

Pioneer Technology Center Board of Education Regular Meeting
Tuesday, June 11, 2024 6:00 PM
Seminar Center West
2101 N. Ash St.
Ponca City, Oklahoma 74601

1. Call meeting to order

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 and Allison Christy.

3. Flag salute and moment of silence

4. Discussion and vote to approve or not approve the Minutes of the May 14, 2024 regular Board of Education meeting

Motion to approve the Minutes of the May 14, 2024 regular Board of Education meeting 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: Absent

Yea: 4, Nay: 0, Absent: 1

5. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (General Fund #41771-41928 in the amount of \$162,388.21; Building Fund #40056-40067 in the amount of \$600,164.31; Payroll #70184-70190 in the amount of \$20,283.20)

Motion to approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists as presented 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: Absent

Yea: 4, Nay: 0, Absent: 1

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

A. Traci Thorpe, Superintendent/CEO

B. Molly Kyler, Executive Director, Business & Industry Services

7. Discussion and vote to approve or not approve revisions to the following policies: BD- Board of Education, Internal Organization/Officers, BEA-School Board Mtgs. Agenda Preparation and Dissemination, CKC-R1- Fire Drills Rules and Procedures, DCCA- Testing Employees (Other than bus drivers with regard to use of alcohol and illegal chemical substances), DDC- Employee Resignations and Reference Requests, EMDB- Flags, FA- Moment of Silence, FO-R4- Student Discipline Possession of Nonintoxicating Beverages, Intoxicating Beverages, Controlled Dangerous Substances, Counterfeit Drugs, or Other Abusable Chemical Substances (Regulation), GBA- Open Records Act, GKA- Alcohol at Special Events

Motion to approve with amendment to policy GKA 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: Absent

Yea: 4, Nay: 0, Absent: 1

8. Discussion and vote to approve or not approve new policy FFACCA- Hypoglycemic Emergency Procedures, FFACDA- Administration of Emergency Opioid Antagonists, EHBDBA-E- Notification, EHBDBA- Parent Participation in the School District, EMC- Graduation, CKC-R2- Tornado Drills Rules & Procedures

Motion to approve new policies FFACA- Hypoglycemic Emergency Procedures, FFACDA- Administration of Emergency Opioid Antagonists, EHBDBA-E- Notification, EHBDBA- Parent Participation in the School District, EMC- Graduation, CKC-R2- Tornado Drills Rules & Procedures 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: Absent

Yea: 4, Nay: 0, Absent: 1

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

Motion to approve purchases over \$10,000 as listed on Appendix A passed with a motion by Ms. Gay Norris and a second by Mr. Laurence Beliel.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea
Ms. Gay Norris: Yea
Ms. Rachel Shuey: Yea
Mr. J.D. Soulek: Absent
Yea: 4, Nay: 0, Absent: 1

10. Discussion and vote to approve or not approve items as surplus as listed on Appendix B.

Motion to approve items as surplus as listed on Appendix B. 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: Absent
Yea: 4, Nay: 0, Absent: 1

11. Discussion and vote to approve or not approve the contract for the purchase of the ADPC property located at 2201 N. Ash Street, Ponca City.

Motion to approve contract for the purchase of the ADPC property located at 2201 N. Ash Street, Ponca City. 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: Absent
Yea: 4, Nay: 0, Absent: 1

12. Discussion and vote to approve or not approve the contract for purchase of 3.19 acres of Oklahoma Natural Gas property, located at 2205 N. Ash Street, Ponca City, Oklahoma

Motion to approve the contract for purchase of 3.19 acres of Oklahoma Natural Gas property, located at 2205 N. Ash Street, Ponca City, Oklahoma passed with a motion by Ms. Rachel Shuey 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: Absent
Yea: 4, Nay: 0, Absent: 1

13. Discussion and vote to approve or not approve the 2024-25 Basic Peace Officer Certification handbook.

Motion to approve the 2024-25 Basic Peace Officer Certification handbook. 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: Absent
Yea: 4, Nay: 0, Absent: 1

14. Discussion and vote to approve or not approve the Agreement for Representation between Pioneer Technology Center and its Board of Education and Rosenstein, Fist & Ringold. This is an agreement for legal services, including, but not limited to, legal advice, consultation and representation for FY25.

