

**Regular Board Meeting**

Thursday, August 15, 2019

IT Building - Seminar Center

4701 12th Avenue NW

Norman, OK 73069

**1. Pledge of Allegiance**

**2. Call to Order and the Recording of Members Present and Absent**

**3. Miscellaneous Public Comment**

In accordance with Board Policy #632, "Any person, desiring to speak to the Board of Education must meet the standards and comply with the procedures set forth below:  
a. A specific agenda item, or  
b. A topic which involves the operation of MNTC and, also, is a matter over which the Board of Education of MNTC can exercise control and jurisdiction.  
c. In order to make a presentation about an item which is not on the agenda for the scheduled meeting, the speaker must be a resident of the MNTC School District, current student, or parent/guardian or spouse of a current student.  
d. Loud, profane, abusive, threatening and/or discourteous speech and/or conduct will not be tolerated.  
e. Each speaker is limited to a maximum of three minutes.

**4. Superintendent's Update:**

4.A. OSSBA/COSSA Conference - August 23 - 25, 2019, Cox Convention Center

4.B. Region 15 Meeting, August 23, 2019 at 4:30 p.m., Cox Convention Center, Room 19

**Regular Board Meeting**

Thursday, August 15, 2019

IT Building - Seminar Center

4701 12th Avenue NW

Page 2

4.C. Other:

* MNTC August In-Service was filled with great presentations, speakers and training.
  + Guest Speaker Skye McNeil, OkACTE President
  + Guest Speaker Charles Hollingsworth, Foundation President
  + Guest Speaker Daren Wilson, Director of United Way of Norman
  + United Way Kick-Off
  + Guest Speaker Dr. Scott – Diversity in the classroom
  + Guest Speaker Darry Stacy – Cleveland County Update on “The Well”
  + Guest Speaker Dr. Lana Beasley – Brain Health
  + Guest Speaker Linda Dowling – TMNW Training
  + Guest Speaker Anthony First, Tulsa PD - Opioid Overdose Training to Administer Narcan
* August 8th we participated in the Moore Norman Wellness Fair and attended Superintendent Jane Bowen’s retirement
* Karla Marshall, Glen Cosper and Brian Ruttman toured the Kratos facility. Kratos is an aerospace manufacturer that builds drones for military use. They are predicting to create 350 – 500 new jobs in the next five (5) years. Average Salary is $65,000.00 per year. These jobs require certifications which opens the door for career tech training programs.
* Senator Inhofe is proposing a bill to allow transfer of Oklahoma State Certifications to other states, and the bill provides scholarships and funds to pay for transfer of certificates.
* Senator Inhofe is also proposing a bill to expand infrastructure in the state. Oklahoma will receive $4.2 billion dollars to expand infrastructure. Jim Dewitt owner of Dewitt Construction will need to expand his workforce which requires trained certified workers.
* August 14th – Brian went to the Mayor’s Community Roundtable and met with the Mayor of Norman, the Mayor of Oklahoma City, the Norman Chamber, and OU. Everyone expressed need for Career Tech Aerospace certification training programs.
* Karla Marshall and Teresa Burgess joined the Oklahoma Aerospace Commerce Economic Services (ACES) advisory. Career Tech needs to be part of the Aerospace workforce development.
* Congratulations Jeanette Capshaw for being elected as the Statewide PAC Chair. Congratulations Jeanette.

**Regular Board Meeting**

Thursday, August 15, 2019

IT Building - Seminar Center

4701 12th Avenue NW

Page 3

* Marketing was awarded an NSPRA Award of Excellence for distinguished achievement in the category of VoTech Center – Internet/Intranet Website, for the new MNTC website launched in January 2019. Congratulations to our Marketing Department staff.
* Jerry McConnell was recognized as a Certified Emergency Manager in the State of Oklahoma. Congratulations Jerry.
* Wednesday, August 21, 2019 Pre-Engineering will be celebrating the PLTW Excellence award in the D area at 2:00 pm. Vince Bertram, PLTW President will be our guest speaker for this event.

**5. Recognition, Reports and Presentations**

5.A. Introduction of New Employees

5.B. Introduction of Award Winners and Fellows

5.C. HIRE Program Update - Matt Fix

5.D. Express Registration Update - Robyn Castleberry

**6. 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 board 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:

6.A. Minutes of July 18, 2019 Regular Board Meeting

6.B. Monthly Financial Reports (Treasurer/Activity Fund)

6.C. General Fund Encumbrance numbers 2001164 - 2001387

6.D. Accept Resolution to Join the Oklahoma Schools Insurance Group (OSIG)

6.E. Renew Advertising Agreement with Moore Monthly for FY 20

**Regular Board Meeting**

Thursday, August 15, 2019

IT Building - Seminar Center

4701 12th Avenue NW

Page 4

**Recommended Motion:**

Motion to approve Consent Agenda Items A - E. This motion, made by Todd Kahoe and seconded by Pam Lewis, Passed.

|  |  |
| --- | --- |
| Glen Cosper: | Yea |
| James Griffith: | Absent |
| Todd Kahoe: | Yea |
| Pam Lewis: | Yea |
| Max Venard: | Yea |

**7. Consider and Vote to Approve Superintendent's Personnel Recommendations:**

**7.A**. Acknowledge Letter of Resignation - Brandon Fox, Graphic Designer

**7.B.** Acknowledge Letter of Retirement - Chris Klein, Environmental Health and Safety Coordinator

**7.C.** Employment of Electrician - Andy Hightower

**Comment:** Mr. Hightower is currently employed with Sandhill Electric as a Journeyman Electrician and Project Manager. Mr. Hightower has over fifteen (15) years experience in the electrical field.

**7.D.** Employment of Finance Assistant - Tiffany Davis

**Comment:** Ms. Davis has been a CSR at Moore Norman Technology Center since August 2013. Her familiarity with MNTC and her focus on customer service will be beneficial to the department.

**7.E**. Employment of Customer Service Representative - Whitney Myers and Anne Gatlin - CSR

**Comment**:

1. Ms. Myers is currently working as an Information Specialist for Planning and Zoning Resources in Oklahoma City. She has worked in the customer service area for 8 years.
2. Ms. Gatlin worked at Oklahoma City Community College for 19 years. Her duties consisted of PBX Operator, Mail Carrier and Admissions Assistant.

**Regular Board Meeting**

Thursday, August 15, 2019

IT Building - Seminar Center

4701 12th Avenue NW

Page 5

**7.F.** Employment of Non-Certified Health Lab/Skills Instructor - Nikki Martinez

**Comment:** Ms. Martinez has been a Registered Nurse since 2012 and a Preceptor for MNTC Students at O.U. Medical Center. Ms. Martinez graduated from the MNTC Certified Nurse Assistant Program I 2006.

**7.G.** Employment of Part-Time Employees August 2019

**Recommended Motion**

Motion to approve Superintendent's Recommendations as presented in Items A - G. This motion, made by Pam Lewis and seconded by Max Venard, Passed.

|  |  |
| --- | --- |
| Glen Cosper: | Yea |
| James Griffith: | Absent |
| Todd Kahoe: | Yea |
| Pam Lewis: | Yea |
| Max Venard: | Yea |

**8. Consider and Vote to Approve General Business Items:**

8.A. Consider and Vote to Approve Agreement with LERN, for Certified Marketing Professional Institute on-site  Open Enrollment Training in the amount of $15,000.00

8.B. Consider and Vote to Approve the Printing and Mailing of 178,000 copies for each of two Cycles of the MNTC Sparks Catalog (Spring 2020, Fall 2020) by Oklahoma Direct in the amount of $87,442.18

8.C. Consider and Vote to Approve the Payment of Project Lead the Way Annual Participation Fee in the amount of $18,250.00

8.D. Consider and Vote to Approve the Purchase of two (2) 2019 Ford 350 Crew Cab SRW 4X4 pick-ups, from Bob Moore Ford, in the amount of $63,246.00 and salvage the 1989 F-350 Ford Pickup and the 2006 F-250 Ford Pickup

8.E. Consider and Vote to Approve the Purchase of a 2019 F550 Dump Truck from Bob Moore Ford in the amount of $44,847.00 and salvage the 2001 Chevy 4500 Diesel Dump Truck

**Regular Board Meeting**

Thursday, August 15, 2019

IT Building - Seminar Center

4701 12th Avenue NW

Page 6

8.F. Consider and Vote to Approve the Purchase of a 2019 Transit Box Van from Bob Moore Ford in the Amount of $40,450.00 and salvage the 1988 Box Van

8.G. Consider and Vote to Approve the Purchase of four (4) 2020 Ford Expedition Max 4x2 Package vehicles from Bob Moore Ford in the amount of $179,620.00 and salvage  the 1997 F-150 Ford Pickup, the 2006 Ford Freestar Van, the 2006 Chevrolet Malibu and the 2008 Chevrolet Suburban

8.H. Consider and Vote to Approve the Purchase of two (2) 2019 Transit Connect Vans from Bob Moore Ford in the amount of $44,188.00 and salvage the 2001 and 2004 GMC Safari Vans

8.I. Consider and Vote to approve to purchase one (1) 2020 Ford Interceptor Explorer from Bob Moore Ford in the amount of $41,255.00

8.J. Consider and Vote to Approve the Purchase of six (6) Motorola P-25 Compliant Mobile radios and one (1) P-25 Compliant Portable radio from Total Radio, Inc. in the amount of $21,261.27

**Recommended Motion**

Motion to approve General Business Items as presented in items A - J. This motion, made by Pam Lewis and seconded by Todd Kahoe, Passed.

|  |  |
| --- | --- |
| Glen Cosper: | Yea |
| James Griffith: | Absent |
| Todd Kahoe: | Yea |
| Pam Lewis: | Yea |
| Max Venard: | Yea |

**9. New Business**

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

**Regular Board Meeting**

Thursday, August 15, 2019

IT Building - Seminar Center

4701 12th Avenue NW

Page 7

**10. Adjourn:**6:37 pm

ATTEST:

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Presiding Officer Minutes Clerk