

Red River

TECHNOLOGY CENTER

Regular Meeting Monday, November 2, 2020 6:30 PM
3300 West Bois D'Arc Duncan Ok 73533 Business & Industry Services Center, Room B114

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

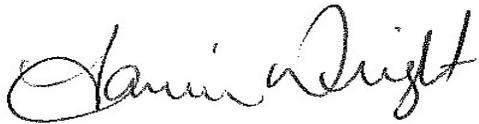
1. Call to order and roll call of members.
2. Consent Agenda:

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 October 12, 2020, Regular Board Meeting
 - b. Approval of Kimberly Loveday as Minutes Clerk
 - c. Approval of Agenda as part of the minutes
 - d. Approval of October 2020 Treasurer's Report
 - e. Approval of November 2020 Activity Fund Reports - Regular & Credit Card Account
 - f. Approval of General Fund Change Orders, Warrants & Encumbrances for FY 20, in the amount of -\$4,507.55
 - g. Approval of General Fund Change Orders, Warrants & Encumbrances for FY 21, numbers 497-541, in the amount of \$71,831.02
 - h. Approval of General Fund Payroll Warrants and Encumbrances for FY 21, numbers 70201-70207, in the amount of \$19,127.80
3. Discussion and possible action regarding the attached employee contracts.
 4. Discussion and possible action regarding amendment to the previously approved FY21 Red River Technology Center Employee Salaries
 5. Discussion and possible action regarding the Red River Technology Center board meeting dates for calendar year 2021.
 6. Discussion and possible action regarding amendment to the FY21 work calendars for support staff to change October 28, 2020 to a **paid** "holiday".
 7. Discussion and possible action regarding a resolution calling for a primary election on February 9, 2021 asking to elect a board member to represent member position number one. A general election, if needed, would be held on April 6, 2021.
 8. Discussion and possible action regarding Uniform Guidance Policies & Procedures.

9. Discussion and possible action regarding adding Carolyn Allen and Bill Smith to the previously approved A&CD, AEL, BIS & Substitute Instructor list.
10. Discussion and possible action regarding the Clinical Contract Agreement (for Practical Nursing student training) with Oklahoma Blood Institute.
11. New Business: In accordance with Oklahoma State Statute 25 Section 25 311(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.
12. Informational Items:
 - a. Communities Foundation of Oklahoma-Quarterly Reports
 - b. Bid Assistance Report
 - c. Career Information Specialist Report
 - d. Otha Grimes Nursing Scholarship Winners
13. 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, appearing to read "Jamie Wright". The signature is written in a cursive, flowing style.

Board Clerk

RED RIVER TECHNOLOGY CENTER
PO BOX 1807
DUNCAN, OK 73534

Reconciliation

November 02, 2020

Bank account:
*****-090

Reconciliation date:
11/2/2020

Prepared by:
Balentine, Jennifer

For applied period:
October, 2021

General ledger account balance	\$198,775.67	Balance per bank statement as of reconciliation date	\$96,622.32
Add debits	\$26,614.56	Add receipts in transit	\$0.00
Less credits	\$130,579.77	Less outstanding checks	\$1,811.86
Add adjustments	\$0.00	Interest not yet posted	\$0.00
		Charges not yet posted	\$0.00
		Investments	\$0.00
Bank Balance Per General Ledger	\$94,810.46	Bank Balance Per Statement Reconciliation	\$94,810.46

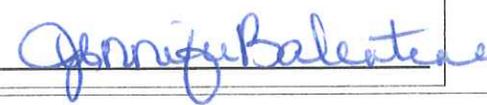
Variance: \$0.00 ***

RED RIVER TECHNOLOGY CENTER
 PO BOX 1807
 DUNCAN, OK 73534

October, FY-2021
 MTD Summary

Summary Of Accounts

November 02, 2020

For Bank Account: * * * * * -090	This Report Is True And Correct To The Best Of My Knowledge.	Beginning balance: 198775.67 Receipts: 26614.56 Checks: 130579.77 Adjustments: 0.00 Ending balance: \$94,810.46	Date: <u>10</u> / <u>02</u> / <u>2020</u> 
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Acct. Name	Beg. Balance	Receipts	Checks	Adjust.	Ending
0106 IRS REFUNDS	0.00	0.00	0.00	0.00	0.00
0107 FEES-POST SEC. OUT	0.00	0.00	0.00	0.00	0.00
0108 FEES-SECONDARY OUT DIST	0.00	0.00	0.00	0.00	0.00
0112 PELL CLEARING ACCT	0.00	2497.74	2497.74	0.00	0.00
0210 LPN GRADUATION/SUNSHINE FUND	1202.43	0.00	0.00	0.00	1202.43
0211 HCC SUNSHINE FUND	12.95	0.00	0.00	0.00	12.95
0212 VENDING	2855.16	1070.24	252.59	0.00	3672.81
0213 MISCELLANEOUS	967.10	234.01	195.78	0.00	1005.33
0214 LPN	63191.14	3233.97	60000.00	0.00	6425.11
0215 SKILLS USA	1092.00	30.00	942.00	0.00	180.00
0216 BPA	4510.91	0.00	0.00	0.00	4510.91
0217 HOSA STATE/NATL DUES	2291.85	27.00	0.00	0.00	2318.85
0218 ROOM RENTAL	0.00	0.00	0.00	0.00	0.00
0219 SUNSHINE FUND	823.01	0.00	0.00	0.00	823.01
0220 POSTAGE & FREIGHT	355.21	0.00	0.00	0.00	355.21
0221 HEALTH CAREER CERTIFICATION	549.00	26.00	0.00	0.00	575.00
0222 BD MEMBERS INS PREM	2047.60	786.74	1921.62	0.00	912.72
0223 STUDENT ACTIVITIES NON INSTR.	582.30	0.00	0.00	0.00	582.30
0224 BIO-MED SUNSHINE FUND	0.00	0.00	0.00	0.00	0.00
0225 PRE-ENGINEERING SUNSHINE FUND	150.09	0.00	0.00	0.00	150.09
0301 COSMETOLOGY	70.00	0.00	0.00	0.00	70.00
0302 WELDING	0.00	0.00	0.00	0.00	0.00
0303 AUTO MECHANICS II	445.46	221.31	0.00	0.00	666.77
0304 AIR COND/REFRIG	0.00	0.00	0.00	0.00	0.00

