patients including geriatric, pediatric, oncology, and medical surgical. Students will learn how to identify patient problems, identify appropriate interventions and evaluate nursing care. Graduates of this career major will be eligible take the NCLEX-PN and become licensed through the Board of Nursing.

Average Oklahoma Salary

\$24.29/Hour

Helpful Attributes and Abilities

Reading, language and math skills at the 12th grade level or above

Attention to detail

Flexibility

Good communication skills

Good physical and mental health

Ability to work well with others

Ability to relate to people in a caring, empathetic manner

Who Can Enroll?

Adults -18 years and older

Location

Springlake Campus

Health Careers Center

1720 Springlake Drive

Oklahoma City, OK 73111

Student Organization

HOSA-Health Occupations Students of America

Certifications Available

Licensed Pratical Nurse (LPN)

Metro Tech Accreditations

Oklahoma Board of Nursing

OK Board of Career and Technology Education (OBCTE)

Oklahoma State Board of Education (OSBE)

Pre-Requisites

Current or *expired* CNA certification

Medical Terminology

- At an accredited institution; 2-3 college credit hours or at a Career Tech

Anatomy & Physiology

- At an accredited institution; 4 or more college credit hours or at a Career Tech

CPR for Healthcare Providers via American Heart Association

Courses

Hours

Academic Life Skills	18
Pharmacology and Intravenous Therapy Skills	108
Introduction to Nursing	42
Clinical II - Medical Surgical Nursing (Part I)	200
Medical Surgical Nursing I	96
Medical Surgical Nursing II	92
Clinical III - Medical Surgical Nursing (Part II)	200
Maternal/Newborn Nursing	42
Fundamentals Of Nursing	162
Pediatric Nursing	42
Mental Health Nursing	42
Clinical IV - Leadership Clinicals	96
Transition To Practice	60
Clinical I - Basic Clinical	40
Total Program Hours	1240

Practical Nurse

Adult Program Costs

	1240 Hours	1240 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$2,015.00	\$4,030.00
R ATI book bundle	\$1,312.50	\$1,312.50
R PRC 1050 Fundamentals	\$55.00	\$55.00
R PRC 1070 Pharmacology	\$19.50	\$19.50
R PRC 1060 Clinical I	\$27.00	\$27.00
R Uniforms (Scrub Sets x 2 + lab jacket + patch)	\$100.50	\$100.50
R HealthStream Inc. (My Clinical Exchange)	\$20.00	\$20.00
R Trajecsys	\$50.00	\$50.00
R Liability Insurance	\$6.50	\$6.50
R InPlace	\$17.50	\$17.50
R Complio	\$12.50	\$12.50
Payment period one invoice total	\$3,636.00	\$5,651.00
Payment Period Two Invoice Item(s):		
R Tuition	\$2,015.00	\$4,030.00
R ATI Book Bundle	\$1,312.50	\$1,312.50
R PRC 1050 Fundamentals	\$55.00	\$55.00
R PRC 1070 Pharmacology	\$19.50	\$19.50
R PRC 1060 Clinical I	\$27.00	\$27.00
R Uniforms (Scrub Sets x 2 + lab jacket + patch)	\$100.50	\$100.50
R HealthStream Inc. (My Clinical Exchange)	\$20.00	\$20.00
R Trajecsys	\$50.00	\$50.00
R Liability Insurance	\$6.50	\$6.50
R InPlace	\$17.50	\$17.50
R Complio	\$12.50	\$12.50
Payment period two invoice total	\$3,636.00	\$5,651.00
Payment Period Three Invoice Item(s):		
Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
R Admission Drug Screen & Background w/Complio	\$80.00	\$80.00
R American Heart Association, BLS:Health Care Provider @ MTC	\$65.00	\$65.00
R Hepatitis B (series of 3 vaccinations; \$50 per dose): OKCCHD	\$150.00	\$150.00
R Tdap (1 vaccination every 10 years): OKCCHD	\$46.00	\$46.00
R TB Skin test (2-step process; \$20 each/or 1 IGRA \$40): OKCCHD	\$40.00	\$40.00
R Varicella (series of 2 vaccinations; \$183 each): OKCCHD	\$366.00	\$366.00
R MMR (series of 2 vaccinations; \$95 each); OKCCHD	\$190.00	\$190.00
R Flu Shot-no cost: OKCCHD	\$0.00	\$0.00
R COVID shot: OKCCHD	\$133.00	\$133.00
R Physical Exam (Personal Physician or Immediate Care Clinic)-estimate	\$139.00	\$139.00
R All leather fully enclosed shoes for clinical -estimate	\$10.00	\$10.00
R Computer or Table for at home use -estimate	\$500.00	\$500.00
R Personal Printer and ink-estimate	\$75.00	\$75.00
R Watch with second hand for clinicals	\$10.00	\$10.00
Required Student Purchase Total	\$1,804.00	\$1,804.00
Grand Total	\$9,076.00	\$13,106.00
R - Required first day of class.		
<i>Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.</i>		
Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453		

Long Term Care Aide

Career Major Description

Nursing aides help patients with routine healthcare needs, bedside care, and basic nursing procedures. They are often employed in long term care facilities and hospitals. They play a vital role in the health care team.

In this major, students will complete the health care core curriculum, medical terminology, and anatomy and physiology in addition to the long term care curriculum. Students must pass the Oklahoma State Nurse Aide Registry exam for long term care assistants to work in any facility.

Average Oklahoma Salary

\$16.02/Hour

Helpful Attributes and Abilities

Reading and math skills at the 10th grade level or above

A positive attitude

A general interest in health careers

Good communication skills

The ability to relate to people in a caring, empathetic manner

Good eye-hand coordination

Good physical and mental health

Dependability

Ability to work effectively with a wide variety of personality types

Who Can Enroll?

High School Only

Location

Springlake Campus

STEM Center

1901 Springlake Drive

Oklahoma City, OK 73111

Student Organization

HOSA-Health Occupations Students of America

Certifications Available

Certified Nurse Aide

CPR

Metro Tech Accreditations

Oklahoma Board of Career and Technology Education (OBCTE)

Oklahoma State Board of Education (OSBE)

Courses

Courses	Hours
Long Term Care Aide	75
Medical Terminology	45
Health Careers Core	225
Anatomy And Physiology	120
Health Provider CPR & First Aid	15
Total Program Hours	480

Law Enforcement Officer Prep

Career Major Description

This major prepares students for careers in public safety or law enforcement. Students are introduced to the basics of law enforcement through courses in police fundamentals, defensive tactics, technical investigation and criminal law. In addition, students receive training in emergency telecommunications, equipment and weapons, and ethics and professional behavior.

Average Oklahoma Salary

Varies by location

Helpful Attributes and Abilities

- Reading and math skills at the 10th grade level or above
- A positive attitude
- Good communication skills
- The ability to relate to people in a caring, empathetic manner
- Good eye-hand coordination
- Good physical and mental health
- Dependability
- Ability to work effectively with a wide variety of personality types

Who Can Enroll?

High School Only

Location

South Bryant Campus

Public Safety Academy
4900 S. Bryant Ave
Oklahoma City, OK 73129

Student Organization

SkillsUSA

Certifications Available

Unarmed Security Guard, Cleet I/Cleet II, CPR

Metro Tech Accreditations

- OK Board of Career and Technology Education (OBCTE)
- Oklahoma State Board of Education (OSBE)
- Council for Law Enforcement Education & Training (CLEET)

Courses	Hours
Cleet Phase I	120
Criminal Evidence	120
Police Function and Fundamentals	120
Criminal Law/Procedures	120
Career Major Capstone – WBL/Internship	120
Cleet Phase II	120
Law Enforcement Equipment and Weapons	120
Criminal Investigation and Evidence	120
Total Program Hours	960

Fire Fighter / EMT

Career Major Description

The Basic Firefighter career major will prepare students for the physical requirements of being a firefighter while they learn about the requirements, equipment, and basic knowledge needed to be a firefighter. Students will complete hazardous materials training and will complete the course requirements needed to take the Firefighter I certification.

Average Oklahoma Salary

Varies by location

Helpful Attributes and Abilities

- Reading and math skills at the 10th grade level or above
- A positive attitude
- Good communication skills
- The ability to relate to people in a caring, empathetic manner
- Good eye-hand coordination
- Good physical and mental health
- Dependability
- Ability to work effectively with a wide variety of personality types

Who Can Enroll?

High School Only

Location

South Bryant Campus

Public Safety Academy
4900 S. Bryant Ave
Oklahoma City, OK 73129

Student Organization

SkillsUSA

Certifications Available

- CPR
- Firefighter I
- Hazardous Materials Operations
- EMT-Basic (NREMT)
- EMT

Metro Tech Accreditations

OK Board of Career and Technology Education (OBCTE)

Oklahoma State Board of Education (OSBE)

Courses	Hours
National Incident Management System	15
Hazardous Materials Awareness	30
Hazardous Materials Operations Level	60
Firefighter I	240
Vehicle/Machinery Extrication	60
Wildland Firefighting Fundamentals	60
Basic Firefighter Evaluations and Testing	60
EMT Basic	240
EMT Certification Review	15
First Aid & CPR	30
Career Major Capstone – WBL/Internship	240
Total Program Hours	1050

Basic Peace Officer Certification

Career Major Description

Through a collaborative effort between the Council on Law Enforcement Education and Training, the Legislature and Career Tech, there is an alternative to Basic Peace Officer Certification. The Basic Peace Officer Certification Academy (BPOC) Program. The program identified in 70 OS 3311.16, offers an additional route to full-time and reserve officer certification for individuals interested in pursuing a career in Oklahoma Law Enforcement.

Average Oklahoma Salary

\$25.89/Hour

Helpful Attributes and Abilities

- Reading and math skills at the 10th grade level or above
- A positive attitude
- Good communication skills
- The ability to relate to people in a caring, empathetic manner
- Good eye-hand coordination
- Good physical and mental health
- Dependability
- Ability to work effectively with a wide variety of personality types

Who Can Enroll?

Open to adults, 21 years or older

Location

South Bryant Campus

Public Safety Academy
4900 S. Bryant Ave
Oklahoma City, OK 73129

Student Organization

SkillsUSA

Certifications Available

Basic Peace Officer Certification

Metro Tech Accreditations

- OK Board of Career and Technology Education (OBCTE)
- Oklahoma State Board of Education (OSBE)
- Council for Law Enforcement Education & Training (CLEET)

Courses

Courses	Hours
Criminal Justice Orientation	8
Ethics and Professional Behavior in Law Enforcement	16
Community Policing	16
Criminal Law /Procedures	50
Traffic Management & Accident Investigation	32
Standard Field Sobriety Tests	32
Firearm Safety, Marksmanship and Combat Tactics	80
Law Enforcement Vehicle Operations & Training	40
First Aid & CPR	8
National Incident Management Systems	2
Criminal Investigation and Evidence	82
Custody and Control I	80
Patrol Training	120
Police Practical Exercise	24
Defensive Tactics & Physical Fitness	70
Administrative (BPOC)	40
Total Program Hours	700

Basic Peace Officer Certification

Adult Program Costs

	700 Hours	700 Hours
	In-District	Out of District
Payment Period One Invoice Item(s):		
R Tuition	\$1,137.50	\$2,275.00
R Simunition Rounds	\$31.50	\$31.50
R Dummy Rounds	\$12.50	\$12.50
R Cardboard Backers	\$30.50	\$30.50
R Targets	\$22.50	\$22.50
R Vehicle Maintenance Fees	\$284.50	\$284.50
R Uniform	\$100.00	\$100.00
R Media Fees	\$130.00	\$130.00
R Drug test and certification exam	\$75.00	\$75.00
Payment period one invoice total	\$1,824.00	\$2,961.50
Payment Period Two Invoice Item(s):		
R Tuition	\$1,218.75	\$2,275.00
R Simunition Rounds	\$31.50	\$31.50
R Dummy Rounds	\$12.50	\$12.50
R Cardboard Backers	\$30.50	\$30.50
R Targets	\$22.50	\$22.50
R Vehicle Maintenance Fees	\$284.50	\$284.50
R Uniform	\$100.00	\$100.00
R Media Fees	\$130.00	\$130.00
R Drug test and certification exam	\$75.00	\$75.00
Payment period two invoice total	\$1,824.00	\$2,961.50
Payment Period Three Invoice Item(s):		
R Tuition	\$0.00	\$0.00
Payment period invoice three total	\$0.00	\$0.00
Required Student Purchase Item(s):		
R OSBI Background Check	\$25.00	\$25.00
R Fingerprint cards	\$20.00	\$20.00
R Minnesota Multiphasic Personality Inventory MMPI	\$150.00	\$150.00
R Ammunition (non-commissioned students)	\$400.00	\$400.00
Required Student Purchase Total	\$595.00	\$595.00
Grand Total	\$4,243.00	\$6,518.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

Radiologic Technologist

Career Major Description

Students in this major will learn how to perform imaging procedures using ionizing radiation. They will learn appropriate patient care skills as well as radiation protection procedures for their patients, themselves, and others. They will learn to operate a variety of imaging equipment, factors that affect image quality, and criteria for image evaluation. Extensive clinical assignments are included. Upon completion, graduates will satisfy the educational requirements to take the Radiography certification exam provided by the American Registry of Radiologic Technologists (ARRT).

Average Oklahoma Salary

\$31.11/Hour

Helpful Attributes and Abilities

- Good physical and mental health
- Ability to critically think and problem solve
- Ability to work well with others
- Ability to work independently
- Flexibility to work in various environments
- Ability to wear a lead apron and stand for long periods of time
- Ability to adapt to emergency situations

Who Can Enroll?

Adults Only

Location

Springlake Campus

Health Careers Center
1720 Springlake Drive
Oklahoma City, OK 73111

Student Organization

HOSA-Health Occupations Students of America

Certifications Available

American Registry of Radiologic Technologists (ARRT) National Certification exam
Registered Technologist - Radiography

Metro Tech Accreditations

Joint Review Committee on Education in Radiologic Technology
OK Board of Career and Technology Education (OBCTE)
Oklahoma State Board of Education (OSBE)

Courses	Hours
Advanced Imaging	48
Career Preparation For Radiography	16
Clinical Practice I	228
Clinical Practice II	276
Comprehensive Program Review For Radiography	106
Ethics And Law In The Radiologic Sciences	32
Image Analysis I	48
Image Analysis II	48
Introduction to Radiologic Science & Health Care	62
Patient Care In Radiologic Sciences	64
Radiographic Pathology	32
Radiographic Procedures I	80
Radiographic Procedures II	92
Radiation Biology	48
Clinical Practice III	300
Digital Image Acquisition and Display	64
Clinical Practice IV	280
Pharmacology and Venipuncture	32
Imaging Equipment	72
Principles of Imaging	60
Radiation Protection	48
Radiation Production and Characteristics	48
Radiologic Procedures III	128
Total Program Hours	2212

Radiologic Technologist

Adult Program Costs

	2212 Hours	2212 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$2,396.33	\$4,792.66
R Books	\$586.33	\$586.33
R Scrubs (4 sets), patches (4) 1st year	\$60.33	\$60.33
R Scrubs (2 sets), patches (2) 2nd year	\$30.33	\$30.33
R Radiation Badge (1st year)	\$44.66	\$44.66
R Radiation Badge (2nd year)	\$44.66	\$44.66
R Lead Markers	\$12.66	\$12.66
R drug screening	\$13.33	\$13.33
R liability insurance (1st year)	\$4.66	\$4.66
R liability insurance (2nd year)	\$4.66	\$4.66
R Trajecsys (clinical tracking)	\$50.00	\$50.00
payment period 1 invoice total	\$3,247.95	\$5,644.28
Payment Period Two Invoice Item(s):		
R Tuition	\$2,396.33	\$4,792.66
R Books	\$586.33	\$586.33
R Scrubs (4 sets), patches (4) 1st year	\$60.33	\$60.33
R Scrubs (2 sets), patches (2) 2nd year	\$30.33	\$30.33
R Radiation Badge (1st year)	\$44.67	\$44.67
R Radiation Badge (2nd year)	\$44.67	\$44.67
R Lead Markers	\$12.67	\$12.67
R drug screening	\$13.33	\$13.33
R liability insurance (1st year)	\$4.67	\$4.67
R liability insurance (2nd year)	\$4.67	\$4.67
R Trajecsys (clinical tracking)	\$50.00	\$50.00
payment period 2 invoice total	\$3,248.00	\$5,644.33
Payment Period Three Invoice Item(s):		
R Tuition	\$2,396.34	\$4,792.68
R Books	\$586.34	\$586.34
R Scrubs (4 sets), patches (4) 1st year	\$60.34	\$60.34
R Scrubs (2 sets), patches (2) 2nd year	\$30.34	\$30.34
R Radiation Badge (1st year)	\$44.67	\$44.67
R Radiation Badge (2nd year)	\$44.67	\$44.67
R Lead Markers	\$12.67	\$12.67
R drug screening	\$13.34	\$13.34
R liability insurance (1st year)	\$4.67	\$4.67
R liability insurance (2nd year)	\$4.67	\$4.67
R Trajecsys (clinical tracking)	\$50.00	\$50.00
payment period 3 invoice total	\$3,248.05	\$5,644.39
Required Student Purchase Item(s):		
R Admission Drug Screen & Background w/Complio	\$80.00	\$80.00
R American Heart Association, BLS:Health Care Provider @ MTC	\$65.00	\$65.00
R Hepatitis B (series of 3 vaccinations; \$50 per dose): OKCCHD	\$150.00	\$150.00
R Tdap (1 vaccination every 10 years): OKCCHD	\$46.00	\$46.00
R TB Skin test (2-step process; \$20 each / or 1 IGRA \$40): OKCCHD	\$40.00	\$40.00
R Varicella (series of 2 vaccinations; \$183 each): OKCCHD	\$366.00	\$366.00
R MMR (series of 2 vaccinations; \$95 each): OKCCHD	\$190.00	\$190.00
R Flu Shot - no cost: OKCCHD	\$0.00	\$0.00
R COVID shot: OKCCHD	\$133.00	\$133.00
R Physical Exam (Family Physician or Immediate Care Clinic)-estimate	\$139.00	\$139.00
R All leather fully enclosed shoes for clinical-estimate	\$10.00	\$10.00
R Computer or Tablet for at-home use-estimate	\$500.00	\$500.00
R Personal printer and ink-estimate	\$75.00	\$75.00
R Flash Drive for storing X-Ray Images	\$20.00	\$20.00
Required Student Purchase Total	\$1,814.00	\$1,814.00
Grand Total	\$11,558.00	\$18,747.00
<i>Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.</i>		
R - Required first day of class.		
Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453		

Biomedical Sciences Academy

Career Major Description

Students in this major will study biomedical science through the exciting Project-Lead-the-Way (PLTW) curriculum that will provide students hand on projects, labs, and experiences. Topics will include bio-informatics, human medicine, and an in depth study of the human body. In addition, students will complete advanced math and science courses. Students who complete this major will have been exposed to a diverse curriculum that will better equip them to choose and be successful in a major at the college/university level. Students will also have the strong math and science foundation needed to be prepared for a college/university program in STEM (Science, Technology, Engineering, & Mathematics) related fields.

NOTE: Students will take the four required PLTW courses. They will then take a combination of math and sciences as determined by course availability to complete the remaining 480 hours for 2-year students, or 960 hours for 3-year students.

Average Oklahoma Salary

Varies by location

Helpful Attributes and Abilities

Reading, language and math skills at the 10th grade level or above

Ability to take directions from others

Good eye-hand coordination

Manual dexterity

Ability to stand for long periods of time

Ability to handle high stress situations

Good physical and mental health

Attention to detail

Ability to organize and prioritize

Ability to be a team player

Ability to work in a fast-paced environment

Who Can Enroll?

High School Only

Location

Springlake Campus

STEM Center

1903 Springlake Drive

Oklahoma City, OK 73111

Student Organization

HOSA-Health Occupations Students of America

Metro Tech Accreditations

OK Board of Career and Technology Education(OBCTE) Oklahoma State Board of Education (OSBE)

Courses	Hours
PLTW Principles Of Biomedical	120
Science Honors Algebra II	120
STEM Core	120
PLTW Biomedical Innovation	120
PLTW Medical Interventions	120
PLTW Human Body Systems	120
AP Calculus AB	120
AP Chemistry	120
AP Biology	120
Anatomy & Physiology	120
Honors Trigonometry	60
Honors Pre-Calculus (60 hrs)	60
Honors Geometry	120
AP Statistics	120
Honors Physics	120
Honors Chemistry	120
AP Environmental Science	120
AP Physics 1: Algebra-Based	120
STEM Capstone	120
Total Program Hours	960

Computer Science Academy

Career Major Description

Students in this major will study computer science and programming through the exciting Project-Lead-the-Way (PLTW) curriculum that will provide students hands on projects, labs, and experiences. Students will work on real-world challenges and work together to find solutions, learn computational thinking, and how to code. Students who complete this program will have been exposed to a diverse curriculum that will better equip them to choose and be successful in a major at the college/university level. Students will also have the strong math and science foundation needed to be prepared for a college/university program in STEM (Science, Technology, Engineering, and Mathematics) related fields.

NOTE: Students will take the four required PLTW courses. They will then take a combination of math and sciences as determined by course availability to complete the remaining 480 hours for 2-year students, or 960 hours for 3-year students.

Average Oklahoma Salary

Varies by location

Helpful Attributes and Abilities

Reading, language and math skills at the 10th grade level or above

Ability to take directions from others

Good eye-hand coordination

Manual dexterity

Ability to stand for long periods of time

Ability to handle high stress situations

Good physical and mental health

Attention to detail

Ability to organize and prioritize

Ability to be a team player

Ability to work in a fast-paced environment

Who Can Enroll?

High School Only

Location

Springlake Campus

STEM Center

1904 Springlake Drive

Oklahoma City, OK 73111

Student Organization

SkillUSA

Metro Tech Accreditations

OK Board of Career and Technology Education

(OBCTE) Oklahoma State Board of Education (OSBE)

Courses	Hours
Internet of Things (IoT) Fundamentals	120
Python	120
Advanced Programming	120
Computer Science Essentials	120
AP Computer Science A (CSA)	120
AP Computer Science Principles (CSP)	120
STEM Capstone	120
PLTW Cybersecurity	120
AP Statistics	120
AP Calculus AB	120
Honors Geometry	120
Honors Trigonometry	60
Honors Pre-Calculus (60 hrs)	60
Honors Chemistry	120
AP Physics 1: Algebra-Based	120
AP Environmental Science	120
Honors Physics	120
Advanced Robotics Engineering	120
STEM Core	120
PLTW Aerospace Engineering	120
Robotics Engineering	120
Quantum Computing	120
Honors Algebra II	120
PLTW Digital Electronics	120
Total Program Hours	960

Pre-Engineering Academy

Career Major Description

Students in this major will study pre-engineering through the rigorous Project-Lead-the-Way (PLTW) curriculum that will provide students hands on projects and experiences. In addition, students will complete advanced math and science courses. Students who complete this major will have been exposed to a diverse curriculum that will better equip them to choose a major at the college/university level. Students will also have the strong math and science foundation needed to be prepared to enter a college/university program in a pre-engineering related field.

NOTE: Students will take the required PLTW courses. They will then take a combination of elective PLTW courses, math and sciences as determined by course availability to complete the remaining 480 hours for 2-year students, or 960 hours for 3-year students.

