



**Northwest Technology Center District #10  
Regular Board Meeting  
Alva Campus Board Room, 1801 11th Street, Alva, Oklahoma 73717  
Monday, June 8, 2026 at 9:00 AM**

## **AGENDA**

### **1. Invocation**

### **2. Call to order, roll call of members to establish a quorum**

**3. Consent Agenda:** The following items may be approved in their entirety by the Board upon motion made, seconded, and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

3.A. Minutes of the regular board meeting of May 11, 2026

3.B. Items as surplus to be disposed of by the district

3.C. Employment of personnel for temporary and part-time positions

**4. Financial Report Consent Agenda:** The following items may be approved in their entirety by the Board upon motion made, seconded, and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

4.A. Encumbrances from the general fund for purchase order numbers 1489 to 1549 and 70097 to 70100 in the amount of \$67,757.58

4.B. Change orders from the general fund for purchase orders 5, 8, 34, 40, 50, 58, 63, 66, 78, 98, 115, 118, 119, 124, 142, 147, 161, 163, 176, 180, 196, 197, 199, 207, 216, 218, 235, 251, 256, 265, 267, 296, 298, 301, 302, 305-308, 312-314, 317, 321, 322, 326-328, 331, 368, 385, 409, 417, 433, 531, 539, 626, 628, 656, 691, 751, 788, 844, 852, 920, 927, 937, 953, 957, 989, 995, 1004, 1016, 1017, 1040, 1047, 1056, 1059, 1063, 1075, 1083, 1084, 1089, 1101, 1159, 1178, 1188, 1203, 1208, 1233, 1259, 1264, 1271, 1274, 1281, 1282, 1290, 1291, 1301, 1302, 1304-1306, 1309-1312, 1314, 1318, 1321, 1322, 1331, 1332, 1340, 1347-1351, 1358, 1363, 1373, 1379, 1385, 1389, 1392, 1393, 1395, 1396, 1405, 1419, 1421, 1422, 1432, 1443, 1445, 1447-1452, 1455, 1458-1461, 1464-1467, 1469-1471, 1473, 1477, 1479-1485, 70001, 70007, 70008, 70011, 70015, 70022, 70024, 70025, 70027-70033, 70035, 70038, 70043, 70045, 70049, 70090, and 70092 in the amount of (\$107,004.33)

4.C. Change orders from the building fund for purchase orders 1, 3, 9, 20 and 22 in the amount of (\$18,835.52)

4.D. Encumbrances from the FY2027 general fund for purchase order number 186 in the amount of \$15,000

4.E. Change in appropriations in the general and building funds with no change in bottom line totals

4.F. Treasurer's report

4.G. Activity fund reports and adjustments

## 5. Superintendent's Report:

**5.A. Consent Agenda:** The following items may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

5.A.1. Transfer (clear out) of certain accounts in the Activity Fund to the General Fund.

5.A.2. Appointment of Daren Slater as official purchasing agent and authorized agent for receipt and disbursement of federal funds.

5.A.3. Appointment of Ashlee Sneary as Encumbrance Clerk, Minutes Clerk and alternate purchasing agent.

5.A.4. Appointment of Woods County Treasurer, Rachel Spellman-Hughes, as the Treasurer for the District.

5.A.5. Approval of Activity Fund Accounts for Alva and Fairview Campuses.

5.A.6. Appointment of Activity Fund Custodians and Co-Signers.

5.A.7. Approval of Investment Resolution with Woods County.

5.A.8. Approval of AFPlanServ as our 403(b) and 457(b) Plan Administrator and the following companies as members of our plan: American Fidelity Assurance and GWN Securities.

5.A.9. Approval of the 401(a) Plan with GWN Securities as our 401(a) provider.

5.A.10. Approval of out-of-state travel and payment of expenses incurred for WED Training/Consultations, Student Organization Conferences, Board Conferences and other Staff Conferences as recommended by the Superintendent.

5.A.11. Approval to send Board Members and Administration to OSSBA/CCOSA conference August 13-16, 2026 and pay expenses. <https://www.ossba.org/education-leadership-conference/>

5.A.12. Appointment of a Board Member to act as voting delegate to the OSSBA Delegate Assembly.