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October, FY-2021
MTD Summary

Summary Of Accounts

November 02, 2020

Acct. Name	Beg.Balance	Receipts	Checks	Adjust.	Ending
0305 CARPENTRY	0.00	0.00	0.00	0.00	0.00
0306 ELECTRONICS	0.00	0.00	0.00	0.00	0.00
0307 DRAFTING	0.00	0.00	0.00	0.00	0.00
0309 BUSINESS TECHNOLOGY	0.00	0.00	0.00	0.00	0.00
0310 AUTO COLLISION	0.00	0.00	0.00	0.00	0.00
0311 MACHINE SHOP	0.00	0.00	0.00	0.00	0.00
0312 COSMETOLOGY RESALE	0.00	0.00	0.00	0.00	0.00
0313 ROBOTICS	86.86	0.00	0.00	0.00	86.86
0314 LIVE WORK LAB FEES	11435.10	13.23	0.00	0.00	11448.33
0315 WORKSHOP ACCOUNT	0.00	0.00	0.00	0.00	0.00
0316 FOOD SERVICE	16058.87	6867.40	15000.00	0.00	7926.27
0320 PRE-ENGINEERING LIVE WORK	0.00	0.00	0.00	0.00	0.00
0322 TELECONFERENCE	0.00	0.00	0.00	0.00	0.00
0326 AUCTION SALE	517.74	0.00	0.00	0.00	517.74
0327 Rodney J. Love Scholarship	12000.00	0.00	0.00	0.00	12000.00
0328 SCHOLARSHIP FUND	17896.07	2977.04	2480.04	0.00	18393.07
0329 OTAG & OHLAP	0.00	0.00	0.00	0.00	0.00
0330 DODGE SCAN/BLEUPRINT COPIES	1740.60	366.00	1500.00	0.00	606.60
0331 CONTRACTED TRAINING SERVICES	600.00	1036.00	0.00	0.00	1636.00
0332 SAFETY TRAINING	2043.00	250.00	0.00	0.00	2293.00
0500 ADULT ED TUITION	19080.25	1823.00	17000.00	0.00	3903.25
0501 ADULT ED BOOKS/TEST FEES/SUPPL	18141.50	3363.00	16790.00	0.00	4714.50
0502 GED FEES	1876.26	355.63	0.00	0.00	2231.89
0503 ADULT ED DAY STUDENTS	14492.46	1312.25	12000.00	0.00	3804.71
0504 TABE TESTING	0.00	0.00	0.00	0.00	0.00
0505 GED BOOKS	0.00	0.00	0.00	0.00	0.00
0506 ADULT ED DAY BKS.,SUPP,TESTFEE	1660.75	124.00	0.00	0.00	1784.75

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October, FY-2021
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November 02, 2020

Acct. Name	Beg.Balance	Receipts	Checks	Adjust.	Ending
9999 INTEREST	0.00	0.00	0.00	0.00	0.00
TOTALS:	198775.67	26614.56	130579.77	0.00	\$94,810.46

RED RIVER TECHNOLOGY CENTER
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Reconciliation

November 02, 2020

Bank account:
*****8334

Reconciliation date:
11/2/2020

Prepared by:
Balentine, Jennifer

For applied period:
October, 2021

General ledger account balance	\$62,335.60	Balance per bank statement as of reconciliation date	\$67,207.97
Add debits	\$6,411.00	Add receipts in transit	\$0.00
Less credits	\$0.00	Less outstanding checks	\$0.00
Add adjustments	(\$1,538.63)	Interest not yet posted	\$0.00
		Charges not yet posted	\$0.00
		Investments	\$0.00
Bank Balance Per General Ledger	\$67,207.97	Bank Balance Per Statement Reconciliation	\$67,207.97

Variance: \$0.00 ***

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October, FY-2021
 MTD Summary

Summary Of Accounts

November 02, 2020

For Bank Account: ***** 8334	This Report Is True And Correct To The Best Of My Knowledge.	Beginning balance:	62335.60
		Receipts:	6411.00
		Checks:	0.00
		Adjustments:	-1538.63
Date: 10 / 02 / 2020	<i>Jennifer Balentine</i>	Ending balance:	\$67,207.97

Acct. Name	Beg. Balance	Receipts	Checks	Adjust.	Ending
0001 CREDIT CARD REVENUE	33985.61	0.00	0.00	-991.63	32993.98
0106 IRS Refunds	0.00	0.00	0.00	0.00	0.00
0107 Fees-Post Sec. Out	0.00	0.00	0.00	0.00	0.00
0108 Fees-Secondary Out Dist	0.00	0.00	0.00	0.00	0.00
0112 Pell Clearing Acct	0.00	0.00	0.00	0.00	0.00
0210 LPN Graduation/Sunshine Fund	0.00	0.00	0.00	0.00	0.00
0211 HCC Sunshine Fund	0.00	0.00	0.00	0.00	0.00
0212 Vending	0.00	0.00	0.00	0.00	0.00
0213 Miscellaneous	0.00	0.00	0.00	0.00	0.00
0214 LPN	64.50	0.00	0.00	0.00	64.50
0215 Skills USA	105.00	30.00	0.00	0.00	135.00
0216 BPA	0.00	0.00	0.00	0.00	0.00
0217 HOSA State/Natl Dues	322.00	27.00	0.00	0.00	349.00
0218 Room Rental	0.00	0.00	0.00	0.00	0.00
0219 Sunshine Fund	0.00	0.00	0.00	0.00	0.00
0220 Postage & Freight	0.00	10.00	0.00	0.00	10.00
0221 Health Career Certification	33.00	0.00	0.00	0.00	33.00
0222 BD Member Ins Premium	0.00	0.00	0.00	0.00	0.00
0223 Student Activities Non Inst	0.00	0.00	0.00	0.00	0.00
0224 Bio-Med Sunshine Fund	0.00	0.00	0.00	0.00	0.00
0225 Pre-Engineering Sunshine Fund	0.00	0.00	0.00	0.00	0.00
0301 Cosmetology	0.00	0.00	0.00	0.00	0.00
0302 Welding	0.00	0.00	0.00	0.00	0.00
0303 Auto Mechanics II	439.48	0.00	0.00	0.00	439.48

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Acct. Name	Beg.Balance	Receipts	Checks	Adjust.	Ending
0304 Air Cond/Refrig	0.00	0.00	0.00	0.00	0.00
0305 Carpentry	0.00	0.00	0.00	0.00	0.00
0306 Electronics	0.00	0.00	0.00	0.00	0.00
0307 Drafting	0.00	0.00	0.00	0.00	0.00
0309 Business Technology	0.00	0.00	0.00	0.00	0.00
0310 Auto Collision	0.00	0.00	0.00	0.00	0.00
0311 Machine Shop	0.00	0.00	0.00	0.00	0.00
0312 Cosmetology Resale	0.00	0.00	0.00	0.00	0.00
0313 Robotics	0.00	0.00	0.00	0.00	0.00
0314 Live Work Fees	48.51	0.00	0.00	0.00	48.51
0315 Workshop Account	0.00	0.00	0.00	0.00	0.00
0316 Food Service	0.00	0.00	0.00	0.00	0.00
0320 Pre-Engineering Live Work	0.00	0.00	0.00	0.00	0.00
0322 Teleconference	0.00	0.00	0.00	0.00	0.00
0326 Auction Sale	0.00	0.00	0.00	0.00	0.00
0327 Rodney J Love Scholarship	0.00	0.00	0.00	0.00	0.00
0328 Scholarship Fund	0.00	0.00	0.00	0.00	0.00
0329 OTAG & OHLAP	0.00	0.00	0.00	0.00	0.00
0330 Dodge Scan/Blueprint Copies	48.00	0.00	0.00	0.00	48.00
0331 Contracted Training Services	19654.00	0.00	0.00	0.00	19654.00
0332 Safety Training	0.00	20.00	0.00	0.00	20.00
0500 Adult Ed Tuition	2364.00	2099.00	0.00	-312.00	4151.00
0501 Adult Ed Books/ Test Fees/ Sup	5201.50	4225.00	0.00	-208.00	9218.50
0502 GED Fees	0.00	0.00	0.00	0.00	0.00
0503 Adult Ed Day Students	0.00	0.00	0.00	0.00	0.00
0504 TABE Testing	0.00	0.00	0.00	0.00	0.00
0505 GED Books	0.00	0.00	0.00	0.00	0.00

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October, FY-2021
MTD Summary

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November 02, 2020

Acct. Name	Beg.Balance	Receipts	Checks	Adjust.	Ending
0506 Adult Day Books/Supp/Test Fee	70.00	0.00	0.00	-27.00	43.00
9999 Interest	0.00	0.00	0.00	0.00	0.00
TOTALS:	62335.60	6411.00	0.00	-1538.63	\$67,207.97