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**Regular Board Meeting Minutes**

Tuesday, February 11, 2020

13301 S. Pennsylvania, Oklahoma City, OK 73170

Room P111-P112

**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:**

**Comments:**

* February is Career and Technical Education Month. CTE is a public awareness campaign that takes place each February to celebrate the value of CTE and the achievements and accomplishments of CTE programs across the country. This year Career Technology Education was highlighted in a commercial during the Super Bowl.
* Congratulations to our Sonography Students who have a 100% certification pass rate!
* Thank you to Tina Fitzgerald, Employment Coordinator and Jared Williams, Career Connection Specialist for the excellent services they provide our students. Our Career Connection Department works very hard with our students to achieve student

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success. By providing services like resume writing, creating portfolios, and mock interview we are able to achieve a 90% placement rate for our graduates.

* A group of Moore Norman Employees recently attended a one (1) day Tools for Schools Training with Mark Perna. There was a lot of positive feedback and our goal is to increase our student placement and retention by helping our students find the right program for the right reason.
* Moore Norman is proud to announce that we were once again awarded the Excellence Level for a Certified Healthy Oklahoma Business. Our wellness program is open to the public and free of charge and is well attended by employees and individuals from our community.
* Moore Norman is focused on a “Growth Mindset” for their employees. We want to make our employees as strong as they can be and continue to grow in both their current position or into a higher position. We encourage all of our employees, full time and adjuncts, to attend training that will allow them to grow.
* In January we had our first “Dare to Lead” workshop that was attended by over 300 people. We had a great turnout and it was a great success. Moore Norman will offer a full two (2) day “Dare to Lead” workshop with Linda Clark in March. This workshop is open to the public and anyone can register for this event.
* Last Monday we had our first Aerospace Advisory Kick-Off meeting. It was very well attended with seventeen (17) representatives from the community. Attendees represented the Norman Chamber, NEDC, University of Oklahoma, The Mayor of Norman, Pilots, Education and Max Westheimer Airport. The group was brought together to lay out our plan of starting an Aerospace program at Moore Norman Technology Center. Our plan is to start a Part 147 training class on our campus in August 2021 and open an Aerospace Training Facility at Max Westheimer Airport by August of 2025. We are seeing a lot of positive feedback and support in our community and we look forward to making our goal a reality.

**5. Recognition, Reports and Presentations**

5.A. Introductions of New Employees - Jerry McConnell

5.B. Innovative Idea Presentation - Allen Schneberger

5.C. Presentation of Audit FY 2019 - Vanessa Dutton, Eide Bailly, LLP

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**6. Consider and Vote to Approve the Acceptance of Audit for FY 19 as presented**

**Recommended Motion:** Motion to approve acceptance of audit with Eide Bailly, LLP. This motion, made by Max Venard and seconded by James Griffith, Passed.

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

**7. Consider and Vote to Approve Engagement with Eide Bailly, LLP to perform FY 20 Audit**

**Recommended Motion:** Motion was made by Glen Cosper to Table this item until March was seconded by James Griffith, Passed

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

**8. 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:

8.A. Minutes of January 15, 2020 Regular Board Meeting

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

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8.C. General Fund Encumbrance numbers 2002543-2002650 and Fundraisers

8.D. Declare Items as Surplus Property and Authorize Sale of Said Items

8.E. Approve recommended updates to MNTC Policies as presented

8.F. Consider and Vote to Approve Employee District Incentive Goal

**Recommended Motion:** Motion to Approve Consent Agenda Items A - F. This motion, made by Todd Kahoe and seconded by James Griffith, Passed.

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

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

9.A. Acknowledge Letter of Resignation - Jeff Cole, Quality Management Systems Coordinator BIS

9.B. Employment of Custodian

9.C. Employment of Director of Finance

9.D. Employment of Part Time Employees

**Recommended Motion:** Motion to Approve Superintendent's Personnel recommendations as presented in A - D. This motion, made by James Griffith and seconded by Pam Lewis, Passed.

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

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

10.A. Consider and Vote to Renew Rental Agreement with OU Lloyd Noble Arena for the purpose of conducting the MNTC Graduation Ceremony 2020 in the amount of $16,500.00

10.B. Consider and Vote to Approve the Technology Centers Cooperative Agreement (2019-2020) Cost to the district not to exceed $12,000.00.

10.C. Consider and Vote to approve a new Clinical Rotation Agreement with Oklahoma City Gynecology & Obstetrics for Medical Assisting Students

10.D. Consider and Vote to approve the purchase of Sub-Arc Welding System from Gas and Supply, Oklahoma City, OK, in the amount of $93,500.00

10.E. Consider and Vote to Approve the Purchase of Welding Equipment items from Gas & Supply, Oklahoma City, OK, in the amount of $20,761.27

10.F. Consider and Vote to Approve the Purchase of 20 Computer Workstations and 18 Displays from Dell/EMC in the amount of $25,954.22

10.G. Consider and Vote to Approve the Purchase of 12 Computer Systems from Dell/EMC for the Franklin Road Campus Assessment Center, in the amount of $15,749.76

10.H. Consider and Vote to Approve Agreement with Norman Police Department for use of their Training Facility for the Basic Peace Officer Training Academy

**Recommended Motion:** Motion to Approve General Business Items as presented in A - H. This motion, made by Max Venard and seconded by James Griffith, Passed.

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

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**11. 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.

**12. Consider and Vote to Move to Executive Session to Discuss:**

12.A. Evaluation of Superintendent with no vote to be made after return to open session (70.O.S. Section 6-101); S.O.L Section 119

**Recommended Motion:** Motion to move to Executive Session. This motion, made by James Griffith and seconded by Todd Kahoe, Passed.

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

**13. Acknowledge Return of Board to Open Session**

**14. Statement of Presiding Officer concerning Minutes of Executive Session**

Comments: The Board met in Executive Session to discuss the Evaluation of Superintendent with no vote to be made after return to open session.

**15. Adjourn 7:20 pm**

 ATTEST:

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 Presiding Officer Minutes Clerk