5.A.13. Approval to send Board Members and selected staff to the NSBA Conference April 2027 and pay expenses.

5.A.14. Approval to send selected staff to attend ACTE Vision 2026 and pay expenses. (Possible Board Action) <http://www.careertechvision.com/>

5.A.15. Approval of the FY2027 Strategic/Continuous Improvement Plan.

5.A.16. Approval of the FY2027 Temporary Appropriations and Budgetary Request.

5.A.17. Approval of the FY2027 Professional Development Plan.

**5.B. Consent Agenda:** The following items may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

**Discussion and possible action to approve the renewal of memberships/agreements with the following:**

5.B.1. OSSBA Membership.

5.B.2. NSBAMembership.

5.B.3. OATC Membership.

5.B.4. Agreement with Rosenstein, Fist and Ringold for possible attorney services and policies.

5.B.5. Agreement with Woods County to employ council and pay pro-rated various shares with entities.

5.B.6. Agreement with the Northwest Technology Center Education Foundation.

5.B.7. Agreement with the City of Alva for a Student Resource Officer.

5.B.8. Agreement with the Major County Sheriff's Office for a Student Resource Officer.

5.B.9. Agreement with the Woods County Economic Development Committee.

5.B.10. Contract with John's Farms for farm ground lease at the Fairview Campus.

**5.C. Consent Agenda:** The following items may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

**Discussion and possible action to approve the renewal of the following insurance policies:**

5.C.1. Resolutions for Alva and Fairview Campuses to join OSIG (Oklahoma Schools Insurance Group).

5.C.2. Renewal with OSIG for Legal Liability, Fleet, Property and General Liability Insurances for both the Alva and Fairview Campuses.

5.C.3. Renewal with OSAG for Workers' Compensation Insurance.

5.C.4. Renewal of Surety Bonds for the Superintendent and Financial Officers pursuant to title 70 § 5-116a and renewal of the Surety Bond for the Minutes Clerk pursuant to title 70 § 5-119.

**5.D. Consent Agenda:** The following items may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

**Discussion and possible action to approve extra duty contracts for:**

5.D.1. Hillary Cinnamon to supervise Cosmetology students through completion of their FY2026 program hours in June 2026.

5.D.2. Debra Button to supervise students and attend the HOSA International Leadership Conference in June 2026.

5.D.3. Benjamin Turner to prepare classroom projects in June 2026.

5.D.4. Haley Ragan to serve as the Regional Lead for the Launch Rural OK Business Model Competition for FY2027.

5.D.5. Brooke Meyer to serve as EMT Program Director for the Alva Campus for FY2027.

5.D.6. Melissa Powell to serve as EMT Program Director for the Fairview Campus and Clinical Agreement Coordinator for FY2027.

5.D.7. Tami Frascht to serve as Webmaster for FY2027.

5.D.8. Robert Watson to serve as Designated Administrator for the Fairview Campus for FY2027.

5.D.9. Debra Button to serve as the sponsor for Health Explorers for FY2027.

5.D.10. Shawn Cusack for payment of unused sick leave at resignation.

**5.E. Proposed executive session** to discuss the Superintendent's recommendation of FY2026-2027 contracts for all current full-time employees. (25 O.S. § 307 (B)(1)) (Possible Board Action) See list of all current fulltime employees below.

**PROPOSED EXECUTIVE SESSION LISTING**

**Administration**

Daren Slater – Superintendent  
Jeremy Eaton – Alva Campus Assistant Superintendent  
Colt Shaw – Fairview Campus Assistant Superintendent

**Faculty**

Kasey Adair – Biomedical Sciences Instructor – Alva  
Dakota Buckhaults – Math Instructor – Alva  
Debra Button – Health Careers Instructor – Fairview  
Hillary Cinnamon - Cosmetology Instructor - Fairview  
Amanda Clepper - Practical Nursing Director/Instructor - Alva  
Tami Frascht – Career Center Coordinator – Alva  
Audrey Jennings - Assistant Cosmetology Instructor - Fairview  
Karen Koehn – Career Counselor – Alva  
Kay Koehn – Career Center Coordinator – Fairview  
L. Brenna Koppitz – Biomedical Sciences Instructor – Alva  
Stacy Lee – Digital Design Instructor – Fairview  
Pamela Malone – Business Technology Instructor – Alva  
Amy McClure – Marketing, Video, and Business Technology Instructor – Fairview  
Brooke Meyer – Health Careers Instructor – Alva  
Michael “JP” Parker – Welding Instructor – Fairview  
Ronald Rader – Automotive Technology Instructor – Alva  
Jessica Schanbacher – Digital Design Instructor – Alva  
Jennifer Shaw – Career Counselor – Fairview  
Ashlee Smart – Math Instructor – Fairview  
Benjamin Turner – Electrical Trades Instructor – Alva  
Lacey Volker - Practical Nursing Instructor - Alva  
Robert Watson – Automotive Technology Instructor – Fairview

**Professional Staff**

Melinda Barton – Director of Marketing – Alva & Fairview  
Scott Brown – Workforce & Economic Development Director - Alva  
Sharon Corder – TANF Training Navigator – Alva & Fairview  
Coral Edwards - Workforce & Economic Development Coordinator - Fairview  
Gregory Graham – IT Director – Alva & Fairview  
R. Adam Honeyman – Workforce & Economic Development Coordinator – Alva  
Jade Jantzen - IT Technician - Fairview  
Melissa Powell – Workforce & Economic Development Health Coordinator – Fairview  
Halah Nusser – Workforce & Economic Development Health Coordinator – Alva  
Haley Ragan - Agriculture and Small Business Development Program Coordinator - Alva & Fairview  
Ashlee Sneary – Director of Finance – Alva & Fairview  
Jason Wallace – Workforce & Economic Development Director– Fairview  
Sonja Williams – Human Resources/Financial Aid Director – Alva & Fairview  
Jeremy Zeller – WCEDC Director – Alva

**Support Staff**

Felipe Arizmendi - Custodian/Building and Grounds Maintenance Afternoon/Evening Shift - Alva  
Elizabeth Bittle – Assistant Financial Officer – Alva  
Kelley Burggraf – Workforce & Economic Development Administrative Professional – Fairview  
Angela Flynt – Career Programs Administrative Professional – Alva  
Faustino Fraire – Maintenance Director - Alva  
Ashlee Frazier - Custodian/Building and Grounds Maintenance – Alva  
J. Shane Glover – Maintenance Director – Fairview

Jessica Kriegh – Workforce & Economic Development Administrative Professional – Alva  
Brenda Munger – Custodian/Building and Grounds Maintenance – Fairview  
Amanda Robinson – Career Programs Administrative Professional – Fairview  
M. Kaydee Sessions - Workforce & Economic Development Administrative Professional - Fairview  
TBD – Custodian/Building and Grounds Maintenance Afternoon/Evening Shift – Fairview  
Brenda Waggoner – Assistant Financial Officer – Fairview

5.E.1. Possible vote to convene in executive session. (Possible Board Action)

5.E.2. President’s acknowledgment of the board’s return to open session.

5.E.3. Clerk’s executive session compliance announcement.

**5.F. Consent Agenda:** The following items may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

**Discussion and possible action to approve the Superintendent’s recommendation of FY2026-2027 contracts for all full-time employees.**

5.F.1. Contract for Superintendent Slater

5.F.2. Contracts for Assistant Superintendents Eaton and Shaw

5.F.3. Contracts for Faculty/Certified Teachers

5.F.4. Contracts for Professional Staff

5.F.5. Contracts for Support Staff

**6. New Business:** in accordance with Oklahoma Stat. title 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 this agenda.

**7. Announcements:**

July 13, 2026 – Next Regular Board Meeting – Fairview Campus

August 3-4, 2026 - ODCTE Oklahoma Summit in Tulsa

August 13-16, 2026 - OSSBA Conference in OKC

**8. Adjourn**

This agenda was posted on June 4, 2026 at 4:15 p.m. on the doors of the Administrative Offices at the Alva and Fairview Campuses, posted to the District website, and sent to the news media as of this date. Notice of Scheduled Board Meetings for 2026 are on file as of November 21, 2025 at the Woods County Court House.



Ashlee Sneary  
Director of Finance