

Red River

TECHNOLOGY CENTER

Minutes of the Board of Education Regular Meeting
Monday, July 10, 2023 6:30 PM Central
Conference Room-Main Building
3300 West Bois D'Arc
Duncan, Oklahoma 73533

1. Call to order and roll call of members.

Dee Williams called the meeting to order.

Attendance Taken at 6:30 PM.

Sam Porter: Absent

Ricky Sanders: Present

Lance Strickland: Present

Dee Williams: Present

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:

Motion to approve consent agenda items a-k. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

a. Approval of Minutes of the June 28, 2023 Regular Board Meeting

b. Approval of Tami Wright as Minutes Clerk

c. Approval of Agenda as part of the minutes

d. Approval of June Treasurer's Report

e. Approval of June Activity Fund Reports - Regular & Credit Card Account

f. Approval of General Fund Change Orders, Warrants, & Encumbrances for FY 23, in the amount of -\$195.88

g. Approval of General Fund Change Orders, Warrants, & Encumbrances for FY 24, numbers 1-246 , in the amount of \$773,220.95

h. Approval of Building Fund Change Orders, Warrants, & Encumbrances for FY 24, numbers 24001-24019, in the amount of \$738,179.00

i. Approval of General Fund Payroll Change Orders, Warrants, & Encumbrances for FY 24, numbers 70001-70131, in the amount of \$5,320,317.42

j. Approval of Building Fund Payroll Change Orders, Warrants, & Encumbrances for FY 24, numbers 80000-80018, in the amount of \$429,914.60

k. Resolution to Declare Surplus Property

3. Discussion and possible action regarding the appointment of a new board member for Zone 1. Motion to approve the appointment of Lori Lovett, new board member for Zone 1. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

4. Oath of Office and Seating of a new Board Member for Zone 1, administered by the President of the Board.

Due to Ms. Lovett not being in attendance during the current meeting, the Oath of Office will take place at a later date.

5. Discussion and possible action regarding the resolution to transfer from activity fund to general fund.

Motion to approve the resolution to transfer from activity fund to general fund. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

6. Discussion and possible action regarding the Red River Technology Center/Kiamichi Technology Center Paramedic Handbook for A&CD Paramedic training.

Motion to approve the Red River Technology Center/Kiamichi Technology Center Paramedic Handbook for A&CD Paramedic training. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

7. Discussion and possible action regarding the RRTC 2023-2024 Workforce and Economic Development Adjunct Handbook.

Motion to approve the RRTC 2023-2024 Workforce and Economic Development Adjunct Handbook. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

8. Discussion and possible action regarding the 2023-2024 Adult Basic Education Handbook.

Motion to approve the 2023-2024 Adult Basic Education Handbook. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

9. Discussion and possible action regarding the Adult & Career Development 2023-2024 Student Handbook.

Motion to approve the Adult & Career Development 2023-2024 Student Handbook. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

10. Discussion and possible action regarding the Adult & Career Development 2023-2024 Emergency Medical Services Student Handbook & EMS Clinical Guide.

Motion to approve the Adult & Career Development 2023-2024 Emergency Medical Services

Student Handbook & EMS Clinical Guide. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

11. Discussion and possible action regarding the RRTC 2023-2024 Bloodborne Pathogens Exposure Control Plan.

Motion to approve the RRTC 2023-2024 Bloodborne Pathogens Exposure Control Plan. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

12. Discussion and possible action regarding the RRTC 2023-2024 Emergency Action Plan.

Motion to approve the RRTC 2023-2024 Emergency Action Plan. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

13. Discussion and possible action regarding the RRTC 2023-2024 School Safety Handbook.

Motion to approve the RRTC 2023-2024 School Safety Handbook. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

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

Motion to approve Tami Wright as Clerk of Board, Encumbrance Clerk and Minutes Clerk. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

15. Discussion and possible action regarding the appointment of Brandi

Williams, **Deputy Clerk** of the **Board** of Education and **Deputy Minutes Clerk** for FY24.

Motion to approve Brandi Williams, Deputy Clerk of the Board of Education and Deputy Minutes Clerk for FY24. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

16. Discussion and possible action regarding the appointment of Kimberly

Loveday, **Deputy Clerk** of the **Board** of Education and **Deputy Minutes Clerk** for FY24.

Motion to approve Kimberly Loveday, Deputy Clerk of the Board of Education and Deputy Minutes Clerk for FY24. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

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

Motion to approve the attached sub-accounts for the Activity Fund. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

18. Discussion and possible action regarding Activity Fund Policies.

Motion to approve Activity Fund Policies. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

19. Discussion and possible action regarding the Letter of Engagement with Rosenstein, Fist & Ringold, Legal Services for FY24.

Motion to approve the Letter of Engagement with Rosenstein, Fist & Ringold, Legal Services for FY24. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

20. Discussion and possible action regarding the Letter of Engagement with Jayna R. Johnson, School Treasurer for FY24.

Motion to approve the Letter of Engagement with Jayna R. Johnson, School Treasurer for FY24. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

21. Discussion and possible action regarding the Security Contracts for FY24 with The City of Duncan.

This item was skipped. No motions were made.

22. Discussion and possible action regarding the continuation of employee fringe benefit plan including cafeteria plan. Fringe benefits include: retirement, health insurance, sick leave, emergency leave, personal leave, unused sick leave, group life insurance, dental, flex cash in lieu of health insurance, and retention incentive (health insurance for persons retiring after the age of 62 through the month they reach the age of 65).

Motion to approve the continuation of employee fringe benefit plan including cafeteria plan. Fringe benefits include: retirement, health insurance, sick leave, emergency leave, personal leave, unused sick leave, group life insurance, dental, flex cash in lieu of health insurance, and retention incentive (health insurance for persons retiring after the age of 62 through the month they reach the age of 65). This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

23. Discussion and possible action regarding reimbursement of up to \$30 to employees who take a bus driver physical for the purpose of transporting students as a function of their employment. Motion to approve reimbursement of up to \$30 to employees who take a bus driver physical for the purpose of transporting students as a function of their employment. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

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

Motion to approve Dennis Loafman as purchasing agent for the Agency for Surplus Property. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

25. Discussion and possible action regarding the Retirement Compensation Contract (insurance reimbursement from age 62 until they reach 65) with D'Ann Cox, Theresa Ensley, Sylvia Loveday, Janice Gay, Linda Henton, Teresa Poff, & Dorothea Perkins.

Motion to approve the Retirement Compensation Contract (insurance reimbursement from age 62 until they reach 65) with D'Ann Cox, Theresa Ensley, Sylvia Loveday, Janice Gay, Linda Henton, Teresa Poff, & Dorothea Perkins. This motion, made by Lance Strickland and seconded

by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

26. Discussion and possible action regarding the RRTC 2023-2024 Student Handbook.

Motion to approve the RRTC 2023-2024 Student Handbook. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

27. Discussion and possible action regarding the RRTC 2023-2024 Student Consumer Information Guide.

Motion to approve the RRTC 2023-2024 Student Consumer Information Guide. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

28. Discussion and possible action regarding the RRTC 2023-2024 Financial Aid Policies and Procedures.

Motion to approve the RRTC 2023-2024 Financial Aid Policies and Procedures. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

29. Discussion and possible action regarding the following appointments:

Motion to approve the following appointments: Title IX, Financial Aid - Kelly Pollock; Minutes Clerk, Encumbrance Clerk, Board Clerk - Tami Wright; Treasurer - Jayna Johnson; Purchasing Agents - Dennis Loafman, Brook Holding, Lisa Williams, Misty Wade, Kelly Pollock, Cameron Ottwell, Tim Yancy; Activity Fund Custodian - Brandi Williams; Activity Fund Co-Custodian - Ronda Byrne; Receiving Agents - All full-time RRTC employees are authorized to sign for merchandise; Equal Opportunity & Compliance Coordinators - Kelly Pollock and Misty Wade; Adult Education & Literacy Director - Lisa Williams; E-Rate Representative - Dennis Loafman. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

a. Title IX, Financial Aid - Kelly Pollock

b. Minutes Clerk, Encumbrance Clerk, Board Clerk - Tami Wright

c. Treasurer - Jayna Johnson

d. Purchasing Agents - Dennis Loafman, Brook Holding, Lisa Williams, Misty Wade, Kelly Pollock, Cameron Ottwell, Tim Yancy

e. Activity Fund Custodian - Brandi Williams

f. Activity Fund Co-Custodian - Ronda Byrne

g. Receiving Agents - All full-time RRTC employees are authorized to sign for merchandise

