



**Regular Meeting**  
**Conference Room-Main Building, 3300 West Bois D'Arc,**  
**Duncan, Oklahoma 73533**  
**Monday, July 10, 2023 at 6:30 PM**

President - Dee Williams; Vice-President - Sam Porter; Deputy Clerk -

Ricky Sanders; Member - Lori Lovett; 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, 2023 Regular Board Meeting
  - b. Approval of Tami Wright as Minutes Clerk
  - c. Approval of Agenda as part of the minutes
  - d. Approval of June Treasurer's Report
  - e. Approval of June Activity Fund Reports - Regular & Credit Card Account
  - f. Approval of General Fund Change Orders, Warrants, & Encumbrances for FY 23, in the amount of -\$195.88
  - g. Approval of General Fund Change Orders, Warrants, & Encumbrances for FY 24, numbers 1-246 , in the amount of \$773,220.95
  - h. Approval of Building Fund Change Orders, Warrants, & Encumbrances for FY 24, numbers 24001-24019, in the amount of \$738,179.00
  - i. Approval of General Fund Payroll Change Orders, Warrants, & Encumbrances for FY 24, numbers 70001-70131, in the amount of \$5,320,317.42
  - j. Approval of Building Fund Payroll Change Orders, Warrants, & Encumbrances for FY 24, numbers 80000-80018, in the amount of \$429,914.60
  - k. Resolution to Declare Surplus Property
3. Discussion and possible action regarding the appointment of a new board member for Zone 1.
4. Oath of Office and Seating of a new Board Member for Zone 1, administered by the President of the Board.
5. Discussion and possible action regarding the resolution to transfer from activity fund to general fund.
6. Discussion and possible action regarding the Red River Technology Center/Kiamichi Technology Center Paramedic Handbook for A&CD Paramedic training.
7. Discussion and possible action regarding the RRTC 2023-2024 Workforce and Economic Development Adjunct Handbook.
8. Discussion and possible action regarding the 2023-2024 Adult Basic Education Handbook.
9. Discussion and possible action regarding the Adult & Career Development 2023-2024 Student Handbook.
10. Discussion and possible action regarding the Adult & Career Development 2023-2024 Emergency Medical Services Student Handbook & EMS Clinical Guide.
11. Discussion and possible action regarding the RRTC 2023-2024 Bloodborne Pathogens Exposure Control Plan.
12. Discussion and possible action regarding the RRTC 2023-2024 Emergency Action Plan.

13. Discussion and possible action regarding the RRTC 2023-2024 School Safety Handbook.
14. Discussion and possible action regarding the approval of Tami Wright as Clerk of Board, Encumbrance Clerk and Minutes Clerk.
15. Discussion and possible action regarding the appointment of Brandi Williams, **Deputy Clerk** of the **Board** of Education and **Deputy Minutes Clerk** for FY24.
16. Discussion and possible action regarding the appointment of Kimberly Loveday, **Deputy Clerk** of the **Board** of Education and **Deputy Minutes Clerk** for FY24.
17. Discussion and possible action regarding the attached sub-accounts for the Activity Fund.
18. Discussion and possible action regarding Activity Fund Policies.
19. Discussion and possible action regarding the Letter of Engagement with Rosenstein, Fist & Ringold, Legal Services for FY24.
20. Discussion and possible action regarding the Letter of Engagement with Jayna R. Johnson, School Treasurer for FY24.
21. Discussion and possible action regarding the Security Contracts for FY24 with The City of Duncan.
22. 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).
23. 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.
24. Discussion and possible action regarding Dennis Loafman as purchasing agent for the Agency for Surplus Property.
25. Discussion and possible action regarding the Retirement Compensation Contract (insurance reimbursement from age 62 until they reach 65) with D'Ann Cox, Theresa Ensley, Sylvia Loveday, Janice Gay, Linda Henton, Teresa Poff, & Dorothea Perkins.
26. Discussion and possible action regarding the RRTC 2023-2024 Student Handbook.
27. Discussion and possible action regarding the RRTC 2023-2024 Student Consumer Information Guide.
28. Discussion and possible action regarding the RRTC 2023-2024 Financial Aid Policies and Procedures.
29. Discussion and possible action regarding the following appointments:
  - a. Title IX, Financial Aid - Kelly Pollock
  - b. Minutes Clerk, Encumbrance Clerk, Board Clerk - Tami Wright
  - c. Treasurer - Jayna Johnson
  - d. Purchasing Agents - Dennis Loafman, Brook Holding, Lisa Williams, Misty Wade, Kelly Pollock, Cameron Ottwell, Tim Yancy
  - e. Activity Fund Custodian - Brandi Williams
  - f. Activity Fund Co-Custodian - Ronda Byrne
  - g. Receiving Agents - All full-time RRTC employees are authorized to sign for merchandise
  - h. Equal Opportunity & Compliance Coordinators - Kelly Pollock and Misty Wade
  - i. Adult Education & Literacy Director - Lisa Williams

j. E-Rate Representative - Dennis Loafman

30. Discussion and possible action regarding E-Rate Record Retention Policy, E-Rate Procurement Policy & E-Rate Gift Policy.
31. Discussion and possible action regarding the continuation of Short-Term Adult Displaced Homemaker Tuition Waiver.
32. Discussion and possible action regarding the employment of Brook Holding, Kelly Pollock, Misty Wade, and Lisa Williams as night supervisors.
33. Discussion and possible action regarding the employment of Kim Loveday, Letitia Weast & Gary Williams as substitute night supervisors.
34. Discussion and possible action regarding the Online Consortium with Imagine Learning(Odysseyware) for FY24.
35. Discussion and possible action regarding the purchasing of yearbook ads in the amount of \$75.00 from participating school districts.
36. Discussion and possible action regarding the out of state travel for Brook Holding and Misty Wade to attend the Tech Center Superintendents Meeting in Wisconsin from October 23-25, 2023.
37. Discussion and possible action to rescind the action on Gary Williams contract amount from June 28, 2023 due to data entry error and revote on the correct contract amount.
38. Discussion and possible action regarding the attached employee contracts.
39. New Business: In accordance with Oklahoma State Statute 25 Section 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 the agenda.
40. Informational Items:
  - a. PTAC Report
  - b. United States Department of Education - Financial Aid Approval
  - c. OK Summit - Tulsa, Ok (August 1-2, 2023)
  - d. The OSSBA Leadership Conference is August 24th - 27th, 2023 at the OKC Convention Center
  - e. IT Project & Storm/Fire Reconstruction Update
41. 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

