

Red River

TECHNOLOGY CENTER

Regular Meeting Thursday, July 13, 2017 6:30 PM
3300 West Bois D'Arc Duncan Ok 73533 Main Building, Conference Room

President - Dee Williams; Vice President - Sandy Pogue; Deputy Clerk - Ricky Sanders;
Member - Kristie Gaines; Member - Sam Porter

1. Call to order and roll call of members.
2. Vote to approve Minutes Clerk.
3. Discussion and possible action regarding agenda as part of the minutes.
4. Discussion and possible action regarding minutes of the June 22, 2017 Special Board Meeting.
 5. Discussion and possible action regarding the Treasurer's Report.
 6. Discussion and possible action regarding the Activity Fund Report.
 7. Discussion and possible action regarding the following:
 - 7.a. General Fund Change Orders, Warrants and Encumbrances for FY '17
 - 7.b. Building Fund Change Orders, Warrants and Encumbrances for FY '17
 - 7.c. General Fund Change Orders, Warrants and Encumbrances for FY '18, numbers 1-229
 - 7.d. Building Fund Change Orders, Warrants and Encumbrances for FY'18, numbers 20001-20009
 - 7.e. General Fund Payroll Change Orders, Warrants and Encumbrances for FY '18, numbers 70001 – 70095
 - 7.f. Building Fund Payroll Change Orders, Warrants and Encumbrances for FY '18, numbers 80001 – 80008
 8. Discussion and possible action regarding the attached employee contracts.
 9. Discussion and possible action regarding the attached sub-accounts for the Activity Fund.
 10. Discussion and possible action regarding Activity Fund Policies.
11. Discussion and possible action regarding the amendment to the previously approved FY '18 Salary Schedule.
12. Discussion and possible action to close BancFirst Checking Account #5004017827 and transfer those funds to Checking Account #5000028824 at BancFirst.

13. Discussion and possible action regarding the employment of Teresa Sampley, Custodian.
14. Discussion and possible action regarding the Application for Merchant Card Processing.
15. Discussion and possible action regarding the continuation of employee fringe benefit plan including cafeteria plan. Fringe benefits include: retirement, health insurance, sick leave, emergency leave, personal leave, unused sick leave, group life insurance, dental, flex cash in lieu of health insurance, and retention incentive (health insurance for persons retiring after the age of 62 through the month they reach the age of 65).
16. Discussion and possible action regarding reimbursement of up to \$30 to employees who take a bus driver physical for the purpose of transporting students as a function of their employment.
17. Discussion and possible action regarding Dennis Loafman as purchasing agent for the Agency for Surplus Property.
18. Discussion and possible action regarding the Retirement Compensation Contract (insurance reimbursement from age 62 until they reach 65) with Lisa Brandell.
19. Discussion and possible action regarding the following appointments:
 - 19.a. Title IX, Financial Aid - Brook Holding
 - 19.b. Minutes Clerk, Encumbrance Clerk, Board Clerk - Jennifer Balentine
 - 19.c. Treasurer - Jayna Vaughn
 - 19.d. Purchasing Agents - Dennis Loafman, Brook Holding, Lisa Williams, Sylvia Loveday, Dorothea Perkins, Mark Dellinger
 - 19.e. Activity Fund Custodian - Sheila Brock
 - 19.f. Activity Fund Co-Custodian - Linda Henton
 - 19.g. Receiving Agents - All full-time RRTC employees are authorized to sign for merchandise
 - 19.h. Safety Coordinator - Terry Kent Brown
 - 19.i. Equal Opportunity & Compliance Coordinators - Brook Holding and Lisa Williams
 - 19.j. Adult Education & Literacy Coordinator - Lisa Williams
 - 19.k. E-Rate Representative - Dennis Loafman
20. Discussion and possible action regarding the amendment to the previously approved work calendars.
21. Discussion and possible action regarding Resolution to Declare Surplus (inventory).
22. Discussion and possible action regarding the RRTC 2017-2018 Student Handbook.
23. Discussion and possible action regarding the RRTC 2017-2018 Student Consumer Information Guide.
24. Discussion and possible action regarding the RRTC 2017-2018 Health Careers Handbook.

25. Discussion and possible action regarding the RRTC Cosmetology Handbook for 2017-2018.
26. Discussion and possible action regarding the RRTC Financial Aid Policies and Procedures for FY '18.
27. Discussion and possible action regarding the RRTC School Safety Handbook for 2017-2018.
28. Discussion and possible action regarding the 2017-2018 Bloodborne Pathogens Exposure Control Plan.
29. Discussion and possible action regarding the 2017-2018 Emergency Action Plan.
30. Discussion and possible action regarding the Adult & Career Development 2017-2018 Phlebotomy Training Program Student Handbook.
31. Discussion and possible action regarding the Adult & Career Development 2017-2018 Long Term Care Training Program Student Handbook.
32. Discussion and possible action regarding the Adult & Career Development 2017-2018 Certified Medication Aide Training Program Student Handbook.
33. Discussion and possible action regarding the Adult Education and Literacy High School Diploma Student Handbook for 2017-2018.
34. Discussion and possible action regarding the Adult & Career Development 2017-2018 Emergency Medical Services Student Handbook.
35. Discussion and possible action regarding:
 - 35.a. E-Rate Record Retention Policy
 - 35.b. E-Rate Procurement Policy
 - 35.c. E-Rate Gift Policy
36. Discussion and possible action regarding the continuation of Short-Term Adult Displaced Homemaker Tuition Waiver.
37. Discussion and possible action regarding the employment of Brook Holding, Sylvia Loveday and Lisa Williams as night supervisors.
38. Discussion and possible action regarding the employment of Bill Leyrer, Kelly Pollock, Letitia Weast & Gary Williams as substitute night supervisors.
39. Discussion and possible action regarding the purchasing of yearbook ads in the amount of \$75.00 from participating school districts.
40. Discussion and possible action regarding the on-going clinical contract agreements (for PN student training) with:
 - 40.a. Ability First, Inc.
 - 40.b. Cancer Center of Southwest Oklahoma
 - 40.c. Chisholm Trail Assisted Living
 - 40.d. Country Club Care

- 40.e. Duncan Regional Hospital Inc. and all affiliates
 - 40.f. Duncan Women's Center
 - 40.g. Elk Crossing Nursing and Rehab
 - 40.h. Dr. Judy Gilbreth
 - 40.i. Gregston's Assisted Living (West Wind Assisted Living)
 - 40.j. Gregston Nursing and Rehab
 - 40.k. Halliburton Energy Services
 - 40.l. Marlow Manor
 - 40.m. Reynolds Army Community Hospital
 - 40.n. Sanford Health
 - 40.o. Southwestern Medical Center
 - 40.p. Taliaferro Community Mental Health Center
 - 40.q. Urgent Med
 - 40.r. Wilkins Nursing Home
- 41. Discussion and possible action regarding the Clinical Contract Agreement with Duncan Public Schools for Practical Nursing student training.
- 42. Discussion and possible action regarding the Clinical Contract Agreement with Stephens County Health Department for Practical Nursing student training.
- 43. Discussion and possible action regarding the out of state travel for Kelly Pollock to attend PLTW training at Washington State University in Spokane Washington from July 23-August 4, 2017.
- 44. Discussion and possible action regarding the out of state travel for Aric Gillispie to attend PLTW training at the University of Missouri S&T in Rolla Missouri from June 19-June 30, 2017.
- 45. Discussion and possible action regarding the out of state travel for Kaitlyn Loafman to attend PLTW training at Purdue University in Purdue Indiana from July 9-July 21, 2017.
 - 46. New Business:
 - 47. Informational Items:
 - 47.a. Summer Conference (August 1-2, 2017 - OKC)
 - 47.b. Campus Crime Report
 - 47.c. BAC Report
 - 47.d. OSSBA-Creating a World of Opportunity (August 25-27, 2017)
 - 47.e. 2017-2018 Approved Accredited Programs-ODCTE

48. Vote to adjourn.

This agenda was posted on the window of the conference room and on the internet in accordance with the law.

A handwritten signature in black ink that reads "Jim Lovelady". The signature is written in a cursive, flowing style.

Board Clerk