h. Equal Opportunity & Compliance Coordinators - Kelly Pollock and Misty Wade

i. Adult Education & Literacy Director - Lisa Williams

j. E-Rate Representative - Dennis Loafman

30. Discussion and possible action regarding E-Rate Record Retention Policy, E-Rate Procurement Policy & E-Rate Gift Policy.
Motion to approve E-Rate Record Retention Policy, E-Rate Procurement Policy & E-Rate Gift Policy. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.
Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea
31. Discussion and possible action regarding the continuation of Short-Term Adult Displaced Homemaker Tuition Waiver.
Motion to approve the continuation of Short-Term Adult Displaced Homemaker Tuition Waiver. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.
Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea
32. Discussion and possible action regarding the employment of Brook Holding, Kelly Pollock, Misty Wade, and Lisa Williams as night supervisors.
Motion to approve the employment of Brook Holding, Kelly Pollock, Misty Wade, and Lisa Williams as night supervisors. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.
Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea
33. Discussion and possible action regarding the employment of Kim Loveday, Letitia Weast & Gary Williams as substitute night supervisors.
Motion to approve the employment of Kim Loveday, Letitia Weast & Gary Williams as substitute night supervisors. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.
Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea
34. Discussion and possible action regarding the Online Consortium with Imagine Learning(Odysseyware) for FY24.
Motion to approve the Online Consortium with Imagine Learning (Odysseyware) for FY24. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.
Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea
35. Discussion and possible action regarding the purchasing of yearbook ads in the amount of \$75.00 from participating school districts.
Motion to approve the purchasing of yearbook ads in the amount of \$75.00 from participating school districts. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.
Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea
36. Discussion and possible action regarding the out of state travel for Brook Holding and Misty Wade to attend the Tech Center Superintendents Meeting in Wisconsin from October 23-25, 2023.
Motion to approve the out of state travel for Brook Holding and Misty Wade to attend the Tech Center Superintendents Meeting in Wisconsin from October 23-25, 2023. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.
Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea
37. Discussion and possible action to rescind the action on Gary Williams contract amount from June 28, 2023 due to data entry error and revote on the correct contract amount.
Motion to rescind the action on Gary Williams contract amount from June 28, 2023 due to data entry error and approve the correct contract amount. This motion, made by Lance Strickland and

seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

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

Motion to approve the employee contracts of Deana Adair, Elizabeth Baxter, Ronda Byrne, Krissy Bohn, Pam Boles, Sherri Branch, David Carlile, Kent Brown, Josh Case, Sidney Cates, Amanda Churchman, Jamie Conway, Kathy Deevers, Madalyn Estes, Stacy Estes, Luran Fish, Amanda Garner-Slate, Doyle Goss, Michelle Grigsby, Eric Hancock, Tiffany Hartlaub, Kayla Hecox, Janet Herren Pogue, Lisa Hill, Brook Holding, Kristy Hooker, Jessica Jacobi, Linda James, Laura Johnston, Holly Kelly, Mark Kilbourn, Sarah Lemons, Davis Loafman, Dennis Loafman, Laura Long, Kimberly Loveday, Krystal McMains, Tracey Moore, Stacy Morgan, Cameron Ottwell, Jason Todd Ottwell, Kelly Pollock, Jeff Prater, Fonda Smith, Kaitlyn Snider, Curtis Suson, Cody Tanaka, Deborah Taylor, Gretchen Taylor, Misty Wade, Letitia Weast, Brandi Williams, Gary Williams, Alesia Williams, Desiree Wright, Tami Wright, Kayla Brown, Dennis Chamberlain, David Morris, Teresa Sampley, Alex Sikes, Lisa Simmons, Rose Smith, Michelle Shelly Vanderslice, Tim Yancy, Tammy Anderson, Vera Hardin, Crisi Chapman, Jeffrey McGuire, Scott Meadows, Cayley Inmon, Rebecca Welton, David McAllister, Susan Fitzgerald, Sidney Cates, Toni Holmes, Rebecca Punto, Jennifer Evans, Ronda Johnson, Laura Long, Luran Fish, Jessica Jacobi, Gary Williams, Kim Loveday, Luran Loafman, Marilyn Brooks, Sylvia Loveday, Carol Phipps, Kelli Bolton, Darrell Knapp, & Jerry Harwell. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

39. New Business: In accordance with Oklahoma State Statute 25 Section 311(A)(9), this is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

No new business.

40. Informational Items:

a. PTAC Report

b. United States Department of Education - Financial Aid Approval

c. OK Summit - Tulsa, Ok (August 1-2, 2023)

d. The OSSBA Leadership Conference is August 24th - 27th, 2023 at the OKC Convention Center

e. IT Project & Storm/Fire Reconstruction Update

41. Vote to adjourn.

Motion to adjourn at 6:56pm. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea