

**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: Thursday, September 10, 2026 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 August 13, 2026.
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: 2026-27 General Fund Encumbrance No. 467 to 572; 70091 to 70170; Building Fund No. 8; and any change orders that apply to approved purchase orders for FY26 and FY27.
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 2026-27 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 the 2026-27 District Marketing Plan as presented by Lacey Lewallen, Marketing and Communications Director.
12. Vote on the Estimate of Needs (budget) for 2026-27 and the financial statements for 2025-26 as prepared by Patten & Odom, Certified Public Accountants of Broken Arrow, OK, and WTC financial staff.

13. Vote on replacing Serenna Hitter with Elissia Chandler as a Title IX Coordinator for Western Technology Center, updating the Notices of Non-Discrimination, and amending the Western Technology Center's Policy and Procedures Manual.

14. Vote on additions/amendments to the Western Technology Center's Policy and Procedure Manual regarding:

- a. Password and Multi-Factor Authentication policy
- b. Misrepresentation policy
- c. Staff Leave - Bereavement and Maternity
- d. Notice of Non-Discrimination

15. Discuss and vote on the following student fundraisers A-P to be used for expenses for student leadership activities, contest and meeting expenses, field trips, charitable donations, guest speaker expenses, student awards and specific purposes:

- A. Sayre Health Careers - "Fill My Stethoscope" pick a price for class funds and apparel
- B. Sayre Criminal Justice - "Fill the Calendar" for class funds and apparel/equipment.
- C. Sayre Cosmetology - ads on class shirts for class funds
- D. Sayre Business Technology - candles and Chain of Love sales for class funds and Special Olympics
- E. Burns Flat Auto Collision - auto detailing for class funds and apparel
- F. Burns Flat Engineering - 50/50 raffle for class funds and apparel
- G. Burns Flat Biomedical - OU and Thunder ticket raffle for class funds and apparel and P'Willy's charity
- H. Burns Flat Business/Media Business Tech - printing on cups, T-shirts, etc. w/design logos and Chain of Love sales for class funds, certification exam fees, and Special Olympics
- I. Burns Flat Cosmetology - hair tinsel/feathers and application for class funds
- J. Burns Flat Service Careers - plant sale for class funds, supplies and equipment expenses
- K. Burns Flat Health Careers - candles for class funds, clinical supplies and apparel
- L. Burns Flat Culinary Arts - Valentine banquet and class/table sponsorships for class funds, certification testing and equipment/installation
- M. Burns Flat Networking/Security - 3D printing items for class funds and student certification expenses
- N. Burns Flat Diesel Tech - 50/50 raffle for class funds and apparel
- O. Burns Flat Electrical Trades - recycle donated wire for class funds and apparel
- P. Weatherford Dental Asst. - T-shirt ads and CE courses for class funds, community service project expenses, apparel, guest instructor fee, and student state licensure and CE expenses

16. Vote on the resignation of Joseph Ray, Weatherford Campus Computer Technician, effective September 30, 2026, and seek a replacement.

17. Vote on the resignation of Debbie Reed, Burns Flat Campus Custodian, effective September 30, 2026, and seek a replacement.

18. Vote on the interview committee's recommendation to hire a Custodial Maintenance person at the Burns Flat Campus, effective September 14, 2026, contingent upon satisfactory National Criminal History Records Search.

19. Vote on minimum salary schedules for 10-month building and grounds maintenance and HR Generalist for 2026-27.

20. Superintendent's Report

20.A. Discuss and vote on extending the Sayre Cosmetology Program for adult students through June 2027 and hiring Bill Helton as the instructor for June.

20.B. Discuss and vote on a resolution to expand Western Technology Center's retirement plan options available to eligible employees to include adding GWN Marketing, Inc./Counsel Trust Company as an approved vendor under the District's existing 403(b) plan; adopting a 457(b) Plan with GWN and American Fidelity as vendors; and providing an employer non-elective contribution to the District's plan for eligible support staff.

21. 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.

22. Announcements.

23. Adjourn.