

**Western Technology Center  
Regular Meeting for the Board of Education  
Staff Room, Student Service Center, Administration Building, 621 Sooner Drive,  
Burns Flat, Oklahoma 73624  
Tuesday, March 11, 2025, at 12:00 PM**

**AGENDA**

1. Call to order.
2. Roll call of members.
3. Introduction of guests.
4. Vote on the minutes of the regular meeting held on February 11, 2025.
5. Vote on the agenda as part of the minutes and any new business that could not reasonably be foreseen 48 hours in advance of the meeting.
6. Representative from the office of Patten & Odom, CPAs, PLLC to present the Independent Auditor's Report on Financial Statements for Fiscal Year 2023-24.
7. Vote on acceptance and approval of the Fiscal Year 2023-24 annual audit report.
8. Vote on warrants and encumbrances: 2024-25 General Fund Encumbrance No. 960 to 1090; 70233 to 70238; Building Fund No. 21; and any change orders that apply to approved purchase orders.
9. Financial Reports
  - 9.A. Activity Fund and Transfer Reports
  - 9.B. Treasurer's Report on General and Building Funds and Investments
10. Vote on activity, treasurer, and investment reports.
11. Vote on temporary personnel contracts for 2024-25 as listed on agenda as Attachment "A".
12. Vote on additions/amendments to the Western Technology Center's Policy and Procedure Manual regarding:
  - a. Social Media Policy
  - b. Student Conduct-Dress Code
  - c. Suspension, Demotion, Non-renewal or Termination-Support Personnel
  - d. Suspension of Certified Personnel
  - e. Voluntary Private Prayer and Moment of Silence

- f. Suspension, Dismissal, Non-reemployment and Termination of Teachers
- g. Standards of Performance and Conduct for Teachers
- h. Prohibition of Race and Sex Discrimination in Curriculum and Complaint Process

13. Vote on out-of-state travel request for Auto Service Instructor David Wright to attend the ASE Instructors Training Conference in St. Louis, MO on July 21-24, 2025.

14. Vote on a sick leave bank request for one employee for February 2025.

15. Vote on a request for an unpaid leave of absence for one employee for February 2025.

16. Vote on acceptance of the resignation of Dara Holt, Burns Flat Administrative Assistant/Receptionist, effective March 6, 2025, and seek replacement.

17. Discuss and vote on seeking quotes to purchase a new vehicle for the District's vehicle pool.

18. Discuss and vote on purchasing a "buy-down deductible" insurance policy through Berrong Insurance Agency for the Burns Flat Campus property.

19. Superintendent's Report

19.A. Update on funding for the aviation offering at Burns Flat Campus.

19.B. Discuss and vote on signing a letter of commitment to partner with the Oklahoma Department of Career and Technology Education in support of the U.S. Department of Labor (DOL) State Apprenticeship Expansion Formula Grant.

20. New Business: in accordance with 25 O.S. §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 this agenda.

21. Announcements.

22. Adjourn.

**Attachment "A" to the March 11th, 2025 Agenda**

**Western Technology Center  
Temporary Employee/Extra Duty Contracts  
2024-2025**

Moriah Bennett	extra duty
Jacqueline Deffenbaugh	extra duty
Rochell Donaldson	facilities assistant
Julie Schneberger	extra duty
Tina Tuck	extra duty