AGENDA
SOUTHERN OKLAHOMA TECHNOLOGY CENTER DISTRICT NO.20
BOARD OF EDUCATION
2610 Sam Noble Parkway, Ardmore, OK  73401

Regular Meeting SOTC Main Campus-Board Room
Friday September 13, 2013  11:30 a.m.

I. Meeting Called to Order/ Welcome
   ➢ Record Members Present and Absent
   ➢ Invocation
   ➢ Consider Agenda (Board Action Item)

II. Introduction of Guests (Non-Action Item)
   ➢ Briefings/Recognition

III. Proposed Non-Action Items:
   A. Administrative/Staff Reports
   B. Superintendent’s Report
   C. Board Member Reports and Discussion Items (non-action)

IV. Proposed Consent Agenda
   • All of the following items, which concern items of routine nature normally
     approved/accepted at Board meetings, will be approved/accepted by one vote unless any
     Board member desires to have a separate vote on any or all of these items:
     A. Treasurer(s) Reports & Recommendations  Treasurer
     B. Financial Reports & Recommendations  Finance Director
       1. Encumbrance Orders:
          2013-2014
          •  256 thru 470 General Fund
          •  70103 thru 70106 General Fund Salaries
          •  84 thru 102 Building Fund
          •  32 thru 48 Gifts & Endowments
       2. Budget Amendment(s): #3
       3. Activity Fund/PELL Grant Reports
       4. Activity Sub-Accounts and Purpose
       5. Activity Fund Transfers
       6. Activity Fund Transfers to General Fund
     C. Audit Committee Reports & Recommendations
     D. Previous Meeting Minutes – August 9, 2013 Regular Meeting
     E. Request(s) for Out-of-State Travel/In-State Travel & Reimbursement:
       1. Jennifer Key/Jayne Huffman
          Federal Student Aid Conference
          December 2-6, 2013
          Las Vegas, NV
          Estimated cost: $2,235.
IV. Proposed Consent Agenda

E. Request(s) for Out-of-State Travel/In-State Travel & Reimbursement: (con’t.)
   2. Dianna Fisher
      National ACTE Conference
      December 3-7, 2013
      Las Vegas, NV
      Estimated cost: $1,999.
   3. Jennifer Key
      SWASFAA Boot Camp/Conference (for FA Certification)
      November 4-8, 2013
      Little Rock, Arkansas
      Estimated cost: $1,625.
   4. Connie Pelton
      Assoc. Of School Business Officials-Internat’l. Conference
      October 24-29, 2013
      Boston, MA
      Estimated cost: $3,046.94
   5. Anthony Bilyeu
      Autodesk University
      December 1-6, 2013
      Las Vegas, NV
      Estimated cost: $3,009.20

F. Travel-Claim Reimbursement(s): Superintendent; Board Members
G. Date/Time/Place for Next Board of Education Meeting(s)-Regular Meeting,
   Friday, October 11, 2013 @ 11:30 SOTC Main Campus
   ➢ Superintendent’s Recommendation(s)
   ➢ Board of Education Action(s)

V. Proposed Board Action Items:
A. Proposed Policy Revision(s):
B. Proposed 2013-2014 Committees
C. Proposed Purchase of Vehicles, as follows:
   1. Cars (2)
   2. SUV
D. Proposed Surplus Equipment
E. Proposed 2013-2014 Contractual Agreement with City of Ardmore for School
   Resource Officer
F. Proposed Property Insurance Proposal
   ➢ Superintendent’s Recommendation(s)
   ➢ Board of Education Action(s)
VI. Proposed Personnel Action Items:
   A. Proposed Executive Session To Discuss Item VI.C. thru VE., In Accordance With 25 O. S.
      Section307 (B) (1)
   B. Acknowledgment of Board’s Return to Open Session
   C. Resignation(s):
   D. Terminations(s):
   E. Proposed Employment, as follows:
      1. **Full-Time/Part-Time Personnel:**
         a. Sandra Noland, Substitute Instructor-Cosmetology, retro to 8/14/2013
         b. Bob Perry, IT Technician, PT to FT, 216 day contract, effective October 1, 2013
         c. Mike Bralley, Custodian, hourly rate adjustment, effective September 15, 2013
         d. Angela Stogsdill, PT Work Prep Administrative Assistant, effective September 15, 2013, up to but not to exceed 100 hours
         e. Kenneth Shade, extra duty-additional class assignment
      2. **Adjunct Instructor(s):**– Beginning Rate - $20. per hour/Experience
         Rate - $27. per hour/High Demand/Limited Pool-$35./hr.
         a. Oscar Interiano, Safety Awareness, English as a Second Language, Spanish
            Spanish in the Workplace, effective 9/16/13
         b. Deborah Lackey, Soft Skills; Leadership/Management, effective 10/8/13
         c. Neysha Moore, Special Interest, effective 9/16/13

VII. New Business (Per Statutory definition of “New Business”):

VIII. Adjourn or Continue Meeting at a Later Date/Time: