



**Regular Board Meeting Agenda  
Caddo Kiowa Technology Center  
Monday, December 8, 2025 at 5:30 PM Central  
Administration Building #100, Room #134  
1415 North 7th Street  
Fort Cobb, Oklahoma 73038**

1. Call to Order, roll call and establishment of a quorum

2. Reports and Discussions by Board and Staff: Jolisa Knauss, Instructional Leader; John Noel, BIS Director; Chris Helton, Director of Operations; Mike Newell, Assistant Superintendent and Superintendent's Update; Jennie Nunn regarding:

- Students/Instructional
- Short Term/BIS
- Facilities
- Employee Development

3. Consent Agenda

All of the following items, which concern reports and items of a routine nature normally approved at board meetings, will be approved by one vote unless any board member would like to remove an item for individual consideration. The consent agenda consists of the discussion, consideration and approval of the following items:

- a. November 10, 2025, Regular Board Meeting Minutes.
- b. General Fund 24-25 checks #3600-3602 in the amount of \$79,904.14;  
General Fund 25-26 checks #1023-1269 in the amount of \$747,044.79;  
General Fund Encumbrances #60621-60666 & 70126-70127 in the amount of \$505,468.20;  
No Building Fund Encumbrances, including change orders report and appropriations for FY25-26 from reports dated November 30, 2025.
- c. Treasurer's reports for bank statements dated November 30, 2025.
- d. Activity Fund reports for bank statements dated November 30, 2025.
- e. Transfer of \$74,728.14 from the Activity Fund to the General Fund per resolution 70 O.S. § Section 5-129.
- f. Approve BIS adjunct and part-time employees.
- g. Employees that are eligible for a Professional Development Stipend.
- h. Employees that are eligible for Community Service Incentive.

4. Action to be considered:

- a. Discuss and vote to approve or not approve CKTC's board meeting dates and times beginning from January 2026 through December 2026.
- b. Discuss and vote to approve or not approve a Cooperation Agreement with the County of Caddo, Board of County Commissioners for Fiscal Year 2026.
- c. Discuss and vote to approve or not approve CKTC's Fiscal Year 26-27 Calendar.
- d. Discuss and vote to approve or not approve an investment opportunity with Oklahoma Liquid Asset Pool.

5. Proposed Executive session to discuss the following personnel items:

- Resignation of Jina Mindemann — Instructional Health Assistant

6. Vote to convene or not convene into executive session.

7. Acknowledge board's return to open session.

8. Executive session compliance announcement.

9. Motion, consideration and vote to approve or not approve the resignation of Jina Mindemann — Instructional Health Assistant.

10. New Business - This is limited to matters not known about or which could not have been reasonably foreseen prior to the posting of the meeting agenda.

11. Announcements

12. 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."

Jana Savage, Minute Clerk  
Caddo Kiowa Technology Center Board of Education