Average Oklahoma Salary

Varies by location

Helpful Attributes and Abilities

Reading, language and math skills at the 10th grade level or above

Ability to take directions from others

Good eye-hand coordination

Manual dexterity

Ability to stand for long periods of time

Ability to handle high stress situations

Good physical and mental health

Attention to detail

Ability to organize and prioritize

Ability to be a team player

Ability to work in a fast-paced environment

Who Can Enroll?

High School Only

Location

Springlake Campus

STEM Center

1905 Springlake Drive

Oklahoma City, OK 73111

Student Organization

TSA

Metro Tech Accreditations

OK Board of Career and Technology Education (OBCTE)

Oklahoma State Board of Education (OSBE)

Courses

Courses	Hours
PLTW Digital Electronics	120
PLTW Engineering Design And Development	120
Principles Of Engineering	120
Introduction To Engineering Design (PLTW)	120
PLTW Aerospace Engineering	120
PLTW Civil Engineering And Architecture	120
PLTW Computer Integrated Manufacturing	120
AP Calculus AB	120
Honors Algebra II	120
AP Statistics	120
Honors Geometry	120
Honors Pre-Calculus (60 hrs)	60
AP Environmental Science	120
AP Chemistry	120
Honors Trigonometry	60
AP Physics 2: Algebra-Based	120
AP Physics 1: Algebra-Based	120
Honors Physics	120
Honors Chemistry	120
AP Computer Science Principles (CSP)	120
STEM Core	120
Robotics Engineering	120
Advanced Robotics Engineering	120
PLTW Capstone	120
Quantum Computing	120
Total Program Hours	120
	960

Surgical Technologist

Career Major Description

Surgical technologists handle the instruments, supplies and equipment necessary during the surgical procedure and work closely with surgeons, anesthesiologists, registered nurses, and other surgical personnel to deliver patient care before, during and after surgery. The major combines classroom instruction, laboratory practice, and clinical experience to ensure that each graduate meets entry level competencies as a Surgical Technologist. Graduates of the Surgical Technologist major may take the NBSTSA National Certification examination.

Average Oklahoma Salary

\$24.71/Hour

Helpful Attributes and Abilities

- Reading, language and math skills at the 10th grade level or above
- Ability to take directions from others
- Good eye-hand coordination
- Manual dexterity
- Ability to stand for long periods of time
- Ability to handle high stress situations
- Good physical and mental health
- Attention to detail
- Ability to organize and prioritize
- Ability to be a team player
- Ability to work in a fast-paced environment

Who Can Enroll?

Adults Only

Location

Springlake Campus

Health Careers Center
1720 Springlake Drive
Oklahoma City, OK 73111

Student Organization

HOSA-Health Occupations Students of America

Certifications Available

Certified Surgical Technologist

Metro Tech Accreditations

Commission on Accreditation of Allied Health Education Programs (CAAHEP)
OK Board of Career and Technology Education (OBCTE)
Oklahoma State Board of Education (OSBE)

Courses

Courses	Hours
Clinical I	30
Clinical II	240
Clinical III	240
Surgical Procedures I	90
Surgical Procedures II	75
Basic Sciences for Surgical Technology	60
Surgical Patient Care	45
Surgical Care Management	120
Essentials of Surgical Asepsis	60
Introduction of Surgical Tech	30
Core Employability Skills	30
Anatomy and Physiology	120
Emergency & Disaster Preparedness	15
Medical Terminology	45
Total Program Hours	1200

Surgical Technologist

Adult Program Costs

	1200 Hours	1200 Hours
Payment Period One Invoice Item(s):	In-District	Out of District
R Tuition	\$1,950.00	\$3,900.00
R Books	\$590.00	\$590.00
R Scrubs (2 sets) Lab Jacket, 3 patches	\$70.00	\$70.00
R Lab Consumables Courses	\$269.00	\$269.00
R Drug Screenings	\$40.00	\$40.00
R Liability Insurance	\$7.00	\$7.00
R JOMI	\$63.00	\$63.00
R Trajecsyst	\$50.00	\$50.00
R My Clinical Exchange	\$20.00	\$20.00
R NCCT Certification Exam	\$77.50	\$77.50
Payment period one invoice total	\$3,136.50	\$5,086.50
Payment Period Two Invoice Item(s):		
R Tuition	\$1,950.00	\$3,900.00
R Books	\$590.00	\$590.00
R Scrubs (2 sets) Lab Jacket, 3 patches	\$70.00	\$70.00
R Lab Consumables Courses	\$269.00	\$269.00
R Drug Screenings	\$40.00	\$40.00
R Liability Insurance	\$7.00	\$7.00
R JOMI	\$63.00	\$63.00
R Trajecsyst	\$50.00	\$50.00
R My Clinical Exchange	\$20.00	\$20.00
R NCCT Certification Exam	\$77.50	\$77.50
Payment period two invoice total	\$3,136.50	\$5,086.50
Payment Period Three Invoice Item(s):		
R Tuition	\$0.00	\$0.00
Payment period three invoice total	\$0.00	\$0.00
Required Student Purchase Item(s):		
R Admission Drug Screen & Background w/Complio	\$80.00	\$80.00
R American Heart Association, BLS:Health Care Provider @ MTC	\$65.00	\$65.00
R Hepatitis B (series of 3 vaccinations; \$50 per dose): OKCCHD	\$150.00	\$150.00
R Tdap (1 vaccination every 10 years): OKCCHD	\$46.00	\$46.00
R TB Skin test (2-step process; \$20 each / or 1 IGRA \$40): OKCCHD	\$40.00	\$40.00
R Varicella (series of 2 vaccinations; \$183 each): OKCCHD	\$366.00	\$366.00
R MMR (series of 2 vaccinations; \$95 each): OKCCHD	\$190.00	\$190.00
R Flu Shot - no cost: OKCCHD	\$0.00	\$0.00
R COVID shot: OKCCHD	\$133.00	\$133.00
R Physical Exam (Family Physician or Immediate Care Clinic)-estimate	\$139.00	\$139.00
R All leather fully enclosed shoes for clinical - estimate	\$10.00	\$10.00
R Computer or Tablet for at-home use -estimate	\$500.00	\$500.00
R Personal printer and ink -estimate	\$75.00	\$75.00
R Folders without brads x 20 *Required -estimate	\$10.00	\$10.00
R Notebooks/Note-taking Supplies -estimate	\$10.00	\$10.00
R Set of Scrubs x 3 *Required-estimate	\$75.00	\$75.00
Required Student Purchase Total	\$1,889.00	\$1,889.00
Grand Total	\$8,162.00	\$12,062.00
<p>R - Required first day of class.</p> <p><i>Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.</i></p>		
<p>Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453</p>		

Structural Welder

Career Major Description

Learn to do structural welding to use either in construction or as a structural steel fabricator. This major covers welding theory, fabrication, layout, print reading, welding symbols, math, and welding codes with specialized instruction in Shielded Metal Arc Welding (stick), Gas Metal Arc Welding (MIG), Flux-cored Arc Welding (FCAW), and Gas Tungsten Arc Welding (TIG) techniques. This major offers specialized preparation for structural certification by the American Welding Society (AWS).

Average Oklahoma Salary

\$22.68/Hour

Helpful Attributes and Abilities

Reading and math skills at the 10th grade level or above
An ability to compute percentages, measurements and simple fractions
A basic knowledge of general science
Good eye-hand coordination

Who Can Enroll?

Juniors, Seniors & Adults

Location

South Bryant Campus

Welding
Industrial Technology
4901 S. Bryant Ave
Oklahoma City, OK 73129

Student Organization

SkillsUSA

Certifications Available

OSHA 10
Welding Level 1
Certified Associate Welding Inspector
Certified Welder
Cutting Process Operator
Gas Metal Arc Welder
Shielded Metal Arc Welder
Gas Tungsten Arc Welder
Flux Cored Arc Welder

Metro Tech Accreditations

OK Board of Career and Technology Education (OBCTE)
Oklahoma State Board of Education (OSBE)

Courses

	Hours
Gas Metal Arc Welding	120
Fundamentals of Metal Fabrication	120
Advance Cutting and Fabrication	120
Flux Core Arc Welding	120
Advanced Gas Tungsten Arc Welding	120
Gas Tungsten Arc Welding	120
Shielded Metal Arc Welding	120
Advanced Shielded Metal Arc Welding	120
Total Program Hours	960

Structural Welder

Adult Program Costs

		960 Hours	960 Hours
Payment Period One Invoice Item(s):		In-District	Out of District
R	Tuition	\$1,560.00	\$3,120.00
R	Uniform Shirts (2)	\$37.50	\$37.50
Payment period one invoice total		\$1,597.50	\$3,157.50
Payment Period Two Invoice Item(s):			
R	Tuition	\$1,560.00	\$3,120.00
R	Uniform Shirts (2)	\$37.50	\$37.50
Payment period two invoice total		\$1,597.50	\$3,157.50
Payment Period Three Invoice Item(s):			
R	Tuition	\$0.00	\$0.00
Payment period three invoice total		\$0.00	\$0.00
Required Student Purchase Item(s):			
	Welding Certification Test	\$125.00	\$125.00
	Denim Jeans	\$38.00	\$38.00
	Leather Work Boots	\$88.00	\$88.00
Required Student Purchase Total		\$251.00	\$251.00
Grand Total		\$3,446.00	\$6,566.00

R - Required first day of class.

Please note: All exam fees are for a single exam, any exam retakes are at the cost of the student.

Prices are subject to change. Please visit www.metrotech.edu for program updates and current cost information. For program cost questions, please contact the Bursar Office @ 405.595.4453

Attachment Personnel Items: 10.A.3

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

FY24-25

DEPT/DIVISION	NAME	JOB DUTY	SALARY	EMPLOYM	HOURS	DATES OF EMPLOYMENT	CLASS
Economic Workfc	Damani, Hital	Adjunct	\$1,200.00	Stipend	6 Days	06/03/2025-06/22/2025	Cybersecurity, Sooner Job Challenge
Wellness and Con	Mathews, Lor	Adjunct	\$50.00	Hourly	10 hrs.	06/06/2025-06/30/2025	Wellness Adjunct Instructor
Economic Workfc	Jones, Charles	Adjunct	\$450.00	Stipend	1 Day	06/26/2025-06/26/2025	Microsoft Excel 2019, Lvl III City of OKC Uti.
Wellness and Con	Wilson, Chris	Adjunct	\$50.00	Hourly	10 hrs.	06/06/2025-06/30/2025	Wellness Adjunct Instructor
Business and Tech	Roberts, Loga	Summer (\$25.00	Hourly	119 hr:	05/27/2025-06/30/2025	Summer Tech Trek
Business and Tech	Roberts, Loga	Summer (\$15.00	Hourly	54 hrs.	05/27/2025-06/30/2025	Summer Tech Trek
Business and Tech	Escalera, Ama	Summer (\$15.00	Hourly	154 hr:	05/27/2025-06/30/2025	Summer Tech Trek
Economic Workfc	McPherson, C	Adjunct	\$1,125.00	Stipend	1 day	06/10/2025-06/10/2025	CANCELLATION: Low enrollment
Economic Workfc	McPherson, C	Adjunct	\$1,125.00	Stipend	1 day	06/11/2025-06/11/2025	CANCELLATION: Low enrollment
Economic Workfc	McPherson, C	Adjunct	\$1,125.00	Stipend	1 day	06/18/2025-06/18/2025	CANCELLATION: Low enrollment
Economic Workfc	McPherson, C	Adjunct	\$1,125.00	Stipend	1 day	06/24/2025-06/24/2025	CANCELLATION: Low enrollment
Economic Workfc	McPherson, C	Adjunct	\$1,125.00	Stipend	1 Day	06/25/2025-06/25/2025	CANCELLATION: Low enrollment
South Bryant Carr	Campbell, Au:	Substitut	\$22.00	Hourly	50 hrs.	06/04/2025-06/30/2025	Fire/EMS, Substitute
Economic Workfc	Damani, Hital	Adjunct	\$400.00	Stipend	1 Day	06/13/2025-06/13/2025	Microsoft Word 2016, Lvl III, US Bankruptcy Court
Economic Workfc	Brown, Mark	Adjunct	\$650.00	Stipend	1 Day	05/28/2025-05/28/2025	CDL Testing, City of OKC
Economic Workfc	Clinkenbeard,	Adjunct	\$650.00	Stipend	1 Day	05/28/2025-05/28/2025	CDL Testing, City of OKC
Warehouse Oper:	Lee, Kennard	Adjunct	\$18.34	Hourly	132 hr:	06/02/2025-06/02/2025	Groundskeeping and Warehouse Operations
Economic Workfc	Peirce, Ronald	Adjunct	\$680.00	Stipend	2 Days	05/17/2025-05/18/2025	Basic Riders Course, Metro Tech
Economic Workfc	Peirce, Ronald	Adjunct	\$680.00	Stipend	2 Days	05/31/2025-06/01/2025	Basic Riders Course, Metro Tech
Economic Workfc	Cochran, Jessi	Adjunct	\$680.00	Stipend	2 Days	06/07/2025-06/08/2025	Basic Riders Course, Metro Tech
Adult Continuatio	Scott, Josephi	Adjunct	\$1,350.00	Stipend	16 Day	03/03/2025-06/03/2025	Anatomy and Physiology for Providers
Aviation Control (Moesinger, P:	Substitut	\$22.00	Hourly	200 hr:	05/27/2025-06/30/2025	AMT Substitute
Adult Continuatio	Jones, Charles	Adjunct	\$270.00	Stipend	1 Day	05/13/2025-05/13/2025	Excel I, Open Enrollment
Adult Continuatio	Funk, Justin	Adjunct	\$150.00	Stipend	1 Day	05/12/2025-05/12/2025	Drone Test, Open Enrollment
Adult Continuatio	Smith, Kennel	Adjunct	\$200.00	Stipend	1 Day	05/20/2025-05/25/2025	Sooner Job Challenge
Economic Workfc	Adams, Mike ³	Adjunct	\$200.00	Stipend	1 Day	05/19/2025-05/19/2025	CANCELLATION: Inclement Weather
Economic Workfc	Damani, Hital	Adjunct	\$400.00	Stipend	1 Day	06/26/2025-06/26/2025	Microsoft Word 2016, Lvl I, US Bankruptcy Court
Extensions	Fields, Shann	Substitut	\$22.00	Hourly	40 hrs.	06/09/2025-06/30/2025	Extensions Program
Adult Continuatio	Moses, Chris	Adjunct	\$680.00	Stipend	2 Days	05/03/2025-05/04/2025	Basic Riders Course, Metro Tech

Adult Continuat	Moses, Chris	Adjunct	\$680.00	Stipend	2 Days	06/07/2025-06/08/2025	Basic Riders Course, Metro Tech
Adult Continuat	Clark, Darryl*	Adjunct	\$220.00	Stipend	6 Days	05/01/2025-05/13/2025	Basic Riders Course Range and Motorcycle
Economic Workfc	Clinkenbeard,	Adjunct	\$4,000.00	Stipend	5 Days	05/19/2015-05/23/2025	CDL BTW, City of OKC
Adult Continuat	Clark, Darryl*	Adjunct	\$680.00	Stipend	2 Days	05/17/2025-05/18/2025	Basic Riders Course, Metro Tech
Economic Workfc	Brown, Mark	Adjunct	\$1,100.00	Stipend	2 Days	05/13/2025-05/14/2025	CDL Testing, City of OKC
Economic Workfc	Brown, Mark	Adjunct	\$4,000.00	Stipend	5 Days	05/19/2025-05/23/2025	CDL BTW, City of OKC
Economic Workfc	Barreto, Rodr	Adjunct	\$105.00	Stipend	3 Days	05/12/2025-05/16/2025	Culinary Arts, Sooner Job Challenge
Economic Workfc	Damani, Hital	Adjunct	\$400.00	Stipend	1 Day	05/28/2025-05/28/2025	Microsoft Excel 2019 Lvl I, BancFirst
Economic Workfc	Damani, Hital	Adjunct	\$400.00	Stipend	1 Day	06/17/2025-06/17/2025	Microsoft Excel 2019 Lvl I, BancFirst
Economic Workfc	McPherson, C	Adjunct	\$1,125.00	Stipend	1 Day	06/10/2025-06/10/2025	Conflict De-Escalation, City of OKC
Economic Workfc	McPherson, C	Adjunct	\$1,125.00	stipend	1 Day	06/11/2025-06/11/2025	Conflict De-Escalation, City of OKC
Economic Workfc	McPherson, C	Adjunct	\$1,125.00	Stipend	1 Day	06/18/2025-06/18/2025	Conflict De-Escalation, City of OKC
Economic Workfc	McPherson, C	Adjunct	\$1,125.00	Stipend	1 Day	06/24/2025-06/24/2025	Conflict De-Escalation, City of OKC
Economic Workfc	McPherson, C	Adjunct	\$1,125.00	Stipend	1 Day	06/25/2025-06/25/2025	Conflict De-Escalation, City of OKC
Economic Workfc	Clinkenbeard,	Adjunct	\$1,300.00	Stipend	2 Days	05/13/2025-05/14/2025	CDL Testing, City of OKC
Adult Continuat	Clark, Darryl*	Adjunct	\$680.00	Stipend	2 Days	05/31/2025-06/01/2025	Basic Riders Course, Metro Tech
Extensions,AEFL	I Yarbrough, Kæ	Adjunct	\$25.00	Hourly	560 hrs.	05/13/2025-06/30/2025	Adjunct Teacher
Business and Tec	Britt, Clarenç	Summer	\$30.00	Hourly	50 hrs.	05/27/2025-06/30/2025	Tech Trek Summer Camp
Economic Workfc	Jones, Charle	Adjunct	\$450.00	Stipend	1 Day	05/14/2025-05/14/2025	CANCELLATION: Low enrollment
Economic Workfc	Adamson, Ma	Adjunct	\$400.00	Stipend	1 Day	05/28/2025-05/28/2025	Annual Safety Training, City of OKC
Economic Workfc	Adamson, Ma	Adjunct	\$400.00	Stipend	1 Day	06/04/2025-06/04/2025	Annual Safety Training, City of OKC
Economic Workfc	Wittman, Ant	Adjunct	\$2,000.00	Stipend	4 Days	06/09/2025-06/13/2025	Annual Safety Training, City of OKC
Adult Continuat	Smith, Kenne	Adjunct	\$200.00	Stipend	1 Day	05/08/2025-05/082025	Sooner Job Challenge
Economic Workfc	Adams, Mike ³	Adjunct	\$800.00	Stipend	4 Days	05/19/2025-05/22/2025	Cybersecurity, Sooner Job Challenge
Economic Workfc	Jones, Charle	Adjunct	\$450.00	Stipend	1 Day	05/07/2025-05/07/2025	CANCELLATION: Low enrollment
Economic Workfc	Adamson, Ma	Adjunct	\$400.00	Stipend	1 Day	05/06/2025-05/06/2025	CPR/AED/FIRST AID, City of OKC
Economic Workfc	Barreto, Rodr	Adjunct	\$2,150.00	Stipend	11 Day	05/01/2025-05/29/2025	Culinary Arts, Sooner Job Challenge
Adult Continuat	Gordon, Charl	Adjunct	\$200.00	Stipend	1 Day	04/26/2025-04/26/2025	School Bus Inspector, Open Enrollment
Economic Workfc	Brown, Chase	Adjunct	\$800.00	Stipend	4 Days	05/05/2025-05/27/2025	Culinary Arts, Sooner Job Challenge
Economic Workfc	Damani, Hital	Adjunct	\$1,750.00	Stipend	9 Days	05/01/2025-05/15/2025	Cybersecurity, Sooner Job Challenge
Economic Workfc	Damani, Hital	Adjunct	\$600.00	Stipend	3 Days	05/27/2025-05/29/2025	Cybersecurity, Sooner Job Challenge
Adult Continuat	McPherson, C	Adjunct	\$650.00	Stipend	1 Day	06/16/2025-06/16/2025	John Kilpatrick Turnpike Quarterly Safety Training
Adult Continuat	Jones, Charle	Adjunct	\$270.00	Stipend	1 Day	06/03/2025-06/03/2025	Excel 2019 Lvl I, Open Enrollment
Adult Continuat	Cochran, Jessi	Adjunct	\$680.00	Stipend	2 Days	06/28/2025-06/28/2025	Basic Riders Course, Metro Tech

Adult Continuat	Clark, Darryl*	Adjunct	\$680.00	Stipend	2 Days	06/21/2025-06/22/2025	Basic Riders Course, Metro Tech
Adult Continuat	Clark, Darryl*	Adjunct	\$680.00	Stipend	2 Days	06/28/2025-06/28/2025	Basic Riders Course, Metro Tech
Aviation Campus	Jacobs, Jessic	Instructor	\$335.03/Da	Stipend	23 Day	05/27/2025-06/27/2025	Aviation make-up hours for students
Business and Tec	Anderson, Tin	Instructor	\$366.56/Da	Stipend	9 Days	05/27/2025-06/06/2025	Cosmetology make-up hoirs for students
Business and Tec	Moore-Adam	Teacher,	\$463.22/Da	Stipend	2 Days	06/09/2025-06/18/2025	Skills USA Nationals Student Prep
Business and Tec	Roberts, Deir	Teacher,	\$399.25/Da	Stipend	5 Days	06/02/2025-06/19/2025	Skills USA Nationals Student Prep
Business and Tec	Roberts, Deir	Teacher,	\$399.25/Da	Stipend	6 Days	06/23/2025-06/30/2025	Skills USA Nationals Chaperone
Extension Prograr	Hall, Valerie*	Teacher,	\$414.20/Da	Stipend	5 Days	06/23/2025-06/27/2025	PLTW Training
Extension Prograr	Stepeny, Don	Teacher,	\$399.84/Da	Stipend	3 Days	06/03/2025-06/05/2025	Choose Aerospace Aviation Maintenace
Extension Prograr	Treadway, Ch	PLTW Eng	\$417.31/Da	Stipend	10 Day	07/07/2025-07/18/2025	PLTW Training
STEM	Johnson, Mel	Teacher,	\$396.27/Da	Stipend	1 Day	06/18/2025-06/18/2025	Internet of Things Curriculum Teacher Training
STEM	Johnson, Mel	Teacher,	\$396.27/Da	Stipend	2 Days	06/16/2025-06/17/2025	Internet of Things Integration Training
South Bryant Carr	Montgomery, In	structor	\$349.51/Da	Stipend	11 Day	06/17/2025-06/28/2025	Skills USA Prep and Travel
South Bryant Carr	Brown, Steph	Instructor	\$394.56/Da	Stipend	11 Day	06/10/2025-06/21/2025	Skills USA Prep and Travel

DEPT/DIVISION	NAME	JOB DUTI	SALARY	EMPLOYM	HOURS	DATES OF EMPLOYMENT	CLASS
Economic Workfc	Damani, Hital	Adjunct	\$400.00	Stipend	1 Day	07/16/2025-07/16/2025	Microsoft Excel 2019, Lvl III BancFirst
Economic Workfc	Damani, Hital	Adjunct	\$400.00	Stipend	1 Day	07/02/2025-07/02/2025	Microsoft Word 2016, Lvl III, US Bankruptcy Court
Extension Prograr	Hall, Valerie*	Teacher,	\$414.20/Da	Stipend	2 Days	07/09/2025-07/10/2025	ODCTE STEM New Teacher Academy

Encumbrance Report		Metro Technology Centers			
Fiscal Year 2024-2025					
6/17/2025					
DAC	Vendor Name	PO Board Summary	PO No.	Amount	
2019 Bond	Wayfair LLC	Encumbrance to Wayfair for furniture for District Center, Administration offices' reception area.	2504747	\$207.99	
2019 Bond	L & M Office Furniture Inc	Encumbrance to L & M Furniture for labor to move/rebuild furniture in Administration area.	2504726	\$500.00	
2019 Bond	OHD, LLLP	Encumbrance to OHD Occupational Health Dynamics , LLLP for the purchase of a RP Fit Test Machine for the South Bryant Campus.	2504688	\$11,765.00	
2019 Bond	Hunter Mechanical & Controls, Inc	Encumbrance to Hunter Mechanical for the initial estimate for troubleshooting, testing and repairs of the main geo loop located at the STEM building.	2504635	\$10,000.00	
2019 Bond	Koi Concepts	Encumbrance to Koi Concepts for Signage for the Automotive Technology Center building on South Bryant Campus.	2504595	\$2,625.00	
2019 Bond	Innerface Architectural Signage Inc	Encumbrance to Innerface Architectural Signage, Inc. for new signage for the Support Center and the Continuing Education building located on Metro Technology Centers campuses totaling \$63,172.41 for projects, R25103 and F79269, R24358 and F72966. Board Approved 5.13.2025 Item 11AA	2504580	\$63,172.41	
Aviation Career Center	Dreis & Krump Manufacturing Co.	Supplement to PO 2504369 for Airframe Equipment Purchase.			
Building Maintenance	Luckinbill Mechanical Inc	Installing a new HVAC system for the IT lab at EDC	2504661	\$8,500.00	
Building Maintenance	Durante Construction Inc	Prep & Paint Exterior Auditorium Door at District Center	2504744	\$2,518.17	
Building Maintenance	Durante Construction Inc	Prep & Paint Executive offices	2504743	\$430.68	
Building Maintenance	Advanced Door Controls	Troubleshooting, repair and maintenance on STEM building doors	2504742	\$2,291.95	
Building Maintenance	Air Comfort Solutions LLC	Troubleshooting and repair at Early Child Care North on units RTU #8, RTU #9 and RTU #15	2504733	\$1,000.00	
			2504717	\$1,500.00	

Building Maintenance	Air Comfort Solutions LLC	Repair/replace gas ignition board at SBC Building B RTU #108A	2504716	\$1,070.39
Building Maintenance	Grainger	General supplies for the Maintenance Department	2504712	\$31.92
Building Maintenance	Grainger	General supplies for accreditation requirements	2504711	\$356.04
Building Maintenance	Grainger	General supplies for the Maintenance Department	2504710	\$129.75
Building Maintenance	Standard Supply & Distributing	General supplies for SBC Industrial Trades	2504708	\$334.44
Building Maintenance	Luckinbill Mechanical Inc	Hot water heater replacement at EDC	2504707	\$2,373.66
Building Maintenance	Amazon Capital Services Inc.	General supplies for the Maintenance Department	2504704	\$65.62
Building Maintenance	Grainger	General supplies for the Maintenance Department	2504699	\$326.94
Building Maintenance	Grainger	General supplies for the Maintenance Department	2504698	\$135.08
Building Maintenance	Grainger	General supplies for accreditation requirements	2504697	\$924.20
Building Maintenance	Automated Bldg Sys Inc	Troubleshooting and repair of Roof top units 8, 9, 14 & 15 not reporting.	2504694	\$1,500.00
Building Maintenance	Grainger	General supplies for work order #2634	2504692	\$75.03
Building Maintenance	Amazon Capital Services Inc.	General supplies - Hinges for the Maintenance Department	2504665	\$49.98
Building Maintenance	Grainger	General supplies to hang signs above the fire extinguishers.	2504663	\$129.33
Building Maintenance	Grainger	General supplies for the Maintenance Department - Air Filters	2504662	\$609.60
Building Maintenance	Grainger	General supplies for work order #2409	2504640	\$60.52
Building Maintenance	Garland / DBS Inc	Repair on roof at SBC ITB. OMNIA proposal #25-OK-250569	2504636	\$5,439.00
Building Maintenance	Grainger	General supplies for work order #2409	2504628	\$346.66
Building Maintenance	Garland / DBS Inc	Repair roof at SBC Automotive Center. OMNIA Proposal #25-OK-250568.	2504626	\$6,094.00
Building Maintenance	Luckinbill Mechanical Inc	Emergency repair on Aviation chiller line.	2504625	\$800.00
Building Maintenance	Garland / DBS Inc	Repairing TPO roof at SBC HVAC building. OMNIA proposal #25-OK-250560	2504616	\$4,188.00
Building Maintenance	Hunter Mechanical & Controls, Inc	Troubleshooting, testing and repair on RTU #40 at STEM	2504615	\$1,000.00
Building Maintenance	Grainger	General supplies for the Maintenance Department.	2504606	\$264.02
Building Maintenance	Grainger	General supplies for the Maintenance Department	2504597	\$115.30
Building Maintenance	Grainger	General supplies for the Maintenance Department	2504576	\$2,346.39
Building Maintenance	Air Comfort Solutions LLC	Maintenance repair, testing and troubleshooting at STEM for RTU40	2504572	\$1,500.00

Building Maintenance	Durante Construction Inc	Wall repair at the District Center -culinary pizza oven	2504571	\$3,101.55
Building Maintenance	Bison Electrical Services LLC	Remove and replace Bollards at HCC. Bison Electrical is primary vendor for MTC.	2504565	\$13,750.00
Building Maintenance	Grainger	General supplies for the Maintenance Department	2504542	\$113.02
Building Maintenance	Grainger	General supplies for accreditation requirements	2504541	\$2,539.80
Building Maintenance	Hunter Mechanical & Controls, Inc	Troubleshooting, testing and repair of GEO Thermal loop at STEM	2504537	\$1,500.00
Building Maintenance	Grainger	General supplies to restock the Maintenance Department.	2504534	\$346.84
Building Maintenance	Grainger	General supplies for the Maintenance Department	2504533	\$328.00
Building Maintenance	Air Comfort Solutions LLC	Supplemental to PO#2504434 repair HVAC ACS in DC Server room	2504505	\$314.38
Building Maintenance	Durante Construction Inc	Multi Campus exterior ADA parking	2504472	\$14,314.05
Building Maintenance	Durante Construction Inc	Repair of door and frame at the Amphitheater	2504471	\$8,632.27
Building Maintenance	Grainger	General supplies for the Maintenance Department	2504467	\$246.02
Business and Technology Center	National Restaurant Assn Solutions	5 night stay in New Orleans for Rodrigo Barreto to attend ProStart PD July 6th-11th.	2504693	\$1,171.66
Business and Technology Center	Superior Linen Service	Supplemental PO needed to pay overdue invoices. Original PO#2504006.	2504677	\$1,000.00
Business and Technology Center	Airgas Usa Lic	Encumbrance needed for Co2 in the soda machines for the Metro Café.	2504674	\$250.00
Business and Technology Center	Salon Equipment & Design of Oklahoma	New salon chairs and pedicure chairs needed in the Cosmetology program. Approved by the board on May 13, 2025 under agenda item 11.i.	2504639	\$43,359.18
Business and Technology Center	Chandler, Tamara R	Reimbursement for Tamara Chandler to attend the SkillsUSA Nationals Competition June 23rd – June 28th, 2025	2504613	\$774.00
Business and Technology Center	Roberts, Deirdra D	Reimbursement for Deirdra Roberts to attend the SkillsUSA Nationals Competition June 23rd – June 28th, 2025	2504611	\$774.00
Business and Technology Center	Moore-Adams, Taiseka L	Reimbursement for Taiseka Moore-Adams to attend the SkillsUSA Nationals Competition June 23rd – June 28th, 2025	2504608	\$774.00
Business and Technology Center	Gleason, Zachary	Reimbursement for Zac Gleason to attend the SkillsUSA Nationals Competition June 23rd – June 28th, 2025	2504607	\$774.00

Business and Technology Center	John A Marshall Co		New classroom furniture needed in the Multimedia Journalism program for student/instructor use. Will be purchased using OFC OMNIA Contract R240113.	2504589	\$28,214.96
Business and Technology Center	National Restaurant Assn Solutions		Registration for Rodrigo Barreto to attend Prostart PD in New Orleans, LA from 7/6/2025 - 7/12/2025. This registration fee of \$800 is covered by a grant.	2504570	\$800.00
Business and Technology Center	Jacobson Inst For Youth Entrepreneurship		BizInnovator needed for the Entrepreneurship program's students.	2504568	\$149.00
Business and Technology Center	Nolan, Tyra		Reimbursement for Tyra Nolan to attend the SkillsUSA Nationals Competition June 23rd - June 28th, 2025	2504522	\$774.00
Business and Technology Center	Anderson, Timeka L		Reimbursement for Timeka Anderson to attend the SkillsUSA Nationals Competition June 23rd - June 28th, 2025	2504521	\$774.00
Business and Technology Center	Ward, Taylor L		Reimbursement needed to cover the costs of Taylor Ward to assist students at the DECA Nationals championship 4/26-4/29/2025.	2504513	\$640.00
Business and Technology Center	Moore-Adams, Taiseka L		Reimbursement needed to cover Taiseka Moore-Adams at DECA Nationals in Orlando, FL on 4/26-4/29/2025	2504473	\$640.00
Communications, Marketing, & Media	Southwestern Stationary		Printing for Back to School Mail Campaign	2504740	\$3,235.00
Communications, Marketing, & Media	Amazon Capital Services Inc.		Lens Cap for Camera	2504739	\$10.00
Communications, Marketing, & Media	Journal Record		Journal Record ad - IT Power List	2504676	\$1,830.00
Communications, Marketing, & Media	Koi Concepts		Vinyl Branding	2504631	\$1,525.00
Communications, Marketing, & Media	Balloon Masters		Balloons for Tech Trek	2504627	\$710.00
Communications, Marketing, & Media	Sky High Marketing		Promotional Items for District Use	2504596	\$1,925.00
Communications, Marketing, & Media	Oklahoma Nursing Times		1/2 Page Ad	2504577	\$1,263.00

Communications, Marketing, & Media	Amazon Capital Services Inc.	General Supplies	2504529	\$60.96
Communications, Marketing, & Media	Amazon Capital Services Inc.	General Supplies	2504517	\$60.00
Communications, Marketing, & Media	OKC Friday	Ad for Teck Trek Summer Camp	2504489	\$608.00
Conference Center Services	Superior Linen Service	Blanket encumbrance for Superior Linen Services for DC Conference Center Monies needed to cover the cost of linen services until new FY. 26		
Conference Center Services	Amazon Capital Services Inc.	A/V supplies for CCS.	2504754	\$1,200.00
Conference Center Services	Amazon Capital Services Inc.	Supplies for CCS.	2504746	\$1,824.48
Conference Center Services	B & B Catering	Catering for #20173 OHFA All Agency Meeting on June 5th.	2504714	\$27.98
Conference Center Services	B & B Catering	Catering for #20878 (PRSA - OKC Professional Development Day)	2504695	\$700.00
Conference Center Services	B & B Catering	Catering for #20815 (VA)	2504660	\$2,344.00
Conference Center Services	Bill Warren Office Products	Supplies for CCS.	2504659	\$400.00
Conference Center Services	Amazon Capital Services Inc.	A/V Supplies for CCS.	2504617	\$67.47
Conference Center Services	Superior Linen Service	Additional funding is needed for linen services to last until FY26	2504561	\$79.55
Conference Center Services	B & B Catering	Catering for CSAA Leadership Check In #20312.	2504543	\$1,000.00
Conference Center Services	B & B Catering	Catering for MT - OkHSE Simulation Conference #19664.	2504540	\$1,300.00
Conference Center Services	B & B Catering	Catering for MTC Board Meeting #20163-5/13/2025.	2504539	\$4,200.00
Conference Center Services	B & B Catering	Catering for #20955 Spring Orientation for Courtroom Interpreters.	2504538	\$200.00
Counseling & Special Populations	Centricity	Competition uniform for students competing in Fire Fighting SkillsUSA Nationals Jun 23, 2025	2504475	\$2,150.00
Counseling & Special Populations	FCCLA National	National registration package for student and advisors to attend FCCLA NLC July 5-9, 2025 in Orlando FL.	2504730	\$168.00
Counseling & Special Populations	Oklahoma FCCLA	Oklahoma Delegation Registration for Advisors and Student to attend FCCLA NLC July 5-9, 2025 in Orlando FL.	2504729	\$630.00
Counseling & Special Populations			2504725	\$360.00

Counseling & Special Populations	Westgate Lakes, LLC	Lodging for Advisors and student to attend FCCLA NLC July 5-9 in Orlando FL.	2504723	\$3,022.80
Counseling & Special Populations	Embassy Suites Corporate Office	Hotel reservations for students and advisors from STEM to attend HOSA ILC June 18-22 2025 in Nashville, TN.	2504722	\$2,117.52
Counseling & Special Populations	Embassy Suites Corporate Office	Hotel reservations for students and advisor at HCC to attend HOSA ILC June 18-22 in Nashville, TN.	2504721	\$3,529.20
Counseling & Special Populations	National Technical Honor Society	FY25 NTHS Memberships and Processing Fees - Kelly Powers	2504700	\$130.00
Counseling & Special Populations	Southwest Airlines Love Field	Airfare for student and advisors to attend FCCLA NLC July 5-9, 2025 in Orlando FL.	2504690	\$1,750.00
Counseling & Special Populations	Brown, Stephen C	Travel expenses to attend SkillsUSA Nationals June 23-28, 2025 in Atlanta, GA - Stephen Brown	2504634	\$773.00
Counseling & Special Populations	Montgomery, Michael P	Travel expenses to attend SkillsUSA Nationals June 23-28, 2025 in Atlanta, GA - Michael Montgomery	2504633	\$773.00
Counseling & Special Populations	Knox, Lisa D	Travel expenses to attend BPA National Leadership Conference for Lisa Knox in Orlando Florida May 7 - May 11.	2504629	\$460.00
Counseling & Special Populations	Wiedemann, Tammy L	Travel expenses for Tammy Wiedemann to attend BPA National Conference in Orlando, Florida	2504620	\$510.00
Counseling & Special Populations	Double Tree by Hilton	Lodging- Supplemental for PO 2503423	2504588	\$165.80
Counseling & Special Populations	Hampton Inn & Suites	Lodging- Supplemental for PO 2503729.	2504587	\$64.04
Counseling & Special Populations	Hilton Corporate Headquarters	FY25 Lodging at Atlanta Hilton for Student, Officers, and Advisors for SkillsUSA during June 23 - June 28, 2025	2504562	\$23,162.00
Counseling & Special Populations	Knox, Lisa D	Travel expense to attend SkillsUSA State Officer Training, Ponca City, OK May 14-16, 2025 for Lisa Knox.	2504560	\$170.00
Counseling & Special Populations	National Technical Honor Society	FY25 NTHS Honor Cords - Guidance General Supplies	2504535	\$765.00
Counseling & Special Populations	James, Michael D	FY25 Misc. Expenses and Per DIEM for Michael James - OkACTE Follows Meeting June 4 -5 in Poteau OK	2504526	\$150.00

Counseling & Special Populations	All About Travel LTD	FY25 Lodging for Michael James - OkACTE Fellows Meeting June 4-5 in Poteau OK	2504525	\$200.00
Counseling & Special Populations	Hampton Inn & Suites	Lodging for Advisor (Lisa Knox) to attend SkillsUSA State Officer training with LaToria Cruikshank May 14-16 in Ponca City, Pioneer Technology Center	2504519	\$260.71
Counseling & Special Populations	Upton, Paul A	Travel expenses for SkillsUSA State Conference in Tulsa, OK for Paul Upton.	2504507	\$220.00
Counseling & Special Populations	Williams, Garrett W	Travel expenses for SkillsUSA State Conference in Tulsa, OK for Garrett Williams.	2504504	\$220.00
Counseling & Special Populations	Younger, Aaron M	Travel expenses for SkillsUSA State Conference in Tulsa, OK for Aaron Young.	2504503	\$220.00
Counseling & Special Populations	Southwest Airlines Love Field	FY25 CTSO Airfare for Students and Advisors for HOSA - Lisa Knox	2504502	\$7,700.00
Counseling & Special Populations	Southwest Airlines Love Field	FY25 CTSO Airfare for students and advisors for SkillsUSA - Lisa Knox	2504501	\$10,200.00
Counseling & Special Populations	Oklahoma Skillsusa	FY25 Training Registration for Latoria Cruikshank SkillsUSA - Lisa Knox	2504497	\$175.00
Counseling & Special Populations	Oklahoma Skillsusa	FY25 Registration for Students and Advisors (SPL and SBC) for SkillsUSA - Lisa Knox	2504496	\$6,505.00
Counseling & Special Populations	Oklahoma Hosa	Registration for HCC students and advisor to attend HOSA International Conference June 18-21, 2025 in Nashville, TN	2504495	\$1,400.00
Counseling & Special Populations	Oklahoma Hosa	Registration for STEM to attend HOSA International Conference June 18-21 2025 in Nashville, TN	2504494	\$525.00
Deputy/Assistant Superintendent	Bill Warren Office Products	Supplies needed for Administration	2504680	\$99.38
Deputy/Assistant Superintendent	Cosa-Cooperative Council Ok Schl Admin	External Training/Registration for Dr. Romel Mues-Pullen attending: CCOSA Summer Leadership Conference June 11-13, 2025	2504670	\$1,200.00
Deputy/Assistant Superintendent	Amazon Capital Services Inc.	Supplies needed for administration	2504642	\$61.19

Economic and Workforce Development	Seay, Dalayna M	In district mileage for OKC safety trainings and classes for Dalana Seay.	2504737	\$400.00
Economic and Workforce Development	Seay, Dalayna M	Supplemental to PO 2503903 for in district travel for Dalana Seay.	2504736	\$93.64
Economic and Workforce Development	Corporate Tower LLC	For Air Conditioning after hours at Corporate Tower for M-D Leadership on 5/31/25 (cost to be recouped through client invoicing)	2504691	\$160.00
Economic and Workforce Development	Panera Bread	Breakfast for M-D Leadership Academy V on 5/31, 6/3 and 6/5/2025 (cost recouped through client invoicing)	2504685	\$448.56
Economic and Workforce Development	Cafe 7 Delicatessen And Pastaria	Lunch for M-D Leadership Academy on 5/31/25 (cost recouped through client invoicing)	2504683	\$261.73
Economic and Workforce Development	HDK 45 Ventures LLC	Curriculum development for M-D Leadership Academy (cost to be recouped through client invoicing)	2504678	\$300.00
Economic and Workforce Development	Swadleys Catering	Lunch for M-D Leadership Academy on June 4, 2025 (cost recouped through client invoicing)	2504668	\$343.00
Economic and Workforce Development	Sam'S Club	Food and Supplies for M-D Leadership Academy May 31-June 6, 2025 (cost will be recouped through client invoicing)	2504667	\$170.32
Economic and Workforce Development	HDK 45 Ventures LLC	Instruction for MD Leadership Academy on 5/31, 6/2, 6/3, 6/4, and 6/6/25 (cost recouped through client invoicing)	2504666	\$6,500.00
Economic and Workforce Development	HDK 45 Ventures LLC	Instructional services: Utilities University Critical and Analytical Thinking (Cost recouped through client invoicing)	2504649	\$1,300.00
Economic and Workforce Development	City Bites Inc	Food for MD Leadership Academy on June 2, 4 and 6, 2025 (cost recouped through client invoicing)	2504648	\$1,138.88
Economic and Workforce Development	Teds Cafe Escondido - P Card only	Lunch for MD Leadership on June 3, 2025 (cost recouped through client invoicing)	2504647	\$280.00
Economic and Workforce Development	Quik Print_108590	Printing for MD Leadership Academy Binders (cost recouped through client invoicing)	2504645	\$2,078.10
Economic and Workforce Development	Encore Life Skills Llc	Instructional services: Utilities University Professionalism and Motivation on 6/24/25 (Cost recouped through client invoicing)	2504644	\$1,600.00

Economic and Workforce Development	B & B Catering	Graduation Lunch for MD Leadership Academy (cost recouped through client invoicing)	2504643	\$1,370.40
Economic and Workforce Development	Amazon Capital Services Inc.	Book for HVAC Residential class instructor (cost recouped through tuition)	2504637	\$99.99
Economic and Workforce Development	Logical Operations Inc	Training materials for U.S. Bankruptcy Court Western District of Oklahoma (cost recouped through client invoicing)	2504618	\$1,540.70
Economic and Workforce Development	Robert Trotter	Instructional services for Utilities University Effective Supervision/Performance Evaluation, part 1 on 5/29/25 and part 2 on 6/17/25 (Cost recouped through client invoicing)	2504594	\$2,400.00
Economic and Workforce Development	Robert Trotter	Instructional Services for Utilities University Effective Public Speaking on 6/18/25 (Cost recouped through client invoicing)	2504593	\$1,200.00
Economic and Workforce Development	Encore Life Skills Lic	Instructional services for Utilities University Interpersonal Communication Skills on 5/27/25 (Cost recouped through client invoicing)	2504591	\$1,600.00
Economic and Workforce Development	Encore Life Skills Lic	Instructional services for Utilities University Effective Communication part 1 on 5/29/25 (Cost recouped through client invoicing)	2504590	\$1,600.00
Economic and Workforce Development	Bill Warren Office Products	Binders and dividers for MD Leadship Academy (cost recouped through client invoicing)	2504583	\$144.95
Economic and Workforce Development	Crucial Exams, LLC	The following will be used for prepping students for testing in Cybersecurity for Sooner Job Challenge, we will be reimbursed for this expense. Coordinator Elena Troya	2504582	\$119.94
Economic and Workforce Development	Petroleum Club	Supplemental PO to PO# 2503155 due to increase of number of attendees from 30 to 47 for Metro Lead	2504554	\$543.60
Economic and Workforce Development	30 Bird Media LLC	Excel 2019 training materials for client training (cost recouped through client invoicing)	2504520	\$1,267.14
Economic and Workforce Development	National Restaurant Assn Solutions	The following will be used for testing Students from Sooner Job Challenge; we will be reimbursed for this expense. please email po to purchaseorders@restaurant.org. Coordinator Elena Troya	2504515	\$355.90

Economic and Workforce Development	City Bites Inc	Boxed lunches for AI for Executives on 5/21/25 (cost recouped through client invoicing).	2504485	\$250.00
Economic and Workforce Development	Teds Cafe Escondido - P Card only	Lunch for AI for Executives on 5/21/25 (cost recouped through client invoicing)	2504484	\$448.27
Economic and Workforce Development	Swadleys Catering	Lunch for AI for Executives on May 22, 2025 (cost to be recouped through client invoicing)	2504480	\$300.00
Economic and Workforce Development	Sam'S Club	Drinks and snacks for AI for Executives on May 20-22, 2025 (costs recouped through client invoicing).	2504479	\$86.20
Economic and Workforce Development	Encore Life Skills Lic	Epic credits for disc assessments (cost recouped through client invoicing)	2504478	\$6,930.00
Economic and Workforce Development	Encore Life Skills Lic	Instructional services: Utilities University business leadership on May 15, 2025 (Cost recouped through client invoicing)	2504477	\$1,600.00
Environmental Safety	Vector Solutions	Technology Software - LivSafe	2504738	\$4,000.00
Environmental Safety	Absolute Data Shredding Inc	Disposal of documents in boxes that need to be shredded for Aviation	2504709	\$750.00
Environmental Safety	Grainger	General supplies for Curb painting	2504696	\$75.13
Environmental Safety	OHD, LLLP	Quote# 20250516-120405082, Sole Source, Quantifit2 Respirator Fit Testing System	2504689	\$5,795.00
Environmental Safety	Grainger	General supplies - AED Batteries	2504675	\$151.95
Environmental Safety	Firetrol Protection Systems Inc.	Supplies used District Wide: FOBS, card readers, district cameras, fire extinguisher's and alarms. Pricing, terms and conditions per State Contract SW1048F	2504609	\$2,000.00
Environmental Safety	Bolay Mobilecom Inc	Federal Communication Commission (FCC) License for the District handheld radios	2504604	\$500.00
Environmental Safety	Grainger	Safety signs to meet accreditation requirements	2504510	\$750.00
Environmental Safety	Francis Tuttle Technology Center_100550	Class fee for Larry Paige to attend AAA Driver Improvement Program: New Instructor Training May 12, 2025	2504509	\$75.00
Environmental Safety	Firetrol Protection Systems Inc.	Supplemental to PO#2504441, BTC fire alarm. Pricing, terms and conditions per State Contract SW1048F.	2504499	\$855.00

Environmental Safety	Firetrol Protection Systems Inc.	Install magnetic door holder and interface Keyscan Panel at EECN. Pricing, terms and conditions per State Contract SW1048F.	2504482	\$1,214.02
Environmental Safety	Firetrol Protection Systems Inc.	Repair of District Center lower conference center door. Pricing, terms and conditions per State Contract SW1048F.	2504481	\$1,358.99
Environmental Safety	American Society Of Safety Professionals	Membership for Cody McPherson	2504476	\$235.00
Environmental Safety	Firetrol Protection Systems Inc.	SBC PSA vestibule doors access control add-on. Pricing, Terms, and Conditions per State Contract SW1048F.	2504469	\$5,106.00
Evening Programs	Goldsmith, Tyron	Mileage and registration for OKCTE Instructional Leaders' Quarterly Meeting in Wayne, OK, June 10th at Mid-America Tech for Ty Goldsmith, evening programs Director. This is a one day event. Ty will not be staying overnight.	2504713	\$110.00
Evening Programs	Marianna Industries Inc	General supplies for evening barbering program.	2504664	\$1,794.06
Evening Programs	Marianna Industries Inc	General supplies for evening barbering program.	2504598	\$1,740.47
Evening Programs	City Electric Supply Company	Equipment for evening electrical program.	2504488	\$10,590.00
Extension Programs	Lankford-Burns, Jason	Per Dr. Michele Sanders, requested attendance to (State) Instructional Leaders Conference in Wayne, OK - June 10, 2025; Registration fee of \$35.00 is cash-only option due at the time of arrival/entrance to the event.	2504731	\$100.80
Extension Programs	Upton, Karen Joanne	Per Dr. Michele Sanders, requested attendance to (State) Instructional Leaders Conference in Wayne, OK - June 10, 2025; Registration fee of \$35.00 is cash-only option due at the time of arrival/entrance to the event.	2504646	\$100.80
Financial Aid - Department	Thornton, Melissa L	Travel for 2025 NASFAA conference from June 23rd through June 27th for Melissa Thornton.	2504715	\$737.00
Financial Aid - Department	Southwest Airlines Love Field	Airfare for Melissa Thornton for the 2025 NASFAA conference from 6/23/25-6/25/25.	2504638	\$550.00
Financial Services	First Security Bank	Supplemental PO for PO 2504271 for Encumbrance for disbursement of student stipends to students who are competing in a District approved competition	2504741	\$420.00

Financial Services	United States Treasury	2024 Payroll 941X Tax Return Additional Potential Fees owed.	2504624	\$2,000.00
Financial Services	Amazon Capital Services Inc.	Supplies for Financial Services, for training classes, and office supplies	2504558	\$90.99
Financial Services	Oklahoma City Airport Trust	FY25 Lease Agreement between Metro Technology Centers (Metro Tech) and Oklahoma City Airport Trust. Rent for May and June. Approved by board on May 13, 2025 under agenda item 11.C.	2504550	\$28,872.50
Health Careers Center	Graham, Jeremiah T	Reimbursement fees for registration and travel for Jeremiah Graham to attend IL meeting in Wayne, OK at Mid-America Tech on 06/10/25	2504681	\$116.20
Health Careers Center	Castle, Brandi L	Brandi Castle, HOSA National Leadership Conference in Nashville, TN 6/18/25-6/22/25. Instructor will be attending HOSA conference in June with students that were selected to participate.	2504672	\$637.00
Health Careers Center	Amazon Capital Services Inc.	supplies for lpnu	2504592	\$105.95
Health Careers Center	Amazon Capital Services Inc.	Student supplies for Medical Assisting program	2504557	\$409.58
Health Careers Center	Sam'S Club	Office supplies for Medical Assisting program	2504556	\$489.92
Health Careers Center	Pocket Nurse Medical Supplies	Student supplies for Medical Assisting program	2504555	\$2,623.12
Health Careers Center	Medline Industries	Students supplies for Medical Assisting program	2504553	\$2,626.13
Health Careers Center	Diamedical Usa	PN Equipment Informal quotes from:Ward's science \$7338.39 and Betty Mills \$6432.86	2504548	\$5,629.99
Health Careers Center	Video Reality	New SMART Board for HCC classroom C142. Will purchased under University of Oklahoma RFP-2024-132 purchasing contract.	2504546	\$6,383.35
Health Careers Center	Pocket Nurse Medical Supplies	supplies for simulation lab	2504545	\$4,771.20
Health Careers Center	Amazon Capital Services Inc.	supplies for simulation lab	2504528	\$97.99
Health Careers Center	Medline Industries	Supplies for simulators and skills for PN	2504527	\$307.60
Health Careers Center	Proad Inc	Rad Tech, Medical Assisting, PN and Surg Tech student clinical bags for promo	2504511	\$3,268.66
Health Careers Center	Association of Surgical Technologists	Updated study guides for instructors' use	2504483	\$130.00

Human Resources/Personnel	Oklahoma Employment Security Commission	Payment to OSSBA for OESC quarterly claims statement on behalf of our organization.	2504603	\$6,703.14
Human Resources/Personnel	Frontline Technologies	Frontline renewal.Approved by the board on May 13, 2025 under agenda item 11.N.	2504578	\$36,726.25
Human Resources/Personnel	Amazon Capital Services Inc.	Supplies for Human Resources	2504549	\$265.30
Human Resources/Personnel	Rogers, Danielle N	Travel Reimbursement – OKACTE Regional IV Conference: Submitting reimbursement for parking, meals, and travel expenses.	2504474	\$37.33
Information Technology Services	Amazon Capital Services Inc.	Needed to ready systems to donate to sister school, per Superintendent.	2504751	\$1,212.86
Information Technology Services	Shi International Corporation	Encumbrance to SHI International for managed user hardware endpoint, detection and response for a 3-year agreement, at a total cost of \$222,750.00, including managed and licenses. This will be purchased through Oklahoma State Contract, SW 1041SH. Approved	2504559	\$222,750.00
Information Technology Services	Mythics LLC	Oracle cloud database services and support, Quote MTC-CR-31025, Approved at the May 13, 2025 board meeting, Item 11.E. This will go through E&J Cooperative purchasing contract #CNR01474	2504552	\$34,980.00
Information Technology Services	Interworks Inc	Server warranty Renewal - 1 Year 05/31 /2025-05/30/2026 Service Tags: 830JJH2 830KJH2 830GJH2 8301 KH2 830HJH2 830FIH2	2504531	\$13,880.88
Information Technology Services	QEngine LLC	Purchase will be made using OK State Contract SW1020D Renewal of data software intended to visualize with student information system and infrastructure tools for organizational insights.	2504512	\$23,600.00

Information Technology Services	Dell K12 Educational Sales	Encumbrance for Microsoft subscription fees to move to Microsoft Azure through Dell. Needed to start the process of removing payment from Jason Davis' p-card. Associated PO #2504363	2504491	\$600.00
Metro Food Truck & Cafe	Luckinbill Mechanical Inc	Plumber for MetroTech Food Truck	2504718	\$2,500.00
ODCTE One Time Allocation - 413 Funds	John A Marshall Co	Encumbrance to John A. Marshall Co. for classroom furniture for partnership program located at Webster Middle School in Oklahoma City, OK. Will be using OFS OMNIA Contract: R240113	2504732	\$8,458.99
Operational Services	South Central Industries Inc.	Encumbrance to South Central Industries for general supplies for custodial department	2504755	\$1,366.00
Operational Services	Classic Paper Supply	Encumbrance to Classic Paper for general supplies for custodial department	2504753	\$672.60
Operational Services	Take Ten Tire & Service	Encumbrance to Take Ten Tire Services for estimate and repairs to district bus #18	2504735	\$2,082.45
Operational Services	Gordon, Charles Daniel	Reimbursement for 1 nights lodging for Charles Gordon while attending Oklahoma Association Pupil Transportation training on June 8th, 2025, in Durant, OK - Check In: 06/07/2025, Check Out: 06/08/2025	2504728	\$220.00
Operational Services	Take Ten Tire & Service	Encumbrance to Take Ten Tires and Service for additional repairs to district bus #17	2504720	\$2,005.58
Operational Services	Take Ten Tire & Service	Encumbrance to Take Ten Tires and Service for additional repairs to district bus #16	2504719	\$2,005.58
Operational Services	Durante Construction Inc	Encumbrance to Durante Construction Inc., for early estimate for materials, (millwork) for phase 1 of the Economic Development Center building remodel on the Springlake campus. Lead time for materials is 8 - 10 weeks.	2504687	\$23,930.00

Operational Services	Oklahoma County District 2	Agreement for Specific Assistance between Metro Technology Centers and the Board of County Commissioners of Oklahoma County. This agreement serves as an addendum to the original General Mutual Cooperation Agreement regarding the use of the County's equipm	2504673	\$218,000.00
Operational Services	In His Service Mobile RV Repair	Encumbrance to In His Service Mobile RV Repair, Inc. for repairs and maintenance services to Metro Tech Food Truck: Quote #67	2504658	\$474.95
Operational Services	Take Ten Tire & Service	Encumbrance to Take Ten Tire for initial estimates and repairs to cover additional services found during alignments of district vehicles	2504657	\$3,000.00
Operational Services	Take Ten Tire & Service	Encumbrance to Take Ten Tire Service for end of year alignment services for district vehicles	2504656	\$3,000.00
Operational Services	Holt Truck Centers of Oklahoma LLC	Encumbrance to Holt Truck for automotive and bus supplies for transportation department: a/c fittings	2504655	\$44.60
Operational Services	Holt Truck Centers of Oklahoma LLC	Encumbrance to Holt Truck Centers for initial estimate and repairs to district bus #1	2504654	\$1,642.79
Operational Services	Napa Auto Parts	Encumbrance to NAPA Parts for automotive and bus supplies for transportation department: a/c fittings	2504653	\$108.87
Operational Services	Napa Auto Parts	Encumbrance to NAPA Parts for automotive and bus supplies for district buses: front/rear shocks	2504652	\$4,788.36
Operational Services	Lowe'S Home Centers Inc_102084	General Supplies-Supplies Needed for the maintenance of the grounds	2504651	\$131.86
Operational Services	Blue Beacon Truck Wash	Supplemental encumbrance for final billing for repairs and maintenance services for district buses. Reference PO #2400097	2504650	\$300.00
Operational Services	Harvey Janitorial Sales	Encumbrance to Harvey Janitorial Sales for districtwide general supplies for custodial department: paper towels and toilet paper	2504573	\$10,058.00
Operational Services	Napa Auto Parts	Encumbrance to NAPA Parts for automotive and bus supplies for transportation department: replacement headlight bulbs	2504569	\$64.32

Operational Services	Grainger	Encumbrance to Grainger for cleaning supplies for the custodial department: all purpose cleaner and hand cleaner	2504567	\$336.96
Operational Services	Bwi Companies Inc	General Supplies-Supplies needed for the maintenance of the grounds	2504566	\$248.76
Operational Services	Amazon Capital Services Inc.	Encumbrance to Amazon Capital Services for cleaning supplies for custodial department: cleaners and squeegees	2504544	\$106.36
Operational Services	Pocket Nurse Medical Supplies	Encumbrance to Pocket Nurse, Simulation and Education Supplies for items for the Nursing Simulation lab at STEM.	2504523	\$3,765.89
Operational Services	Oklahoma Gas And Electric Company	Encumbrance to Oklahoma Gas and Electric Services for contract services (after-hours temporary disconnect; Up/down charges - work order #0000002292	2504508	\$1,161.00
Operational Services	Amazon Capital Services Inc.	Encumbrance to Amazon Capital Services for automotive and bus supplies: ATV tires for district security golf cart	2504500	\$170.84
Operational Services	Ross Transportation Inc	Encumbrance to Ross Transportation for automotive and bus supplies for transportation: A/C fittings	2504498	\$333.92
Operational Services	Napa Auto Parts	Encumbrance to NAPA Auto Parts for automotive and bus supplies for transportation department: A/C flush	2504492	\$341.52
Operational Services	Amazon Capital Services Inc.	Encumbrance to Amazon Capital Services for automotive and bus supplies for Transportation department: carburetor	2504490	\$19.69
Operational Services	Napa Auto Parts	Encumbrance to NAPA Auto Parts for replacement brakes for district shop truck	2504487	\$696.91
Operational Services	Grainger	Encumbrance to Grainger for cleaning supplies for custodial department	2504486	\$153.16
Operational Services	P & K Equipment Of Norman	Repair and Maintenance-Repair on John Deere Gator	2504468	\$1,400.00
Project Search	Bell, Lillie Ruth L	TRAVEL FUNDS - for Mileage Reimbursement between 5/19 thru 6/30 2025.	2504601	\$150.00
Project Search	Bell, Keshia L	TRAVEL FUNDS - for Mileage Reimbursement between 5/19 thru 6/30 2025.	2504600	\$150.00

Project Search	Bell, Kesha L		Per K. Upton (Director) via Terry Spencer in Finance - SUPPLEMENTAL PO REQUEST (TO PO# 2500632) TO PAY BALANCE OF TRAVEL REIMBURSEMENT INVOICE for April and thru May 6-2025.	2504599	\$79.38
South Bryant Campus	Whitlock, Ryan W		Mileage and registration for Ryan Whitlock to attend an instructional leaders meeting at Mid-America Technology Center in Wayne, OK on June 10th, 2025.	2504706	\$120.00
South Bryant Campus	Harris Ellis Equipment Company Inc		Auto service lift for the SBC auto service program. Approved by the board on May 13, 2025 under agenda item 11.H.	2504584	\$40,695.74
South Bryant Campus	OMES State of Oklahoma		Vehicles for SBC BPOC program, from OMES Federal Surplus. Approved by the board on May 13, 2025 under agenda item 11.G.	2504581	\$28,000.00
South Bryant Campus	Eastern Oklahoma County Technology CTR.		Fee is for 4 Proctors for testing for 2 day.	2504536	\$3,600.00
South Bryant Campus	National Association of EMS Educators		Registration for SBC EMT instructor Melinda Buscemi-Blakley to attend a National Association of EMS Educators (NAEMSE) Level 1 Instructor Course, held online on 5/20/2025-5/22/2025. Course is required for certification or licensure.	2504532	\$425.00
Sponsorships	Okacte		2 Tables for the OKACTE Summer Summit Awards Banquet 8/3/2025.	2504701	\$2,000.00
Sponsorships	Sunny Dayz Inc		Sponsorship for Sunny Dayz event with Daisy Munoz.	2504679	\$1,000.00
Sponsorships	Capitol Hill Main Street		Annual Silver Sponsorship for Capitol Hill May 2025	2504671	\$7,500.00
Sponsorships	Urban League Of Greater Okc		Friends of the League Sponsorship for Urban League's Annual Gala event on 6/21/2025.	2504669	\$2,500.00
Sponsorships	Calm Waters Center		Trapeze Artist Sponsorship for Calm Waters Under the Big Top Event.	2504506	\$2,500.00
STEM Academy	Novakowski, Kelly O		Travel reimbursement funds for K Novakowski for attending the HOSA ILC in Nashville, TN	2504703	\$1,087.00
STEM Academy	Thomas, Jacob Allen		Travel reimbursement funds for J Thomas for attending the HOSA ILC in Nashville, TN	2504702	\$1,087.00
STEM Academy	Amazon Capital Services Inc.		Supplies for Tek Trek Camp	2504682	\$19.98

STEM Academy	Texas Instruments Inc	Registration for M Johnson to attend the Learning to Code w/ Python Virtual Training	2504630	\$350.00
STEM Academy	CJs Custom Apparel	Graduation supplies needed for Pre-Nursing	2504530	\$537.00
Student Services	S Oklahoma City Chamber Of Commerce	FY25 Registration for MetroEdge PD Luncheon for Kamille Smith, Amber Hamilton-Allen, Amanda Green, and Kaolin Porter - June 25th 2025	2504727	\$60.00
Student Services	Amazon Capital Services Inc.	FY25 General Supplies for Student Services	2504621	\$75.96
Student Services	CI Solutions Corporation	FY25 3 Year Contract Billing for 2025	2504564	\$4,619.55
Student Services	CI Solutions Corporation	FY25 Badges and Badge Printer Supplies for Student Services	2504563	\$2,950.00
Student Services	Sanchez, Sandra	FY25 Misc. Expenses and Per DIEM for Sandra Sanchez - OkACTE Fellows Meeting June 4 - 5 in Poteau OK	2504524	\$150.00
Student Services	Odcte	FY25 HCP Testing Supplies and Materials - Terri Grusendorf	2504493	\$5,000.00
Summer Camp	Amazon Capital Services Inc.	FY25 Amazon Items for TechTrek - Shelly Fairbanks	2504750	\$200.00
Summer Camp	B & B Catering	Catering for 2025 Tech Trek Camp (June 2-June 27) #21181.	2504745	\$16,000.00
Summer Camp	Walmart - PCard Only	FY25 General Supplies For TechTrek - Shelly Fairbanks	2504705	\$200.00
Summer Camp	Walmart - PCard Only	Refreshments need for camp participants at the FY25 Tech Trek Summer Camp.	2504686	\$600.00
Summer Camp	Groupone Services Inc	Background Check for Tech Trek Summer Camp for potential hires	2504641	\$1,000.00
Summer Camp	Ben E Keith	Encumbrance needed for Tech Trek summer camp supplies.	2504632	\$3,000.00
Summer Camp	Amazon Capital Services Inc.	FY25 Summer Tech Trek Camp Supplies	2504622	\$411.87
Summer Camp	S & S Textiles Inc	FY25 Tech Trek Uniform T-Shirts	2504619	\$573.94
Summer Camp	Bill Warren Office Products	Encumbrance order for Tech Trek Summer Camp, per Kayleen Wichert	2504547	\$2,645.00
Summer Camp	Amazon Capital Services Inc.	PPE and project supplies for Tech Trek Summer Camp welding program, instructor Walter Seward.	2504518	\$354.75
Summer Camp	Quikservice Steel Company	Metal for Tech Trek Summer Camp welding program, instructor Walter Seward.	2504516	\$233.60
Summer Camp	Iwt - Gas And Supply	PPE for Tech Trek Summer Camp welding program, instructor Walter Seward.	2504514	\$360.27

Summer Camp	Amazon Capital Services Inc.		Supplies needed for Tyra Nolan to teach her class during Summer Tech Trek	2504470	\$48.08
Superintendent	Journal Record Publishing Company		Publication of Legal Notice of a Vacant Seat for board positions numbers two (2) and seven (7)	2504724	\$394.12
Superintendent	Martin, David		Out-of District Travel Reimbursement for upcoming Events	2504684	\$500.00
Superintendent	Shangri-La Resort LLC		Hotel for David Martin to attend the Superintendent's meeting from 6/23-25/2025.	2504612	\$366.96
Superintendent	Dr Linda Ware Toure		Supplemental PO for PO#2501917 for In-District travel reimbursement for Dr. Linda Toure.	2504605	\$300.00
Superintendent	The Oklahoman		Publication of Press Release announcing two (2) vacant seats Board Seat (2) two, and Board Seat (7) seven.	2504602	\$50.00
Superintendent	Journal Record		Posting of two (2) vacant seats #2 and # 7 accepting applications	2504586	\$36.60
Superintendent	Hilton Corporate Headquarters		Private Dining Room for Executive Team Re-treat on June 9-10	2504579	\$1,726.23
Superintendent	Cosa-Cooperative Council Ok Schl Admin		Registration for Romel Muex-Pullen to attend the CCOAS Summer Leadership Conference from 6/11/2025 to 6/13/2025.	2504551	\$1,200.00
TANF-Empower	Walmart - PCard Only		Blanket PO needed for EMPOWER student assistance items such as scrubs, professional clothing (for students) who are about to enter the workforce, general supplies for student participation in program.	2504752	\$5,000.00
TANF-Empower	Davis, Jennifer A		Blanket PO needed for Out-of-District travel funds for mileage reimbursement for Empower / TANF training Navigator.	2504749	\$1,500.00
TANF-Empower	Central Technology Center		\$36,000 blanket PO needed to cover tuition costs for Non-TANF students to take the CDL course through Central Technology Center. SEE BOARD AGENDA ITEM 11 D for Board approval. Board approval for \$36,000 encumbrance for the tuition of 8 non-TANF students	2504585	\$36,000.00
Wellness	Bring Joy LLC		Encumbrance for the Bring Joy Fitness Consultant to teach classes during MetroFIT Fitness Sessions.	2504748	\$300.00

Wellness	Milton, Cherrisa L	Out of District Travel for Cherrisa Milton to attend the Norman Juneteenth Celebration performing MetroFIT Line Dance class on June 19th, 2025.	2504734	\$60.00
Wellness	Amazon Capital Services Inc.	Encumbrance for General Supplies for MetroFIT Meal Prep class.	2504623	\$51.74
Wellness	Push Pedal Pull Inc.	Encumbrance for Supplies for Equipment Room at Wellness Center.	2504614	\$99.49
Wellness	Amazon Capital Services Inc.	Encumbrance for General Supplies for MetroFIT classes.	2504610	\$134.97
Wellness	Amazon Capital Services Inc.	Encumbrance for General Supplies for MetroFIT Meal Prep class.	2504575	\$371.47
Wellness	Sam'S Club	Encumbrance for General Supplies for MetroFIT Meal Prep class.	2504574	\$159.98
		Total PO	289 Total Amount	\$1,302,621.00

Metro Technology Centers

PO Board Report Fund Totals

Fiscal Year: 2024-2025

Fund	Description	Amount
11	General Fund	\$ 382,741.85
21	Building Fund	\$ 831,608.75
31	Bond Fund	\$ 88,270.40
	Total Amount	\$ 1,302,621.00

End of Report