

Pioneer Technology Center Board of Education  
Regular Meeting  
Tuesday, December 12, 2023, 6:00 PM  
Seminar Center West  
2101 N. Ash St.  
Ponca City, Oklahoma 74601

The Board will meet for a snack supper in Seminar Center West 5:30 p.m. No school board action will be discussed or taken; therefore, no agenda items are listed in connection with this period prior to convening of the board of education meeting.

1. Call meeting to order
2. Roll call and establish a quorum
3. Flag salute and moment of silence
4. Reports and Presentations  
Adira, Cyber Security Implementation - Kevin Bell & Scott Overman, Network Administrators
5. Discussion and vote to approve or not approve the Minutes of the November 13, 2023 Special Board of Education meetings
6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists for FY24 General Fund #40791-40888 in the amount of \$152,729.66; Building Fund #40032-40036 in the amount of \$22,394.52; Payroll #70169-70172 in the amount of \$151,145.03.
7. Administrative Reports and Anticipated Discussion by the Board and Staff regarding facilities, district policy issues, community issues and/or personnel or student needs
  - 7.A. Traci Thorpe, Superintendent/CEO
  - 7.B. Kahle Goff, Executive Director Full time Programs
8. Discussion and vote to approve or not approve the purchases over \$10,000 as listed on Appendix A.
9. Discussion and vote to approve or not approve declaring as surplus: 2020 Ford Fusion Inventory #VH0008
10. Discussion, and vote to approve or not approve the transition of the Part-time ABE/HSE Data Clerk/Administrative Assistant position to full-time ABE/HSE/FTP (Full-Time Programs) Secretary
11. Proposed Executive Session to discuss the purchase or appraisal of real property as authorized by Oklahoma Statutes, title 25. Section 307(B)(3).

12. Vote to convene in Executive Session
13. Acknowledge return of the Board to Open Session
14. Board President statement of Executive Session minutes:
15. Discussion and Vote to authorize Superintendent/CEO to take action with regard to the purchase and/or appraisal of real property consistent with the discussion that occurred in the executive session.
16. Discussion and vote to approve or not approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix B.
17. Discussion and vote to approve or not approve the employment of an evening custodian.
18. Discussion and vote to approve or not approve the employment of a Cook, Culinary Services
19. Discussion and vote to approve or not approve the employment of the Work Ready Oklahoma Coordinator
20. Discussion and vote to approve or not approve the employment of the Work Ready Oklahoma Manager
21. Discussion and vote to approve or not approve the employment of a Children's Lab Preschool Teacher (Infants)
22. New Business
23. Board Comment
24. Adjournment

*NOTE: The Board may discuss, make motions and vote upon all matters appearing on this agenda. Such votes may be to adopt, reject, table, reaffirm, rescind, or take no action on any agenda matter.*

POSTED: Pioneer Technology Center, North Entrance  
Posted \_\_\_\_\_  
By Kellie Johnson, Minutes Clerk

Pioneer Technology Center Board of Education Special Meeting  
Monday, November 13, 2023 5:00 PM  
Seminar Center West  
2101 N. Ash St.  
Ponca City, Oklahoma 74601

1. President Laurence Beliel called the meeting to order at 5:00 p.m.
2. Flag salute and Moment of Silence
3. Roll call and establish a quorum

Board Members Present:

Mr. Laurence Beliel  
Ms. Debbie Leaming  
Ms. Gay Norris  
Mr. J.D. Soulek

Board Members Absent:

None

4. Proposed Executive Session to discuss the appointment of a new board member for Zone 4. Okla. Stat. Title 25, 307(B)(1).
5. Vote to convene in Executive Session at 5:02 p.m.

Motion to convene to Executive Session to discuss the appointment of a new board member for Zone 4. Okla. Stat. Title 25, 307 (B)(1). passed with a motion by Ms. Gay Norris and a second by Mr. J.D. Soulek.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Orva Rothgeb: Absent  
Mr. J.D. Soulek: Yea  
Yea: 4, Nay: 0, Absent: 1

6. Acknowledge return of the Board to Open Session

7. Board President made a statement of Executive Session minutes: Board President Beliel announced that the board entered into executive session at 5:02 p.m. to discuss the appointment of a new board member for Zone 4. Okla. Stat. Title 25, 307 (B)(1). Those present in the executive session were Board President, Laurence Beliel, Board Vice- President, Debbie Leaming, Board Clerk, J.D. Soulek, Board Vice-Clerk, Gay Norris, and Rachel Shuey. No action was taken by the Board of Education. The Board returned to open session at 7:47 p.m.

8. Board Comment

9. Adjournment

Motion to Adjourn passed at 5:48 p.m. with a motion by Mr. Laurence Beliel and a second by Ms. Debbie Leaming.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Orva Rothgeb: Absent

Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Absent: 1

Respectfully submitted,

*Kellie Johnson*

Kellie Johnson  
Board Minutes Clerk

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President, Board of Education

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Clerk, Board of Education

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Date of Approval

Pioneer Technology Center Board of Education Special Meeting  
Monday, November 13, 2023 6:30 PM  
Seminar Center West  
2101 N. Ash St.  
Ponca City, Oklahoma 74601

1. Call meeting to order at 6:30 p.m.
2. Roll call and establish a quorum

Also in attendance were Traci Thorpe, Ryan Burkett, Kendra Keelin, Kahle Goff, Stacey Rush, Molly Kyler, Terri Busch, Kellie Johnson, Mike Orr, Rachel Shuey and, Karen Shuey.

3. Flag salute and moment of silence
4. Motion and vote to approve appointing new board member for Zone 4

Motion to approve appointing Rachel Shuey as the new board member for zone 4 passed with a motion by Ms. Debbie Leaming and a second by Ms. Gay Norris.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Rachel Shuey: Yea  
Mr. J.D. Soulek: Yea  
Yea: 5, Nay: 0

5. Oath of office for appointed board member Rachel Shuey
6. Discussion and vote to approve or not approve the Minutes of the October 10 ,2023 regular Board of Education meeting

Motion to approve the Minutes of the October 10 ,2023 regular Board of Education meeting passed with a motion by Mr. Laurence Beliel and a second by Ms. Gay Norris.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Rachel Shuey: Yea  
Mr. J.D. Soulek: Yea  
Yea: 5, Nay: 0

7. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists for FY24 General Fund #40665-40790 in the amount of \$264,795.20; Building Fund #40025-40031 in the amount of \$63,403.14; Payroll #70167-70168 in the amount of \$105,007.00.

Motion to approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists as presented passed with a motion by Mr. J.D. Soulek and a second by Ms. Rachel Shuey.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 5, Nay: 0

8. Discussion and vote to approve or not approve the purchases over \$10,000 as listed on Appendix A.

Motion to approve the purchase over \$10,000 as listed on Appendix A. passed with a motion by Mr. Laurence Beliel and a second by Ms. Debbie Leaming.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 5, Nay: 0

9. Administrative Reports and Anticipated Discussion by the Board and Staff regarding facilities, district policy issues, community issues and/or personnel or student needs

Traci Thorpe, Superintendent/CEO

Cowley County MOU signing for articulation with Criminal Justice degree. I have been watching multiple interim studies on concurrent enrollment and Higher Ed/CTE. PTC hosted the B&I Breakfast with construction trades. A former PTC welding student has been selected to be interviewed by Lieutenant Governor Matt Pinnell in his second series about CTE in Oklahoma. PTC student Rodrigo Navarro, an Automotive student, participating on the PTC E-Sports team will be moving on to the State Smash Brothers Tournament in Weatherford in December. Capital planning has wrapped up most of the HVAC graphics with a few more adjustments to the DOAS unit. I met with One Gas (ONG) about the fenced property adjacent to the north of PTC's main parking lot. They indicated an interest and sent a representative to the site to visit with us. I will be in Lawton for the next two days for Superintendent meeting. We have the PTC Christmas party scheduled for December 15, 2023.

Molly Kyler, Executive Director, Business & Industry Services

Traci covered quite a bit and if anyone has questions about the Director's report, we would like to answer those for you.

10. Discussion and vote to approve or not approve list of proposed Board Meeting dates for 2024

Motion to approve list of proposed Board Meeting dates for 2024 passed with a motion by Mr. J.D. Soulek and a second by Ms. Gay Norris.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Rachel Shuey: Yea  
Mr. J.D. Soulek: Yea  
Yea: 5, Nay: 0

11. Discussion and vote to approve or not approve the hiring of an AT&D Health Facilitator.

Motion to approve the hiring of Staci DeNoya as the AT&D Health Facilitator passed with a motion by Ms. Debbie Leaming and a second by Mr. J.D. Soulek.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Rachel Shuey: Yea  
Mr. J.D. Soulek: Yea  
Yea: 5, Nay: 0

12. Discussion and vote to approve or not approve the hiring of a Safety Instructor.

Motion to approve hiring Braden Fields as the Safety Instructor passed with a motion by Ms. Debbie Leaming and a second by Ms. Rachel Shuey.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Rachel Shuey: Yea  
Mr. J.D. Soulek: Yea  
Yea: 5, Nay: 0

13. Discussion and vote to approve or not approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix B.

Motion to approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix B. passed with a motion by Ms. Gay Norris and a second by Ms. Rachel Shuey.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Rachel Shuey: Yea  
Mr. J.D. Soulek: Yea

Yea: 5, Nay: 0

14. New Business - None

15. Board Comment – All board members welcomed Dr. Shuey to the board.

16. Adjournment

Motion to adjourn at 7:07 pm passed with a motion by Ms. Gay Norris and a second by Ms. Debbie Leaming.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 5, Nay: 0

Respectfully submitted,

*Kellie Johnson*

Kellie Johnson  
Board Minutes Clerk

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President, Board of Education

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Clerk, Board of Education

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Date of Approval

*General*



**PIONEER TECHNOLOGY CENTER**

From PO: 40791 to PO: 40888

**Encumbrance For Board Approval  
GEN FUND-FOR OPERAT**

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
40791	AMC URGENT CARE PLUS	TANF MEDICAL/DENTAL	75.00	11/08/2023
40792	WAL-MART COMMUNITY CARD	TANF STUDENT ASSISTANCE OTHER	130.31	11/08/2023
40793	UNITED COMMUNITY ACTION PROGRAM, INC	TANF STUDENT ASSISTANCE OTHER	1,050.00	11/08/2023
40794	WAL-MART COMMUNITY CARD	TANF STUDENT ASSISTANCE OTHER	128.59	11/09/2023
40795	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSISTANCE OTHER	25.00	11/09/2023
40796	ADVANCED DENTAL ASST ACADEMY	TANF TUITION	3,500.00	11/09/2023
40797	BILL KNIGHT FORD OF STILLWATER	VEHICLE MAINT - REPAIRS	500.00	11/09/2023
40798	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	150.00	11/09/2023
40799	AMAZON CAPITAL SERVICES	BLDG MAINT - SUPPLIES	198.00	11/09/2023
40800	AMAZON CAPITAL SERVICES	FINANCE SUPPLIES	64.16	11/09/2023
40801	NEWKIRK FAMILY HEALTH CENTER	BUS MAINT - PHYSICAL/ SHOTS	20.00	11/09/2023
40802	MEEKS HOLDINGS LLC	MARKETING/PRINTING	10,897.40	11/10/2023
40803	AMAZON CAPITAL SERVICES	MARKETING/SUPPLIES	50.57	11/10/2023
40804	HOBBY LOBBY	BUILDING MAINT/ SUPPLIES	262.97	11/10/2023
40805	BLACKWELL INDUSTRIAL AUTHORITY	VARIOUS STAFF TRAVEL- REGISTRATION	150.00	11/10/2023
40806	AMAZON CAPITAL SERVICES	BLDG MAINT - SUPPLIES	19.98	11/10/2023
40807	LAMPTON WELDING SUPPLY	AT&D WELDING RESALE SUPPLIES	907.50	11/13/2023
40809	BOOMER TIRE	TANF STUDENT ASSISTANCE OTHER	496.10	11/13/2023
40810	AMAZON CAPITAL SERVICES	OKDHS GRANT - SUPPLIES	414.11	11/13/2023
40811	WAL-MART COMMUNITY CARD	TANF STUDENT ASSISTANCE OTHER	140.40	11/13/2023
40812	MLC CAD SYSTEMS LLC	PRECISION MACHINING SUPPLIES	134.76	11/13/2023
40813	AMAZON CAPITAL SERVICES	IT&D INSTRUCT - SUPPLIES	629.97	11/13/2023
40814	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	170.93	11/13/2023
40815	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSISTANCE OTHER	210.00	11/13/2023
40816	ASE	STUDENT CERTS - RESALE SUPPLIES	184.00	11/13/2023
40817	HOLT TRUCK CENTERS	BUS MAINT REPAIRS	32.32	11/13/2023
40818	STAPLES ADVANTAGE	PN SUPPLIES	55.32	11/13/2023
40819	JUNIOR'S LOCK & ALARM	BUILDING MAINT REPAIRS	18.00	11/13/2023



# PIONEER TECHNOLOGY CENTER

From PO: 40791 to PO: 40888

## Encumbrance For Board Approval GEN FUND-FOR OPERAT

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
40820	X-CEL BADGE & ENGRAVING C	MARKETING/ADVERTISING	26.60	11/13/2023
40821	A+ PRINTING	MARKETING/ADVERTISING	116.00	11/13/2023
40822	DIGI-KEY 1448646	MECHATRONICS - REPAIRS	450.00	11/13/2023
40823	LOWE'S HOME CENTER INC	CONSTRUCTION - SUPPLIES	1,500.00	11/13/2023
40824	GALAXIE BUSINESS EQUIPMENT INC	WORK READY OK - EQUIPMENT/FURNITURE	67,382.14	11/14/2023
40825	AMERICAN TELEPHONE	WORK READY OK - REPAIRS	8,710.00	11/14/2023
40826	CLUTCH SOLUTIONS	COMPUTER SYSTEMS - EQUIPMENT	12,769.00	11/14/2023
40827	CORPORATE TRAINING MATERIALS	IT&D RESALE SUPPLIES	3,500.00	11/15/2023
40828	MARY E JOHNSON & ASSOCIATES, PLLC	AUDITING FEES	5,000.00	11/15/2023
40829	STUTEVILLE FORD LINCOLN	REPAIR VEHICLE	661.78	11/17/2023
40830	THE TABLE GROUP	LEADERSHOP DEVELOPMENT STAFF TRAVEL REGISTRATION	2,495.00	11/17/2023
40831	CTAC	PROFESSIONAL SERVICES/CONSULTING	2,425.00	11/17/2023
40832	CTAC	SUPERINTENDENT SUBSCRIPTION	500.00	11/17/2023
40833	FIRST NATIONAL BANK OF OMAHA	TEACH OKLA - SUPPLIES	233.24	11/27/2023
40834	STAPLES ADVANTAGE	VISUAL COMM SUPPLIES	57.72	11/27/2023
40835	AMAZON CAPITAL SERVICES	FT DIR OF INSTRUCT - SUPPLIES	127.96	11/27/2023
40836	AMAZON CAPITAL SERVICES	OKDHS GRANT - SUPPLIES	1,625.25	11/27/2023
40837	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	61.16	11/27/2023
40838	FIRST NATIONAL BANK OF OMAHA	CHILDREN'S LAB - TRAVEL REGISTRATION	28.00	11/27/2023
40839	UPPER STORY	MECHATRONICS - SUPPLIES	217.59	11/27/2023
40840	HOBBY LOBBY	STUDENT SERVICES/COUNSELING - SUPPLIES	100.38	11/27/2023
40841	AMAZON CAPITAL SERVICES	LEADERSHIP DEVELOPMENT - SUPPLIES	140.00	11/27/2023
40842	LAKESHORE LEARNING MATERIALS LLC	OKDHS GRANT - EQP UNDER \$2500	665.85	11/27/2023
40843	OSSBA	SUPT/ADMIN ASST - STAFF TRAVEL REGISTRATION	150.00	11/27/2023
40844	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	263.13	11/27/2023
40845	FIRST NATIONAL BANK OF OMAHA	INFO TECH - SUPPLIES	17.96	11/27/2023
40846	OSSBA	SUPT/ADMIN ASST - STAFF TRAVEL REGISTRATION	100.00	11/28/2023
40847	STOLHAND-WELLS GROUP	BLDG MAINT - REPAIRS	345.52	11/28/2023

**PIONEER TECHNOLOGY CENTER**

From PO: 40791 to PO: 40888

**Encumbrance For Board Approval  
GEN FUND-FOR OPERAT**

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
40848	COMFORT INN AND SUITES - WEATHERFORD	STAFF/STUDENT TRAVEL LODGING	185.90	11/28/2023
40849	BUSINESS PROFESSIONALS OF AMERICA INC	VISUAL COM STUDENT TRAVEL REGISTRATION	30.00	11/28/2023
40850	TEAM RADIO	MARKETING/ADVERTISING	345.00	11/28/2023
40851	CAREER TECH PRINTING SERVICES	MARKETING/PRINTING	258.00	11/28/2023
40852	AMAZON CAPITAL SERVICES	VEHICLE MAINT - REPAIRS	173.00	11/28/2023
40853	SAVVAS LEARNING COMPANY	AT&D - RESALE BOOKS	1,326.28	11/29/2023
40854	AMERICAN HEART ASSOCIATION	AT&D - RESALE BOOKS	430.50	11/29/2023
40855	AMAZON CAPITAL SERVICES	AT&D - RESALE SUPPLIES	99.76	11/29/2023
40856	ODCTE	RECEPTIONIST - STAFF TRAVEL REGISTRATION	450.00	11/29/2023
40857	S&K DIRECT STEEL	BUILDING SUPPLIES MT	235.00	11/29/2023
40858	HOLT TRUCK CENTERS	BUS MAINT REPAIRS	216.94	11/29/2023
40859	AMAZON CAPITAL SERVICES	BPOC SUPPLIES	1,125.00	11/29/2023
40860	LEGACY SIGNS	MARKETING/SUPPLIES	100.00	11/29/2023
40861	OKLAHOMA CENTER FOR NONPROFITS	EXISTING INDUSTRY - PROF SERVICE	2,937.55	11/30/2023
40862	AMAZON CAPITAL SERVICES	COSMETOLOGY RESALE SUPPLIES	154.95	12/01/2023
40863	LOWE'S HOME CENTER INC	BUILDING MAINT REPAIRS	226.44	12/01/2023
40864	AMAZON CAPITAL SERVICES	SUPPLIES- OKDHS GRANT	909.30	12/05/2023
40865	BEN E. KEITH FOODS- OKLAHOMA	CHILD LAB & PRESCHOOL - SUPPLIES	391.09	12/05/2023
40866	AMAZON CAPITAL SERVICES	VISUAL COMM SUPPLIES	869.14	12/05/2023
40867	OSU FIRE SERVICE TRAINING	TANF STUDENT ASSISTANCE OTHER	50.00	12/05/2023
40868	WAL-MART COMMUNITY CARD	TANF STUDENT ASSISTANCE OTHER	125.77	12/05/2023
40869	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	52.91	12/05/2023
40870	TEACHERSPAYTEACHERS.COM	OKDHS GRANT - SUPPLIES	69.67	12/05/2023
40871	SHERWIN WILLIAMS CO	BUILDING MAINT REPAIRS	89.60	12/05/2023
40872	LAKESHORE LEARNING MATERIALS LLC	OKDHS GRANT - SUPPLIES	329.00	12/05/2023
40873	TEACHER CREATED RESOURCES	OKDHS GRANT - SUPPLIES	103.91	12/05/2023
40874	LOWE'S HOME CENTER INC	BLDG MAINT - REPAIRS	197.46	12/05/2023
40875	JENKINS & PRICE	BUILDING MAINT - SUPPLIES	407.00	12/05/2023
40876	AMAZON CAPITAL SERVICES	COMPUTER SERVICES - SUPPLIES AND EQUIP	2,028.00	12/06/2023



**PIONEER TECHNOLOGY CENTER**

From PO: 40791 to PO: 40888

**Encumbrance For Board Approval  
GEN FUND-FOR OPERAT**

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
40877	WHITTON SUPPLY CO.	PRECISION MACHINING SUPPLIES	43.20	12/06/2023
40878	X-CEL BADGE & ENGRAVING C	MARKETING/ADVERTISING	26.75	12/06/2023
40879	SOBER BROTHERS, INC.	BLDG MAINT - SUPPLIES	550.00	12/06/2023
40880	CAROLINA BIOLOGICAL SUPPLY CO	HCC AND BIO MED - SUPPLIES	203.94	12/06/2023
40881	VILLAGE SCREEN PRINT	TEACH OK - SUPPLIES	280.00	12/06/2023
40882	STAPLES ADVANTAGE	LEADERSHIP DEVELOP AND CENTRAL - SUPPLIES	114.74	12/06/2023
40883	OKACTE	SUPT - SUPPLIES	100.00	12/06/2023
40884	AMAZON CAPITAL SERVICES	BLDG MAINT - SUPPLIES	31.99	12/07/2023
40885	FLEETPRIDE, INC	BUS MAINT REPAIRS	241.32	12/07/2023
40886	SPEAK NOW FILM CO.	MARKETING/ADVERTISING	3,250.00	12/07/2023
40887	AMAZON CAPITAL SERVICES	COSMETOLOGY SUPPLIES	1,159.88	12/07/2023
40888	BASYS PROCESSING	CULINARY SERVICES EQUIPMENT	2,525.00	12/07/2023
<b>(11) GEN FUND-FOR OPERAT Current Encumbered:</b>			<b>152,728.66</b>	



**PIONEER TECHNOLOGY CENTER**

From 09 Nov 2023 to 07 Dec 2023

**X CHANGE ORDER REPORT**  
GEN FUND-FOR OPERAT

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
40012	AUTOZONE INC	BLANKET PO	750.00	7/1/2023
40016	BUMPER TO BUMPER AUTO PARTS	BLANKET PO	-1,500.00	7/1/2023
40028	LAMPTON WELDING SUPPLY	BLANKET PO	309.94	7/1/2023
40038	O'REILLY AUTOMOTIVE INC	BLANKET PO	750.00	7/1/2023
40067	AGC OF OKLAHOMA	ACCREDITATION FEES- MECHATRONICS	-520.00	7/1/2023
40086	FIRST NATIONAL BANK OF OMAHA	CHILDREN'S LAB SUBSCRIPTION	-1,200.00	7/1/2023
40099	KADUCEUS	HCC CURRICULUM	-4,800.00	7/1/2023
40107	LARRY MURPHY INSUR	INSURANCE/BONDS	147.00	7/1/2023
40123	PAWNEE COUNTY ASSESSOR	RE-EVALUATION FEES	-400.06	7/1/2023
40148	THE OKLAHOMA ACADEMY	SCHOOL MEMBERSHIP	-50.00	7/1/2023
40149	THE STATE CHAMBER	SCHOOL MEMBERSHIP	20.00	7/1/2023
40151	TOUCH READY POS	FINANCE SOFTWARE SERVICES	-200.00	7/1/2023
40177	HOLT TRUCK CENTERS	BUS MAINT REPAIRS	-500.00	7/6/2023
40218	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSISTANCE OTHER	-6.00	7/11/2023
40265	NEWKIRK FAMILY HEALTH CENTER	BUS PHYSICALS/SHOTS	-20.00	7/19/2023
40405	TESTOUT CORPORATION	VISUAL COMM CURRICULUM	-600.00	8/15/2023
40414	FIRST NATIONAL BANK OF OMAHA	PD, INST DIR, STUDENT SERVICES - TRAVEL (MEALS & RENTAL CAR)	3.15	8/16/2023
40418	MEEKS HOLDINGS LLC	BLDG MAINT - SUPPLIES	-200.00	8/17/2023
40446	STAPLES ADVANTAGE	SERVICE CAREERS SUPPLIES	-4.61	8/23/2023
40466	OKLAHOMA LITERACY COALITION	ABE LOCAL - TRAVEL REGISTRATION	-15.00	8/24/2023
40490	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	-9.84	8/31/2023
40505	HOBBY LOBBY	AUTO SERVICE - SUPPLIES	-59.18	9/1/2023
40506	DIGI-KEY 1448646	MECHATRONICS - REPAIRS	-25.00	9/1/2023
40522	CHURCH PARTNER	BUILDING MAINT EQUIPMENT	-449.95	9/7/2023

40555	BOOMER TIRE	VEHICLE MAINT - REPAIRS	-60.00	9/14/2023
40563	FIRST NATIONAL BANK OF OMAHA	STAFF TRAVEL- LODGING	-7.98	9/15/2023
40587	ODCTE	PROFESSIONAL DEVELOPMENT TRAVEL REGISTRATION	-75.00	9/19/2023
40596	IPG PHOTONICS CORP	IT&D INSTRUCT - REPAIRS	-500.00	9/21/2023
40616	AMAZON CAPITAL SERVICES	CULINARY SERVICES - SUPPLIES	-251.52	9/29/2023
40630	LAKESHORE LEARNING MATERIALS LLC	TEACHER PREP SUPPLIES	-250.00	10/3/2023
40653	HAMPTON INN & SUITES STILLWATER WEST	ENT SERV/INNOVATION MGR - TRAVEL LODGING	-98.00	10/5/2023
40662	FIRETROL PROTECTION SYSTEMS INC	BLDG MAINT - REPAIRS	-100.00	10/5/2023
40668	FIRST NATIONAL BANK OF OMAHA	VISUAL COMMUNICATIONS - SUPPLIES	-36.73	10/9/2023
40673	STAPLES ADVANTAGE	FULLTIME PROGRAMS - SUPPLIES	-13.70	10/10/2023
40687	AMAZON CAPITAL SERVICES	OKDHS GRANT - SUPPLIES	-189.90	10/12/2023
40691	AMAZON CAPITAL SERVICES	AT&D - RESALE SUPPLIES	-93.82	10/17/2023
40694	BOOMER TIRE	VEHICLE MAINT REPAIRS	-60.00	10/17/2023
40701	LOWE'S HOME CENTER INC	FINANCE SUPPLIES	-77.24	10/17/2023
40702	APPLE INC	WRO GRANT EQUIPMENT	-500.00	10/18/2023
40704	MLC CAD SYSTEMS LLC	PRECISION MACHINING - SUPPLIES	-10.99	10/18/2023
40710	STAPLES ADVANTAGE	TANF - CONSUMABLE SUPPLIES	-8.39	10/20/2023
40723	SNAP-ON INDUSTRIAL TOOLS	AUTO SERVICE - SUPPLIES	-2.74	10/23/2023
40726	STAPLES ADVANTAGE	PN SUPPLIES	0.36	10/23/2023
40730	AMERICAN HEART ASSOCIATION	PN SUPPLIES	-178.00	10/24/2023
40733	EDVOTEK INC	BIOMED - SUPPLIES	-1.01	10/25/2023
40740	STAPLES ADVANTAGE	BLDG MAINT - SUPPLIES	-31.75	10/25/2023
40742	AMAZON CAPITAL SERVICES	MECHATRONCIS - SUPPLIES	-53.93	10/27/2023
40745	JUNIOR'S LOCK & ALARM	BUILDING MAINT REPAIRS	-1.46	10/27/2023
40746	HOLT TRUCK CENTERS	BUS MAINT REPAIRS	150.78	10/27/2023
40750	AMAZON CAPITAL SERVICES	MECHATRONICS- SUPPLIES	-9.04	10/30/2023
40755	AMAZON CAPITAL SERVICES	COMPUTER SYSTEMS - SUPPLIES	-74.43	10/31/2023

40756	FIRST NATIONAL BANK OF OMAHA	SUPT - TRAVEL LODGING	-0.75	10/31/2023
40758	ADAMS PLUMBING	REPAIRS - BLDG MT	-322.99	10/31/2023
40761	LEGACY SIGNS	BUILDING MAINT SUPPLIES	-60.00	10/31/2023
40774	STAPLES ADVANTAGE	SAFETY - SUPPLIES	25.40	11/3/2023
40775	AMAZON CAPITAL SERVICES	AUTO SERVICE - SUPPLIES	-1.04	11/3/2023
40777	WAL-MART COMMUNITY CARD	PN SUPPLIES	-60.00	11/3/2023
40780	AMAZON CAPITAL SERVICES	INFO TECH SUPPLIES	-1.00	11/3/2023
40783	AMAZON CAPITAL SERVICES	OKDHS GRANT - SUPPLIES	-101.03	11/3/2023
40785	KELLE REPAIR AND TIRE CENTER	VEHICLE MAINT - REPAIRS	-20.40	11/3/2023
40787	AMAZON CAPITAL SERVICES	COSMETOLOGY SUPPLIES	-30.14	11/6/2023
40788	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPLIES	-30.71	11/6/2023
40789	AMAZON CAPITAL SERVICES	AUTO SERVICE - SUPPLIES	-0.02	11/6/2023
<b>(11) GEN FUND-FOR OPERAT Total:</b>			<b>-11,716.72</b>	



**PIONEER TECHNOLOGY CENTER**

From PO: 40032 to PO: 40036

*Building*

**Encumbrance For Board Approval  
BUILDING FUND**

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
40032	LOWE'S HOME CENTER INC	BLDG MAINT - REPAIRS	2,394.52	11/09/2023
40033	BURGESS COMPANY	BLDG MAINT - MAJOR REPAIRS REMODEL	2,560.00	11/09/2023
40034	STOLHAND-WELLS GROUP	BLDG MAINT - MAJOR REPAIRS/REMODEL	5,395.00	11/29/2023
40035	DECORATIVE CONCRETE BY NORTHCUTT	BLDG MAINT - MAJOR REPAIRS REMODEL	2,500.00	12/01/2023
40036	BRYANS FLOORING	BLDG MAINT - MAJOR REPAIRS/REMODEL	9,545.00	12/06/2023
<b>(21) BUILDING FUND Current Encumbered:</b>			<b>22,394.52</b>	



**PIONEER TECHNOLOGY CENTER**

From 09 Nov 2023 to 07 Dec 2023

X **CHANGE ORDER REPORT**  
**BUILDING FUND**

<u>PO</u>	<u>Vendor Name</u>	<u>General Description</u>	<u>Amount</u>	<u>Date</u>
40019	LOWE'S HOME CENTER INC	BLDG MAINT - REPAIRS	-138.29	9/14/2023
<b>(21) BUILDING FUND Total:</b>			<b>-138.29</b>	



**PIONEER TECHNOLOGY CENTER**

From PO: 70169 to PO: 70172

*Payroll*

**Encumbrance For Board Approval  
GEN FUND-FOR OPERAT**

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
70169	BASS, DWAYNE C	PAYROLL ENCUMBRANCE	34,635.92	11/27/2023
70170	ROWE, DONDI	PAYROLL ENCUMBRANCE	48,041.43	12/01/2023
70171	O'DRISCOLL, CENA	PAYROLL ENCUMBRANCE	44,638.30	12/01/2023
70172	ANDERSON, DARLENE	PAYROLL ENCUMBRANCE	23,829.38	12/01/2023
<b>(11) GEN FUND-FOR OPERAT Current Encumbered:</b>			<b>151,145.03</b>	



**PIONEER TECHNOLOGY CENTER**

From 09 Nov 2023 to 07 Dec 2023

**X CHANGE ORDER REPORT**  
**GEN FUND-FOR OPERAT**

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
70114	GENTRY, MAYA G	PAYROLL ENCUMBRANCE	-7,636.66	7/1/2023
70167	FIELDS, BRADEN	PAYROLL ENCUMBRANCE	4.62	11/7/2023
70168	DENOYA, STACI	PAYROLL ENCUMBRANCE	4.55	11/7/2023
<b>(11) GEN FUND-FOR OPERAT Total:</b>			<b>-7,627.49</b>	

# December 2023

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## Meetings and Activities

- **November**– 14-15 – CTE Superintendent meeting – Great Plains Technology Center - Lawton
- 16 – RCB Bank Community Advisory Board meeting; 2<sup>nd</sup> Interview for open custodial staff position; CTE Superintendent Economic Impact Study sub-committee Zoom meeting;
- 17 - Meeting with Joe Steele, Meridian Tech Apprenticeship Coordinator; After board meeting report with staff; OK CTE Superintendents' Economic Impact Study Zoom meeting
- 18 – Ponca City Arts Council – Top Chef Competition Event in PTC's Culinary Arts Teaching Kitchen
- 20 – 24 – Thanksgiving Break – campus closed
- 27 – ARPA Site Monitoring visit for PN Select funds; Integris/PTC/NOC luncheon to discuss pathways from LPN >RN> BSN; 2<sup>nd</sup> Interview open culinary staff position
- 28 – PC Chamber Board of Directors meeting
- 29 – 2<sup>nd</sup> Interviews open WRO staff positions; PTC Incubator Advisory Board meeting and interview of new clients – Sunny Creek Trading Post;
- 30 – Adira Cybersecurity Briefing – PTC implementation progress and update; PTC Enrollment discussion meeting;
- **December** 4 – Admin Team meeting; NWOSU Articulation Agreement signing; Goals review meeting with Executive Directors
- 6 – 1 Million Cups with TD Leather; OASA Region 4/PTC Area Superintendent meeting;
- 7 – UC Board meeting; Blackwell Economic Development Luncheon; PC Chamber Board of Director Retreat
- 8 – Business and Industry Breakfast – Emergency Services industry sector focus; ADPC tour; CookShack – BIS luncheon; 2<sup>nd</sup> Interview open Children's Lab and Preschool position
- 11 - LegisOk Bill Tracking Training at OkACTE;
- 12 – Economic Impact Study Kickoff Zoom Meeting with CTE Superintendents; Ponca City Library Board meeting; PTC Board meeting

## Full-Time Programs

- Rodrigo Navarro, Automotive student participating on the PTC E-Sports team, placed 4<sup>th</sup> at the State Smash Brothers Tournament in Weatherford on December 2<sup>nd</sup>.
- PTC hosted the area 8<sup>th</sup> graders on Dec. 7-8<sup>th</sup>. We saw approximately 650 students in the two-day event. It is always a busy time, but our PTC instructors, students and staff did a great job highlighting the program offerings at PTC. A big kudos to Cortney Horne and the Student Services team for taking the lead on organizing the event as well as all the PTC staff who helped make the event a success.
- PTC hosted the B&I Breakfast for the Emergency Services sector on Dec. 8<sup>th</sup>. Thirty-two participants were in attendance and discussed workforce needs and trends, challenges and opportunities to address recruitment, retention and growing the workforce.

## Business and Industry Services

- PTC is nominating Centerline, Inc. as this year's Partner in Progress. The recognition event will be held on February 20<sup>th</sup> at the Hilton Garden Inn – Edmond from 4-6:30 pm. We are excited to recognize a company that has a long history with PTC and who continues to serve as an innovative partner in workforce development.
- Sunny Creek Trading Post has been approved as our newest incubator client. They will serve as a hub for local produce, food producers and vendors and offer subscription boxes for locally sourced, fresh produce (and value-added items- jams, jellies, canned goods and breads). We're excited for their business to grow at PTC and look forward to the seasonal offerings they will provide.
- Class A and B Truck Driver training classes will begin on January 8<sup>th</sup>. PTC is providing the Class B training and Central Tech is the trainer for the Class A students. Central Tech is in the process of expanding their outreach program to other technology centers across the state and has hired additional trainers. With the addition of new instructors, PTC will rotate with Autry and will be able to offer training more frequently.

## Capital Planning

- Work on the Work Ready Oklahoma site at City Central is progressing. The carpet has been installed and the wall framing is up. The sheet rock and electrical are in the process of completion. They anticipate by mid-January that we may be able to move into the space.
- The OSU Senior Engineering students completed their project and shared their designs on December 1<sup>st</sup>. They will be finalizing their graphics and will send them to us for our files. We appreciated their efforts to listen to our possible future needs and provide an analysis of the available property surrounding PTC's campus and the infrastructure needs that might be anticipated for a capital project.

## Retirements/Resignations/Staff Changes

- Steve Bookout, Service Careers instructor, has submitted his retirement from PTC. He has been with the district in a variety of capacities for the past 33 years. We have an internal candidate for the WRO Employment Specialist that we will be transferring to that position, so we will not be posting that position for interviewing. That candidate will be on the January agenda for board approval.

## Upcoming Events

- December 7-8 – 8<sup>th</sup> Grade Days at PTC
- December 15 – Melody Denke Retirement Party; PTC Christmas Party
- December 18 – Holiday Work Day
- December 19 – Jan 1 – Campus Closed – Christmas Break
- January 2<sup>nd</sup> – Holiday Work Day
- January 3<sup>rd</sup> – 2nd Semester – classes in session

# **Paperclips**

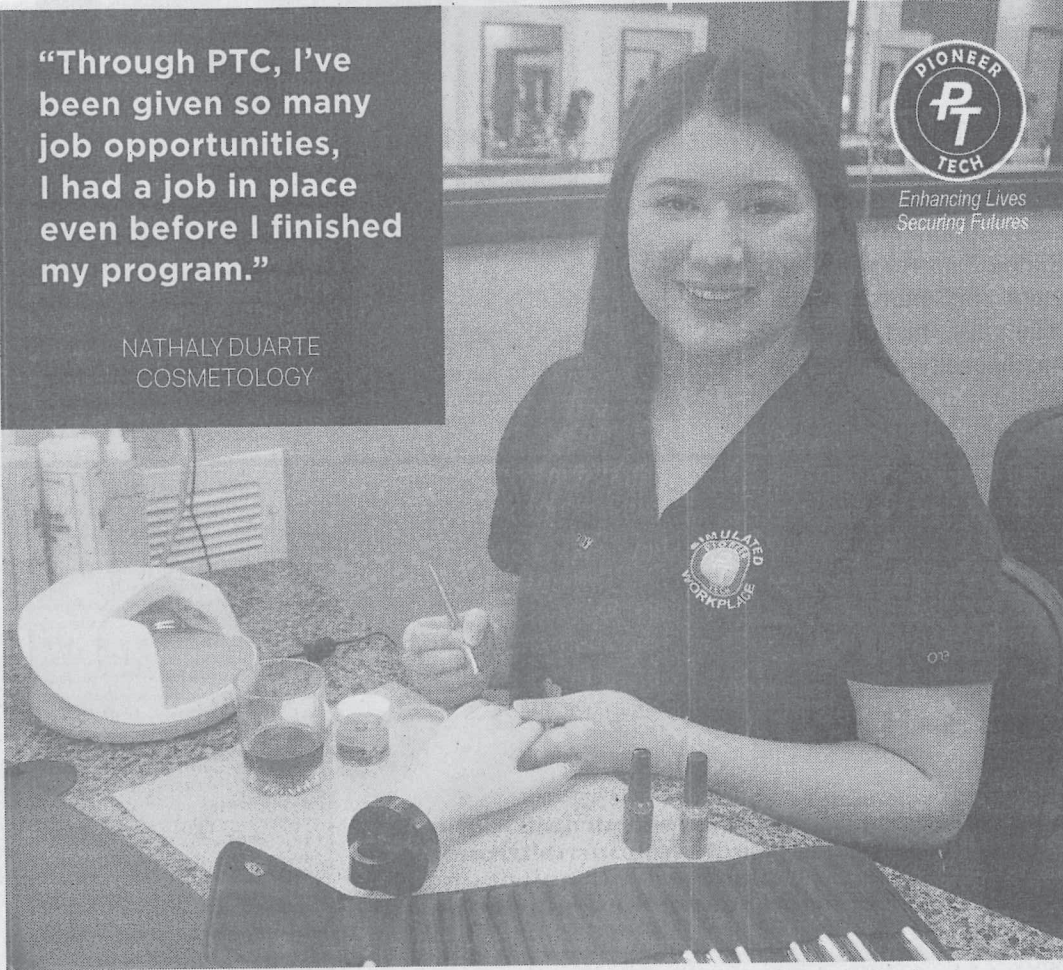
## **Nov. 2023**

**“Through PTC, I’ve  
been given so many  
job opportunities,  
I had a job in place  
even before I finished  
my program.”**

NATHALY DUARTE  
COSMETOLOGY



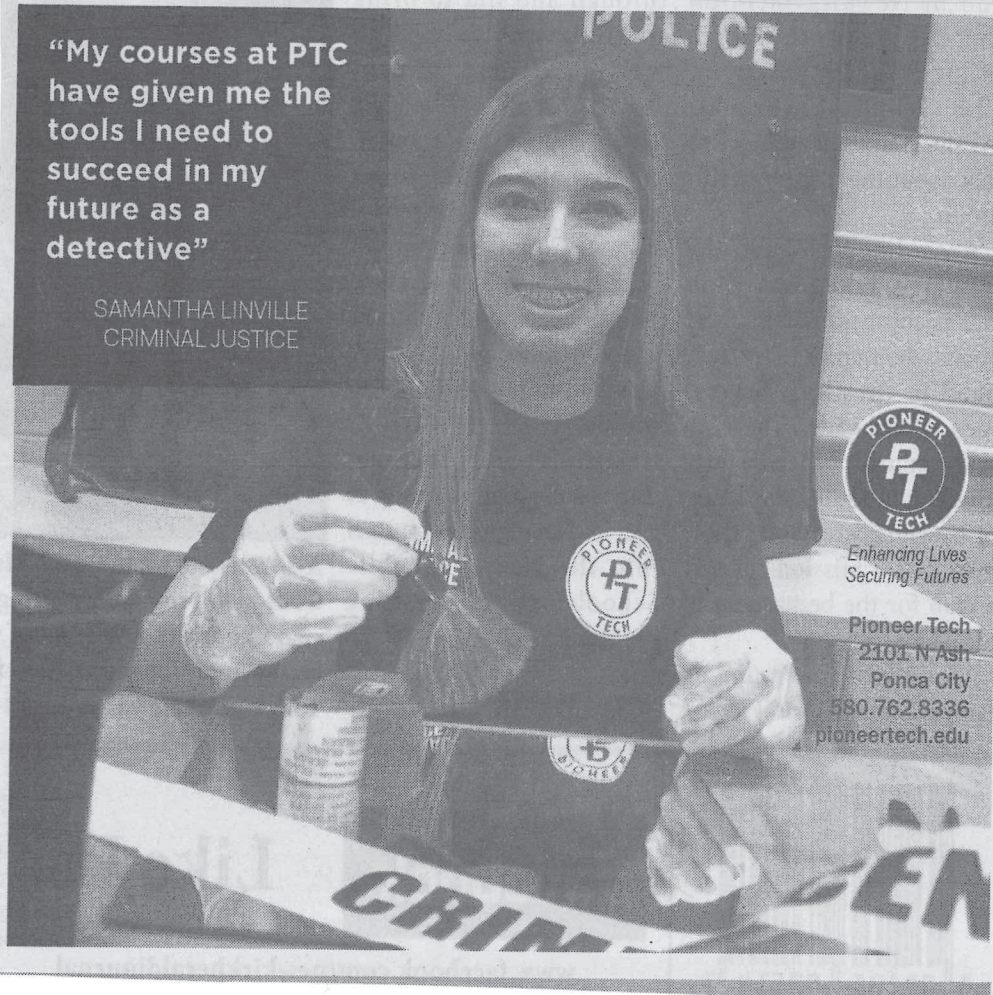
Enhancing Lives  
Securing Futures



Pioneer Tech | 2101 N Ash, Ponca City | 580.762.8336 | [pioneertech.edu](http://pioneertech.edu)

“My courses at PTC  
have given me the  
tools I need to  
succeed in my  
future as a  
detective”

SAMANTHA LINVILLE  
CRIMINAL JUSTICE



Enhancing Lives  
Securing Futures

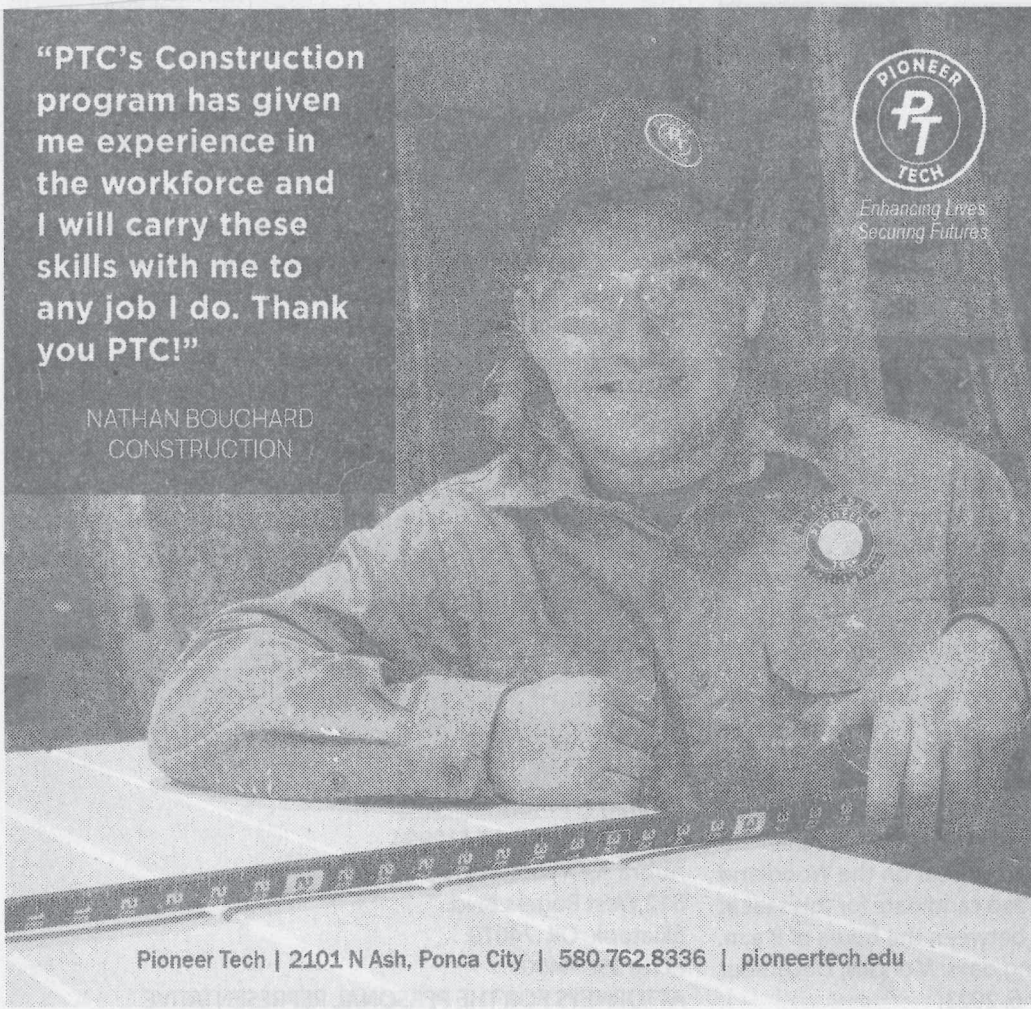
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2101 N Ash  
Ponca City  
580.762.8336  
pioneertech.edu

**“PTC’s Construction program has given me experience in the workforce and I will carry these skills with me to any job I do. Thank you PTC!”**

NATHAN BOUCHARD  
CONSTRUCTION



*Enhancing Lives  
Securing Futures*



Pioneer Tech | 2101 N Ash, Ponca City | 580.762.8336 | [pioneertech.edu](http://pioneertech.edu)



Enhancing Lives  
Securing Futures



**“Pioneer Tech has given me the opportunity to grow as a student, mother, and human! Giving me the knowledge I need to keep moving forward in my nursing career.”**

KYLIE HUTCHISON | PN GRADUATE

Pioneer Tech | 2101 N Ash, Ponca City | 580.762.8336 | [pioneertech.edu](http://pioneertech.edu)

## Dawn Brakey with Pioneer Tech Celebrates National OkAPEX Day

For over 38 years, APEX Accelerators, (formerly Procurement Technical Assistance Centers, like the one at Pioneer Technology Center (PTC), have helped expand the number of small businesses that successfully compete for and win federal, state, and local government contracts. This program has been rebranded recently, but its mission is the same. Oklahoma PTAC is now Oklahoma APEX Accelerator, a name that the Oklahoma Department of Career and Technology Education chose in coordination with a recent change in the federal grant program under the U.S. Department of Defense. Pioneer Tech's own Dawn Brakey is excited about the change.



"Our name has changed, but our mission remains the same, to help local small businesses succeed in the government marketplace. By helping businesses understand and navigate the complexity of government contracting, Pioneer Tech can stimulate the creation of new jobs and economic growth in our community," says Brakey. "Whether it's connecting agencies in times of crisis or helping train contractors on new government requirements, Oklahoma APEX Accelerator counselors are always there for support. The success stories of our clients are as diverse as the clients we serve, and I'm happy to assist as a resource partner," she adds.

National APEX Day unites the ninety-six Assistance Centers (APEX Accelerators) and the 56,000 clients they serve by sharing, in real time, small business success stories and the significant economic impact that APEX clients have created within their communities. With over 300 offices, APEX Accelerator programs form a nationwide network of more than 600 dedicated professionals who work to help local businesses successfully sell their products and services to government agencies. Dawn Brakey, local APEX Accelerator counselor at PTC, has served over 300 clients in 2022 and helped them win an estimated 25 million in government contracts and subcontracts.

PTC will celebrate National APEX Accelerator Day on Thursday, October 12th with an Open House in the Business and Industry Services building, 2015 N Ash, Room D101. To register for this event or for more information about the newly named OkAPEX at Pioneer Tech, contact Dawn Brakey by phone or email [dawnb@pioneertech.edu](mailto:dawnb@pioneertech.edu).

The Oklahoma Accelerator is funded in part through a cooperative agreement with the Department of Defense, which changed the program name in November. The new name will help build a consistent awareness across federal agencies and local businesses, said Lana Knott, Oklahoma APEX program manager.

The Oklahoma CareerTech System's technology centers have offered the program for more than 38 years, first as the Oklahoma Bid Assistance Network and then Oklahoma PTAC, and now Oklahoma APEX Accelerators. The program regularly works with about 1,100 businesses each year.

The Oklahoma Accelerator funds 11 programs with 13 procurement counselors in technology centers across Oklahoma. The 13 counselors assist businesses through one-on-one counseling, training programs and business networking events.

The counselors help businesses find new opportunities to pursue, assist with gaining a competitive advantage, help them be aware of regulatory requirements and help them avoid missteps that can cost them business. The program also helps government agencies connect with supply chains and helps larger prime contractors find smaller partners to complete complex projects and meet government-required small business subcontracting goals, Knott said.

Information about the Oklahoma APEX Accelerator, including locations and contact information, is available at [www.okbid.org](http://www.okbid.org).



Cameron Bradley, Elissa Rowton, and Derrick Enninga are the Pioneer Technology Center (PTC) November Students of the Month. Bradley is a senior in Construction from Newkirk and excels in everything he is taught. Rowton is a senior in the PN Select program from Ponca City Wildcat Academy and is hard-working and dedicated. Enninga, from EPIC Charter schools, is willing to help, has a positive attitude and works well with others. These celebrated PTC students can fill up their Student of the Month cups with their favorite beverages at no cost for the entire month. For more information about Pioneer Technology Center's programs and services, call 580-762-8336 or visit their website [www.pioneertech.edu](http://www.pioneertech.edu).



CAMERON BRADLEY, Elissa Rowton, and Derrick Enninga are the Pioneer Technology Center (PTC) November Students of the Month. Bradley is a senior in Construction from Newkirk and excels in everything he is taught. Rowton is a senior in the PN Select program from Ponca City Wildcat Academy and is hard-working and dedicated. Enninga, from EPIC Charter schools, is willing to help, has a positive attitude and works well with others. These celebrated PTC students can fill up their Student of the Month cups with their favorite beverages at no cost for the entire month. For more information about Pioneer Technology Center's programs and services, call 580-762-8336 or visit their website [www.pioneertech.edu](http://www.pioneertech.edu). Photos provided.

The Newkirk Herald Journal  
Thursday, November 23, 2023 • PAGE 6

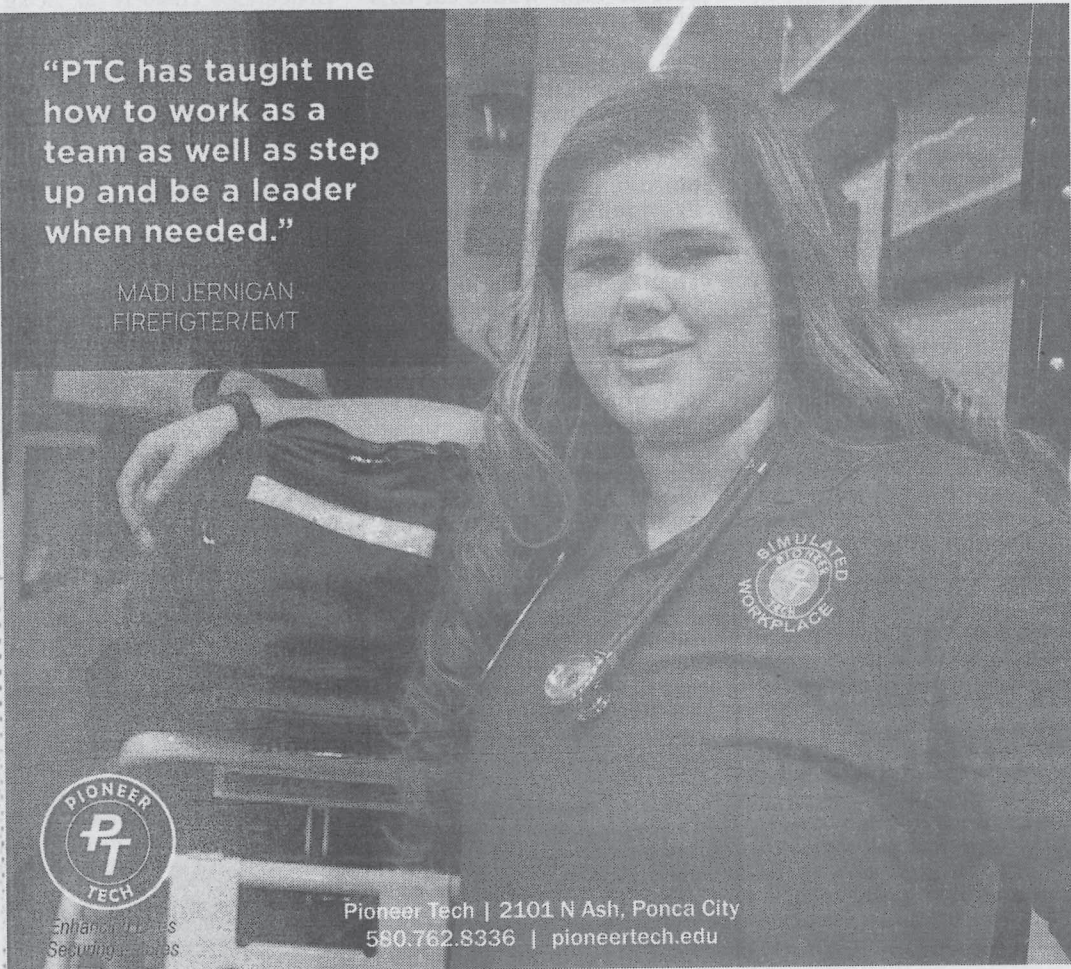
## PTC Students of the Month



Cameron Bradley, Elissa Rowton, and Derrick Enninga are the Pioneer Technology Center November Students of the Month. Bradley is a senior in construction from Newkirk and excels in everything he is taught. Rowton is a senior in the PN Select program from Ponca City Wildcat Academy and is hard-working and dedicated. Enninga, from EPIC Charter schools, is willing to help, has a positive attitude and works well with others. These celebrated PTC students can fill up their Student of the Month cups with their favorite beverages at no cost for the entire month. (Courtesy photo)

**“PTC has taught me how to work as a team as well as step up and be a leader when needed.”**

MADI JERNIGAN  
FIREFIGHTER/EMT



Enhancing Lives  
Securing Futures

Pioneer Tech | 2101 N Ash, Ponca City  
580.762.8336 | [pioneertech.edu](http://pioneertech.edu)

# Friday

November 17, 2023

Vol. 131 - No. 33  
poncacitynews.com



**THE PIONEER** Technology Center Practical Nursing class celebrated their pinning last week. Graduates were pinned by their family and friends. They are pictured left to right in the back row Evette Ochoa, Ponca City; Baylee Broome, Ponca City; James Yeager, Winfield, KS; Shantil Cain, Ponca City; and Madison Layman, Ponca City. Middle row left to right Niki Carroll, Cambridge, KS; Devan Shahan, Ponca City; Hailey Kirkbride, Blackwell; Rylee Criner, Ponca City; Kylie Hutchison, Blackwell; Bailey Battles, Glencoe; Bailey Gilliland, Ponca City; Caroline Hadley, Ponca City; and William Simmons, Ponca City. Front row left to right Rebel the dog; Reina Riley, Ponca City; Kaylie Pearson, Ponca City; Carolyn Herring, Blackwell; Fabiola Favela-Rios, Blackwell; and Zoe Vaughn, Ponca City. For more information about this program contact Pioneer Tech at 580-762-8336 or visit [www.pioneertech.edu](http://www.pioneertech.edu). Photo provided

## PTC Nurse Pinning



The Pioneer Technology Center Practical Nursing class celebrated its pinning last week. Graduates were pinned by their family and friends.

**FRONT ROW, FROM LEFT:** Rebel the dog; Reina Riley, Ponca City; Kaylie Pearson, Ponca City; Carolyn Herring, Blackwell; Fabiola Favela-Rios, Blackwell; and Zoe Vaughn, Ponca City.

**MIDDLE ROW:** Niki Carroll, Cambridge, Kan.; Devan Shahan, Ponca City; Hailey Kirkbride, Blackwell; Rylee Criner, Ponca City; Kylie Hutchison, Blackwell; Bailey Battles, Glencoe; Bailey Gilliland, Ponca City; Caroline Hadley, Ponca City; and William Simmons, Ponca City.

**BACK ROW:** Evette Ochoa, Ponca City; Baylee Broome, Ponca City; James Yeager, Winfield, Kan.; Shantil Cain, Ponca City; and Madison Layman, Ponca City. *(Courtesy photo)*

## PTC committees dinner



This month, Pioneer Technology Center hosted a dinner meeting for more than 130 individuals who serve on their advisory committees. The Construction Technology program along with others discussed critical items such as curriculum alignment and other measures essential to program success. These participants came together from all walks of life to share their knowledge and expertise.

**FRONT ROW, FROM LEFT:** Greg Wooters, Tall Grass Energy; Braden Myer, M4 Construction; Jordan Fairchild, PTC student; Paul Kyle, Tyler Construction; James Deviney, Evans and Associates; Dawn Brakey, PTC; Jess Hammond, Waldorf-Riley Heating and Plumbing; Gage Watson, Watson Construction; Candace Myer, M4 Construction; Spencer Walker, Lowes; and Justin Schacknie, MakeKings.

**BACK ROW:** Paul Amean, Brand Safway; Ross Kyle, Tyler Construction; Tracey Irwin, Irwin Electric, and Cody Tabor, instructor. *(Courtesy photo)*

# PTC Holiday Market today

## Press Release

PONCA CITY — Enjoy holiday shopping at the fifth annual Pioneer Technology Center Holiday Market. Today, the PTC Conference Center will transform into a festive holiday marketplace with handcrafted items from the many programs and staff represented at the tech center. The PTC Holiday Market opens at 9 a.m. and closes at 2 p.m. All proceeds from the event will benefit the Career Tech Student Organizations.

The public can also come during lunch time from 11 a.m. to 1 p.m. and enjoy PTC's Annual Thanksgiving Dinner.

"Our hope is that visitors will come for lunch but stay and shop for all kinds of crafts made by our students and staff," said Traci Thorpe, Superintendent/CEO.

PTC guests can park and enter by the cafeteria west entrance for lunch or use the main west and



Pioneer Technology Center students Maddie Weidman, from Blackwell and Trenton Scott, from Newkirk, feature some of the crafts that will be sold at the Holiday Market today. The marketplace opens at 9 a.m. and closes at 2 p.m. The public can also come during lunch from 11 a.m. to 1 p.m. and enjoy PTC's Annual Thanksgiving Dinner. *(Courtesy photo)*

north entrances. The address is 2101 N. Ash in Ponca City. For more information about

Pioneer Tech programs and services call (580) 718-4222 or visit [pioneertech.edu](http://pioneertech.edu).



This month, Pioneer Technology Center (PTC) hosted a dinner meeting for over 130 individuals who serve on their Advisory Committees. The Construction Technology program along with others discussed critical items such as curriculum alignment and other measures essential to program success. These participants came together from all walks of life to share their knowledge and expertise. Pictured in the back row left to right Paul Amean, Brand Safway; Ross Kyler, Kyler Construction; Tracey Irwin, Irwin Electric, and Cody Tabor, Instructor. Front row left to right. Greg Wooters, Tall Grass Energy; Braden Myer, M4 Construction; Jordan Fairchild, PTC Student; Paul Kyler, Kyler Construction; James Devinney, Evans and Associates; Dawn Brakey, PTC; Jess Hammond, Waldorf-Riley Heating and Plumbing; Gage Watson, Watson Construction; Candace Myer, M4 Construction; Spencer Walker, Lowes; and Justin Schacknie, MakeKings. For more information about Pioneer Technology Center's programs and initiatives visit their website [www.pioneertech.edu](http://www.pioneertech.edu).



***The Pioneer Technology Center Practical Nursing class***

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**PIONEER TECHNOLOGY Center's Basic Peace Officer Certification (BPOC) class celebrated their graduation with a ceremony and reception. They are pictured left to right, Sierra Long, Ponca City PD; Timothy Siebuhr, Ponca City PD; Matt Scism, Tonkawa PD; Troy Baugus, from Ponca City; Alex Mardis-Rios, Ponca City PD; Anthony Jauregui with Kay County Detention Center; ReAnna Sage, Ponca City PD, and not pictured Eric Sofian from Barnsdall. BPOC hands-on training provides realistic training scenarios from highly qualified instructors. Students are held to the highest standard and evaluated on their ability to demonstrate their competency and ability for all aspects of the program. Enrollment is open for the next class. Applications are due by December 15th, contact Tucker Hodgson, BPOC Coordinator, for more information at 580-762-8336 or visit [www.pioneertech.edu](http://www.pioneertech.edu).**

Blackwell

7 Wednesday, November 8, 2023

**Public Notice**

Published in the Blackwell Journal-Tribune November 8, 2023(1t)

**PUBLIC NOTICE**

The Board of Education of Pioneer Technology Center School District hereby provides legal notice that the annual school board election filing period for candidates will open 8 a.m. Monday, December 4, 2023 and closes at 5 p.m. on Wednesday, December 6, 2023. Contest of candidacy petitions may be filed with the County Election Board until 5 p.m. on Friday, December 8, 2023. If contests of candidacy are filed, the hearings will be conducted by the County Election Board the following week.

**Board Member Position on Ballot:**

The voters shall elect a board member for Zone 2 (Blackwell area) which has a 5-year term.

To view the PTC District Zone map go to:

<https://pioneertech.edu/board-of-education-map>

or scan the QR Code below





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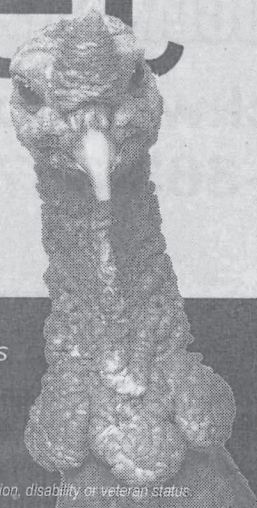


**THANKSGIVING  
DINNER** *and*

# holiday market

**THURSDAY, NOVEMBER 16**

**Shop: 9 am - 2 pm | Eat: 11 am - 1 pm**



*Proceeds Benefit PTC Student Organizations*

**Pioneer Technology Center**  
2101 N Ash, Ponca City | [pioneertech.edu](http://pioneertech.edu)

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**THANKSGIVING  
DINNER** *and*

# holiday market

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*Scan for Seniors Coupon*



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# Graduates Celebrate



Pioneer Technology Center's Basic Peace Officer Certification (BPOC) class celebrated its graduation with a ceremony and reception. From left: Sierra Long, Ponca City PD; Timothy Siebuhr, Ponca City PD; Matt Scism, Tonkawa PD; Troy Baugus, from Ponca City; Alex Mardis-Rios, Ponca City PD; Anthony Jauregui with Kay County Detention Center; ReAnna Sage, Ponca City PD, and not pictured Eric Sofian from Barnsdall. BPOC hands-on training provides realistic training scenarios from highly qualified instructors. Students are held to the highest standard and evaluated on their ability to demonstrate their competency and ability for all aspects of the program. *(Courtesy photo)*



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28 NOVEMBER 2023

PONCA CITY MONTHLY



THANKSGIVING  
DINNER *and*

# holiday market

NOV  
16

SHOP  
9 - 2

EAT  
11 - 1



Proceeds Will Benefit Pioneer Tech Student Organizations

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Blackwell

2B Wednesday, November 8, 2023



# THANK YOU VETERANS

PIONEER TECHNOLOGY CENTER  
2101 N. Ash, Ponca City, OK 74601  
580.762.8336 | [www.pioneertech.edu](http://www.pioneertech.edu)

# Wednesday

## November 8, 2023

Vol. 131 - No. 27

[poncacitynews.com](http://poncacitynews.com)



THE PONCA CITY Noon Lions Pioneer Technology Center Ambassador Student of the month for October is Keegan Goff (right). Goff is a second year student of the Firefighter/EMT program as well as a second year student ambassador (SA). Goff has helped with every event offered for the SA, and has also been on the Cross Country team for several years. Goff is pictured with Debbie Woodruff (left), Noon Lions President. (Photo Provided)

# Friday

November 3, 2023

Vol. 131 - No. 24  
poncacitynews.com

## 2 Guys & a Water Gun speak at 1 Million Cups

By CALLEY LAMAR  
calley@poncacitynews.com

The monthly 1 Million Cups meeting was held at Pioneer Technology Center (PTC) on Wednesday, Nov. 1 in PTC's cafeteria atrium at 8:30 am. These events serve as an opportunity for local entrepreneurs to come together for networking, and listening to a speaker share their story.

Wednesday's meeting saw two speakers, Brian Fredricks and Roman Bintz, share their entrepreneurial story of starting their power washing company: 2 Guys & a Water Gun.

2 Guys & a Water Gun use high-pressure water to clean concrete areas such as parking lots and sidewalks, and brick front; they also utilize a soft wash for use cleaning houses, siding, and roofs.

The pair's first job came in August of 2021. They then began to upgrade their equipment and say exponential growth in the number of jobs they worked per week. This, all while the both were in high school.

The two realized there were not many pressure washing businesses around and decided to go into it. They pulled out \$90 from



ROMAN BINTZ (left) and Brian Fredricks (right) spoke at the 1 Million Cups meeting at Pioneer Technology Center to discuss their business, 2 Guys & a Water Gun. They were both presented with orange cups gifted to speakers at the 1 Million Cups gatherings. (Photo by Calley Lamar)

Fredricks' savings account to get some equipment, and got to work immediately.

"That first year, we probably did eight jobs. It was hard doing it when we could,

but we kind of kept through it," said Bintz. "Once you kind of break that barrier of being a side thing, that's when the growth starts to be noticeable."

The two started putting their business on various social media sites like Facebook and Instagram, which led to word of mouth spreading about their work. Their operations have also extended out of Ponca City and into other area communities such as Newkirk and Kaw City.

Upgrading their equipment became necessary as time went on to meet the volume and demand of their customer base.

The pair are working on growing their commercial clientele while also working through school.

"Really, without the community's support, this wouldn't have been achievable," said Fredricks. "The support we get from them. Just to hear that stuff makes us want to go above and beyond for the next person."

Following their presentation, the pair were given orange cups that are given to speakers at 1 Million Cups.

As mentioned above, 2 Guys & a Water Gun have a Facebook page, and a website at [2-guys-and-a-water-gun.business.site](http://2-guys-and-a-water-gun.business.site) for more information on their business and hours of operation.

**Directors' Report to the PTC Board of Education – December 2023**  
**(Alphabetic by Area)**

**Business & Industry Services & Safety**

- The BIS team conducted 78 one-on-ones for 95.25 counseling hours & 14 marketing visits.
- Jeff Lockett provided technical assistance to clients, saving approximately \$480,000.
- The BIS team also logged
  - 658 Safety Contact Hours
  - 813 AT&D/Open Enrollment Contact Hours
  - 715 Customized Contact Hours (Type 31)
- The revenue generated from our Safety training is \$15,995.
- Our BIS classes generated revenues of \$4,770.
- Our AT&D classes generated revenues of \$9,978.
- AT&D offered 13 on-campus classes, classes made 7, classes canceled 6, new classes 3 offered, new classes made 3, fulfilled registrations 76, enrollments in online courses 2.
- Of the 7 on-campus classes starting this month – 2 offer certification.

CNA	05
<u>CMA/CE</u>	<u>08</u>
Total Students	13
- As a result of one of our B&I Breakfasts, Brook is working with a group of our local non-profit leaders to host a non-profit conference at Pioneer Tech. It is scheduled for February 9.
- Our 1 Million Cups presenters for February was 2 Guys and a Watergun.
- Janet Schwabe and Brook Lindsay participated in City Centrals Donuts and Dilemmas event.
- Heather Smith put on a ChatGPT Lunch n Learn session.
- Brook taught a Canva session at City Central for their tenants.
- The team welcomed Braden Fields (Safety Instructor) and Staci DeNoya (Health Facilitator) to Pioneer Tech on November 16.
- In addition to our typical safety training, our team continues to provide written safety programs for local industry. In particular we helped Asbury Machine this month.
- Janet coordinated a special Homemade Food Sales program at Pioneer Tech.
- The incubator advisor committee met with and approved the newest incubator tenant, Sunny Creek Trading post. Liz Threlkeld and her business partner Courtney will be moving in soon.
- Jenn Miller worked with the Po-HI BPA chapter on teambuilding. She also co-facilitated a core value session with Molly for a local insurance agency.
- Johnny Thornburgh and Sylvia coordinated a customized Heavy Equipment Operator course for Kaw Nation's Maintenance Crew.
- The BIS Team hosted the PCDA staff for the PTC Thanksgiving Lunch.
- The BIS Team went to Tonkawa for the November outreach lunch.
- Six of the BIS Team coordinators completed PSO's "Energizing Economic Development" program for community leaders.
- Janet and team members participated in the North Central Oklahoma Center for Workforce Excellence Legislative Lunch on November 3.

- Jenn and Molly met with Marland's Place leadership to discuss future strategic planning work.
- Molly met with the Equity Bank board for their quarterly meeting.
- Molly conducted the coordinators' mid-year evaluations.
- Molly attended Leadership Tonkawa. The session's focus was on the Tonkawa Schools & NOC.
- Members of the BIS team participated in the meeting with Joe Steele the Apprenticeship Coordinator from Pioneer Tech.

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**Adult Training & Development classes on the horizon...**

12/7-Christmas Scones	1/22-3/11-Private Security
12/12-Christmas Wreaths	1/22-2/6-Get Going with Your Computer
1/9-Simmering Soups	1/29-2/7-Fundamentals of Studio Photography
1/23-Italian Cuisine	1/23-4/23-Beginning Welding
1/22-Teaching Teens About Money	1/6-5/5-Child Development Associate-Pathway to Your National Credential (Hybrid)
1/29-Forming an LLC	
1/16-2/7-CNA-Long term Care Nurse Aide	
1/22-5/29-Pioneer Fit	

**BIS EVENTS coming soon!**

1/3-1 Million Cups  
 1/25-Getting Started in the Government Marketplace  
 1/29-Lash Extension Course (Continuing Education)  
 3/27/2024-5/1/2024-Manufacturing Supervisor Primer

---

**Communications & Marketing**

- Terri Busch did new Employee On-Boarding for Staci DeNoya and Braden Fields.
- The AT&D Winter/Spring Schedule dropped to mailboxes, the team added new classes to Facebook and promoted the new schedule in all areas.
- The C&M Team helped CEA with RSVP's for the Christmas Reunion Party and graphics for both the Children's party and the Reunion party. Name tags were also created.
- The C&M Team assisted with 8<sup>th</sup> Grade days, took photos, posted to social media, and created graphics for the event.
- In conjunction with CTSO and the Holiday Market Committee we made almost \$3800 on the Holiday Market and served 300 for the Thanksgiving meal. It was a great day for Pioneer Tech.
- The C&M Team celebrated Students of the Month on displays, on social media, and in print.
- Terri Busch shot live video, set-up and helped host the 1 Million Cups presentation with TD Custom Leather, Angie Ogden also assisted with PowerPoint.
- Angie Ogden made banners and printed them for the Children's Lab to be in the Veterans Parade. We also purchased new magnets for the parade.
- The C&M Team assisted the parade committee with all of their needs for the many different parades.
- A new Esports page was created and Terri Busch added all Esports activities to the events calendar.

- The C&M Team assisted Student Services with the Counselor Retreat, making graphics and providing promo items for the event.
- Terri Busch attended a Zoom Board meeting for the Tri State District over the Thanksgiving break.
- Numerous pictures were taken and featured on social media and sent to area newspaper by the C&M Team.
- Several BIS flyers were created to promote BIS classes coming up in December and January by Angie Ogden.
- Angie Ogden assisted numerous team with promo items and goody bags for speakers.
- Videos for new instructors and coordinators were completed and Terri Busch is adding these to the website and to Youtube.
- Terri Busch had meetings with possible new website designers and hosts for the PTC website.
- The C&M team attended the December BIS monthly meeting.
- Terri Busch attended the Instructional Staff December meeting.

### **Instructional Directors / Full Time Programs**

#### **Instructional Directors**

- The Full-Time programs team participated in a credentialing and badging training put on by the Oklahoma Department of CareerTech.
- Kendra Knight, Dr. Ryan Burkett, and Kahle Goff met with Lisa Jackson to discuss any Financial Aid concerns related to reducing career major hours.
- The Full-Time programs team completed the ODCTE Follow-Up Report.
- Kahle Goff attended Leadership Blackwell events.
- Dr. Ryan Burkett, Kendra Knight, and Kahle Goff met with Joe Steele, Meridian Technology Centers Apprenticeship Coordinator to discuss implementing more apprenticeships at PTC.
- Kahle Goff, Kendra Knight, and Michelle Tripp met with the ODCTE for a PN Select on site ARPA monitoring visit.
- Kendra Knight, Kahle Goff, and Wendy Burg conducted Work Ready Oklahoma Coordinator and Manager interviews.
- Kendra Knight, Kahle Goff, and Kyla Carlson conducted Children's Lab Instructor interviews.
- Kahle Goff attended the Opportunity Center Board Meeting.
- Kahle Goff and Traci Thorpe met with Shane Dent and Dr. Dalana Hawkins with PCPS to discuss boosting PTC enrollment.
- Kendra Knight, Kahle Goff, Wendy Burg, and Janet Schwabe toured the Work Ready Oklahoma programs construction progress at City Central.
- Kahle Goff, Lori Evans and the Student Services team participated in ODCTE's Oklahoma Career Guide training.
- Dr. Ryan Burkett provided a welcome at the Special Education Advisory Committee meeting.
- Kahle Goff provided a welcome at the Student Services Advisory Committee meeting.
- Full – Time Programs staff participated in the annual 8<sup>th</sup> Grade Tours event.
- Dr. Ryan Burkett got to drive the Christmas train in Newkirk for the first time!

#### **Practical Nursing**

- The Fall 23 pinning ceremony was held on Nov 4<sup>th</sup>. Nineteen students participated in the event, with over 300 family members in attendance. It was a wonderful evening celebrating the students.
- NWOSU's Director of the BSN program, Heidi Ritchie, was the guest speaker during contract day for December. She talked about the articulation agreement with PTC and their LPN-BSN program.
- Students in the PN Select and Sept 23 cohort are working hard through fundamentals and learning skills to start clinicals in January.
- Elissa Rowton was the PN Select SOM for November.
- Emily Tate is the PN SOM for December.
- Michelle is attending Career Tech Women in Leadership training.

### **Health, BITE and Special Programs**

#### Medical Services

- Homeland Pharmacy has agreed to be a clinical partner for next years Pharmacy Technician students.
- Pharmacy students are testing to get their micro -credentialing this month.
- Shonda Garrison has started building the medical assisting clinical schedule and students are very eager to get started on their hands-on training.
- Medical assisting students have been performing venipuncture and shots. We have some talented students who've picked up phlebotomy so well!!

#### Academic Math

- The High School Academic Lab Math and Science students are doing very. All will reach by the end of semester.
- The two Adult Medical Terminology and A&P Students are progressing well. One has finished Medical Terminology Course as of 11/18/23.

#### Teacher Prep

- Field Trip with the Lab kids to the Pumpkin Patch
- Field Trip to NERA to help pack the 800 Thanksgiving pumpkin pie sacks we decorated
- Safe Sleep Certification
- Field Trip to UCO for the Prospective Teacher Academy
- Vicki Braden went to UCO to attend the Teach OK conference
- Food Handlers Certificate Course
- CPR/First Aid Certification by Carl Storm
- Lindsay McGee spoke to the students about herself and how she organized the One year old classroom and her procedures.
- 

#### Children's Lab and Preschool

- Kylia Carlson completed a Preschool stipend which consists of 30 hours of professional development.
- We had a Fall Party before we dismissed for Thanksgiving where parents were invited to come, and we had a great turnout of parents.
- The Children's Lab decorated their float for the Ponca City Christmas Parade.

## HCC

- In Health Careers this month we have continued learning anatomy and physiology. We learned about the Skeletal system, we did fun relay races to see which team could label all the bones on the skeleton the fastest.
- We also got through our Medical Math Chapter learning about military time and dosage calculations. We studied the integumentary system and did labs on the use of sunscreen and fingerprints.
- We are currently in the chapter on Senses specifically the eyes and ears and the students got to dissect cow eyes which they seemed to enjoy.

## ABE/HSE

- November Data
  - 147 students enrolled in the ABE and TANF programs
  - 14 new students enrolled in the ABE and TANF programs
  - 11 HiSET tests were passed
  - 5 students earned a level gain
  - 2 students earned their High School Equivalency Diploma
- ABE Staff attended virtual and face-to-face training:
  - LACES and Coffee Meeting
  - Oklahoma Adult Education and Literacy Conference
  - Provided Clifton Strengths Training with Leadership Fairview for Northwest Technology Center
    - Individualized Learning Plans on the Aztec Platform
    - Critical Thinking Skills
    - Engagement and Retention Strategies
    - Pipeline, Projects and Pathways: Aligning Adult Education Programming to Registered Apprenticeship Opportunities
    - Connecting Adult Education to Pre-Apprenticeship and Registered Apprenticeship: Resources to Support Adult Education to Programs
    - Exciting New Ways to Monitor Student Progress

## SHARE

- Share had one more student finish their coursework for graduation.
- We have had a few students contact us to come next semester

## New Beginning

- We have had 1 new for Nov. from Payne Co.
- 17 students in New Beginning
- 12 students in follow up
- Guest speakers for the November were Mental Health from NOYS and Living Hope, and Child Nutrition
- We are now serving students from Payne Co. who are on TANF

## BITE

- The Visual Communication and Information Technology (Vis Com and IT) departments have been diligently finalizing their curriculum before the break.
- The Esports program enjoyed a prosperous Fall season, with a total of 18 students actively engaged in various games.
- The Vis Com students organized a photoshoot capturing the team in their jerseys, and they have been crafting engaging social media posts to introduce the team and express gratitude

to our sponsors. Additionally, the Business Professionals of America (BPA) entered four students into a virtual competition, and they are currently immersed in completing their respective projects.

#### Biomed

- Students are currently learning the ins and outs of an autopsy. We have reviewed a medical examiner report to help us determine postmortem changes. This helps us determine time of death. We also look at the examiners notes on the external and internal examination of the body, which helps us determine cause of death. Ultimately, we will use this new knowledge to help us determine the death of the ongoing case of Anna Garcia.
- Students have been learning all about the kidneys! We have looked at how they filter blood and some common diseases and disorders that can make this process more complicated.
- Students have had an opportunity to build a paper model of the kidney and examine how a kidney filters blood by making a simulated kidney in the lab using dialysis tubing.
- Coming up, we will be looking at how someone gets diagnosed with kidney disease and what a patient goes through being a kidney donor and recipient

#### **T&I and Service Programs**

##### Automotive

- ASE certification tests next week
- Going to try a hand on shop final for the first time next week.
- Going to extend the Engine Performance area into the next semester to ensure adequate class hours are met.

##### Construction

- Basic finishing techniques
- Sanding
- Painting
- Staining and sealing
- Sheetrock Finishing
- Students also re decked a utility trailer

##### Cosmetology

- First years are wrapping up learning manicure and pedicures.
- 2nd year adults are taking state board exams. The five adults should be finished by the end of January. Three of the students have officially accepted salon jobs.
- Cosmetology is hosting the SkillsUSA district Contest on February 5th. Students are beginning to prepare for contest.
- Second year students are focusing on reviewing salon skills and becoming more confident in providing services.

##### Criminal Justice

- Students toured the Newkirk Police Department and the Kaw Nation Police Department.
- Students participated in the Skills USA District Leadership Conference at Metro Tech in Oklahoma City.
- Students assisted in the parking of cars and directing traffic for the opening night of the Festival of Angels at Lake Ponca.

##### Culinary Arts

- Students helped prep our annual Thanksgiving lunch
- Got great reviews from the Holiday market for our French-bread and butter candles

- Field trip to tour some of OSU's frat houses for food production with Benchmark Food group. We then took a chef lead tour of OSU's hospitality and tourism program where they fed us lunch and students got to try Cuban cuisine. I think this peaked a lot of interest.
- Helped with the arts council fundraiser and cook-off, which was pretty cool,

#### Firefighter/EMT

- Students have completed their Firefighter 1 training, next on the list is hazmat operations.
- EMT students have started their ride outs with Ponca FD for clinicals.
- Some students will be in the candidate testing process for employment at Ponca Fire on Friday, December 8.

#### Mechatronics

- 90% of class attended SkillsUSA Leadership Conference.
- 5 students were awarded the Statesman Award.
- Student accepted into OSU Firefighting program.

#### Precision Machining

- Met with Chad from Precision Machining about shop tours.
- Met with sales rep for Hurco to discuss possible equipment.
- Students finished parts for the Newkirk Safety Center.

#### Service Careers

- Students went for Hospitibilities Testing
- Students attended the Skills/USA Fall leadership conference
- Preparing for Skills/USA Regional Contest

#### Welding

- Class-wide certification testing on the 12th.
- We have several students working with Trailer Butler on WBL.
- We have former student and longtime welding instructor Bob Moffatt doing subject matter expert demonstrations.
- We toured Ditch Witch.
- One student is working for CSE Bliss in the mornings.

### **Student Services**

#### Student Services

- The team supported Cortney in very successful 8<sup>th</sup> grade days.
- Working on semester changes and possible enrollment.
- Met with the Foundation Board to review scholarship applications.
- Beginning to work on changes and planning for next year enrollment kick off.
- Hosted area special education teachers and counselor for advisory meetings.
- Participated in Holiday Market for CTSO fundraiser and Thanksgiving Community Lunch
- It has been super busy and we are rushing to finish everything for semester end!
- Wishing each of you a Merry Christmas and a Happy New Year – the SS Team

#### WorkKeys:

- Students have been making steady progress through the WorkKeys curriculum. We have administered 76 WorkKeys assessments during the month of November. Of those students that took the WorkKeys assessments 14 students completed their WorkKeys curriculum and earned their Career Readiness Certificate.

#### Employability Skills:

- Students have logged into Oklahoma Career guide or created a new account if they didn't have one. Shown the advantages of OKCG and the resources they can utilize on it
- Working on team building skills as well as problem solving skills

#### Career Development Facilitator

- Organized volunteers for 8<sup>th</sup> Grade Tours
- Explored the Transportation, Distribution, and Logistics Career Cluster with district 8th graders
- Explored the Science, Technology, Engineering, and Mathematics Career Cluster with district 8th graders
- Explored the Architecture and Construction Career Cluster with district 8th graders
- Met with Recruitment and Retention Committee to plan for 8th Grade Days event
- Met with West Middle School counselor regarding a 6th grade gifted and talented field trip to PTC

#### Counselor

- Met one on one with students in the following programs: Biomed, Health Careers, Medical Services, PN Select, Information Technology, Visual Communications, Teacher Prep, Mechatronics,
- Attended Campus Safety and Security Summit
- Attended Frontier College and Career Fair
- Attended PREpARE workshop 2 on Responding to an Acute Traumatic Stressor in Schools

#### Testing Specialist

- The testing center proctored 277 assessments in the month of November. This brings our fiscal year total up to 1068.
- The Automotive program completed two ASE assessments: Engine Repair & Engine Performance. They are scheduled to complete a few more before the end of the semester.
- Teacher Preparation completed their first round of testing through CareerTech, earning several students their certifications. I am working with CTIMS to get an account set up to allow me to upload student certificates in order for them to get their digital badges through Credily. Three individuals completed prerequisite assessments for the upcoming BPOC class.

#### Disabilities Specialist/Job Placement Facilitator

- Met with IEP/504 Students for Check-in Conferences to review career goals, grades, and attendance.
- Presented Dyslexia training for Instructional Staff.
- Continued attending IEP/504 meetings.
- Covered the Career Center as needed.
- Attended the Frontier Schools College and Career Fair.
- Hosted the Annual Area Special Education Teachers Meeting.

### **Plant/Facilities/Maintenance**

- Polishing project on the concrete drain area in Fire Fighter/EMT.
- LVP install over the holiday break in the new infant room.
- New evening custodian (pending board approval) to start Dec 18<sup>th</sup>, 2023.
- Addition lights installed at BIS building in the back area.
- Demolition of old cosmetology building during the holiday break.
- Surplusage of the 2020 Ford Fusion for trading in a new vehicle during purchase request time. This vehicle is very unreliable and cannot be fixed via the dealer.

- Working with the city central Ponca City building for items needed for the new WRO program.
- Fleet personnel has passed their CDL school bus driving road test and is currently driving a routine bus route.
- Holiday routine deep cleaning of the facility.
- Punch list and walk-thru of the new completed playground area for teacher prep class.
- Semi-annual bus maintenance.

