



Special Meeting
Business & Industry Services Center, Room B114, 3300
West Bois D'Arc, Duncan, Oklahoma 73533
Monday, July 12, 2021 at 6:30 PM

President - Dee Williams; Vice-President - Sam Porter; Deputy Clerk - Ricky Sanders; Member - Kristie Gaines; Member - Lance Strickland

1. Call to order and roll call of members.
2. Consent Agenda:

All of the following items, which concern reports and items of a routine nature normally approved at a board meeting, will be approved by one vote, unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and approval of the following items:

- a. Approval of Minutes of the June 28, 2021, Regular Board Meeting
- b. Approval of Tami Wright as Minutes Clerk
- c. Approval of Agenda as part of the minutes
- d. Approval of June 2021 Treasurer's Report
- e. Approval of July 2021 Activity Fund Reports - Regular & Credit Card Account
- f. Approval of General Fund Change Orders, Warrants & Encumbrances for FY 21, in the amount of \$-579.60
- g. Approval of General Fund Change Orders, Warrants & Encumbrances for FY 22, numbers 1-250, in the amount of \$1,444,211.42
- h. Approval of General Fund Payroll Warrants and Encumbrances for FY 22, numbers 70001-70132 in the amount of \$5,298,515.74
- i. Approval of the Resolution to Declare Surplus Property (Inventory).

3. Discussion and possible action regarding the approval of Tami Wright as Clerk of Board, Encumbrance Clerk and Minutes Clerk.

4. Discussion and possible action regarding the attached employee contracts.

5. Discussion and possible action regarding adding Rose Smith to the previously approved A&CD, AEL, BIS & Substitute Instructor list.

6. Discussion and possible action regarding the attached sub-accounts for the Activity Fund.

7. Discussion and possible action regarding Activity Fund Policies.

8. Discussion and possible action regarding the Letter of Engagement with Jayna R. Johnson, School Treasurer for FY22.

9. 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).

10. 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.

11. Discussion and possible action regarding Dennis Loafman as purchasing agent for the Agency for Surplus Property.

12. Discussion and possible action regarding the Retirement Compensation Contract (insurance reimbursement from age 62 until they reach 65) with D'Ann Cox, Valerie Diane Gray and Sylvia Loveday.

13. Discussion and possible action regarding the RRTC 2021-2022 Student Consumer Information Guide.
14. Discussion and possible action regarding the following appointments:
 - a. Title IX, Financial Aid - Brook Holding
 - b. Minutes Clerk, Encumbrance Clerk, Board Clerk - Tami Wright
 - c. Treasurer - Jayna Johnson
 - d. Purchasing Agents - Dennis Loafman, Brook Holding, Lisa Williams, Misty Wade, Dorothea Perkins, Tim Yancy
 - e. Activity Fund Custodian - Jennifer Balentine
 - f. Activity Fund Co-Custodian - Megan McNair
 - g. Receiving Agents - All full-time RRTC employees are authorized to sign for merchandise
 - h. Safety Coordinator - Terry Kent Brown
 - i. Equal Opportunity & Compliance Coordinators - Brook Holding and Lisa Williams
 - j. Adult Education & Literacy Coordinator - Lisa Williams
 - k. E-Rate Representative - Dennis Loafman
15. Discussion and possible action regarding the RRTC 2021-2022 Financial Aid Policies and Procedures.
16. Discussion and possible action regarding Professional Development to be determined by local School Board
17. Discussion and possible action regarding the Clinical Contract Agreement (for Practical Nursing student training) with Duncan Public Schools & Stephens County Health Department.
18. Discussion and possible action regarding the on-going clinical contract agreements (for Practical Nursing student training) with:
 - a. Ability First, Inc.
 - b. Cancer Center of Southwest Oklahoma
 - c. Chickasha Nursing Center
 - d. Chisholm Trail Assisted Living
 - e. Country Club Care
 - f. Duncan Regional Hospital Inc. and all affiliates
 - g. Duncan Women's Center
 - h. Elk Crossing Nursing and Rehab
 - i. Dr. Judy Gilbreth
 - j. Gregston's Assisted Living (West Wind Assisted Living)
 - k. Gregston Nursing and Rehab
 - l. Halliburton Energy Services
 - m. Marlow Manor
 - n. Reynolds Army Community Hospital
 - o. Southwestern Medical Center

- p. Taliaferro Community Mental Health Center
 - q. Urgent Med
 - r. Westbrook Healthcare
 - s. Wilkins Nursing Home
19. Discussion and possible action regarding the Adult & Career Development 2021-2022 Emergency Medical Services Student Handbook.
 20. Discussion and possible action regarding E-Rate Record Retention Policy, E-Rate Procurement Policy & E-Rate Gift Policy.
 21. Discussion and possible action regarding the continuation of Short-Term Adult Displaced Homemaker Tuition Waiver.
 22. Discussion and possible action regarding the employment of Brook Holding, Misty Wade, and Lisa Williams as night supervisors.
 23. Discussion and possible action regarding the employment of Bill Leyrer, Kelly Pollock, Letitia Weast & Gary Williams as substitute night supervisors.
 24. Discussion and possible action regarding the Online Consortium with OdysseyWare for FY22.
 25. Discussion and possible action regarding the purchasing of yearbook ads in the amount of \$75.00 from participating school districts.
 26. Informational Items:
 - a. Summer Conference (August 2-3, 2021)
 - b. Red River Career Development (Carl Perkins) Cooperative - April/May/June2021
 - c. PTAC Report
 - d. OSSBA Conference
 - e. Main Building Renovation Update
 27. Vote to adjourn.

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

Board Clerk

A handwritten signature in cursive script, appearing to read "Jamie Wright". The signature is written in black ink and is positioned below the "Board Clerk" text.