Motion to approve the Agreement for Representation between Pioneer Technology Center and its Board of Education and Rosenstein, Fist & Ringold for FY25 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: Absent
Yea: 4, Nay: 0, Absent: 1

15. Discussion and vote to approve or not approve a Resolution requesting FY25 Temporary Appropriations for General Fund and Building Fund: and a Resolution authorizing the school treasurer/deputy treasurer to invest excess funds during FY25.

Motion to approve a Resolution requesting FY25 Temporary Appropriations for General Fund and Building Fund: and a Resolution authorizing the school treasurer/deputy treasurer to invest excess funds during FY25. passed with a motion by Ms. Gay Norris and a second by Mr. Laurence Beliel.

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

16. Discussion and vote to approve or not approve the close out and transfer of balances from the following Activity Fund sub-accounts to the General Fund on June 30, 2024. (Petty cash,

bookstore revenue, equipment sales, facilities rental, ABE testing fees, incubator rents, incubator utilities, miscellaneous, resale, shop revenue, day tuition, AT&D tuition, IT&D tuition, safety tuition, SHARE/Local).

Motion to approve the close out and transfer of balances from the following Activity Fund sub-accounts to the General Fund on June 30, 2024. (Petty cash, bookstore revenue, equipment sales, facilities rental, ABE testing fees, incubator rents, incubator utilities, miscellaneous, resale, shop revenue, day tuition, AT&D tuition, IT&D tuition, safety tuition, SHARE/Local) 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: Absent
Yea: 4, Nay: 0, Absent: 1

17. Discussion and vote to approve and not approve the Activity Fund Subaccounts for FY25 as listed on Appendix C.

Motion to approve the Activity Fund Subaccounts for FY25 as listed on Appendix C. passed with a motion by Ms. Debbie Leaming and a second by Mr. Laurence Beliel.

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

18. Discussion and vote to approve or not approve the appointment of Stacey Rush as School Treasurer and Purchasing Agent; Amanda Perez-Vargas as Deputy Treasurer; Erin Mercer as Encumbrance Clerk and Activity Fund Custodian and Carol Cales as Activity Fund Clerk for FY25.

Motion to approve the appointment of Stacey Rush as School Treasurer and Purchasing Agent; Amanda Perez-Vargas as Deputy Treasurer; Erin Mercer as Encumbrance Clerk and Activity Fund Custodian and Carol Cales as Activity Fund Clerk for FY25 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: Absent
Yea: 4, Nay: 0, Absent: 1

19. Discussion and vote to approve or not approve Kellie Johnson as Board minutes clerk and Stacey Rush as Deputy Board minutes clerk for FY25.

Motion to approve Kellie Johnson as Board minutes clerk and Stacey Rush as Deputy Board minutes clerk for FY25. passed with a motion by Ms. Rachel Shuey 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: Absent
Yea: 4, Nay: 0, Absent: 1

20. Discussion and vote to approve or not approve the adoption of the annual insurance resolution and proposed insurance policies renewal, for FY25, as listed on Appendix D.

Motion to approve the adoption of the annual insurance resolution and proposed insurance policies renewal, for FY25, as listed on Appendix D 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: Absent
Yea: 4, Nay: 0, Absent: 1

21. Proposed Executive Session to discuss the FY25 salary schedules and staffing plan per Okla. Stat. Title 25, 307(B)(1).

Motion to enter Executive Session to discuss the FY25 salary Schedules and staffing plan per Okla. Stat. Title 25, 307 (B)(1). 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: Absent
Yea: 4, Nay: 0, Absent: 1

22. Vote to convene in Executive Session

Motion to convene in Executive Session 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: Absent
Yea: 4, Nay: 0, Absent: 1

23. Acknowledge return of the Board to Open Session

24. Board President statement of Executive Session minutes

25. Motion and vote to approve FY25 salary schedules and staffing plan.

Motion to approve FY25 salary schedules and staffing plan 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: Absent
Yea: 4, Nay: 0, Absent: 1

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

Motion to approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix E 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: Absent
Yea: 4, Nay: 0, Absent: 1

27. New Business

28. Board Comment

Leaming stated they have hired 2 welding students from PTC. Laurence stated that he appreciates everyone who works at PTC. It is nice to hear about how helpful our staff is to everyone. Culinary meal was wonderful tonight.

29. Adjournment