

**Western Technology Center  
District Number 12  
621 Sooner Drive  
Burns Flat, OK 73626**

**Regular Meeting for the Board of Education**

**A G E N D A**

**TIME:** Tuesday, October 14, 2025 at 12:00 PM

**PLACE** Staff Room, Student Service Center, Administration Building, 621 Sooner Drive, Burns Flat, Oklahoma 73624

(Note: The Board may discuss, vote to approve, vote to disapprove, vote to table, or decide not to discuss any item on the agenda.)

1. Call to order.
2. Roll call of members.
3. Introduction of guests.
4. Vote on the minutes of the regular meeting held on September 9, 2025.
5. Vote on the agenda as part of the minutes and any new business that could not reasonably be foreseen 48 hours in advance of the meeting.
6. Vote on warrants and encumbrances: 2025-26 General Fund Encumbrance No. 598 to 706; 70190 to 70196; Building Fund No.16; and any change orders that apply to approved purchase orders.
7. Financial Reports
  - 7.A. Activity Fund and Transfer Reports
  - 7.B. Treasurer's Report on General and Building Funds and Investments
8. Vote on activity, treasurer, and investment reports.
9. Vote on temporary personnel contracts for 2025-26 as listed on agenda as Attachment "A".
10. Vote on declaring items listed on Attachment "B" as surplus property and allowing the Board and Superintendent to legally dispose of at their discretion.
11. Vote on new Xerox copier leases: EC8056H2 for Adult Ed, EC8056H for Burns Flat Auto Building, C8155H for Burns Flat Math & Science, Health Building, and Elk City.
12. Vote on additions/amendments (a. through l.) to the Western Technology Center's Policy and Procedure Manual regarding:
  - a. Suspension of Students/Regulation

- b. Wireless Communication Devices - Personal Electronic Devices
- c. Reporting Suspected Child Abuse and/or Neglect
- d. Records Investigation
- e. Suspension, Dismissal, Non-Re-employment and Termination of Teachers
- f. Standards of Performance and Conduct for Teachers
- g. Support Personnel Suspension, Demotion, Non-renewal, or Termination
- h. Staff Leave Policy--Maternity Leave
- i. Medication: Administering to Students
- j. Flags
- k. School Day
- l. Staff Time Schedules

13. Vote on 2026 School Election Resolution for the Western Technology Center Board of Education Office Number One (1) for a five-year term.

14. Vote on the 2025-26 District Marketing Plan as presented by Sarah Hirschman, Marketing and Communications Director.

15. Vote on the interview committee's recommendation to hire a Maintenance/ Groundskeeper at the Burns Flat Campus, effective October 6, 2025, contingent upon satisfactory National Criminal History Records Search.

16. Vote on the interview committee's recommendation to hire a BIS Director, housed at the Weatherford Campus, effective November 1, 2025, contingent upon satisfactory National Criminal History Records Search.

17. Vote on an unpaid extended leave of absence for one staff member for October.

18. Superintendent's Report

18.A. Update on Student Resource Center Roof Project.

18.B. Update on Burns Flat Cosmetology, etc Roof Project.

19. New Business: in accordance with 25 O.S. §311(A)(9), this is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting this agenda.

20. Announcements.

21. Adjourn.