**PIONEER TECHNOLOGY CENTER**  
**PURCHASES OVER \$10,000**  
 Equipment/Furniture/Remodel or Repairs/Technology  
 December 12, 2023

<u>Program/Area</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Work Force Oklahoma Grant	<b>CLUTCH SOLUTIONS</b>	Technology equipment for WRO site as per attached quote #44588	<u>\$53,553.00</u>
		TOTAL	\$53,553.00

*Other quotes: CDW-G \$57,159.34*



2152 S Vineyard Ave  
 Bld. 1, Ste 102  
 Mesa, AZ 85210  
 p. 888-822-5882  
[www.clutchsolutions.com](http://www.clutchsolutions.com)

## Quotation

<b>Quote #</b>	44588
<b>Terms</b>	NET 30
<b>Contact</b>	Kevin Bell <a href="mailto:kevinb@pioneertech.edu">kevinb@pioneertech.edu</a> 580-718-4245
<b>Quote Date</b>	10/3/2023
<b>Expires</b>	11/2/2023

**Sales Rep:** Steve Kaus  
[steve.kaus@clutchsolutions.com](mailto:steve.kaus@clutchsolutions.com)  
 p. 480-999-4397

**Customer**  
 Pioneer Technology Center  
 Kevin Bell  
 2101 N Ash St  
 Ponca City, OK 74601  
 UNITED STATES  
 5807628336  
[kevinb@pioneertech.edu](mailto:kevinb@pioneertech.edu)

**Bill To**  
 Pioneer Technology Center  
 Accounts Payable  
 2101 N Ash St  
 Ponca City, OK 74601  
 UNITED STATES  
 5807628336  
[erinm@pioneertech.edu](mailto:erinm@pioneertech.edu)

**Ship To**  
 Pioneer Technology Center  
 2101 N Ash St  
 Ponca City, OK 74601  
 UNITED STATES  
 5807628336

Description	Customer PO	Contract	Ship Via
New Space			FedEX Ground

Item	Mfg	Part #	Qty	Description	Price	Extended Price
1	LOGITECH	910-001822	24	Logitech M510 Wireless Mouse, 2.4 GHz with USB Unifying Receiver, 1000 DPI Laser-Grade Tracking, 7-Buttons, 24-Months Battery Life, PC / Mac / Laptop (Black) - Optical - Wireless - Radio Frequency - 2.40 GHz - Gray, Black - 1 Pack - USB - 1000 dpi - Tilt Wheel - 7 Button(s) - Symmetrical	\$29.00	\$696.00
2	Jabra	100-55900000-02	24	Jabra EVOLVE 20 UC Headset - Stereo - USB - Wired - Over-the-head - Binaural - Noise Canceling - Black	\$43.00	\$1,032.00
3	HP INC.	822P5UT#ABA	24	HP ProBook 450 G10 15.6" Notebook - Full HD - 1920 x 1080 - Intel Core i7 13th Gen i7-1355U Deca-core (10 Core) 1.70 GHz - 16 GB Total RAM - 512 GB SSD - Pike Silver Plastic - Intel Chip - Windows 11 Pro - Intel UHD Graphics - In-plane Switching (IPS) Technology - English Keyboard - Front Camera/Webcam - IEEE 802.11ax Wireless LAN Standard	\$1,162.00	\$27,888.00
4	HP INC.	UK718E	24	HP Care Pack - 5 Year - Service - 9 x 5 x Next Business Day - On-site - Maintenance - Parts & Labor - Physical	\$215.00	\$5,160.00
5	HP Inc.	86Y59UT#ABA	2	HP Elite Mini 800 G9 Desktop Computer - Intel Core i7 13th Gen i7-13700T Hexadeca-core (16 Core) - 16 GB RAM DDR5 SDRAM - 512 GB M.2 PCI Express NVMe SSD - Mini PC - Intel Q670 Chip - Windows 11 Pro - Intel UHD Graphics 770 DDR5 SDRAM - English Keyboard - IEEE 802.11ax - 90 W	\$1,395.00	\$2,790.00
6	HP INC.	U7899E	2	HP Service/Support - 5 Year - Service - 9 x 5 - On-site - Maintenance - Parts & Labor - Physical	\$96.00	\$192.00
7	Sharp NEC Display Solutions Ltd.	E221N-BK	2	NEC Display MultiSync E221N-BK 22" Full HD LCD Monitor - 16:9 - 22" Class - LED Backlight - 1920 x 1080 - 16.7 Million Colors - 250 Nit - 6 ms - DVI - HDMI - VGA - DisplayPort	\$239.00	\$478.00
8	Bretford Manufacturing, Inc	TVCM24PAC-BP	2	Bretford CUBE Cart Mini Charging Cart - 4 Casters - 5" Caster Size - Steel - 24" Width x 21" Depth x 37.5" Height - Black Pumice - For 24 Devices	\$1,011.00	\$2,022.00
9	Hewlett Packard Enterprise	JL322A	1	Aruba 2930M 48G POE+ 1-Slot Switch - 48 Ports - 3 Layer Supported - Modular - Twisted Pair	\$6,777.00	\$6,777.00
10	HEWLETT PACKARD ENTERPRISE	JL086A#ABA	1	HPE Aruba X372 54VDC 680W 100-240VAC Power Supply - 120 V AC, 230 V AC	\$556.00	\$556.00
11	HEWLETT PACKARD ENTERPRISE	H2CF1E	1	HPE Foundation Care - 5 Year - Service - 9 x 5 x Next Business Day - Technical - Electronic, Physical	\$2,220.00	\$2,220.00
12	HEWLETT PACKARD ENTERPRISE	Q9Y75AAE	1	Aruba Central Foundation - Subscription License - 1 Switch (24 Ports) - 5 Year - Electronic	\$892.00	\$892.00

13	HEWLETT PACKARD ENTERPRISE	Q9H63A	2	Aruba AP-515 (US) Dual Radio 4x4:4 + 2x2:2 802.11ax Internal Antennas Unified Campus AP - 2.40 GHz, 5 GHz - MIMO Technology - 2 x Network (RJ-45) - 2.5 Gigabit Ethernet, Gigabit Ethernet - Bluetooth 5 - Ceiling Mountable, Wall Mountable, Rail-mountable <i>Comments: Mount, Liceninse, antenna(s) need to be configured and added</i>	\$853.00	\$1,706.00
14	HEWLETT PACKARD ENTERPRISE	R3J15A	2	Aruba Mounting Bracket for Wireless Access Point	\$25.00	\$50.00
15	HEWLETT PACKARD ENTERPRISE	HC4K8E	2	HPE Foundation Care Exchange Service - Extended Service - 5 Year - Service - 9 x 5 x Next Business Day - Service Depot - Exchange - Physical, Electronic	\$244.00	\$488.00
16	HEWLETT PACKARD ENTERPRISE	Q9Y60AAE	2	Aruba Central Foundation - Subscription License - 1 Access Point - 5 Year - Electronic	\$303.00	\$606.00

Sub Total:	\$53,553.00
Shipping and Handling:	\$0.00
Tax Rate: (0.000000)	\$0.00
<b>Total</b>	<b>\$53,553.00</b>

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# Full-Time Programs & ABE/HSE Secretary Proposal



## Rationale

Pioneer Technology Center's (PTC) Full-Time Programs (FTP) Registrar, Holly Farmer, is extremely capable of meeting all of the demands of the position. However, a portion of the Registrar's position requires extended sessions of working without interruption to complete state and federal reporting. Due to the nature of the registrar position, providing student tardy slips, collecting attendance documentation, receiving parent phone calls, answering teacher requests, and inputting attendance data, it is nearly impossible to find the necessary uninterrupted time to complete the required reports. PTC is proposing moving Brisa Medrano from a part time Adult Basic Education (ABE)/ High School Equivalency (HSE) Data Clerk & Administrative Assistant (29.5 hours per week) position, to a full time (combined) ABE/HSE & FTP Secretary position (40 hours per week). This move will provide the necessary assistance with clerical responsibilities and allow uninterrupted time for the Registrar to complete PTC's state and federal reports. The addition of this part time staffing in the Full-Time Programs office will allow for accurate data submissions and more availability to assist with teacher needs and communicate effectively to students, clients, and parents. In previous years, PTC has employed an Assistant Registrar in the Full-Time Programs Office; however, we feel this part-time staffing will meet current needs.

## Staffing

Staffing this position will require moving the Adult Basic Education (ABE)/ High School Equivalency (HSE) Data Clerk & Administrative Assistant position from a part time contract 29.5 hours per week to a full-time employee contract. Over the past months, Brisa the ABE/HSE Data Clerk & Administrative Assistant has temporarily been working in the Full-Time Programs Office to provide support to the Registrar. With Brisa spending 2 hours per day, in the Full-Time Programs Office completing clerical tasks during the "student rush timeframe" has afforded the Registrar uninterrupted time to complete the Oklahoma Department of Career and Technology Education (ODCTE) Enrollment Report and Federal Integrated Postsecondary Education Data System (IPEDS) Report.

An alternative option to consider is to contract with SchoolPass an automated student attendance management system which integrates into PTC's student management system PowerSchool. With this system, students check themselves into each class period using a QR code, barcode, or RFID tag. Implementing SchoolPass would require an \$9800 investment the first year and an additional \$8500 each subsequent year. While technology may meet a portion on the need listed above, it's the belief of the district that technology can't provide customer service. Students, parents, and staff members deserve a friendly smile and a kind voice to maintain a culture of support. Additionally, this staffing solution will allow for office coverage in times of staff absences and provide more flexibility within the Full-Time Programs office.

## **Estimated Salary/Expense**

- 12 Month Contract (GL-2, Step 1) - \$16.35/ hour or \$31,390/year
- Benefits @ 25% of salary - \$ 7,847.5
- **Total:** \$39,237.50/year

### Staff Salary Change:

- Current Salary - \$15/Hour - 29.5 hours/week (48 Weeks) \$21,240 – No Benefits
  - Grant Funded Position
- Future Salary - \$39,237.50 - Future Salary & Benefits (annual expense)
  - Grant Funded 75% - PTC Funded 25%

Annual additional PTC cost (estimated): \$17,997.50

**PIONEER TECHNOLOGY CENTER**  
**Part-Time & Temporary Employment Contracts and/or Addenda to Contracts**  
**December 12, 2023 FY 2023/2024**

<u>Name</u>	<u>Position/Class Taught</u>	<u>Dates</u>	<u>Contract amount</u>
Steve Bookout	Evening Supervisor Additional	10/16 – 11/15 (3.75 hrs)	93.75
Carol Bottoms	ABE/TANF Instructor	12/01 – 12/31 (21 hrs)	525.00
Vicki Braden	ABE/HSE Instructor	12/01 – 12/31 (14 hrs)	364.00
Christina Chapman	ABE/TANF Instructor	12/01 – 12/31 (7 hrs)	175.00
Aimee Clark	ABE/HSE Instructor	12/01 – 12/31 (7 hrs)	175.00
Tessa Cramer	CSO Skills Check-off	11/08 (2 hrs/4:30-6:30pm)	50.00
Jackson Gallagher	Diabetic Cooking	11/16 (4.5 hrs)	67.50
Anna George	Cloud-Based Quickbooks	11/13 – 11/14 (8 hrs)	500.00
Larry Godley	ABE/HSE Instructor	12/01 – 12/31 (16 hrs)	480.00
Elaine Harman	ABE/TANF Instructor	12/01 – 12/31 (7 hrs)	175.00
Elaine Harman	ABE/HSE Instructor	12/01 – 12/31 (14 hrs)	350.00
Tonya Jackson	ABE/HSE Instructor	12/01 – 12/31 (10.5 hrs)	273.00
Aletha Kearney	Diabetic Cooking	11/16 (5 hrs)	150.00
Julie Lawrence	ABE/Corrections Instructor	12/01 – 12/31 (3.5 hrs)	87.50
Allyson Leonard	ABE/HSE Instructor	12/01 – 12/31 (11.5 hrs)	287.50
Tyler Licklitter	BLS CPR	12/01 (8 hrs)	200.00
Steven Long	Paramedic Skills	10/26 – 11/02 (19 hrs)	475.00
John Munger	School Bus Training	11/16 – 11/22 (22 hrs/4-8pm)	660.00
John Munger	CPR/First Aid	12/05 – 12/06 (6 hrs)	180.00
Joni Murphy	ABE/HSE Instructor	12/01 – 12/31 (9 hrs)	225.00
James Page	School Bus Examiner	11/01 – 11/30 (14.25 hrs)	498.75
Eric Payne	School Bus Instructor	10/23 – 11/03 (1.5 hrs)	37.50
Pam Powers	ABE/HSE Instructor	12/01 – 12/31 (31.5 hrs)	787.50
Pam Powers	ABE/TANF Instructor	12/01 – 12/31 (14 hrs)	350.00
Chuck Rector	Resin Art (Cutting Board)	11/08 (3 hrs/6-9pm)	84.00
Chuck Rector	Resin Art (Cutting Board)	12/05 (3 hrs)	84.00
Kristi Reed	CNA Instructor	11/10 – 12/12 (95.5 hrs)	2,196.50
Kristi Reed	Cont. CMA Education	11/17 (8 hrs)	184.00
Jeremy Sackett	Excel 2019 Level 3	11/27 – 12/05 (10 hrs)	250.00
Rebecca Stephens	ABE/TANF Instructor	12/01 – 12/31 (21 hrs)	525.00
Rebecca Stephens	ABE/HSE Instructor	12/01 – 12/31 (28 hrs)	700.00
Colton Tripp	Extra Computer Tech Help	12/07 – 02/29 (up to 20 hrs/wk)	12.00/hr
Mary Ann Sudbury	ABE/Corrections Instructor	12/01 – 12/31 (14 hrs)	350.00