



Where Education **Empowers.**

**Southern Oklahoma Technology Center  
Regular Meeting  
Bob Thomason Board Room, 2610 Sam Noble Parkway, Ardmore, Oklahoma  
73401  
Thursday, May 8, 2025 at 11:30 AM**

## **AGENDA**

{{Name: Agenda Item Name}}

**I. Meeting Called to Order/ Welcome**

- A. Call to order and record members present and absent
- B. Invocation

**II. Introduction of Guests**

- A. Briefings/Recognition
- B. Public Participation

**III. Proposed Non-Action Items:**

- A. Superintendent's Report
- B. Board Member Reports

**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. The consent agenda consists of the discussion, consideration, and approval of the following items:

- A. Financial Reports and Recommendations
  - 1. Treasurer(s) Reports & Recommendations
  - 2. Encumbrance Orders **2024-2025**

- a. General Fund - \$984,277.34
  - b. Building Fund - \$107,677.84
  - c. G & E Funds - \$23,196.60
3. Budget Amendment(s): #11
  4. Activity Fund/PELL Grant Reports
  5. Activity Fund Transfers
- B. Previous Meeting Minutes:
1. April 10, 2025 - Regular Board Meeting
  2. April 29, 2025 - Special Board Meeting
- C. Request(s) for Out-of-State:
1. SkillsUSA Instructor(s)  
SkillsUSA National Conference  
June 23 - 28, 2025  
Atlanta, GA  
Estimated Cost: \$3,400.00 (per instructor)
  2. SkillsUSA Student(s)  
SkillsUSA National Conference  
June 23 - 28, 2025  
Atlanta, GA  
Estimated Cost: \$3,100.00 (per student)
  3. Kristi Inselman  
HOSA's International Leadership Conference  
June 18 - 22, 2025  
Nashville, TN  
Estimated Cost: \$3,148.36
  4. HOSA Student  
HOSA's International Leadership Conference  
June 18 - 22, 2025  
Nashville, TN  
Estimated Cost: \$2,339.36 (per student)
- D. Travel Claim Reimbursement(s)

1. Eric Ward

E. Date/Time/Place for Next Board of Education Meeting(s)-**Regular Meeting on June 12, 2025, @ 11:30 a.m. at the SouthernTech Main Campus, Bob Thomason Board Room**

V. **Proposed Board Action Items:**

- A. Annual reorganization of officers for the SouthernTech Board of Education
- B. Consideration and vote to elect or not to elect the following as new member of the board of directors of the Oklahoma Public School Investment Interlocal Cooperative (55K001):  
Position No. 12: Mandy Kincannon (OSSBA), School Board Member of Moore Public Schools, to a 2025-2028 term
- C. Discussion and possible board action to approve the continuation of membership with OSSBA for 2025-2026
- D. Discussion and possible board action to approve the Resolution for Schools and Libraries Universal Services (E-Rate) for the fiscal year 07/01/2025 - 06/30/2026
- E. Discussion and possible board action to approve the lease agreement with Hance Fireworks
- F. Discussion and possible board action to approve the FY 25-26 Cooperative Agreement with the Gooden Group
- G. Discussion and possible board action to approve the FY 25-26 Statewide Marketing Cooperative Agreement
- H. Discussion and possible board action to approve Standard Engineering & Field Services for the following: Building 2000 and Roadway soil borings, analysis, and review as presented in the April 18th proposal. Project number, P2025-103, not to exceed \$47,500.00
- I. Discussion and possible board action to approve Procore Construction Management Software, not to exceed \$25,000.00
- J. Discussion and possible board action to approve the Treasurer job description

K. Discussion and possible board action to approve the Work Based Learning Department - Structure and 5-year plan

L. Discussion and possible board action to approve the 2025-2026 Excess Professional Allowance for the following:

M. Employee	N. Excess Amount
O. Christy McCullers	P. \$215.32
Q. Lindsey Hays	R. \$215.32
S. Jillian Clark	T. \$140.00
U. Gerald Cross	V. \$50.00

W.

VI. **Proposed Executive Session**

Proposed Executive Session for the purpose of discussing the resignation(s) and employment of the positions listed below, including discussions of information, the disclosure of which would violate confidentiality requirements of State and/or Federal Law, as authorized by Title 25, Oklahoma Statutes Section 307 (B)(1) and (B)(7).

A. Resignations:

1. Darnell Shanklin, WED Client Services Coordinator - Health, effective May 1, 2025

B. Employment, as follows:

1. Karen Noland, Food Service, effective May 8, 2025
2. Candace Burke Cox, Food Service, effective May 8, 2025
3. Taylor Runyun, Anatomy & Physiology Instructor, effective July 1, 2025
4. Kimberly Cooper, Biotech Instructor, effective July 1, 2025
5. Chelsie Connor, Adjunct Instructor, effective May 8, 2025
6. Kimberly Cooper, Substitute Instructor, effective May 8, 2025
7. Taylor Runyun, Substitute Instructor, effective May 8, 2025
8. Darnell Shanklin, Adjunct Instructor - WED Health, effective May 8, 2025

9. Russell Robinson, Adjunct Instructor - Safety, effective May 8, 2025
10. Robert Rogers, Adjunct Instructor - Graphic Design, effective May 8, 2025
11. Wendy Boger, Adjunct Instructor - Health, effective May 8, 2025
12. Sandra Buchanan, Adjunct Instructor - Health, effective May 8, 2025
13. Crissy Lara, Adjunct Instructor - Health, effective May 8, 2025
14. FY26 - Adjuncts/Substitute Instructors/Substitute Bus Drivers (see Attachment A)

C. Reassignments/Contract Changes:

1. Reisa Johnston from Adjunct Instructor to part-time Instructor - WED Health, effective May 8, 2025
2. Kristal McCathern from Counselor/Social Worker to Program Director, effective July 1, 2025
3. Chelsie Connor, Cosmetology Instructor, change contract to begin July 10, 2025, instead of July 1, 2025
4. Angela Young, from Finance Specialist to Finance Director, effective July 1, 2025
5. Chelsi Rateliff, from Finance Specialist/Assistant Treasurer to District Treasurer, effective July 1, 2025

D. Vote to convene or not convene into Executive Session

E. Acknowledgment of Board's Return to Open Session

F. Statement of minutes of executive session

**VII. Proposed Personnel Action Items**

A. Discussion and possible board action to approve the resignations of:

1. Darnell Shanklin, WED Client Services Coordinator - Health, effective May 1, 2025

B. Discussion and possible board action to approve the following employment:

1. Karen Noland, Food Service, effective May 8, 2025
2. Candace Burke Cox, Food Service, effective May 8, 2025
3. Taylor Runyun, Anatomy & Physiology Instructor, effective July 1, 2025
4. Kimberly Cooper, Biotech Instructor, effective July 1, 2025
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VIII. **New Business**

IX. **Adjourn**

Posted on May 7, 2025 @ 9:20 a.m.  
by Karen Nail



*Where Education **Empowers.***

# Recognitions

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May 8, 2025

# Student of the Month – April 2025

- Maria Bentley
- Computer Aided Design
- Professionalism Traits:
  - Being Productive
  - Developing a Professional Image
  - Taking Initiative
  - Maintaining Effective Work Habits
  - Managing Time Efficiently
  - Demonstrating Integrity
  - Providing Excellence
  - Being a Problem-Solver
  - Being Resilient
  - Communicating Effectively
  - Developing Self-Awareness
  - Building Relationships
- "Maria exemplifies what it means to be an outstanding student and a dependable professional"



# Employee of the Month – April 2025

- Rhonda Mize
- Job Placement Coordinator
- **Core Values**
  - Excellence
  - Competence
  - Integrity
  - Accountability
  - Innovation
  - Service
  - Leadership
- "Rhonda's contributions this year have been invaluable, particularly in her role in organizing and executing the 2025 Career Expo and the numerous resume workshops and mock interview sessions she has facilitated for our students"



# Employee of the Month – March 2025

- Carson Mumford
- Workforce and Economic Development - Health
- Core Values
  - Excellence
  - Competence
  - Diversity
  - Integrity
  - Accountability
  - Innovation
  - Listening and Collaboration
  - Service
  - Leadership
- "Carson consistently goes above and beyond in every aspect of her job, demonstrating exceptional dedication, teamwork, and a positive attitude. She is supportive, highly competent and holds herself to an extremely high standard"



# CTSO Contest Winners





*Where Education Empowers.*

# SUPERINTENDENT'S REPORT

May 8, 2025

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# OUR MISSION

To provide high-quality, skills-based, technical **education** opportunities that drive economic **success**.

SOUTHERN  
TECH





# OUR VISION

To be the premier technology center that develops a modern, highly skilled, and efficiently trained workforce to close the national skills gap.



# CORE VALUES

- Excellence 
- Competence
- Diversity
- Integrity
- Accountability
- Innovation
- Listening and Collaboration
- Service
- Leadership

*“Excellence is celebrating the accomplishments and achievements of our staff and students while continually striving to improve our organization. In order to achieve success and demonstrate a growth mindset, we will stay committed to continuous improvement in all facets of the school.”*

**- The SouthernTech Staff**

# Completion and Certification Ceremony

- Tuesday, May 20, 2025
- LPN Pinning Ceremony - Starts at 4p
- CCC – Starts at 6:00p
- Over 300 students participated last year!



# Enrollment Update – 5/8/25

- 649 Students in FT Programs
- 650 FT Students last month
- 640 Students in FT Programs last May

Program	AM	PM	Total
Auto Collision	15	12	27
Auto Service	16	15	31
Aviation Foundations	8		8
Biotechnology	6		6
Basic Peace Officer Certification	17	17	34
Cabinetmaking or Carpentry	18	14	32
Computer Aided Design	8	8	16
Cosmetology	19	20	39
Cybersecurity and Network Administration	11	15	26
Dental Hygiene	11	11	22
Diesel	15	10	25
Electrical Technology	13	12	25
EmPower	11	0	11
Esthetics	13	9	22
Graphic Design	9	9	18
Heavy Equipment Operation	15	13	28
Hospitality Management		3	3
HVAC Install	15	11	26
HVAC Technician	13	9	22
Industrial Mechanics	14	7	21
Licensed Practical Nursing	32		32
Media and Animation	12	10	22
Medical Assisting	16	12	28
Medical Office Administration	15	7	22
Nurse Assisting	31	16	47
Patient Care Technician (PN Select)	11	8	19
Robotics	9	7	16
Welding	14	8	22
	387	263	649

# Retention Rate Update – 5/8/25

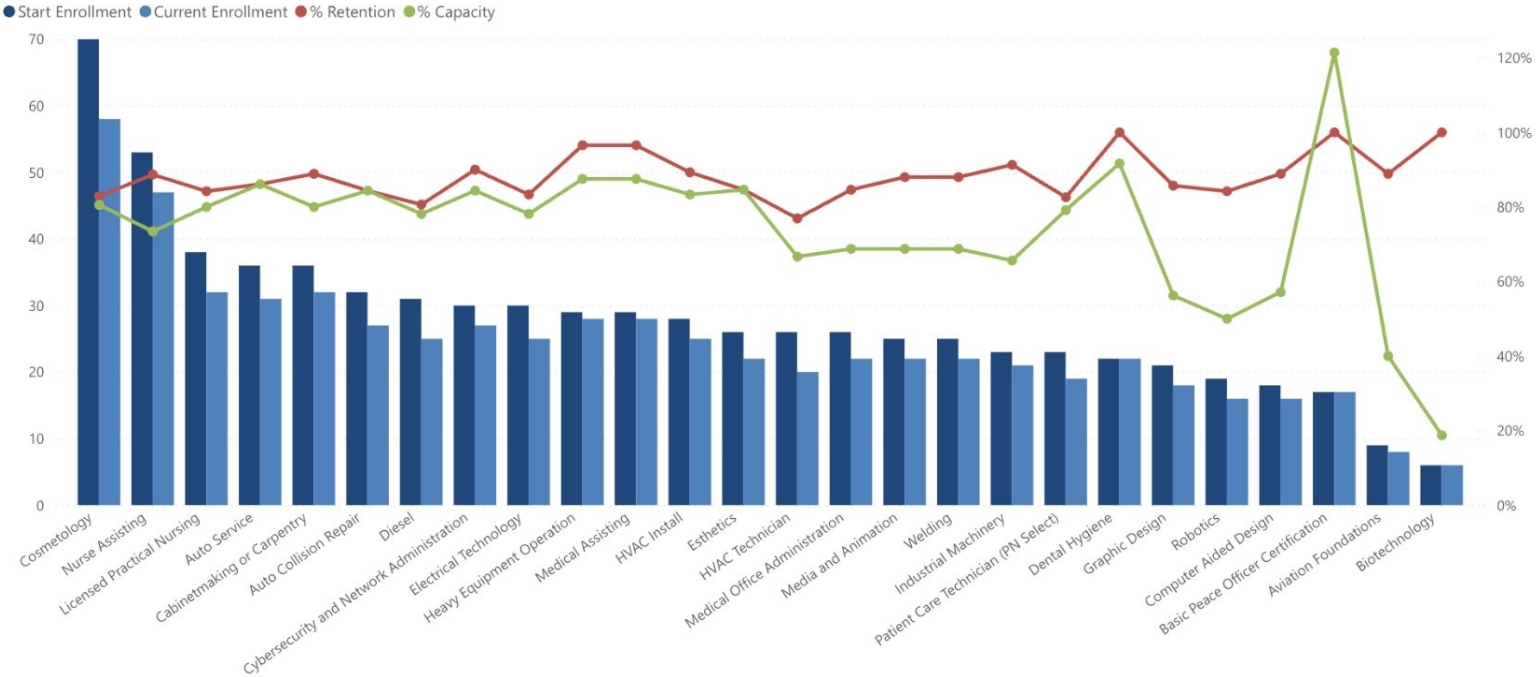
- FY25 - 88%
- FY24 - 83%
- FY23 - 61%
- 7 days of instruction left in FY25

## FY25 Retention and Capacity

**KPM1** To achieve an increase toward our ultimate goal of 100% retention and completion in all programs, ensuring that every participant successfully completes their program, gains valuable skills, and achieves their educational goals.  
**KPM4** To achieve an increase in training course and program enrollment, moving us closer to our objective of consistently maintaining enrollment at 100% capacity. (Updated 4/10/25)

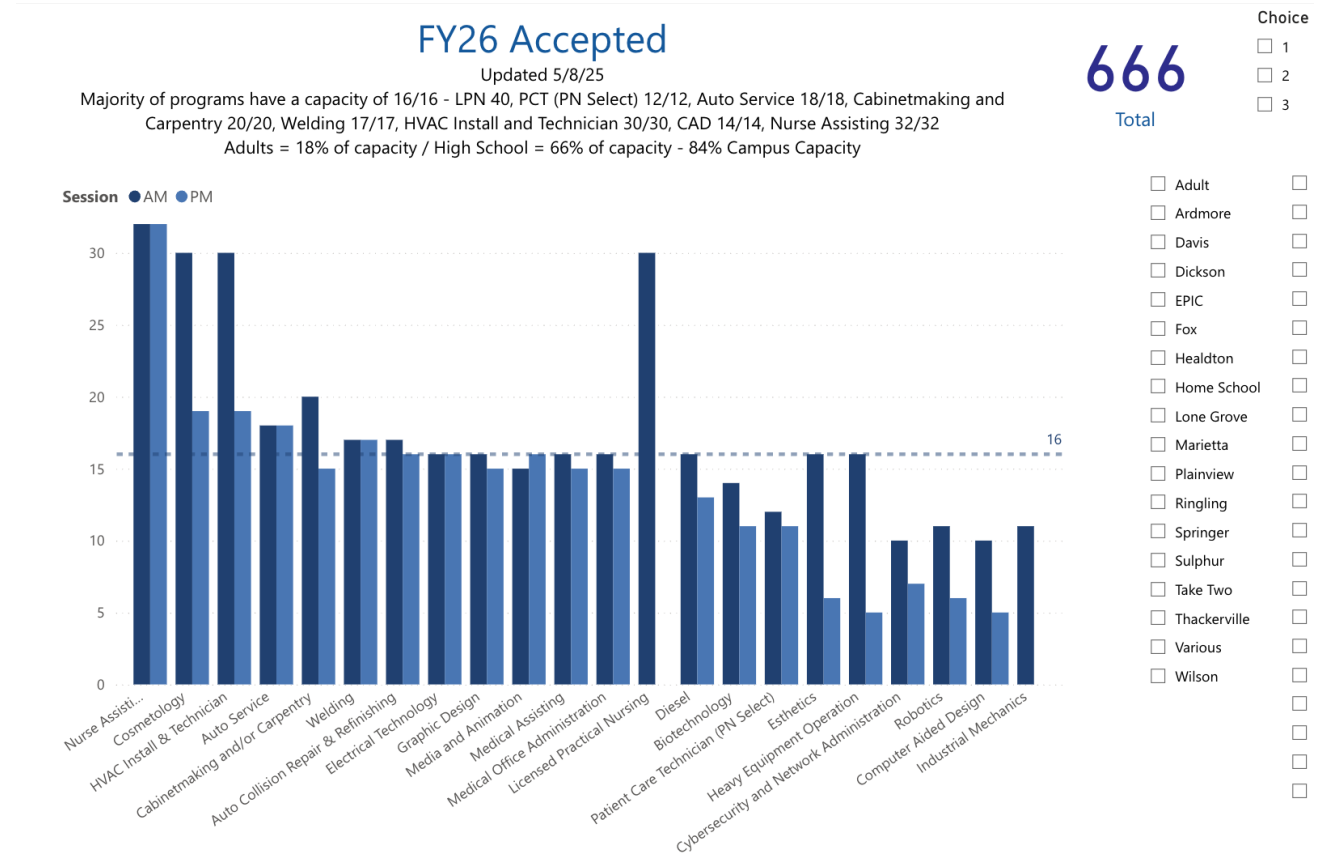
**88%**  
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# Recruitment Update – 5/8/25

- Goal is 100% capacity
- 1160 - First Choice
- 411/411 - 822 spots available
- 226 Returning – 1st Choice
- 666 slotted!



# Career Expo 2025

- April 25, 2025
- Employers: 39
- SoTech Students: 488
- Community Job Seekers: 153
- "A direct avenue to meet with prospective job seekers"
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# BPOC Graduation #6

- May 2, 2025
- 18 Graduates
- Speaker: Senator Weaver



# SouthernTech Board Retreat

- Scheduled for June 26th
- 9a start
- Email discussion topics and data sets you would like to review

## Board Retreat



"Unity of Purpose: Driven by a shared moral imperative"

# Upcoming Dates to Remember

- Signing Day – May 14
- Completion and Certification Ceremony - May 20
- End of Year – Staff Luncheon May 22
- June Board Meeting – June 12
- SouthernTech Board Retreat – June 26



**THANK YOU!**



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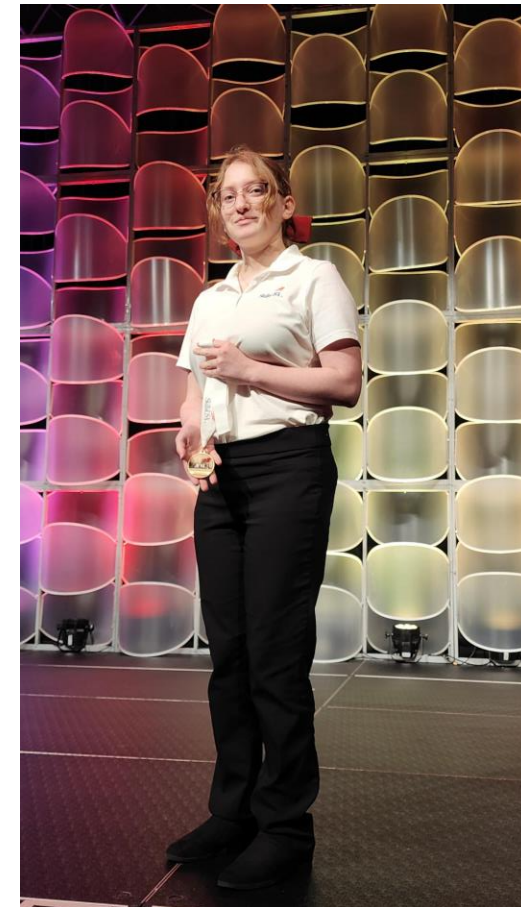
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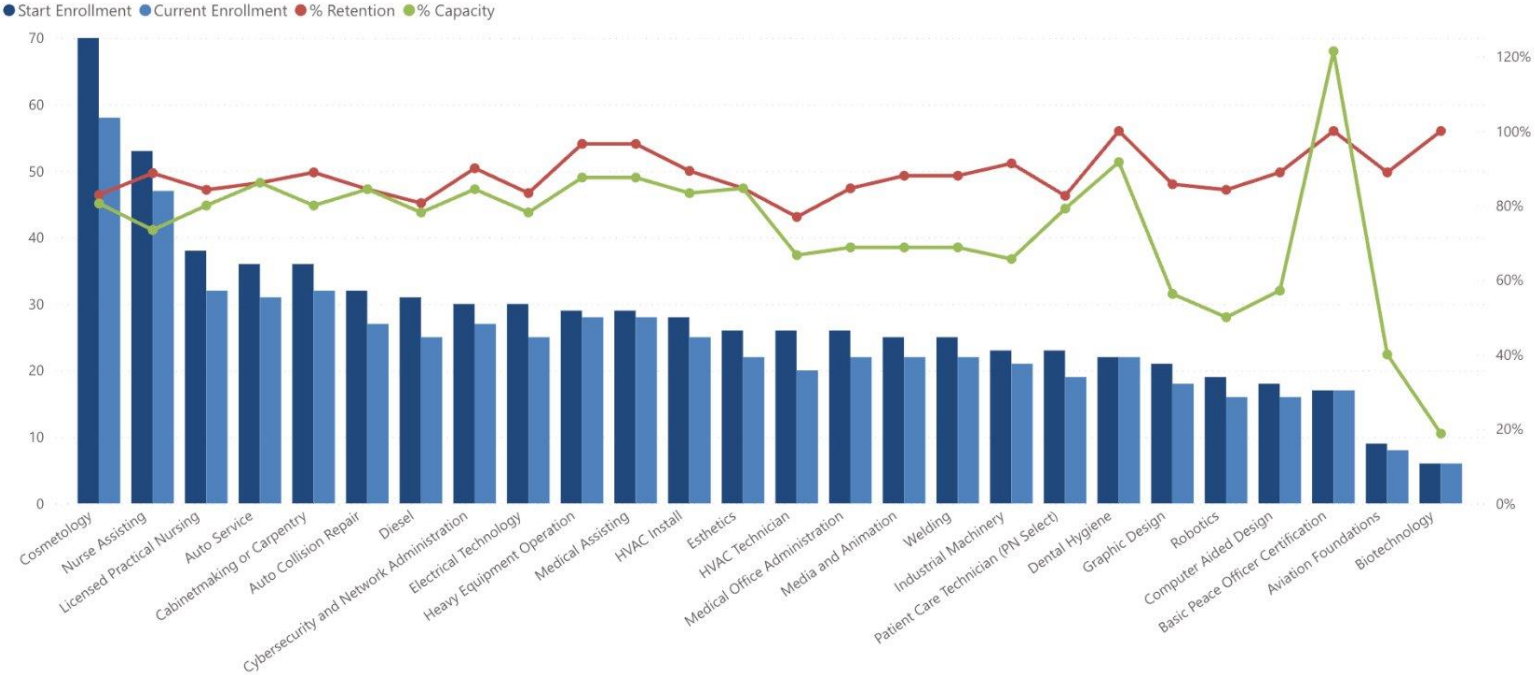
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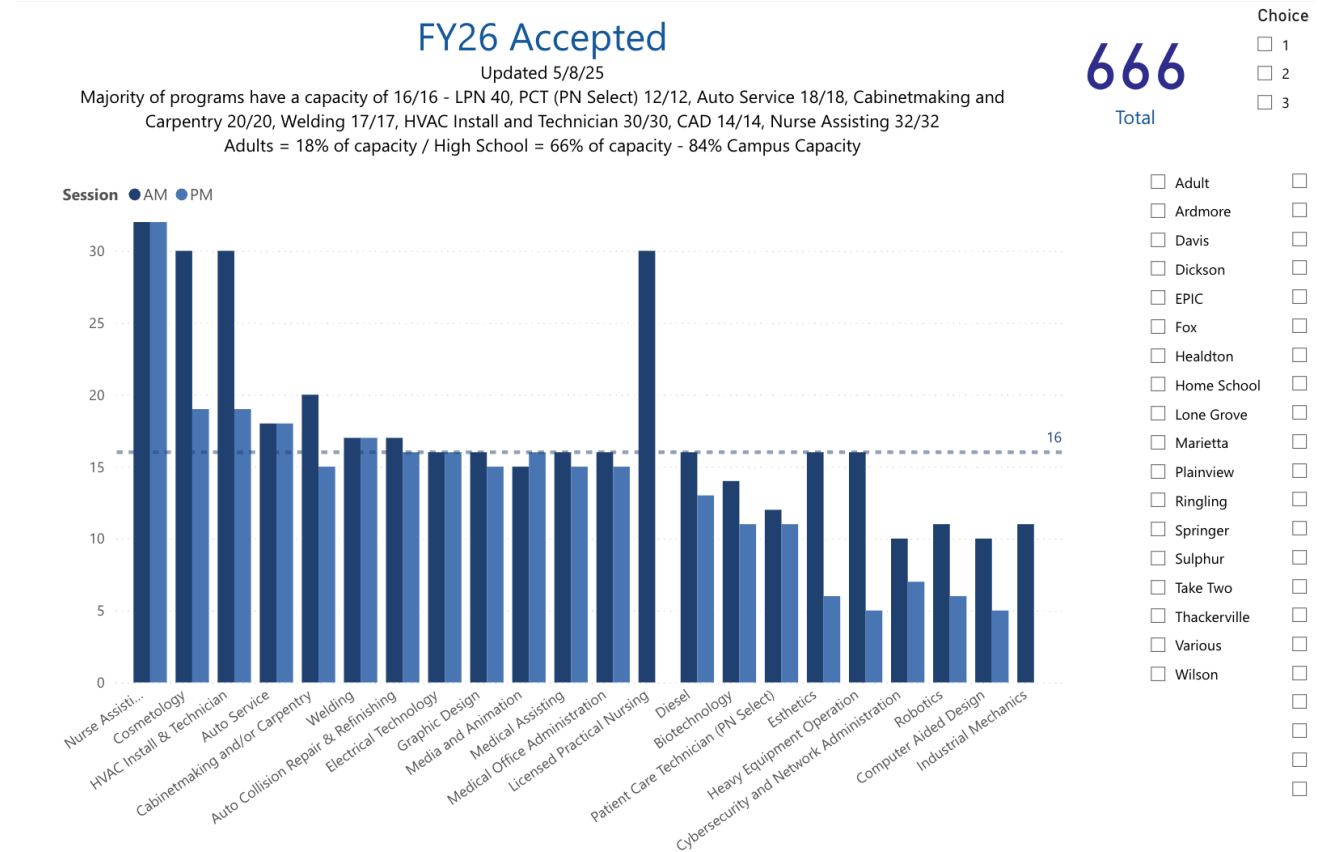
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**SOUTHERN OKLAHOMA TECHNOLOGY CENTER  
TREASURY REPORT  
RECORD OF RECEIPTS FOR PERIOD JULY 1, 2024 THRU APRIL 30, 2025**

**GENERAL FUND**

SOURCE	ESTIMATED REVENUE	RECEIVED TO DATE	BALANCE ESTIMATED
Formula Alloc - Regular Programs	2,499,220.00	2,080,166.00	419,054.00
Special Formula Operations	461,367.00	384,470.00	76,897.00
Industry & Safety	95,131.00	79,280.00	15,851.00
FF Training FY25	6,239.00	2,893.86	3,345.14
FF Training FY24	-	-	-
Safety Grant	1,575.00	1,561.07	13.93
Education Lottery	-	-	-
Adult Education (ABE) FY25	152,938.90	125,709.23	27,229.67
Adult Education (ABE) FY24	4,568.05	4,568.05	-
Adult Education (ABE) - State Match FY25	8,880.47	5,454.84	3,425.63
Adult Education (ABE) - State Match FY24	-	-	-
Adult Education (ABE) - Professional Development FY25	5,000.00	2,159.87	2,840.13
Adult Education (ABE) - Professional Development FY24	-	-	-
Drop Out Recovery FY25	210,266.71	164,984.24	45,282.47
Drop Out Recovery FY24	55,277.74	53,439.57	1,838.17
Federal Funds - Carl Perkins III FY25	167,471.00	120,729.58	46,741.42
Federal Funds - Carl Perkins III FY24	8,873.23	8,873.23	-
Federal Funds - Carl Perkins Innovation - CTE New Program	23,329.06	-	23,329.06
Federal Funds - Carl Perkins Innovation - Career Development	45,800.00	45,800.00	-
Federal Funds - Carl Perkins CTE Special Populations	-	-	-
Federal Funds - Tech Centers That Work (TCTW) FY25	7,938.76	-	7,938.76
Federal Funds - Tech Centers That Work (TCTW) FY24	2,500.00	2,500.00	-
Oklahoma Highway Safety (Motorcycle Education) FY25	24,660.00	10,740.52	13,919.48
Oklahoma Highway Safety (Motorcycle Education) FY24	8,614.17	4,823.46	3,790.71
Rental of School Facilities	14,250.00	13,450.00	800.00
Murray State College	7,181.49	7,181.49	-
Food Service	273,500.00	232,135.69	41,364.31
Tuition, Full-Time Adult Students	315,902.00	301,975.25	13,926.75
Tuition, WED	285,000.00	273,611.33	11,388.67
Tuition, Contractor Safety	111,000.00	102,640.00	8,360.00
Activity Account Transfers	45,000.00	43,790.02	1,209.98
Interest On Investments	132,500.00	97,248.04	35,251.96
Ad Valorem Tax Collections - Carter	6,663,925.10	6,254,079.62	409,845.48
Ad Valorem Tax Collections - Garvin	46,664.00	44,161.21	2,502.79
Ad Valorem Tax Collections - Jefferson	152,249.85	129,980.24	22,269.61
Ad Valorem Tax Collections - Johnston	91,983.75	83,283.27	8,700.48
Ad Valorem Tax Collections - Love	1,067,325.95	1,013,952.99	53,372.96
Ad Valorem Tax Collections - Murray	1,499,809.65	1,365,157.32	134,652.33
Ad Valorem Tax Collections - Stephens	22,503.84	22,503.84	-
Ad Valorem Tax Collections - Prior Years - Carter	564,769.71	564,769.71	-
Ad Valorem Tax Collections - Prior Years - Garvin	4,185.59	1,127.67	3,057.92
Ad Valorem Tax Collections - Prior Years - Jefferson	41,549.38	6,932.79	34,616.59
Ad Valorem Tax Collections - Prior Years - Johnston	8,373.72	8,373.72	-
Ad Valorem Tax Collections - Prior Years - Love	42,149.67	42,149.67	-
Ad Valorem Tax Collections - Prior Years - Murray	206,149.36	206,149.36	-
Ad Valorem Tax Collections - Prior Years - Stephens	321.21	182.85	138.36
Ad Valorem Tax Collections - Farm Stamps	1,367.76	1,367.76	-
Ad Valorem Tax Collections - Interest	28.79	28.79	-
Ad Valorem Tax Collection - PILOT	11,134.39	11,134.39	-
Miscellaneous	81,674.72	81,271.64	403.08
E-Stopped Warrants	11,249.82	11,249.82	-
WRO - Yr 1/Start-Up	817,174.04	817,174.04	-
WRO - Yr 2	281,265.65	-	281,265.65
TOTAL	16,589,839.53	14,835,216.04	1,754,623.49
Fund Balance	3,199,629.80	3,199,629.80	-
Prior Year Lapsed Appropriations	1,043,218.40	1,043,218.40	-
GRAND TOTAL	20,832,687.73	19,078,064.24	1,754,623.49

**BUILDING FUND**

SOURCE	ESTIMATED REVENUE	RECEIVED TO DATE	BALANCE ESTIMATED
Interest On Investments	<b>151,000.00</b>	<b>109,581.85</b>	<b>41,418.15</b>
Ad Valorem Tax Collections - Carter	<b>2,961,744.70</b>	<b>2,779,590.94</b>	<b>182,153.76</b>
Ad Valorem Tax Collections - Garvin	<b>20,659.65</b>	<b>19,551.64</b>	<b>1,108.01</b>
Ad Valorem Tax Collections - Love	<b>65,189.00</b>	<b>55,653.49</b>	<b>9,535.51</b>
Ad Valorem Tax Collections - Jefferson	<b>40,588.75</b>	<b>36,749.64</b>	<b>3,839.11</b>
Ad Valorem Tax Collections - Johnston	<b>475,179.55</b>	<b>451,417.42</b>	<b>23,762.13</b>
Ad Valorem Tax Collections - Murray	<b>668,714.50</b>	<b>608,677.42</b>	<b>60,037.08</b>
Ad Valorem Tax Collections - Stephens	<b>9,786.90</b>	<b>9,411.00</b>	<b>375.90</b>
Ad Valorem Tax Collections - Prior Years - Carter	<b>251,095.40</b>	<b>251,095.40</b>	-
Ad Valorem Tax Collections - Prior Years - Garvin	<b>1,852.85</b>	<b>499.23</b>	<b>1,353.62</b>
Ad Valorem Tax Collections - Prior Years - Jefferson	<b>17,789.85</b>	<b>4,493.22</b>	<b>13,296.63</b>
Ad Valorem Tax Collections - Prior Years - Johnston	<b>3,694.98</b>	<b>3,694.98</b>	-
Ad Valorem Tax Collections - Prior Years - Love	<b>18,765.24</b>	<b>18,765.24</b>	-
Ad Valorem Tax Collections - Prior Years - Murray	<b>91,915.01</b>	<b>91,915.01</b>	-
Ad Valorem Tax Collections - Prior Years - Stephens	<b>812.37</b>	<b>812.37</b>	-
Ad Valorem Tax Collections - Farm Stamps	<b>519.87</b>	<b>519.87</b>	-
Ad Valorem Tax Collections - Interest	<b>0.56</b>	<b>0.56</b>	-
Ad Valorem Tax Collection - PILOT	<b>4,952.17</b>	<b>4,952.17</b>	-
Interfund Transfer (from CP)	<b>508,875.85</b>	-	<b>508,875.85</b>
Miscellaneous	<b>132.63</b>	<b>132.63</b>	-
E-Stopped Warrants	-	-	-
TOTAL	5,293,269.83	4,447,514.08	845,755.75
Fund Balance	<b>4,828,425.78</b>	<b>4,828,425.78</b>	-
Prior Years Lapsed Appropriations	<b>727,453.28</b>	<b>727,453.28</b>	-
GRAND TOTAL	10,849,148.89	10,003,393.14	845,755.75

**CAPITAL PROJECTS FUND (A&P)**

SOURCE	ESTIMATED REVENUE	RECEIVED TO DATE	BALANCE ESTIMATED
EDA Grant	<b>344,383.20</b>	-	344,383.20
TOTAL \$	344,383.20	-	344,383.20
Fund Balance	<b>164,492.65</b>	<b>164,492.65</b>	-
Prior Years Lapsed Appropriations	<b>101,469.00</b>	<b>101,469.00</b>	-
GRAND TOTAL \$	610,344.85	265,961.65	344,383.20

**GIFTS AND ENDOWMENTS FUND**

SOURCE	ESTIMATED REVENUE	RECEIVED TO DATE	BALANCE ESTIMATED
Green Interest on Investments	7,145.00	6,744.00	401.00
Misc Interest on Investments	2,000.00	1,652.63	347.37
Sturm Interest on Investments	79,000.00	72,448.10	6,551.90
Oil and Gas	243,000.00	208,254.13	34,745.87
Contributions & Donations	8,900.00	3,350.00	5,550.00
E-Stopped Warrants	226.25	226.25	
TOTAL	\$ 340,271.25	292,675.11	47,596.14
Carry Forward - Green	59,623.76	59,623.76	-
Carry Forward - MISC	25,466.97	25,466.97	-
Carry Forward - Sturm	934,086.79	934,086.79	-
Carry Forward - Empower	8,092.22	8,092.22	-
Prior Years Lapsed Appropriations - Sturm	3,841.26	3,841.26	-
Prior Years Lapsed Appropriations - Green	-	-	-
Prior Years Lapsed Appropriations - MISC	591.51	591.51	-
Prior Years Lapsed Appropriations - Aviation	-	-	-
TOTAL	\$ 1,031,702.51	1,031,702.51	-
Carry Forward (Green Corpus)	100,000.00	100,000.00	-
Carry Forward (Sturm Corpus)	1,000,000.00	1,000,000.00	-
GRAND TOTAL	\$ 2,471,973.76	\$ 2,424,377.62	47,596.14

**GRANTS FUND**

SOURCE	ESTIMATED	RECEIVED	BALANCE ESTIMATED
Contributions & Donations (Dental)	57,250.00	57,250.00	-
Interest On Investments	0.40	0.40	-
TOTAL	57,250.40	57,250.40	-
CarryForward (McCroy)	123.49	123.49	-
CarryForward (Dental)	-	-	-
CarryForward (HEO)	1.58	1.58	-
CarryForward (Interest)	141.78	141.78	-
GRAND TOTAL	\$ 57,517.25	57,517.25	-

Southern Oklahoma Technology Center  
Summary of Financial Activities  
April 30, 2025

All Years Grouped by Fund:	General	Building	Capital Projects	Gifts & Endowments	Grant	Total All Funds
<b>CASH ON HAND:</b>						
BEGINNING MONTHLY BALANCE	81,226.09	871,838.05	10,000.00	13,189.90	10,000.00	986,254.04
ADD: MONTHLY RECEIPTS	<b>1,486,606.26</b>	<b>477,319.77</b>	-	<b>25,705.52</b>	-	1,989,631.55
MATURING INVESTMENTS	-	-	-	-	-	-
TOTAL CASH:	1,567,832.35	1,349,157.82	10,000.00	38,895.42	10,000.00	2,975,885.59
LESS: CHECKS ISSUED	<b>1,218,525.40</b>	<b>345,108.49</b>	-	<b>620.47</b>	-	1,564,254.36
PURCHASE OF INVESTMENTS	299,362.55	134,251.52		21,987.93	-	455,602.00
INTEREST ON NON-PAYABLE BOND INDEBTEDNESS REPAY-MONEY MGMT. MISCELLANEOUS INTEREST ON BONDS						
TRANSFERS ADJUSTMENTS						-
ENDING MONTHLY BALANCE	49,944.40	869,797.81	10,000.00	16,287.02	10,000.00	956,029.23
<b>INVESTMENTS:</b>						
BEGINNING MONTHLY BALANCE	6,015,314.52	7,067,650.78	255,961.65	2,157,346.95	25,241.93	15,521,515.83
ADD: INVESTMENTS	299,362.55	134,251.52		21,987.93	-	455,602.00
TOTAL INVESTMENTS:	6,314,677.07	7,201,902.30	255,961.65	2,179,334.88	25,241.93	15,977,117.83
LESS: INVESTMENTS			-	-		-
ENDING MONTHLY BALANCE:	6,314,677.07	7,201,902.30	255,961.65	2,179,334.88	25,241.93	15,977,117.83
<b>TOTALS:</b>						
END OF MONTH CASH BALANCE:	49,944.40	869,797.81	10,000.00	16,287.02	10,000.00	956,029.23
END OF MONTH INV. BALANCE:	6,314,677.07	7,201,902.30	255,961.65	2,179,334.88	25,241.93	15,977,117.83
TOTAL CASH:	6,364,621.47	8,071,700.11	265,961.65	2,195,621.90	35,241.93	16,933,147.06
ADD: OUTSTANDING CHECKS	166,649.04	38,262.51	-	237.41	3,530.17	208,679.13
TOTAL MONIES:	6,531,270.51	8,109,962.62	265,961.65	2,195,859.31	38,772.10	17,141,826.19

Southern Oklahoma Technology Center

Investment Ledger

Invest #	Date	Bank Name	Amount	Rate	Maturity Date	Fund	Interest Paid	Pay Date
112371	4/10/2023	Citizens Bank & Trust Co.	1,100,000.00	4.75%	10/10/2024	Gifts & Endowments	13,026.71	7/14/2023
							13,169.86	10/17/2023
							13,169.86	1/16/2024
							13,026.71	4/16/2024
							13,026.71	7/16/2024
							13,169.86	10/10/2024
<b>Total Closed Investments for Gifts &amp; Endowments:</b>			1,100,000.00			<b>Total Interest Received:</b>	78,589.71	
1029963149	10/31/2024	CDARS/Citizens Bank & Trust Co.	1,250,000.00	4.25%	5/1/2025	Building		
113126	10/29/2024	Citizens Bank & Trust Co.	1,250,000.00	4.22%	7/29/2025	Building		
112371	10/10/2024	Citizens Bank & Trust Co.	1,100,000.00	4.50%	10/10/2025	Gifts & Endowments	12,476.71	1/10/2025
							12,205.48	4/10/2025
1029963173	10/31/2024	CDARS/Citizens Bank & Trust Co.	250,000.00	4.17%	10/30/2025	Building	1,777.02	12/31/2024
							2,583.67	3/31/2025
113127	10/29/2024	Citizens Bank & Trust Co.	500,000.00	4.05%	1/29/2026	Building	5,048.63	1/28/2025
							5,048.63	4/29/2025
113128	10/29/2024	Citizens Bank & Trust Co.	1,000,000.00	4.04%	4/29/2026	Building	10,072.33	1/28/2025
							10,072.33	4/29/2025
<b>Total Open Investments for Building Fund:</b>			4,250,000.00			<b>Total Interest Received for Building Fund:</b>	34,602.61	
<b>Total Open Investments for Gifts &amp; Endowments:</b>			1,100,000.00			<b>Total Interest Received Gifts &amp; Endowment Fund:</b>	24,682.19	
<b>Total of All Investments:</b>			5,350,000.00			<b>Total Interest Received for all Funds:</b>	59,284.80	

Daily Liquid Investments

Account #	Start Date	Investment Name	Balance as of End of Month	Daily Liquid 7 Day Yield	End Date	Fund	Interest Paid	Pay Date	Balance + Interest
22071	11/4/2024	OLAP Liquid Pool	2,205,309.35	4.4358%	11/30/2024	All Funds	9,351.98	11/30/2024	2,214,661.33
			340,729.80			General Fund	1,444.92		
			832,114.72			Building & Capital Projects Fund	3,528.72		
			1,032,464.83			Gifts & Endowment & Grants Fund	4,378.34		
22071	12/1/2024	OLAP Liquid Pool	1,565,361.47	4.361%	12/31/2024	All Funds	6,874.02	12/31/2024	1,572,235.49
			-			General Fund	-		
			529,260.17			Building & Capital Projects Fund	2,324.16		
			1,036,101.30			Gifts & Endowment & Grants Fund	4,549.86		
22071	1/1/2025	OLAP Liquid Pool	9,135,586.92	4.187%	1/31/2025	All Funds	24,825.86	1/31/2025	9,160,412.78
			5,179,349.66			General Fund	14,074.83		
			2,894,394.55			Building & Capital Projects Fund	7,865.49		
			1,061,842.71			Gifts & Endowment & Grants Fund	2,885.54		
22071	2/1/2025	OLAP Liquid Pool	10,862,083.32	4.139%	2/28/2025	All Funds	34,053.86	2/28/2025	10,896,137.18
			6,470,151.12			General Fund	20,284.66		
			3,331,238.62			Building & Capital Projects Fund	10,443.81		
			1,060,693.58			Gifts & Endowment & Grants Fund	3,325.39		
22071	3/1/2025	OLAP Liquid Pool	10,134,391.00	4.138%	3/31/2025	All Funds	37,124.84	3/31/2025	10,171,515.84
			5,993,359.33			General Fund	21,955.19		
			3,062,394.11			Building & Capital Projects Fund	11,218.32		
			1,078,637.56			Gifts & Endowment & Grants Fund	3,951.33		
22071	4/1/2025	OLAP Liquid Pool	10,591,555.57	4.1316%	4/30/2025	All Funds	35,562.27	4/30/2025	10,627,117.84
			6,293,545.82			General Fund	21,131.25		
			3,197,129.25			Building & Capital Projects Fund	10,734.70		
			1,100,880.50			Gifts & Endowment & Grants Fund	3,696.32		
<b>Total Interest Received for General Fund:</b>							78,890.85		
<b>Total Interest Received for Building/Capital Projects Funds:</b>							46,115.20		
<b>Total Interest Received for Gifts &amp; Endowments/Grant Funds:</b>							22,786.78		
<b>Total Interest Received for all Funds:</b>							147,792.83		
<b>Total Interest Received YTD - All Investments FY25:</b>							233,274.20		

## Pledges By Pledgee And Maturity



**Pledged To: SOUTHERN OKLAHOMA TECHNOLOGY CENTER**

**Citizens Bank & Trust-Ardmore - Ardmore, OK**

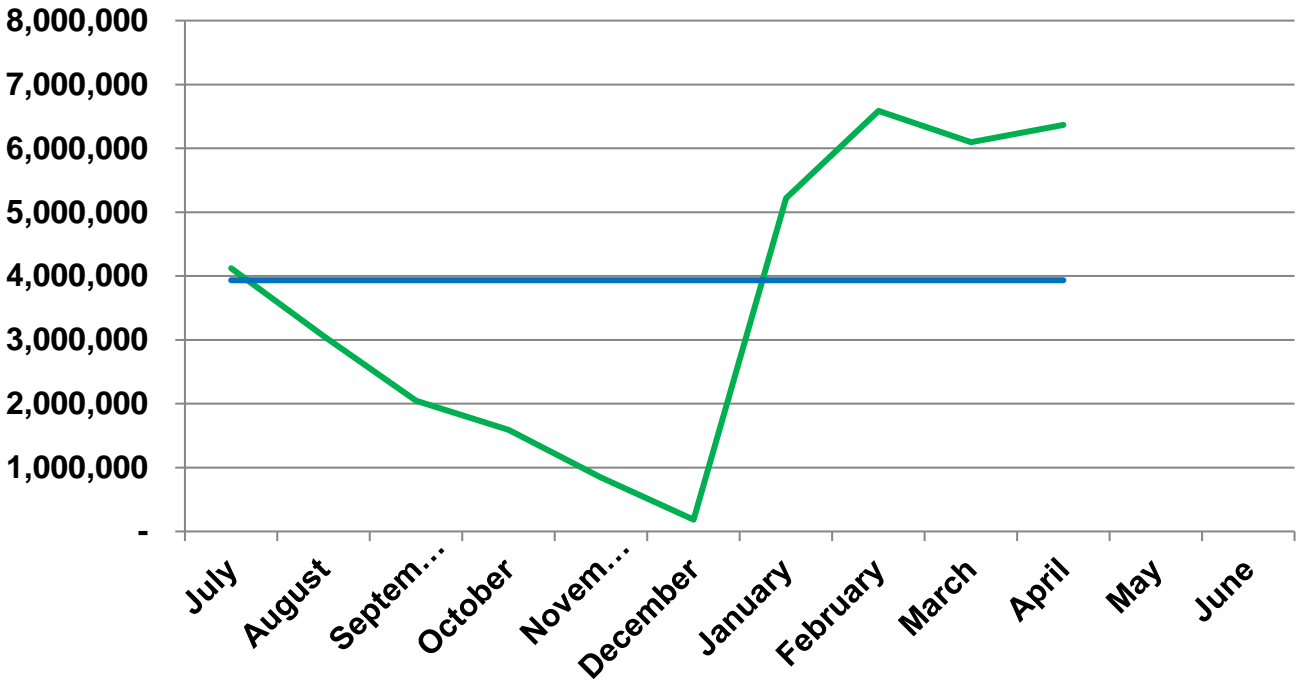
**As Of 4/30/2025**

**Page 1 of 13**

Receipt# Safekeeping Location	CUSIP	ASC 320	Description Maturity Prerefund	Pool/Type Coupon	Moody S&P	Original Face Pledged Percent	Pledged			
							Original Face	Par	Book Value	Market Value
BANK: BANKERS BANK	3132D6NR7	AFS	FRLMC 15YR 07/01/35	SB8500 2.50		800,000.00 100.00%	800,000.00	338,001.98	354,653.04	311,739.23
BANK: BANKERS BANK	31418DR46	AFS	FNMA 15YR 07/01/35	MA4106 1.50		1,000,000.00 100.00%	1,000,000.00	467,532.34	476,365.87	409,273.14
BANK: BANKERS BANK	3132D9B29	AFS	FRLMC 20YR 06/01/38	SC0057 3.00		500,000.00 100.00%	500,000.00	135,068.24	141,774.53	124,156.08
BANK: BANKERS BANK	3133KYS83	AFS	FRLMC 20YR 04/01/40	RB5043 2.50		750,000.00 100.00%	750,000.00	174,634.48	179,701.50	151,086.77
BANK: BANKERS BANK	3128M8AM6	AFS	FGLMC 30YR 09/01/40	G06012 4.00		2,250,000.00 100.00%	2,250,000.00	256,116.94	281,051.40	243,861.74
BANK: BANKERS BANK	3132D9EJ9	HTM	FRLMC 20YR 03/01/41	SC0137 2.00		1,025,000.00 100.00%	1,025,000.00	698,256.55	717,898.16	585,509.06
BANK: BANKERS BANK	31418DYG1	HTM	FNMA 20YR 04/01/41	MA4310 1.50		1,000,000.00 100.00%	1,000,000.00	718,426.09	713,169.99	575,531.14
BANK: BANKERS BANK	3132D9FR0	HTM	FRLMC 20YR 08/01/41	SC0176 2.00		1,000,000.00 100.00%	1,000,000.00	730,100.87	751,904.41	608,013.40
BANK: BANKERS BANK	31417BXW2	AFS	FNMA 30YR 05/01/42	AB5192 4.00		1,650,000.00 100.00%	1,650,000.00	189,676.61	204,700.39	177,924.25
<b>9 Securities Pledged To: 04 - SOUTHERN OKLAHOMA TECHNOLOGY CENTER</b>							<b>9,975,000.00</b>	<b>3,707,814.10</b>	<b>3,821,219.29</b>	<b>3,187,094.81</b>

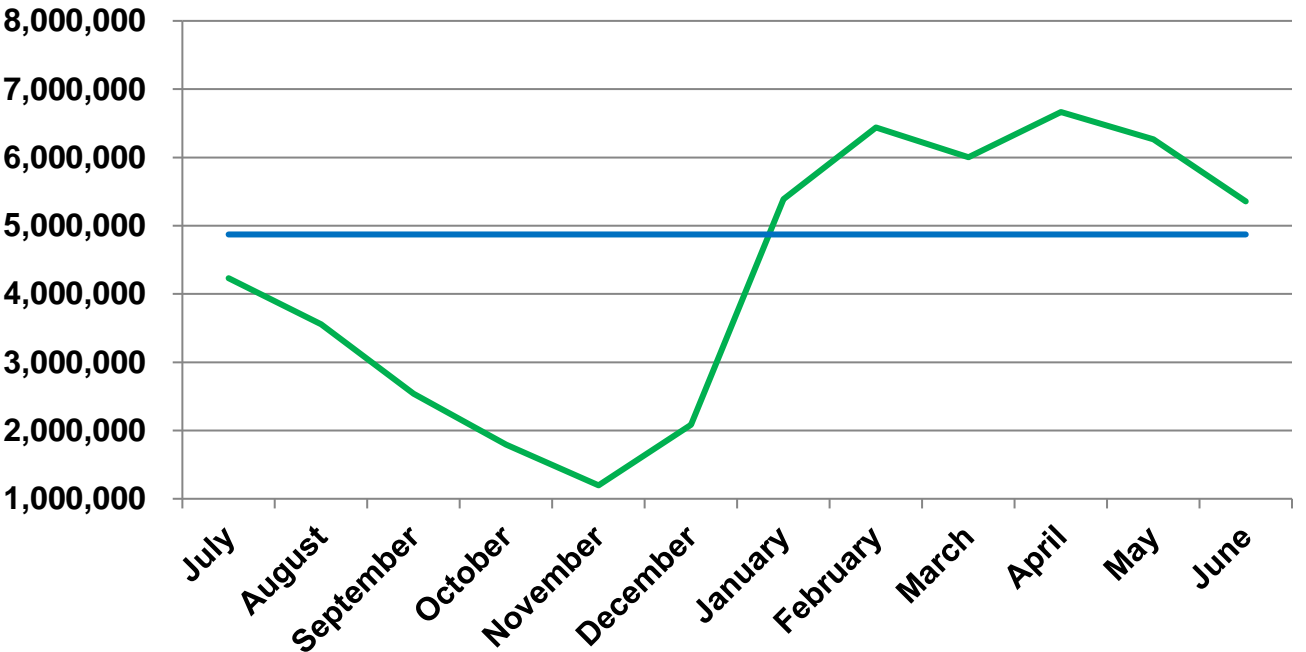
Although the information in this report has been obtained from sources believed to be reliable, its accuracy cannot be guaranteed.

### FY25 General Fund Cash Flow



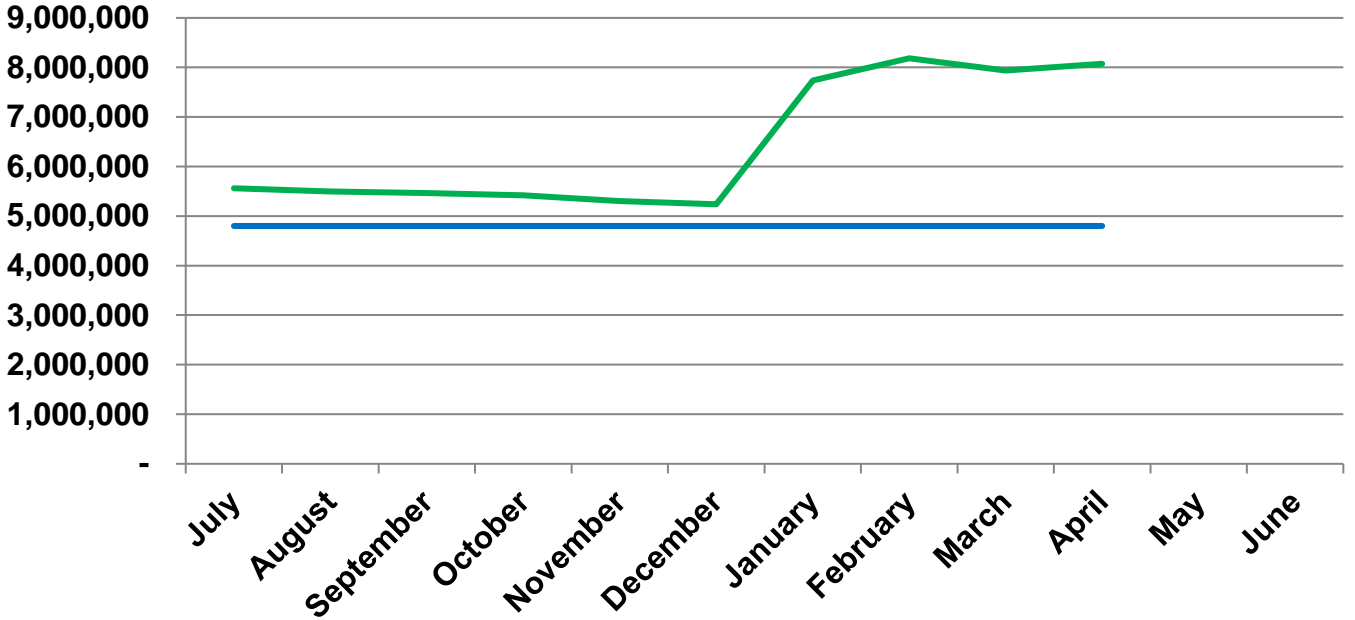
Includes FY23 Carry forward \$3,199,629.80  
FY24 Allowable Fund Balance \$3,933,969.51

### FY24 General Fund Cash Flow



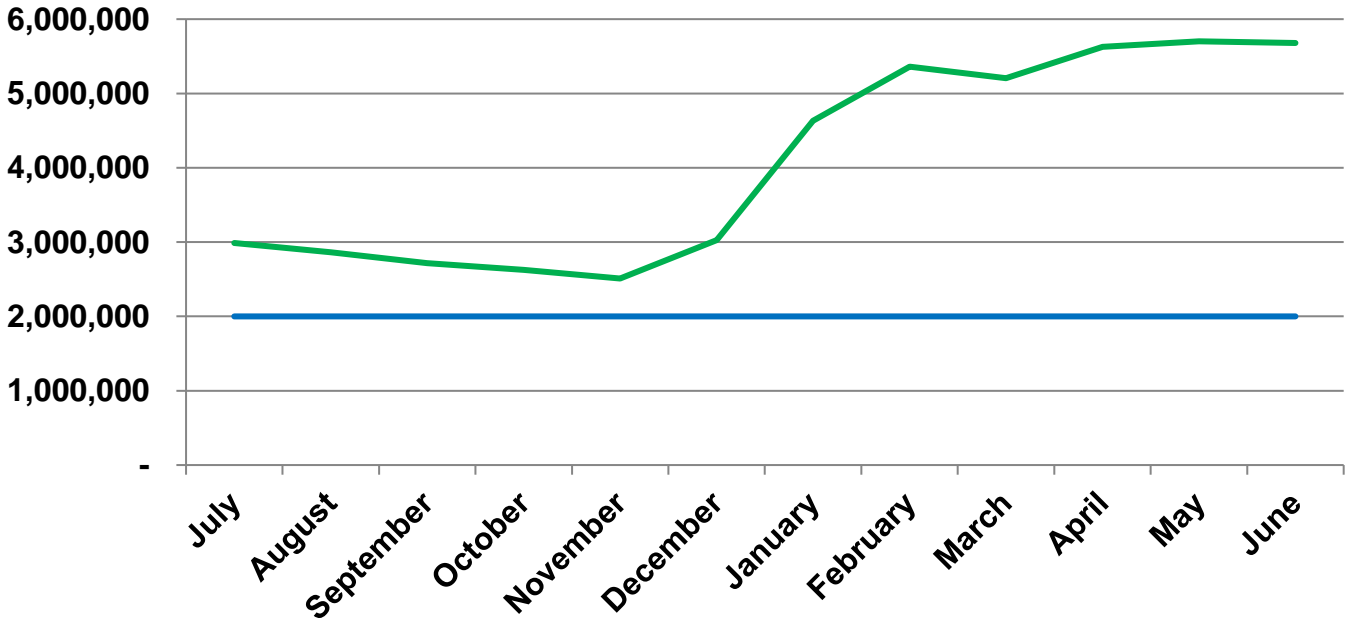
Includes FY23 Carry forward \$3,933,969.51  
FY24 Allowable Fund Balance \$4,871,649.19

### FY25 Building Fund Cash Flow



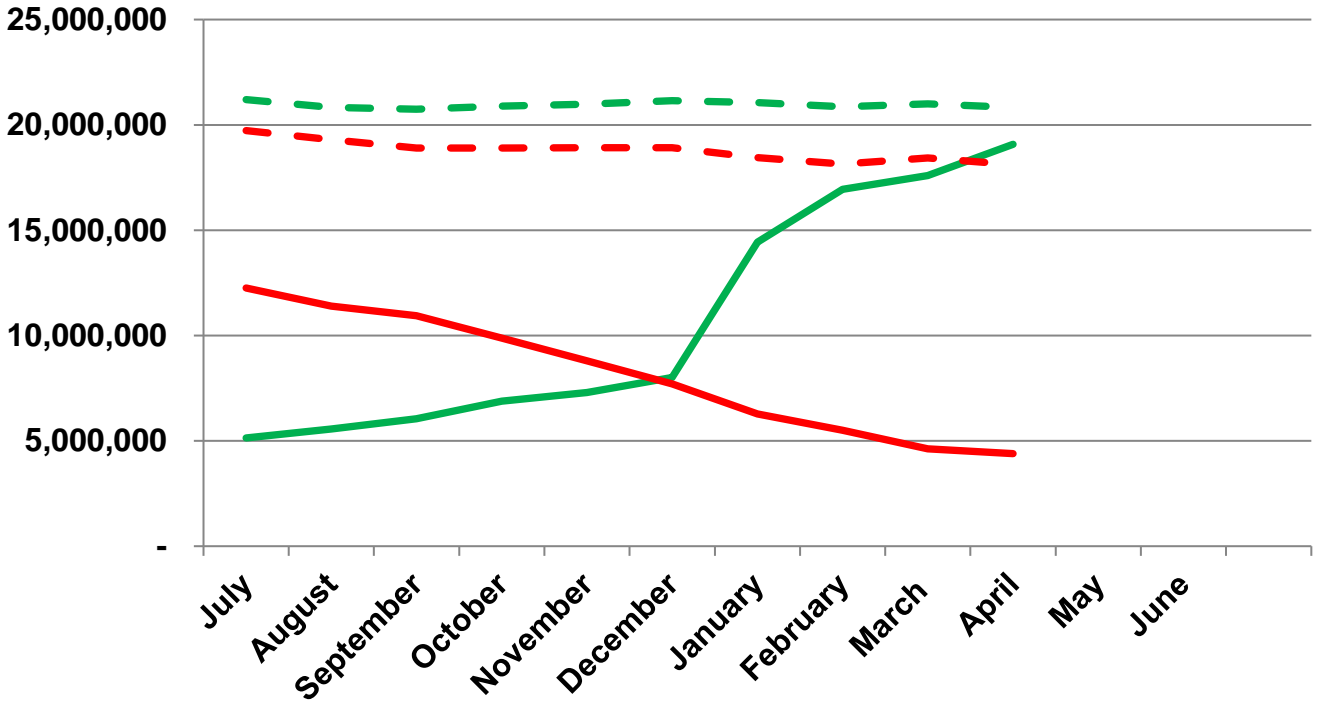
Includes FY23 Carry forward \$2,278,812.29.  
FY24 Estimated Fund Balance \$4,800,000.

### FY24 Building Fund Cash Flow

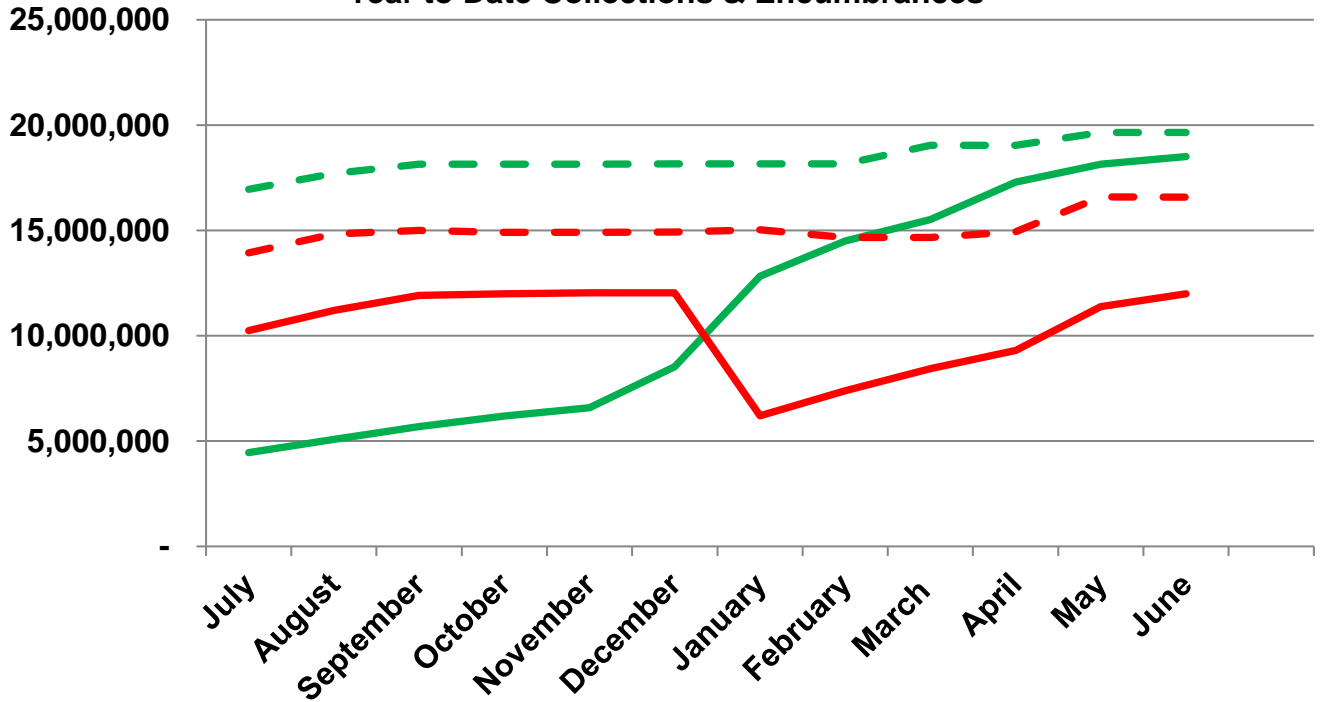


Includes FY23 Carry forward \$2,278,812.29.  
FY24 Estimated Fund Balance \$2,000,000.

**FY25 General Fund  
Estimated Revenue & Budgeted Line Items  
Year to Date Collections & Encumbrances**



**FY24 General Fund  
Estimated Revenue & Budgeted Line Items  
Year to Date Collections & Encumbrances**



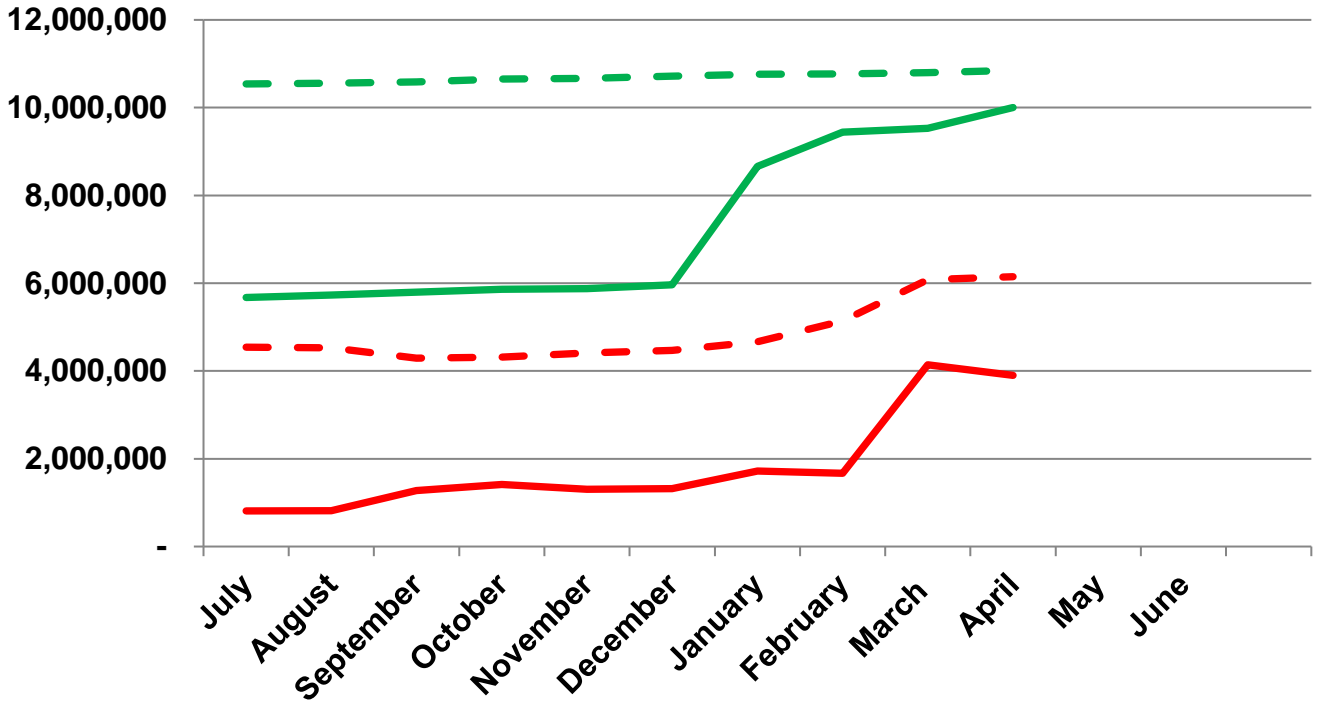
--- Estimated Revenue + Fund Bal

--- Budgeted Line Items

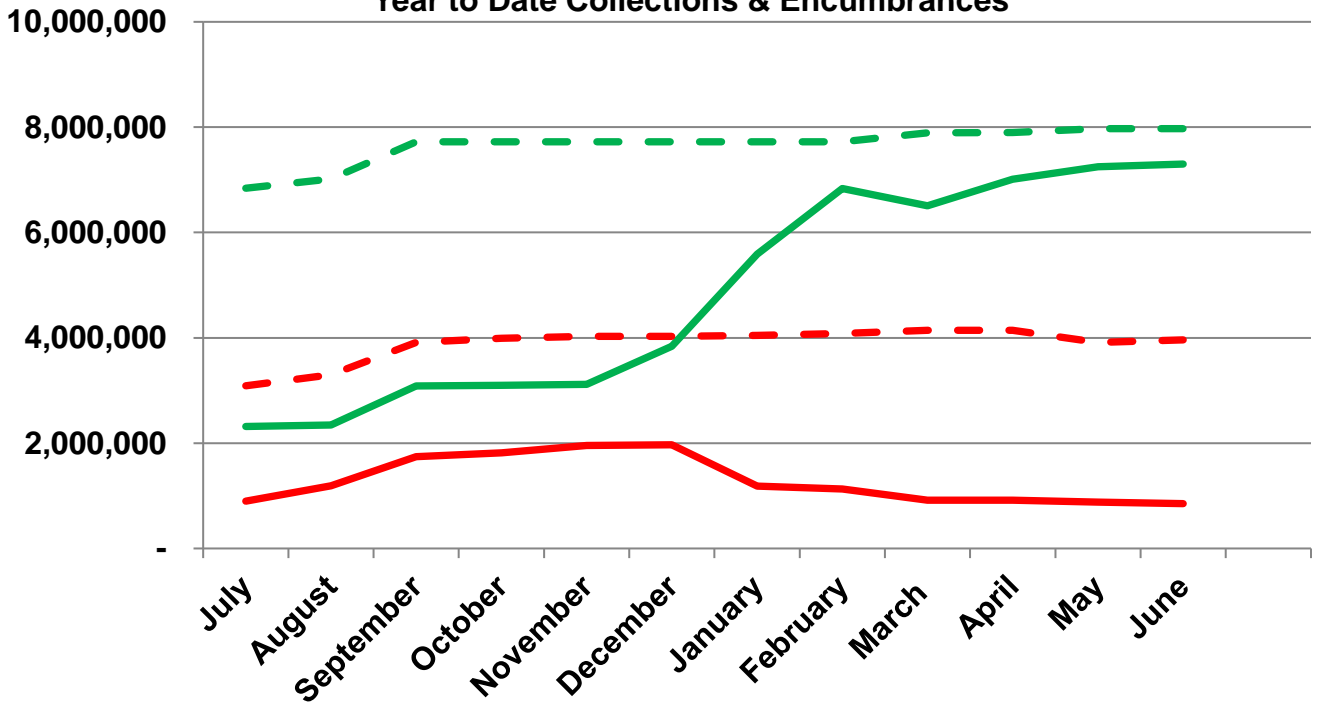
\_\_\_ Year to Date Collections + Fund Bal

\_\_\_ Year to Date Encumbrances

**FY25 Building Fund**  
**Estimated Revenue & Budgeted Line Items**  
**Year to Date Collections & Encumbrances**



**FY24 Building Fund**  
**Estimated Revenue & Budgeted Line Items**  
**Year to Date Collections & Encumbrances**



----- Estimated Revenue + Fund Bal

----- Budgeted Line Items

\_\_\_\_\_ Year to Date Collections + Fund Bal

\_\_\_\_\_ Year to Date Encumbrances

Southern Oklahoma Technology Center				
PO Board Report				
Fiscal Year: 2024 - 2025				
5/8/2025				
General Fund				
PO No.	Vendor	Description	Fund - Department	Amount
252394	Southern Tech-Food Service	Coffee/Water Fruit and Cookies for Spring Principals Meeting April 9th @ SouthernTech	Gen Fund - Marketing	\$50.00
252395	AMAZON	File Folders for Supply closet	Gen Fund - School-Wide Purchasing	\$111.55
252396	AMAZON	Bluetooth headphones for AEFL Program	Gen Fund - AEFL State	\$389.35
252397	AMAZON	Glass Marker Board and Makers	Gen Fund - 413 Special Operations	\$594.61
252398	ARDMORE PLUMBING SUPPLY	Pipe, fittings and couplings	Gen Fund - 413 Special Operations	\$1,500.00
252399	KI	Replacement Office Furniture - Bldg 200 Office #3	Gen Fund - WED	\$6,507.00
252400	LOCKE SUPPLY	wire, wire racks, conduit and other electrical supplies	Gen Fund - 413 Special Operations	\$15,000.00
252401	SMG-ARDMORE LLC	Worklahoma Career Fair Advertising April 25 2025	Gen Fund - WRO	\$1,700.00
252402	STAR AUTOMOTIVE	300 gallons of DEF	Gen Fund - Student Transportation Servicing	\$1,217.70
252403	Southern Tech-Food Service	NTHS refreshments- fruit, cookies, and water 4/09/25 ceremony	Gen Fund - CTSO	\$282.50
252404	McCullers, Christy L	FY25 Blanket PO for Travel for Christy McCullers	Gen Fund - Dental	\$1,000.00
252405	Oklahoma State University	Silver Sponsor Recognition for Family Fun Day June 28 2025	Gen Fund - WRO	\$500.00
252406	AMAZON	Stapler, Pencil Sharpener, Curtains, Magnetic Hooks, DVD Player, Bluetooth Speaker, Bio Hazard Can	Gen Fund - WED	\$379.87
252407	AMAZON	Two books for Dr. Ward - Rigor by Design, Not Chance: Deeper Thinking and The Owner's Representative: Construction Management of Commercial Projects	Gen Fund - Superintendent's Office	\$60.00
252408	AMAZON	Desk Lamp, Paper Tray, Post Its, Pens, Note Pads	Gen Fund - WED	\$76.84
252409	AMAZON	IPad Case, IPad Charger	Gen Fund - WED	\$77.23
252410	Carter County Sheriffs Department	Carter County Range 4-12 to 4-25 for BPOC 25-1	Gen Fund - BPOC	\$1,000.00
252411	HOGHEAD DESIGNS LLC	Duffel Bag for training manikins, Emordery for 2 bags	Gen Fund - WED	\$84.75
252412	HOGHEAD DESIGNS LLC	Professional Allowance - SoTech Logo Apparel - Darryl Burkett	Gen Fund - Operations	\$259.00
252413	INSURICA Insurance Services LLC	Builders Risk Insurance - Building 100 Roof & Mechanical Upgrades Project	Gen Fund - Operations	\$2,406.00
252414	Murray State College Foundation	Sponsorship for MSC Farmhouse Event - April 18, 2025	Gen Fund - WRO	\$250.00

252415	Bank of Oklahoma	WORKlahoma Job Fair vendor meals catering - April 25, 2025	Gen Fund - WRO	\$2,200.00
252416	Wagner, Taryn L	FY 25 Pace Conference Shangri La 4/8/25-4/10/25 Per Diem Tayrn Wagner	Gen Fund - WED	\$204.00
252417	Mumford, Carson	FY 25 Pace Confreence Shangri La 4/8/25-4/10/25 Per Diem Carson Mumford	Gen Fund - WED	\$204.00
252418	Tisha Giles	Resume Writing Services	Gen Fund - WRO	\$300.00
252419	AVI SPL	Technology Upgrades for Dental Hygiene Classrooms (new microphones, installation fees, labor fees, etc.)	Gen Fund - Dental	\$2,616.00
252420	Gloria Ainsworth Child Care, Inc.	Childcare during Workshop (removal of barriers)	Gen Fund - WRO	\$500.00
252422	AMAZON	Balance due on PO 252221	Gen Fund - Auto Service	\$4.99
252423	KI	Office Furniture for 2 new offices in Building 200 (Swenson, Forsythe)	Gen Fund - WED	\$10,330.75
252424	McCoys Building Supply	Materials for completion of storage shed - fasteners, exterior paneling, lumber	Gen Fund - HEO	\$2,800.00
252425	Southern Tech-Food Service	Food for DR Students for FY25.	Gen Fund - Dropout Recovery	\$1,000.00
252426	AMAZON	Add shipping to order 252302	Gen Fund - Aviation	\$119.99
252427	AMAZON	USB Bluetooth Adapter for GED Classroom Computers to work with new headphones	Gen Fund - AEFL State	\$83.88
252428	Strus, Danny W	Danny Strus- Summer Tuition Reimbursement	Gen Fund - HR	\$2,500.00
252429	Southern Tech	Theory and on road CDL B for Jeremiah Cox	Gen Fund - Student Transportation	\$280.00
252430	AMAZON	Office Supplies for Supply Closet	Gen Fund - School-Wide Purchasing	\$244.22
252431	AMAZON	Wheel weights, hand cleaner, rust penetrant, silicone spray, heat shrink, spark testers, speed handles, smoke tester, rear diff s-spring, zip ties, rubber prep, u-joint tool, lockout tool	Gen Fund - Auto Service	\$694.71
252432	AMAZON	10 Rigorous Curriculum Design books by Larry Ainsworth for instructors.	Gen Fund - Assistant Superintendent	\$281.50
252433	ARDMORE PLUMBING SUPPLY	Facilities Maintenance Plumbing Supplies and Equipment	Gen Fund - 413 Special Operations	\$40,276.00
252434	DELL MARKETING LP	Student Replacement Monitors for Medical Office	Gen Fund - Medical Office	\$249.98
252435	DELL MARKETING LP	Student/Staff Laptops, Testing Center Precision Towers, IT-related Equipment and Server	Gen Fund - IT	\$176,475.50
252436	Uniforms Etc	Southern Tech logo scrub tops & jackets for Jillian Clark Professional Allowance	Gen Fund - Dental	\$174.00
252438	AMAZON	pumps and supplies, scopes, guages, tools, fluids, hoses, spray bottles, clamps, magnets	Gen Fund - Auto Service	\$703.78
252439	AMAZON	flat vise grips, claw hammer, exhaust hanger pliers, piston ring compressor tools, valve spring compressor tools	Gen Fund - Auto Service	\$205.89
252440	DELL MARKETING LP	Student Laptops for BPOC - Love County	Gen Fund - BPOC	\$32,691.60

252441	DELL MARKETING LP	Dell Windows Tablet for HEO	Gen Fund - HEO	\$2,514.92
252442	DELL MARKETING LP	Workstations for Testing Center Lab 1	Gen Fund - Testing Center	\$22,515.96
252443	Graphic Solutions Group	Printer Repair/Maintenance-Roland SP300-1	Gen Fund - Graphics	\$1,729.53
252444	James Supplies And Rental Co.	Facilities Maintenance Welding Supplies	Gen Fund - 413 Special Operations	\$311.19
252445	James Supplies And Rental Co.	Facilities Maintenance Welders and Supplies	Gen Fund - 413 Special Operations	\$5,388.96
252446	Lowes Company, Inc	casters for plumbing trainers	Gen Fund - 413 Special Operations	\$210.00
252449	Bank of Oklahoma	Registration for SRO supervisor class in Lafayette, LA on Apr 22-Apr 25 - Kerry Blankenship	Gen Fund - Safety and Security	\$450.00
252454	Bank of Oklahoma	CompTIA A+ Certification Test Voucher for LaShyra Johnson	Gen Fund - IT	\$230.00
252455	IDSecurityOnline	Zebra ZC350 Dual Sided ID Card Printer for Facilities Director	Gen Fund - IT	\$1,895.00
252456	AMAZON	Facilities Maintenance Carpentry	Gen Fund - 413 Special Operations	\$633.59
252457	AMAZON	Printing blanks-Graphics	Gen Fund - Graphics	\$40.48
252458	AMAZON	Curriculum for instructor for Lumber Yard Fundamentals for TH Rogers	Gen Fund - WED	\$43.79
252459	AMAZON	Microsoft Surface Keyboard for Jerry Henderson	Gen Fund - IT	\$349.00
252460	Lowes Company, Inc	Pioneer Diamante Pro Series Mini Split Unit for Facilities Maintenance	Gen Fund - 413 Special Operations	\$768.00
252461	Posh Portable Restrooms, LLC	Portable restroom to meet state standards for 25-1 fire arms training 4-20 to 4 -25 at the carter county range	Gen Fund - BPOC	\$1,693.00
252462	AMAZON	Honda Passport transmission shift solenoid	Gen Fund - Auto Service	\$49.99
252463	Boyd Metals	Material for shop projects	Gen Fund - Welding	\$1,796.00
252464	James Supplies And Rental Co.	Regulators, flashback arrestors for the bevel table and saw blade for the cold cut saw.	Gen Fund - Welding	\$1,060.37
252465	Lowes Company, Inc	Nuts, bolts, washers, fasteners, and cleaning supplies for welding.	Gen Fund - Welding	\$100.00
252466	Lowes Company, Inc	Grizzly 10-Amp 8-in Wide for Facilities Maintenance	Gen Fund - 413 Special Operations	\$462.47
252467	AMAZON	ice chests, directional parking signs, tablecloths for WORKlahoma Job Fair, April 25, 2025	Gen Fund - WRO	\$260.73
252468	AMAZON	milwaukee cordless bit driver	Gen Fund - Auto Service	\$98.99
252469	CARTER COUNTY ELECTION BOARD	Final invoice for FY25 Election Expenses	Gen Fund - BOE	\$7,888.94
252470	HOGHEAD DESIGNS LLC	Professional Allowance - SouthernTech Clothing - Misty Sanders	Gen Fund - WED	\$130.75
252471	Warren CAT	Replace product link system on 2 x CAT 303.5E2	Gen Fund - HEO	\$1,706.74

252472	Matco Tools	Matco master fan clutch set, 10 pcs	Gen Fund - Auto Service	\$218.82
252473	AMAZON	Pitot Tube, T-State, iPad Case, Noise Makers for the Completion & Certification Ceremony	Gen Fund - HVAC	\$312.45
252474	AMAZON	Two webcams for WRO employees' desktops	Gen Fund - WRO	\$139.98
252476	Fastenal Company	Facilities Maintenance Supplies	Gen Fund - 413 Special Operations	\$6,373.41
252477	KI	Sound dampening panels on all walls throughout Testing Labs 1, 2, and 3	Gen Fund - Testing Center	\$35,564.32
252478	Bank of Oklahoma	Drinks/ice for WORKlahoma Job Fair April 25, 2025	Gen Fund - WRO	\$245.00
252479	Auto-Chlor Services LLC	Cleaning Service Supply's for Dishwasher and Laundry machine's	Gen Fund - Food Service	\$1,000.00
252480	Baker Distributing Company	Refrigerant 410a	Gen Fund - HVAC	\$494.00
252481	Fastenal Company	Bolts to Hold caster on hoist Frame	Gen Fund - Aviation	\$14.27
252482	Lowes Company, Inc	Concrete Mixers	Gen Fund - 413 Special Operations	\$448.99
252483	Bank of Oklahoma	Copy paper, Specialty Papers (Resume Paper & Card Stock	Gen Fund - Medical Office	\$286.89
252484	AMAZON	Charging blocks, Mouse, Hooks	Gen Fund - WED	\$48.83
252485	Clarence L. Boyd Company, Inc.	500 hour maintenance service on the John Deere 160G Excavator	Gen Fund - HEO	\$1,297.18
252487	VEX Robotics, Inc	Robotics robot parts for Mobile Robotics contest	Gen Fund - Robotics	\$508.93
252488	Bank of Oklahoma	Certmaster Practice Tests CompTia/Pearson	Gen Fund - Cybersecurity	\$1,998.00
252489	LaQuinta Inn & Suites by Wyndham Ada	Robbin Mathis - LEDT Lodging - March 12-13, 2025 - Ada, OK	Gen Fund - WED	\$256.00
252491	AMAZON	Classroom/Co-Curricular Supplies, Classroom Fixtures (Wall Decor) and Gifts & Awards (Signing Day)	Gen Fund - Medical Office	\$641.19
252492	KI	Reception chairs & tables for reception area in Cosmetology	Gen Fund - Cosmetology	\$5,480.50
252493	Lowes Company, Inc	steel door, lag screws, sheet rock mud and other carpentry supplies	Gen Fund - 413 Special Operations	\$1,000.00
252495	Bank of Oklahoma	NATE HVAC Exams for Certifications	Gen Fund - HVAC	\$1,710.00
252496	HOGHEAD DESIGNS LLC	professional allowance for logo'd clothing - Chris Rickets	Gen Fund - Auto Collision	\$273.00
252497	Laird, Jennifer Beth	Laird per diem & incidentals for State SkillsUSA Tulsa April 27-29, 2025	Gen Fund - Robotics	\$304.00
252498	Bank of Oklahoma	Access Control - Input/Output Control Boards	Gen Fund - Operations	\$6,227.13
252499	AMAZON	Water filter for Love County	Gen Fund - Love Co. Office	\$50.87
252500	AMAZON	Printable blanks/Album covers	Gen Fund - Graphics	\$23.99
252501	AMAZON	T-Handle Hex Key Sets, Flare Nut set, screws, Office Supplies, Wrenches	Gen Fund - HVAC	\$374.94
252502	AMAZON	Survey pole and ground marking paint	Gen Fund - HEO	\$164.37

252503	AMAZON	Certificate picture frames for BPOC Graduation	Gen Fund - BPOC	\$39.59
252504	Francis Tuttle Technology Center	Eric Swenson - AAA New Instructor Course Registration - May 12-14 - Francis Tuttle, Rockwall Campus	Gen Fund - WED	\$60.00
252505	ULINE	Metal Storage Cabinets will be used in Building 200 to store safety equipment securely.	Gen Fund - WED	\$1,900.36
252506	Uniforms Etc	Carson Mumford - Professional Allowance - 4 Scrub Tops & 2 Jackets with Logo	Gen Fund - WED	\$181.50
252507	Adams, Robert L	Meals and miscellaneous expenses for Robert Adams at the Skills/USA State Cabinet Contest, Francis Tuttle Tech Center OKC, OK April 22- 23, 2025	Gen Fund - Construction	\$260.00
252508	Adams, Robert L	Per Diem and Miscellaneous expenses for Robert Adams at State Skills/USA Conf. In Tulsa OK April 26-29, 2025	Gen Fund - Construction	\$372.00
252509	AMAZON	Hydro pump and lift	Gen Fund - Operations	\$603.46
252510	HOGHEAD DESIGNS LLC	SoTech Logo Clothing - PROFESSIONAL ALLOWANCE-ANITA SANDEFUR.	Gen Fund - Student Services	\$164.00
252511	Federal Corporation	Boiler Preventive Maintenance labor and parts	Gen Fund - Operations	\$3,457.46
252512	AMAZON	Headphones & Blue tooth adapter for GED Classroom.	Gen Fund - AEFL State	\$50.88
252513	Lowes Company, Inc	TeamWorks supplies (carpentry & electrical) Skills USA April 27-29 Tulsa OK	Gen Fund - CTSO	\$500.00
252514	AMAZON	Brochure holders, Easel Pads, Highlighters, Card Stock, Badge Covers, Envelopes	Gen Fund - WED	\$685.89
252515	ARDMORE CHAMBER OF COMMERCE	D.Shanklin/B.Stewart- Ardmore Chamber Lunch & Learn 4/17/25	Gen Fund - WED	\$30.00
252516	AMAZON	Service Grease	Gen Fund - HEO	\$283.08
252517	AMAZON	Robotics supplies for pneumatics for Mobile Robotics	Gen Fund - Robotics	\$49.98
252518	ASE / NATEF	Diesel student certification	Gen Fund - Diesel	\$575.00
252519	HOGHEAD DESIGNS LLC	Jeff McCathern - prof allowance clothing w/logo	Gen Fund - Diesel	\$270.00
252520	HOGHEAD DESIGNS LLC	Professional Allowance - Sweatshirt w/SoTech Logo	Gen Fund - Media & Animation	\$34.00
252521	Pitmon Oil & Gas	Off Road Diesel	Gen Fund - HEO	\$1,375.00
252522	ULINE	swivel castors	Gen Fund - Operations	\$326.00
252523	Southern Tech-Food Service	9/27/2024 HVAC Advisory meeting	Gen Fund - HVAC Install	\$50.00
252525	AMAZON	Media Co-Curricular - Binders, pens, sticky & competition items	Gen Fund - Media & Animation	\$513.30
252526	AMAZON	Shop Supplies	Gen Fund - Aviation	\$84.85
252527	AMAZON	Headphones, hole punch, ink and dry erase pens, notepads, stapler, screen wipes	Gen Fund - Testing Center	\$342.93
252528	AMAZON	Brochure wall display	Gen Fund - WED	\$274.99
252529	B & H Photo - Video, Inc.	Media Related & Tech - Zoom Camera lenses for new cameras.	Gen Fund - Media & Animation	\$1,851.92
252530	Carter County Sheriffs Department	Rental fee for Carter County Firing Range for 25-1 Academy - 4/21-25	Gen Fund - BPOC	\$1,000.00

252531	Council On Law Enforcement Education & T	CLEET testing fee for 18 cadets from the 25-1 academy	Gen Fund - BPOC	\$1,800.00
252532	Fastenal Company	Shop HAZ MAT Spill Clean up and Arbor Press	Gen Fund - Aviation	\$321.36
252533	HOGHEAD DESIGNS LLC	Prof Allowance - SouthernTech Label Clothing	Gen Fund - Media & Animation	\$51.00
252534	HOGHEAD DESIGNS LLC	Laird SouthernTech logo shirts	Gen Fund - Robotics	\$246.00
252535	HOGHEAD DESIGNS LLC	Goode logo'd clothing	Gen Fund - Program Director	\$129.00
252536	James Supplies And Rental Co.	10 lb box 7024 welding rods for contest practice	Gen Fund - Welding	\$32.00
252537	Label Stable, Inc.	Logoed clothing	Gen Fund - Medical Office	\$48.00
252538	Bank of Oklahoma	Co-Curricular Supplies - Competition Supplies for BPA Luggage/Carriers for Resources/Equipment	Gen Fund - Medical Office	\$100.00
252539	WAL-MART STORES, INC.	SoTech Logo Clothing	Gen Fund - Medical Office	\$27.92
252540	Lewis, Shannon D	Shannon Lewis-Per Diem for the National Restaurant Association Show in Chicago, Illinois 5-16- 5/19	Gen Fund - Food Service	\$368.00
252541	Bank of Oklahoma	Luggage & Parking Fees for BPA National Conference, Orlando, FL - May 6-11, 2025	Gen Fund - Medical Office	\$260.00
252542	Goode, Kim S	Logo'd clothing for Goode	Gen Fund - Program Director	\$171.00
252543	Webstaurant Store, LLC	Forks, Serving Utensils, Metal Lids, Coffee Urn	Gen Fund - Food Service	\$798.89
252544	AMAZON	clothing items to be logoed locally, classroom supplies, cert ceremony supplies	Gen Fund - Medical Office	\$555.56
252545	AMAZON	3' x 5' WRO Banner to use at various events	Gen Fund - WRO	\$42.56
252546	WAL-MART STORES, INC.	bottled water/drinks/ice for WORKlahoma Job Fair April 25, 2025	Gen Fund - WRO	\$100.00
252547	AMAZON	Articulating Bore scope for internal Inspections requiring Camera adjustment	Gen Fund - Aviation	\$239.97
252548	Bank of Oklahoma	RoboSource Vendor - Robotics supplies, star screws and drivers	Gen Fund - Robotics	\$321.70
252549	Aircraft Spruce Specialities	Stock Materials, Machine	Gen Fund - Aviation	\$2,424.45
252550	Laird, Jennifer Beth	Laird per diem and lodging for T&I Exec Council Meeting May 9, 2025 Autry Technology Center	Gen Fund - Robotics	\$285.00
252551	Tulsa Tech Client Service Center	Brad Stewart - Frontline Leadership TTT Registration - Tulsa Tech - May 20-21, 2025	Gen Fund - WED	\$1,200.00
252552	Bank of Oklahoma	T-Rex Racing - Engine Guards for Suzuki TU250 Motorcycles	Gen Fund - WED	\$999.75
252553	AMAZON	Scroll Saw	Gen Fund - Graphics	\$103.48
252554	ARDMORE PLUMBING SUPPLY	toilets, pipe, connectors, and other campus plumbing supplies	Gen Fund - Operations	\$2,000.00
252556	GRAINGER	water hammer arrestor	Gen Fund - Operations	\$200.00
252557	J & I Manufacturing	metal and screws for equipment shed and 500 shop project.	Gen Fund - Operations	\$6,408.00

252559	Lowes Company, Inc	lumber, fixtures, plugs and other campus supplies	Gen Fund - Operations	\$5,000.00
252560	Midwest Dental Equipment & Supply Inc.	1/8 vacuum relief valve	Gen Fund - Operations	\$90.00
252563	McClennahan, Juliana	Per Diem-State SkillsUSA Conference-Tulsa April 26th - 29th 2025	Gen Fund - Graphics	\$204.00
252565	Bank of Oklahoma	Misc. Office Supplies (Notebooks, adding machine tape, etc.)	Gen Fund - Business Office	\$100.00
252566	Fastenal Company	Facilities Maintenance - 4 Rental Asset Vending Machines - May-June 2025	Gen Fund - WED	\$400.00
252569	P.A.R. Training LLC	Wood's Forcible Entry Door Kit, Lock & Chain Sleeve 2.0, Complete build-out, prop delivery, and 4-hour Basics of Forcible Entry Class up to 20 students	Gen Fund - WED	\$6,000.00
252570	AMAZON	2025-2026 planner for LPN instructor Susie Morales	Gen Fund - Practical Nursing	\$21.80
252571	AMAZON	Copy paper and dry-erase pens	Gen Fund - WED	\$437.60
252574	HOGHEAD DESIGNS LLC	Work shirts/ Coverall	Gen Fund - Aviation	\$297.00
252577	Midwest Dental Equipment & Supply Inc.	Fluoride Varnish	Gen Fund - Dental	\$377.85
252578	Midwest Dental Equipment & Supply Inc.	Dental Scaling Instruments	Gen Fund - Dental	\$328.68
252579	Spreklemeyer Printing	Community posters and staff name tag	Gen Fund - WRO	\$325.00
252580	Bank of Oklahoma	Meta social media advertising for WRO events through June 2025	Gen Fund - WRO	\$550.00
252581	Southerland, Travis	Lodging & Per Diem for State SkillsUSA - Tulsa, OK - April 27-29	Gen Fund - HVAC	\$304.00
252582	Trotts, Jared	Per Diem & Incidentals Skills USA State Conference in Tulsa Ok, 04/26/25 to 04/29/25	Gen Fund - Electrical	\$322.00
252583	Southern Tech	SoTech CDL training for WRO TANF qualified participant	Gen Fund - WRO	\$3,400.00
252585	JERRY KUNTZ	Kuntz per diem SkillsUSA 27-28 April 2025 Tulsa Oklahoma	Gen Fund - Aviation	\$136.00
252586	JJ Keller and Associates	Safety Training DVD/USB curriculum	Gen Fund - WED	\$2,766.90
252587	Brooks Grease Service, Inc.	Grease Removal Service and Grease Container Yearly Fee	Gen Fund - Food Service	\$400.00
252588	AMAZON	Medical Office - Furniture/Fixtures Wall Decor	Gen Fund - Medical Office	\$313.82
252589	AMAZON	iPad Cases for HEO	Gen Fund - HEO	\$185.52
252590	Monday.com	Monday.com 10 license yearly subscription	Gen Fund - IT	\$6,240.00
252591	HOGHEAD DESIGNS LLC	Professional Allowance - Morales tops with logo	Gen Fund - Practical Nursing	\$50.51
252592	Uniforms Etc	Nursing scrub tops and jackets with Logo for Morales.	Gen Fund - Practical Nursing	\$167.49
252595	INSURICA Insurance Services LLC	Insurance: Liability, bonds, property, fleet, workers comp	Gen Fund - Business Office	\$447,544.00
252596	AMAZON	Motorcycle Clutch and Brake Levers, Oil Absorbent	Gen Fund - WED	\$336.39
252597	Bank of Oklahoma	ICU CCU Vital Sign Patient Monitor - Emergency Services	Gen Fund - WED	\$279.99

252598	Lowes Company, Inc	Inverted Marking Paint (White, Blue, Green, Orange, Black) and Treated 2x4x8 Lumber	Gen Fund - WED	\$127.80
252599	Rickets, Christopher	Skills USA state contest Tulsa OK April 27-29 2025 per diem and incidentals.	Gen Fund - Auto Collision	\$254.00
252601	MSF Motorcycle Safety Foundation	80-piece Motorcycle Range Cone Set	Gen Fund - WED	\$136.73
252602	Oklahoma Department Of Labor	ELectric Vehicle Certification Austin Emge 2025	Gen Fund - Auto Service	\$50.00
252603	Bank of Oklahoma	Classroom Solar Kits	Gen Fund - Electrical	\$3,114.14
252604	O' Reilly Auto Parts	Transmission fluid for trainer vehicles.	Gen Fund - Auto Service	\$200.00
252605	4-Imprint	SWAG/advertising for WRO/WORKOklahoma Job Fairs	Gen Fund - WRO	\$6,000.00
252607	Bank of Oklahoma	Classroom Supplies	Gen Fund - Robotics	\$646.00
252608	DAILY ARDMOREITE INC	Budget Publication and Hearing Notice	Gen Fund - Business Office	\$1,000.00
252609	Select Physical Therapy Holdings, Inc.	WorkSTEPS Pre-Employment Physicals to cover new hires through the end of FY 24-25.	Gen Fund - HR	\$1,050.00
252610	Hampton Inn & Suites Oklahoma City/	Eric Swenson - Hotel reservation - May 12-14, 2025 - Hampton Inn OKC - Quail Springs - AAA New Driver Improvement Program	Gen Fund - WED	\$219.96
252611	COUNTY BUILDING CENTER	Facilities Maint. Masonry Supplies	Gen Fund - 413 Special Operations	\$727.12
252612	Oklahoma HOSA	HOSA ILC Registration, June 18-21, 2025 Nashville, TN - Kristi Inselman	Gen Fund - PN Select	\$175.00
252613	AMAZON	Participant snacks for May/June Workshops	Gen Fund - WRO	\$745.16
252614	CTSO Student Meals 2025	CTSO Student Meals	Gen Fund - CTSO	\$9,792.00
252615	AMAZON	Facilities Maint. Drywall Cut Out	Gen Fund - 413 Special Operations	\$245.50
252616	Fastenal Company	Facilities Maint. Supplies	Gen Fund - 413 Special Operations	\$1,827.98
252618	AMAZON	Robotics Items for CCC	Gen Fund - Robotics	\$141.91
252619	AMAZON	Robotics Items for CCC	Gen Fund - Robotics	\$111.92
252620	AMAZON	Facilities Maint. Supplies	Gen Fund - 413 Special Operations	\$359.97
252621	STAR AUTOMOTIVE	4 Batteries for Kenworth Truck	Gen Fund - WED	\$679.96
252622	COUNTY BUILDING CENTER	Facilities Maint. Supplies	Gen Fund - 413 Special Operations	\$2,358.16
252623	AMAZON	Cindy Adams - Professional Allowance - SoTech Logo Apparel	Gen Fund - Medical Office	\$18.42
252624	AMAZON	Remarkable with case and pen	Gen Fund - Program Director	\$568.99
252625	AMAZON	Facilities Maint. Plumbing Pipe Cutter	Gen Fund - 413 Special Operations	\$555.00
252626	COUNTY BUILDING CENTER	Facilities Maint. Supplies	Gen Fund - 413 Special Operations	\$2,960.13
252627	COUNTY BUILDING CENTER	Facilities Maint. Supplies	Gen Fund - 413 Special Operations	\$569.61
252628	Graphic Solutions Group	Replacement guide tab for the Roland Printer	Gen Fund - Marketing	\$150.00

252629	James Supplies And Rental Co.	Grinding and cutting wheels/rocks	Gen Fund - Welding	\$250.11
252630	Office of Mgmt and Enterprise Services	Raytheon T-1A Trainer aircraft	Gen Fund - Aviation	\$5,000.00
252631	AMAZON	Facilities Maint. Supplies	Gen Fund - 413 Special Operations	\$300.79
252632	ASE / NATEF	Gen Fund - Auto Service - HVAC Section 609 Refrigerant Recovery/Recycling Certification Test Voucher	Gen Fund - Auto Service	\$713.00
252633	NCCER	NCCER proctering	Gen Fund - WED	\$1,258.00
252634	AMAZON	Facilities maint. tool box drawers	Gen Fund - 413 Special Operations	\$1,149.95
252636	OATC--Superintendents	Registration for Mike Martin to attend the OkACTE June Superintenden'ts Meeting to be held at Shangri-La on June 23-25, 2025	Gen Fund - Assistant Superintendent	\$300.00
252637	OATC--Superintendents	Registration for Eric Ward to attend the OkACTE June Superintendent's Meeting at Shangri-La on June 23-25, 2025	Gen Fund - Superintendent's Office	\$300.00
252638	Sprekelmeyer Printing	Blanket PO for customed shaped annual report handout that we are unable to print in-house	Gen Fund - Marketing	\$2,500.00
252639	Oklahoma HOSA	HOSA ILC National Contest registration for one student in Nashville, TN, on June 18th-22nd, 2025	Gen Fund - CTSO	\$175.00
252640	AGC OF OKLAHOMA EDUCATION FOUNDATION	NCCER Proctor Training Fee - Dakota Brown	Gen Fund - WED	\$24.00

Southern Oklahoma Technology Center				
PO Board Report				
Fiscal Year: 2024 - 2025				
5/8/2025				
Building Fund				
PO No.	Vendor	Description	Fund - Department	Amount
252421	AMAZON	Conference Room Mics for Bldg1100 PN Pod Rooms	Bldg Fund - IT	\$35.97
252437	Zukkaus LLC	Microsoft Open Value Subscription	Bldg Fund - IT	\$225.00
252447	UNITED AG & TURF	John Deere tractor servicing	Bldg Fund - Operations	\$3,500.00
252448	Bank of Oklahoma	Maintenance PPE - Safety Vests and Hard Hats	Bldg Fund - Operations	\$2,732.87
252450	MA+ Architecture LLC	Capital Projects - Architectural Services	Bldg Fund - Capital Outlay	\$13,500.00
252451	Allen Consulting, Inc.	Capital Projects - Mechanical and Electrical Engineering Services	Bldg Fund - Capital Outlay	\$15,000.00
252452	Kirkpatrick Forest Curtis PC	Capital Projects - Structural Engineering Services	Bldg Fund - Capital Outlay	\$10,000.00
252453	Bank of Oklahoma	Watchman Collision Avoidance Alarms	Bldg Fund - Operations	\$2,166.90
252475	AMAZON	Instructional Camera Mount for Auto Service filter, 2x2 LED light, LED Driver, and vinyl roll holder	Bldg Fund - IT	\$19.90
252490	AMAZON		Bldg Fund - Operations	\$481.13
252494	THE HOME DEPOT PRO	TOILET TISSUE, ENMOTION PAPER TOWELS	Bldg Fund - Operations	\$3,078.90
252524	William White and Associates, LLC	Building 2000: Construction Consulting Services	Bldg Fund - Capital Outlay	\$5,000.00
252555	Deaver Lawn Care Inc	campus lawn mowing	Bldg Fund - Grounds & Maintenance	\$4,200.00
252558	Kings Overhead Doors	500 garage door installation	Bldg Fund - Operations	\$3,625.00
252561	Wilkins Backhoe Service	top soil, rock, plant and other campus ground supplies	Bldg Fund - Grounds & Maintenance	\$1,000.00
252564	Mill Creek Carpet & Tile	rubber flooring rolls, trim, and adhesives	Bldg Fund - Operations	\$5,659.99
252567	TEC-AN, INC	AHERA 3-Year Inspection and Report	Bldg Fund - Operations	\$2,500.00
252568	Vernons Plumbing Heat & Air	campus plumbing needs	Bldg Fund - Operations	\$2,000.00
252584	DG Investment Intermediate Hold., Inc.	Building Entry Access Control: "Buzz-In" System Additions	Bldg Fund - Operations	\$5,938.18
252593	Zukkaus LLC	1 Year Microsoft 365 A3 Education license 130 Users x 12 Months (Faculty and staff) 800 Users (students)	Bldg Fund - IT	\$17,115.00
252594	Bank of Oklahoma	Software License Renewal for audio/video presentation for student certification ceremony.	Bldg Fund - IT	\$399.00
252600	Vaughn's Electric	Campus Electric Repairs and Service	Bldg Fund - Operations	\$4,500.00

252641	Standley Systems Inc.	Copier Lease of 14 machines to be used by faculty and staff	Bldg Fund - IT	\$5,000.00
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**Southern Oklahoma Technology Center****PO Board Report****Fiscal Year: 2024 - 2025****5/8/2025****Gifts & Endowment Fund**

<b>PO No.</b>	<b>Vendor</b>	<b>Description</b>	<b>Fund - Department</b>	<b>Amount</b>
252486	Terryberry	Employee years of service and retirement gifts	GE Fund - HR	\$1,000.00
252562	Southern Tech-Food Service	Food for Daniel Hoopes AEFL	GE Fund - MISC	\$150.00
252572	CASA ROMO	Catering for All-Staff EOY Luncheon to be held on Thursday, May 22nd	GE Fund - Employee Functions	\$3,126.60
252573	Coca Cola Southwest Beverages LLC	Various individual Coke products for EOY All-Staff Luncheon May 22, 2025	GE Fund - Employee Functions	\$250.00
252575	HOGHEAD DESIGNS LLC	Blanket PO for Ardmore Corporate Challenge T-shirts for employees	GE Fund - Marketing	\$1,500.00
252576	Label Stable, Inc.	Blanket PO to allow for the purchase of Aviation Camp T-shirts for campers and staff- June 3-6.	GE Fund - Aviation Camp	\$800.00
252606	Bank of Oklahoma	AEFL GED Tests Battery 5 count	GE Fund - MISC	\$820.00
252617	The University Of Oklahoma	OU Flight Academy - Aviation Camp June 3rd- June 6th at Southern Tech	GE Fund - Aviation Camp	\$15,050.00
252635	Murray Co. Workforce Center	\$500 meal sponsorship for Murray County Youth Initiative Training(camp) June 13-18.	GE Fund - Marketing	\$500.00

**SOUTHERN OKLAHOMA TECHNOLOGY CENTER, DISTRICT 20**  
**SUMMARY OF AMENDMENT NO. 11, FY25 BUDGET**  
**May 8, 2025**

CODE	FUNCTION	PREVIOUS	AMENDED	INCREASE/ DECREASE
<b>GENERAL FUND</b>				
REVENUE				
1110	Ad Valorem - Current Year	9,543,915.03	9,544,462.14	547.11
1120	Ad Valorem - Prior Year	851,076.82	867,498.64	16,421.82
1210	Full Time Adult Tuition	295,000.00	315,902.00	20,902.00
1211	WED Tution	315,000.00	285,000.00	(30,000.00)
1213	Contractor Safety Tuition	175,000.00	111,000.00	(64,000.00)
1350	Interest on Taxes	28.15	28.79	0.64
1460	Commissions/Vending	11,916.09	13,720.00	1,803.91
1620	WRO Yr 2	262,800.65	281,265.65	18,465.00
1650	Food Service Enterprise	243,521.03	273,500.00	29,978.97
3160	Farm Stamp Revenue	1,198.10	1,367.76	169.66
3430	AEFL - State Match	20,407.00	8,880.47	(11,526.53)
3856	Dropout Recovery	305,277.74	265,544.45	(39,733.29)
3892	Edu Lottery Grant	45,875.00	-	(45,875.00)
4611	AEFL - Federal	166,306.45	157,506.95	(8,799.50)
4821	Carl Perkins Secondary/Innovation/TCTW	321,385.23	255,912.05	(65,473.18)
6140	E-Stopped Warrants	-	11,249.82	11,249.82
	<b>TOTAL USES</b>	<b>12,558,707.29</b>	<b>12,392,838.72</b>	<b>(165,868.57)</b>
EXPENDITURES				
1000	Instruction	1,177,339.67	1,100,733.81	(76,605.86)
1500	Client Based	486,503.75	487,887.10	1,383.35
1700	Full-Time Programs	6,245,065.66	5,967,344.16	(277,721.50)
2100	Support Services - Students	931,936.18	895,755.25	(36,180.93)
2200	Support Services - Instructional Staff	268,710.64	255,559.00	(13,151.64)
2300	Support Services - General Administration	521,144.26	524,182.32	3,038.06
2400	Support Services - School Administration	2,421,408.37	2,422,640.81	1,232.44
2500	Support Services - Business	2,020,937.63	2,023,923.03	2,985.40
2700	Student Transportation	658,251.67	657,751.67	(500.00)
3200	Food Service Enterprise	662,477.83	692,456.80	29,978.97
3300	Community Services Operations	986,446.47	1,004,911.47	18,465.00
7400	Worker's Compensation	154,971.10	179,971.10	25,000.00
7999	Contingency	2,561,325.78	2,717,533.92	156,208.14
	<b>TOTAL USES</b>	<b>19,096,519.01</b>	<b>18,930,650.44</b>	<b>(165,868.57)</b>

**BUILDING FUND**

## REVENUE

1120	Ad Valorem - Prior Year	378,621.65	385,925.70	7,304.05
1310	Interest Earnings	105,000.00	151,000.00	46,000.00
3160	Farm Stamp Revenue	444.46	519.87	75.41
	<b>TOTAL USES</b>	484,066.11	537,445.57	53,379.46

## EXPENDITURES

2600	Operation & Maint of Plant Services	1,770,102.66	1,780,102.66	(10,000.00)
4400	Architectural Services	345,636.34	407,736.34	(62,100.00)
7999	Contingency	4,715,084.48	4,696,363.94	18,720.54
	<b>TOTAL USES</b>	6,830,823.48	5,104,100.28	(53,379.46)

**GIFTS & ENDOWMENTS FUND**

## REVENUE

1310	Interest Earned - Sturm	60,000.00	79,000.00	19,000.00
1310	Interest Earned - Green	6,500.00	7,145.00	645.00
1610	Donations	-	5,900.00	5,900.00
1660	Minerals, Oil/Gas Revenue	200,000.00	243,000.00	43,000.00
6140	E-Stopped Warrants - MISC	-	226.25	226.25
	<b>TOTAL USES</b>	266,500.00	335,271.25	68,771.25

## EXPENDITURES

2100	Support Services - Students	800.00	1,420.00	620.00
3300	Aviation Camp	-	15,850.00	15,850.00
7999	Contingency - Sturm	900,084.65	952,134.65	52,050.00
7999	Contingency - Green	66,123.76	66,768.76	645.00
7999	Contingency - MISC	27,758.48	27,364.73	(393.75)
	<b>TOTAL USES</b>	994,766.89	1,063,538.14	68,771.25

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 Board President

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 Date

SouthernTech  
2610 Sam Noble Pkwy  
Ardmore, OK 73401

Activity Fund  
Summary of Accounts  
May 1, 2025

April, FY2025  
MTD SUMMARY

Beginning: 511,336.05  
Revenue: 55,567.47  
Expenditures: 70,187.99  
Ending: 496,715.53

Account Name	Beg. Balance	Revenue	Expenditures	Ending Balance
AF MISC All Service	20.00	-	-	20.00
Assessment-Testing	35,066.76	2,526.40	613.00	36,980.16
Auto Collision	4,025.00	-	-	4,025.00
Auto Service	1,880.55	-	-	1,880.55
Aviation	-	-	-	-
Biotechnology	298.00	-	-	298.00
CADD	1,841.00	63.00	-	1,904.00
Chickasaw Nation	1,167.85	-	-	1,167.85
Construction	6,100.00	-	-	6,100.00
Construction House	-	-	-	-
Contractor Safety Training Tuition	6,760.00	550.00	3,760.00	3,550.00
Cosmetology	19,300.80	388.00	1,812.29	17,876.51
CTSO	143,002.87	-	5,096.09	137,906.78
Cybersecurity & Networking	12,862.00	293.00	178.00	12,977.00
Dental Grant Funding	9,177.78	-	144.19	9,033.59
Dental	12,159.15	1,860.00	172.33	13,846.82
Diesel	3,000.50	-	-	3,000.50
Electrical	1,092.00	-	-	1,092.00
Esthetics	11,122.22	181.00	79.00	11,224.22
Fingerprinting Background Chk.	229.10	-	-	229.10
Food Service	13,985.09	23,030.23	19,070.85	17,944.47
Full Time Adult Tuition	12,647.00	14,180.88	4,137.63	22,690.25
General School Activities	3,559.89	-	-	3,559.89
Graphic Design	3,886.98	-	-	3,886.98
Haas Scholarship Fund	22,965.17	-	25.98	22,939.19
Heavy Equipment	1,723.50	-	-	1,723.50
Henry Bridge Scholarship	11,224.53	-	-	11,224.53
HVAC	2,398.00	-	-	2,398.00
HVAC Install	5,264.00	-	-	5,264.00
Industrial Machinery	1,085.00	-	-	1,085.00
Interest Earned	65.50	63.12	65.50	63.12
K-12 Student Outreach	9,920.16	-	-	9,920.16
Marketing & Communications Resale	703.05	-	-	703.05
Media & Animation	1,149.10	10.00	-	1,159.10
Medical Assisting	9,719.93	(86.00)	86.00	9,547.93
Medical Office	5,471.92	-	-	5,471.92
National Tech Honor Society	-	-	-	-
Noble Foundation Scholarship	4,600.00	-	-	4,600.00
Nurse Assisting	1,709.67	-	-	1,709.67
OTAG	-	-	-	-

Otha Grimes Scholarship	<b>4,700.00</b>	-	<b>4,700.00</b>	-
PN Select	<b>23,066.41</b>	-	<b>41.75</b>	23,024.66
Practical Nursing	<b>43,224.85</b>	-	-	43,224.85
Proximity Key Card	<b>3,275.90</b>	<b>70.00</b>	-	3,345.90
Refund-Sub Acct.	<b>20.00</b>	<b>60.92</b>	-	80.92
Robotics	<b>705.50</b>	-	-	705.50
Scholarship Fund	<b>5,593.22</b>	-	-	5,593.22
SEMINAR CENTER	-	-	-	-
Vending	<b>919.71</b>	<b>267.92</b>	<b>919.71</b>	267.92
WED	<b>19,772.33</b>	<b>2,204.00</b>	<b>7,127.61</b>	14,848.72
WED Tuition	<b>26,994.06</b>	<b>9,905.00</b>	<b>22,158.06</b>	14,741.00
Welding	<b>1,880.00</b>	-	-	1,880.00
<b>TOTALS</b>	<b>511,336.05</b>	<b>55,567.47</b>	<b>70,187.99</b>	<b>496,715.53</b>

Southern Oklahoma Technology Center District #20

Reprint Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: Activity Fund 605492

From Date: 04/01/2025

To Date: 04/30/2025

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types:  Expense  Manual  Payroll  Payroll Deductions  Other Disbursements

Fund: 60 Activity Fund

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
1495	04/03/2025	Amazon Capital Services	\$259.62	1397	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1496	04/03/2025	Boyd Metals	\$239.60	1397	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1497	04/03/2025	Bumper to Bumper Easy CDL	\$382.25	1397	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1498	04/03/2025	HOGHEAD DESIGNS LLC	\$228.00	1397	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1499	04/03/2025	LAW ENFORCEMENT PSYCHOLOGICAL SVC, INC	\$250.00	1397	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1500	04/03/2025	Midwest Dental Equipment & Supply Inc.	\$55.83	1397	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1501	04/11/2025	CHRISTAL RUTLEDGE	\$600.00	1415	Printed	Expense	<input type="checkbox"/>		
1502	04/11/2025	DEVEN DAWSON	\$800.00	1415	Printed	Expense	<input type="checkbox"/>		
1503	04/11/2025	EMMA LOVE	\$400.50	1415	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1504	04/11/2025	JORDANE BURNS	\$400.00	1415	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1505	04/11/2025	MADISON BELL	\$500.00	1415	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1506	04/11/2025	SKYLER CATHEY	\$400.00	1415	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1507	04/16/2025	Amazon Capital Services	\$25.98	1420	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1508	04/16/2025	CINDY ADAMS	\$480.00	1420	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1509	04/16/2025	DAYNA STEPHENS	\$1,920.00	1420	Printed	Expense	<input type="checkbox"/>		
1510	04/16/2025	HARTMAN PUBLISHING, INC	\$698.15	1420	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1511	04/16/2025	Henry Schein	\$144.19	1420	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1512	04/16/2025	JERRY KUNTZ	\$120.00	1420	Printed	Expense	<input type="checkbox"/>		
1513	04/16/2025	ODCTE	\$534.60	1420	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1514	04/16/2025	ODCTE-CareerTech	\$78.00	1420	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1515	04/16/2025	OkACTE Support Staff Division	\$40.00	1420	Printed	Expense	<input type="checkbox"/>		
1516	04/16/2025	OU Health Sciences Center	\$600.00	1420	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	

Southern Oklahoma Technology Center District #20

Reprint Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: Activity Fund 605492

From Date: 04/01/2025

To Date: 04/30/2025

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types:  Expense  Manual  Payroll  Payroll Deductions  Other Disbursements

Fund: 60 Activity Fund

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
1517	04/16/2025	Sally's Beauty Supply	\$778.08	1420	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1518	04/16/2025	Southern Tech	\$48,940.25	1420	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1519	04/16/2025	Kristal McCathern	\$2,430.00	1430	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1520	04/25/2025	Amazon Capital Services	\$1,418.23	1448	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1521	04/25/2025	Capital One	\$146.09	1448	Printed	Expense	<input type="checkbox"/>		
1522	04/25/2025	Castle Branch, Inc.	\$41.75	1448	Printed	Expense	<input type="checkbox"/>		
1523	04/25/2025	Chickasaw Nation Division of Health	\$2,146.00	1448	Printed	Expense	<input type="checkbox"/>		
1524	04/25/2025	Elsevier, Inc.	\$1,019.93	1448	Printed	Expense	<input type="checkbox"/>		
1525	04/25/2025	FLINN SCIENTIFIC, Inc.	\$222.75	1448	Printed	Expense	<input type="checkbox"/>		
1526	04/25/2025	LAW ENFORCEMENT PSYCHOLOGICAL SVC, INC	\$125.00	1448	Printed	Expense	<input type="checkbox"/>		
1527	04/25/2025	MCKESSON MEDICAL-SURGICAL	\$940.48	1448	Printed	Expense	<input checked="" type="checkbox"/>	04/30/2025	
1528	04/25/2025	NHA	\$84.00	1448	Printed	Expense	<input type="checkbox"/>		

Total Checks for Fund	60	34	Total Amount:	<u>\$67,449.28</u>
			Total Amount:	\$67,449.28

Report Total Amount: Amount

End of Report

Southern Oklahoma Technology Center  
2610 Sam Noble Pkwy  
Ardmore, OK 73401

Activity Fund  
FY25  
4/1/2025 - 4/30/2025

Transfer Register  
May 1, 2025

Total Register: \$1,599.50

JE Number	Date	Account Number	Account Name	Memo	Debit	Credit
1914	4/14/2025	60.000.0000.600.000.6020.000.000.5	Scholarship - Otha Grimes - Disb 4/11/2025	OTHA GRIMES Disb 4/11/2025	\$1,599.50	\$0.00
1914	4/14/2025	60.000.1210.000.000.1000.000.000.4	Full Time Adult Tuition - OTHA GRIMES	OTHA GRIMES Disb 4/11/2025	\$0.00	-\$1,599.50

SouthernTech  
 2610 Sam Noble Pkwy  
 Ardmore, OK 73401

PELL Grant  
 Summary of Accounts  
 May 1, 2025

April, FY2025  
 MTD SUMMARY

Beginning: 332.94  
 Revenue: 36,655.74  
 Expenditures: 36,655.00  
 Ending: 333.68

Account Name	Beg. Balance	Revenue	Expenditures	Ending Balance
PELL Disbursement	2,505.50	36,655.00	36,655.00	2,505.50
PELL Returns	(2,505.50)	-	-	(2,505.50)
PELL Administrative Fees	325.00	-	-	325.00
Interest Earned	7.94	0.74	-	8.68
TOTALS	332.94	36,655.74	36,655.00	333.68



**SOUTHERN OKLAHOMA TECHNOLOGY CENTER**  
**ACTIVITY ACCOUNT TRANSFERS TO GENERAL FUND**  
**May 8, 2025**

<b>Tuition, Full-Time Adult Students</b>		<b>\$10,939.19</b>
Full-Time Adult Tuition		
<b>Tuition, WED</b>		<b>\$5,066.00</b>
<b>Tuition, Contractor Safety</b>		<b>\$3,550.00</b>
<b>Food Service Enterprise</b>		<b>\$25,575.21</b>
<b>Live Work/Other</b>		<b>\$426.92</b>
Dental Hyg	139.00	
Vending	267.92	
Refund Acct	20.00	
		<b>\$63.12</b>
<b>Interest Earned Activity Fund</b>	63.12	
<b>Interest Earned Federal Account</b>		
<b>TOTAL AMOUNT TO BE TRANSFERRED TO GENERAL FUND</b>		<b>\$45,620.44</b>



Where Education Empowers.

Bob Thomason Board Room  
2610 Sam Noble Parkway  
Ardmore, Oklahoma 73401

Regular Meeting  
Thursday, April 10, 2025 11:30 AM Central

**I. Meeting Called to Order/ Welcome**

**A. Call to order and record members present and absent**

The meeting was called to order at 11:34 a.m.

Bill Coleman	Present
Dana Gossvener	Present
David Leu	Present
Brian McDaniel	Present
Georganne Westfall	Absent
Present: 4, Absent: 1	

**B. Invocation**

Bill Coleman gave the invocation.

**C. Administer the oath of office and seat David Leu as board member for Zone 2**  
Karen Nail, Minutes Clerk, administered the Oath of Office to David Leu to serve as board member for zone #2, for a five (5) year term.

**II. Introduction of Guests**

**A. Briefings/Recognition**

Student of the Month for March 2025 - Kayden Nix, Media & Animation Program  
Employee of the Month for March 2025 - Carson Mumford

**B. Public Participation**

There was no public participation.

**III. Proposed Non-Action Items:**

**A. Superintendent's Report**

- We are in the home stretch of the school year ending, a reminder to stay grounded in our Mission, Vision, and Core Values
- We currently have 650 students enrolled in full-time programs, as compared to 661 last month, and 640 last year at this time.
- For FY25 we are at a 88% retention rate as compared to 83% in FY24 and 61% in FY23.
- We are in the process of placing students in programs for next year.
- We had over 100 attendees from different Tech Centers across the state attend the Support Staff Conference. There were 25+ staff members who helped in some capacity to make this such a huge success.
- MSC held their groundbreaking ceremony for the new Nursing Education Center. LPN graduate and current MSC student, Lacey Perry, stole the show with her incredible speech.

Tentative Regular Board Meeting Minutes  
April 10, 2025

- Attended the WBL conference. An increase in WBL options with intentional outcomes is a state priority. Meridian Technology is leading the way. We will present our plan at the May Board meeting.
- Great Place to Work survey will launch Monday, April 14th and will conclude on April 30th.
- SouthernTech Board Retreat is scheduled for June 26th.
- Upcoming dates to remember:
  - ACTE Region IV Conference - April 23rd - 25th
  - Career Expo 2025 - April 25th
  - Signing Day - May 14th
  - Completion and Certification Ceremony - May 20th
  - SouthernTech Board Retreat - June 26th

B. Board Member Reports

There were no board member reports.

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. The consent agenda consists of the discussion, consideration, and approval of the following items:

A. Financial Reports and Recommendations

1. Treasurer(s) Reports & Recommendations
2. Encumbrance Orders **2024-2025**
  - a. General Fund - \$240,272.72
  - b. General Fund Salaries - \$16,147.50
  - c. Building Fund - \$2,841,809.78
3. Budget Amendment(s): #10
4. Activity Fund/PELL Grant Reports
5. Activity Fund Transfers

B. Previous Meeting Minutes: March 13, 2025 - Regular Board Meeting

C. Request(s) for Out-of-State:

1. Kerry Blankenship  
NASRO SRO Supervisor/Manager Course  
Lafayette, LA  
April 22 - 26, 2025  
Estimated Cost: \$1,675.00

D. Travel Claim Reimbursement(s)

1. Eric Ward, Superintendent

E. Date/Time/Place for Next Board of Education Meeting(s)-Regular Meeting on May 8, 2025, @ 11:30 a.m. at the SouthernTech Main Campus, Bob Thomason Board Room

Motion to approve items IV.A through IV.E, as presented. This motion, made by Bill Coleman and seconded by David Leu, Passed.

Georganne Westfall: Absent, Bill Coleman: Yea, Dana Gossvener: Yea, David Leu: Yea, Brian McDaniel: Yea

Yea: 4, Nay: 0, Absent: 1

V. **Proposed Board Action Items:**

- A. Discussion and possible board action to approve the Continuation of Services for 2025-2026

Motion to approve the Continuation of Services for 2025-2026. This motion, made by Brian McDaniel and seconded by David Leu, Passed.

Georganne Westfall: Absent, Bill Coleman: Yea, Dana Gossvener: Yea, David Leu: Yea, Brian McDaniel: Yea  
Yea: 4, Nay: 0, Absent: 1

- B. Discussion and possible board action to approve Jenkins & Kemper, CPAs, P.C. as the contracting auditing firm to cover the 2024-2025 fiscal year beginning July 1, 2024, and ending June 30, 2025.

Motion to approve Jenkins & Kemper, CPAs, P.C. as the contracting auditing firm to cover the 2024-2025 fiscal year beginning July 1, 2024, and ending June 30, 2025. This motion, made by Brian McDaniel and seconded by David Leu, Passed.

Georganne Westfall: Absent, Bill Coleman: Yea, Dana Gossvener: Yea, David Leu: Yea, Brian McDaniel: Yea  
Yea: 4, Nay: 0, Absent: 1

- C. Discussion and possible board action to approve equipment, installation, professional integration services on site, and room support for the classroom project that is part of the student expansion for the Dental Hygiene Program in the amount of \$46,220.45

Motion to approve equipment, installation, professional integration services on site, and room support for the classroom project that is part of the student expansion for the Dental Hygiene Program in the amount of \$46,220.45. This motion, made by Bill Coleman and seconded by David Leu, Passed.

Georganne Westfall: Absent, Bill Coleman: Yea, Dana Gossvener: Yea, David Leu: Yea, Brian McDaniel: Yea  
Yea: 4, Nay: 0, Absent: 1

- D. Discussion and possible board action to approve the purchase of supplies and equipment from Ardmere Plumbing for the Facilities Maintenance Program in the amount of \$40,276.00

Motion to approve the purchase of supplies and equipment from Ardmere Plumbing for the Facilities Maintenance Program in the amount of \$40,276.00. This motion, made by Bill Coleman and seconded by David Leu, Passed.

Georganne Westfall: Absent, Bill Coleman: Yea, Dana Gossvener: Yea, David Leu: Yea, Brian McDaniel: Yea  
Yea: 4, Nay: 0, Absent: 1

- E. Discussion and possible board action to approve the purchase of sound-dampening wall panels to be installed on all walls throughout the three testing labs in the amount of \$35,564.32

Tentative Regular Board Meeting Minutes  
April 10, 2025

Motion to approve the purchase of sound-dampening wall panels to be installed on all walls throughout the three testing labs in the amount of \$35,564.32. This motion, made by Brian McDaniel and seconded by David Leu, Passed.

Georganne Westfall: Absent, Bill Coleman: Yea, Dana Gossvener: Yea, David Leu: Yea, Brian McDaniel: Yea  
Yea: 4, Nay: 0, Absent: 1

F. Discussion and possible board action to approve purchasing from Dell: Student Laptops/Staff Laptops/Testing Center Workstations/IT-Related Equipment & Service in the amount of \$237,548.82

Motion to approve purchasing from Dell: Student Laptops/Staff Laptops/Testing Center Workstations/IT-Related Equipment & Service in the amount of \$237,548.82. This motion, made by Bill Coleman and seconded by David Leu, Passed.

Georganne Westfall: Absent, Bill Coleman: Yea, Dana Gossvener: Yea, David Leu: Yea, Brian McDaniel: Yea  
Yea: 4, Nay: 0, Absent: 1

G. Discussion and possible board action to approve the 2025-2026 Excess Professional Allowance for the following:

Employee	Excess Amount
Jennifer Akins	\$130.00
Tracie Kelch	\$10.00
Rhonda Mize	\$5.00
Travis Southerland	\$27.00
Shane Stepps	77.00
Kimberly Vick	\$270.00
Eric Ward	\$225.00

Motion to approve the 2025-2026 Excess Professional Allowance, as presented. This motion, made by Brian McDaniel and seconded by Bill Coleman, Passed.

Georganne Westfall: Absent, Bill Coleman: Yea, Dana Gossvener: Yea, David Leu: Yea, Brian McDaniel: Yea  
Yea: 4, Nay: 0, Absent: 1

H. Discussion and Possible Board Action to Authorize the District Leadership to Solicit Information, Proposals, and Qualifications from Local Construction Management Firms for the purpose of planning future capital projects.

Motion to authorize the district leadership to solicit information, proposals, and qualifications from local construction management firms for the purpose of planning future capital projects. This motion, made by David Leu and seconded by Bill Coleman, Passed.

Georganne Westfall: Absent, Bill Coleman: Yea, Dana Gossvener: Yea, David Leu: Yea, Brian McDaniel: Yea  
Yea: 4, Nay: 0, Absent: 1

VI. **Proposed Executive Session**

Proposed Executive Session for the purpose of discussing the employment of the positions listed below, including discussions of information, the disclosure of which would violate confidentiality requirements of State and/or Federal Law, as authorized by Title 25, Oklahoma Statutes Section 307 (B)(1) and (B)(7).

A. Employment, as follows:

1. Clif Jenkins, Substitute/Adjunct, effective April 11, 2025
2. Taryn Wagner, Clinical Medical Assisting Instructor, effective May 5, 2025

B. Vote to convene or not convene into Executive Session  
No Executive Session was needed.

VII. **Proposed Personnel Action Items**

A. Discussion and possible board action to approve the following employment:

1. Clif Jenkins, Substitute/Adjunct, effective April 11, 2025
2. Taryn Wagner, Clinical Medical Assisting Instructor, effective May 5, 2025

Motion to approve Item VII.A, as presented. This motion, made by David Leu and seconded by Brian McDaniel, Passed.

Georganne Westfall: Absent, Bill Coleman: Yea, Dana Gossvener: Yea, David Leu: Yea, Brian McDaniel: Yea

Yea: 4, Nay: 0, Absent: 1

VIII. **New Business**

There was no new business.

IX. **Adjourn**

Motion to adjourn at 12:20 p.m. This motion, made by Brian McDaniel and seconded by David Leu, Passed.

Georganne Westfall: Absent, Bill Coleman: Yea, Dana Gossvener: Yea, David Leu: Yea, Brian McDaniel: Yea

Yea: 4, Nay: 0, Absent: 1



Special Meeting  
Tuesday, April 29, 2025 2:00 PM Central

**I. Meeting Called to Order/ Welcome**

- A. Call to order and record members present and absent  
The meeting was called to order at 1:57 p.m.

Bill Coleman	Present
Dana Gossvener	Present
David Leu	Present
Brian McDaniel	Present
Georganne Westfall	Present
Present: 5, Absent: 0	

**II. Proposed Executive Session**

Proposed Executive Session to review resumes and interview candidates for the position of Finance Director 25 O.S. Section 307(B)(1).

- A. Vote to convene or not convene into Executive Session

Motion to convene into an Executive Session to review resumes and interview candidates for the position of Finance Director. This motion, made by Brian McDaniel and seconded by David Leu, Passed.

Bill Coleman: Yea, Dana Gossvener: Yea, David Leu: Yea, Brian McDaniel: Yea, Georganne Westfall: Yea  
Yea: 5, Nay: 0

- B. Acknowledgment of Board's Return to Open Session

The Board returned from the Executive Session at 4:01 p.m. Those attending the Executive Session were board members Dana Gossvener, Georganne Westfall, Bill Coleman, David Leu, and Brian McDaniel; Eric Ward, Superintendent; Mike Martin, Assistant Superintendent; and Angela Baker, Finance Director; Candidates for the position of Finance Director Angela Young and Chelsi Rateliff. Only items listed on the agenda were discussed. The Board took no action during the Executive Session.

**III. Adjourn**

Motion to adjourn at 4:01 p.m. This motion, made by David Leu and seconded by Brian McDaniel, Passed.

Bill Coleman: Yea, Dana Gossvener: Yea, David Leu: Yea, Brian McDaniel: Yea, Georganne Westfall: Yea  
Yea: 5, Nay: 0

REQUEST FOR OUT-OF-STATE TRAVEL

Refer to Policy / Regulation / Forms / Instructions C1-R1-F1-3-11

Name: SkillsUSA Instructor

Position / Department: T&I Programs

ACTIVITY / MEETING

Purpose of Trip: National SkillsUSA Leadership Competition June 23-28, 2025 (Estimate per instructor)

Destination: City: Atlanta

State: GA

Departure Date: 6/23/25

Return Date: 6/28/25

ESTIMATED TRAVEL COSTS

Air Travel: \$ 600.C

Registration: \$ 400.00

Meals Per Diem: \$ 500.C

Lodging: \$ 1,500

Rental Car: \_\_\_\_\_

Mileage: \_\_\_\_\_

Miscellaneous: \$ 400.C

Total Estimated Cost: \$ 3,400

Employee Signature

\_\_\_\_\_  
Date

Supervisor Signature

ap \_\_\_\_\_  
Date

Superintendent Signature



\_\_\_\_\_  
Date

Requires pre-approval by the Superintendent and Board of Education before requisitions and or reservations are made.

REQUEST FOR OUT-OF-STATE TRAVEL

Refer to Policy / Regulation / Forms / Instructions C1-R1-F1-3-11

Name: SkillsUSA Student

Position / Department: T&I programs

ACTIVITY / MEETING

Purpose of Trip: National SkillsUSA Leadership Competition June 23-28, 2025 (Estimate per student)

Destination: City: Atlanta

State: GA

Departure Date: 6/23/25

Return Date: 6/28/25

ESTIMATED TRAVEL COSTS

Air Travel: \$ 600.C

Registration: \$ 400.00

Meals Per Diem: \$ 500.C

Lodging: \$ 1,500

Rental Car: \_\_\_\_\_

Mileage: \_\_\_\_\_

Miscellaneous: \$ 100.C

Total Estimated Cost: \$ 3,100

Employee Signature

\_\_\_\_\_ Date

Supervisor Signature

ap \_\_\_\_\_ Date

Superintendent Signature

*[Handwritten Signature]*

\_\_\_\_\_ Date

Requires pre-approval by the Superintendent and Board of Education before requisitions and or reservations are made.

# REQUEST FOR OUT-OF-STATE TRAVEL

Refer to Policy / Regulation / Forms / Instructions C1-R1-F1-3-11

Name: Kristi Inselman

Position / Department: Instructor / Health Center / PN select

## ACTIVITY / MEETING

Purpose of Trip: HOSA ILC

Destination: City: Nashville

State: TN

Departure Date: 06-18-2025

Return Date: 06-22-2025

## ESTIMATED TRAVEL COSTS

Air Travel: \$582.00

Registration: \$175.00

Meals Per Diem: \$365.50

Lodging: \$1116.86

Rental Car: \$450.00

Mileage: 0

Miscellaneous: \$459.00  
(Parking, Baggage Fee)

Total Estimated Cost: \$3,148.36

Employee Signature: [Signature]

Date: 04-24-2025

Supervisor Signature: [Signature]

Date: 4-24-25

Superintendent Signature: [Signature]

Date: 5/2/25

*Requires pre-approval by the Superintendent and Board of Education before requisitions and or reservations are made.*

# REQUEST FOR OUT-OF-STATE TRAVEL

Refer to Policy / Regulation / Forms / Instructions C1-R1-F1-3-11

Name: HOSA Student

Position / Department: HOSA Student / P.N

## ACTIVITY / MEETING

Purpose of Trip: HOSA ILC

Destination: City: Nashville

State: TN

Departure Date: 06-18-2025

Return Date: 06-22-2025

## ESTIMATED TRAVEL COSTS

Air Travel: \$582.00

Registration: \$175.00

Meals Per Diem: \$365.00

Lodging: \$116.86

Rental Car: 0

Mileage: 0

Miscellaneous: \$100.00  
(Baggage Fee)

Total Estimated Cost: \$2,339.36

Employee Signature: 

Date: 04-24-2025

Supervisor Signature: 

Date: 4/24/25

Superintendent Signature: 

Date: 5/2/25

*Requires pre-approval by the Superintendent and Board of Education before requisitions and or reservations are made.*





## OKLAHOMA PUBLIC SCHOOL INVESTMENT INTERLOCAL

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2801 North Lincoln Boulevard, Suite 125 • Oklahoma City, OK 73105  
(405) 528-3571 • (405) 528-5695 (FAX) • [www.olaponline.org](http://www.olaponline.org)

April 29, 2025

To: Superintendents of Districts Belonging to the Oklahoma Public School Investment Interlocal [Oklahoma Liquid Asset Pool (OLAP)]

From: Dr. Shawn Hime, Board President

Re: Board of Directors' Nominee

The Oklahoma State School Boards Association (OSSBA) is recommending the following nominee to be presented to the boards of member districts. The nominee and the organization recommending the nominee are as follows:

Position No. 12: Mandy Kincannon, School Board Member of Moore Public Schools (OSSBA)

Agenda item should read as follows:

Consideration and vote to elect or not to elect the following as new member of the board of directors of the Oklahoma Public School Investment Interlocal Cooperative (55K001):

Yes \_\_\_ No \_\_\_ Position No. 12: Mandy Kincannon (OSSBA), School Board Member of Moore Public Schools, to a 2025-2028 term.

School District: \_\_\_\_\_

Board Clerk: \_\_\_\_\_

Please include this item on your May board agenda and notify the Oklahoma Public School Investment Interlocal of the action of your board, by returning the above ballot **via facsimile to Mong Chia, Board Clerk, at 405-528-5695 or email to [mong@ossba.org](mailto:mong@ossba.org) by Friday, May 30, 2025**. Should you have any questions, feel free to contact me or Mong Chia at 405-528-3571. Thank you for your cooperation.

MANDY KINCANNON - DISTRICT 3



# MANDY KINCANNON



Mandy Kincannon and her family own Horn Equipment, an oil tool company, which has been based in Moore since 1979. Mandy began Kindergarten at Northmoor Elementary and graduated from Moore High School. She holds a Bachelor of Science Degree in Biology from the University of Central Oklahoma. Mandy returned to Moore Public Schools for a time to teach Biology and Zoology and to coach golf at Westmoore High School. Mandy and her husband, Ty, have two children who attend Moore Public Schools, as well as 6 nieces.

Since growing her family, Mandy has become actively involved in volunteering within the community and school district.

In 2014, she became a Moore Public Schools Foundation board member, where she served on several committees and as president. She has also served as PTA President of her children's school. Having been a student, athlete, teacher, and a parent within Moore Public Schools, Mandy is proud of the services and education MPS provides its families and she feels it is an honor to serve as a member of the MPS Board of Education.

Mandy Kincannon represents Moore Public Schools District 3.

Term: 2023-2028

E-mail [Mandy.Kincannon](mailto:Mandy.Kincannon)



**Oklahoma State School Boards Assn.**  
 2801 N. Lincoln Blvd. Suite 125  
 Oklahoma City, OK 73105  
 405.528.3571 or 888.528.3571  
 Fax: 405.609.3091  
 EIN: 73-6636480

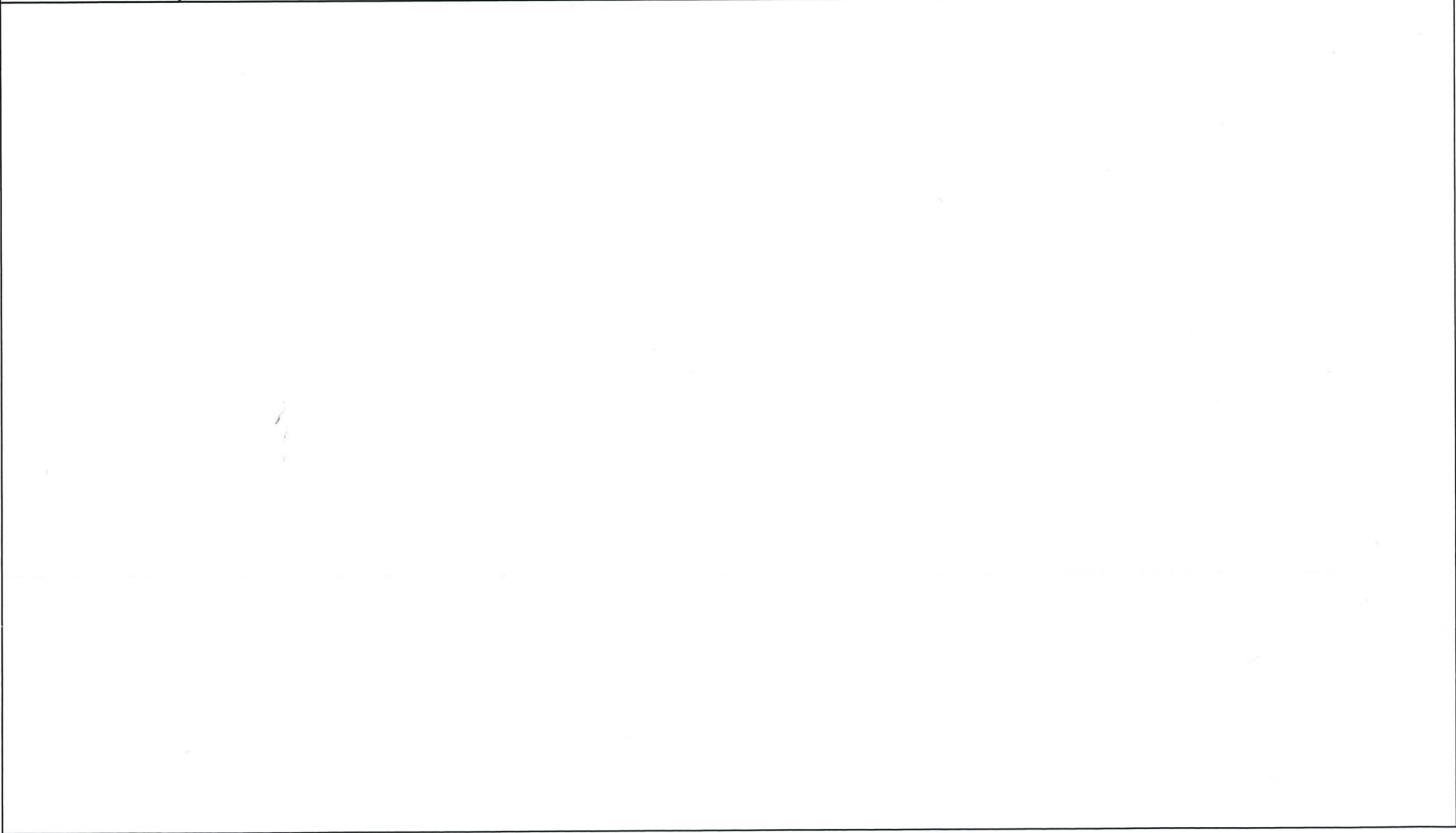
<b>Invoice</b>	39659
<b>Date</b>	7/15/2025
<b>Amount Due</b>	\$3,593.00
<b>Customer #</b>	6879

**Customer:**

Southern Oklahoma Technology Center  
 2610 Sam Noble Parkway  
 Ardmore, Oklahoma 73401

For proper credit please return top portion  
 To pay online via credit card, please visit:  
[www.ossba.org/payonline](http://www.ossba.org/payonline)

Customer ID	Customer Name	Purchase Order No.		Due Date	
6879	Southern Oklahoma Technology Center			7/15/2025	
Item Number	Description	Ordered	Discount	Unit Price	Ext. Price
1000	2025-2026 Membership Dues - Southern Oklahoma Technology Center	1	\$0.00	\$3,593.00	\$3,593.00



The membership fee covers the provision of various services by the Oklahoma State School Boards Association to boards of education. Such services include legal information, publications, in-office consultations, answers to telephone and letter inquiries from school officials and school patrons, monitoring of state and federal education legislation, and other services designed to improve the quality of management of public education in Oklahoma. Member boards of education also receive reduced rates for workshop registrations, subscriptions and fee service programs.

<b>Subtotal</b>	\$3,593.00
<b>Tax</b>	\$0.00
<b>Total</b>	\$3,593.00

**Questions? Contact [accounting@ossba.org](mailto:accounting@ossba.org)**

# RESOLUTION

Be it resolved that the governing board for Southern Oklahoma Technology Center

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1. Authorizes the filing of FCC Form 471, Schools and Libraries Universal Service Program Services Ordered for the fiscal year 07/01/2025-06/30/2026.
  
2. Authorizes payment of the applicant's share subject to the following conditions:
  - (1) approval of funding of the discounted portion by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC) and
  - (2) receipt of services during the fiscal year 07/01/2025-6/30/2026.

<b>Application #</b>	<b>Name</b>	<b>Pre-Discount Amount</b>	<b>E-rate Amount</b>
251013420	SOTC 2025 C1	\$19,800	\$13,860

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_



# FRN Report

04/07/25

Report Filters:  
 Entity Number: 139846  
 Funding Year: 2025  
 Requested Service(s): IA, TC, VS

BEN	Applicant Name					Applicant City	ST	Sites	471 No.	Filing Date	SPIN	Service Provider		471 Nickname
Year	FRN	Status	Wave	Type	486 SSD	Cont. Date	Contract Number	Award Amt.	Disc%	Request	Commitment	Disbursed	Contract Exp	FRN Nickname
139846	Southern Oklahoma Technology Center					Ardmore	OK	1	251013420	2025-02-20	143004067	Chickasaw Long Distance		SOTC 2025-C1
2025	2599015169	Pending	N/A	IA		11/28/2022	SOTC Chickasaw INT 2	19,800.00	70%	13,860.00	0.00	0.00	2026-06-30	1 - Internet Access 1 Gbps
<b>Grand Total</b>								<b>19,800.00</b>		<b>13,860.00</b>	<b>0.00</b>	<b>0.00</b>		

LEASE AGREEMENT  
Hance Fireworks Owner  
and Southern Oklahoma Technology Center

May 8, 2025

Neil Hance, Hance Fireworks Owner agrees to release, defend, indemnify and hold harmless Southern Oklahoma Technology Center from and against any and all Claims, Losses and Expenses directly or indirectly arising out of or related to bodily injury or death of, or damage to property of, Hance Fireworks Owner and SOTC in any way, directly or indirectly, arising out of, or related to, any incidents occurring or related to the lease of 5 acres of property located at Healdton Wilson Y, Wilson Oklahoma for the use of a Fireworks Stand during the dates of June 15, 2025 through July 16, 2025.

Stormie Palmer Operator & Hance Fireworks Owner agrees to mowing property before setup and cleanup of property at end of lease including but not limited to trash, ruts, etc.

Insurance will include but not be limited to Stormie Palmer, Operator & Hance Fireworks Owner and Southern Oklahoma Technology Center all named as Additional Insured with regards to the fireworks stand. That waiver of subrogation be in favor of Southern Oklahoma Technology Center during the same time frame. We request \$1,000,000 liability per occurrence and a copy of the policy be attached to Lease Agreement prior to set up and/or any changes to said property.

Stormie Palmer, Operator & Hance Fireworks Owner agrees to pay Southern Oklahoma Technology Center the amount of \$750.00 for the lease period of June 15, 2025 through July 16, 2025 as set forth above prior to set up and/or any changes to said property.

Dated this 8<sup>th</sup> Day of May, 2025.

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Neil Hance, Owner Hance Fireworks

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Dana Gossvener, SouthernTech Board President

**TECHNOLOGY CENTERS  
COOPERATIVE AGREEMENT WITH  
THE GOODEN GROUP  
(2025-2026)**

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This Agreement is entered into as of July 1, 2025, between: Autry Technology Center School District No. 15; Caddo-Kiowa Technology Center School District No. 2; Canadian Valley Technology Center School District No. 6; Central Technology Center School District No. 3; Chisholm Trail Technology Center School District No. 26; Eastern Oklahoma County Technology Center School District No. 23; Francis Tuttle Technology Center School District No. 21; Gordon Cooper Technology Center School District No. 5; Great Plains Technology Center School District No. 9; Green Country Technology Center School District No. 28; High Plains Technology Center School District No. 24; Indian Capital Technology Center School District No. 4; Kiamichi Technology Center School District No. 7; Meridian Technology Center School District No. 16; Metro Technology Center School District No. 22; Mid-America Technology Center School District No. 8; Midwest City-Del City Lewis Eubanks Technology Center; Moore Norman Technology Center School District No. 17; Northeast Technology Center School District No. 11; Northwest Technology Center School District No. 10; Pioneer Technology Center School District No. 13; Pontotoc Technology Center School District No. 14; Red River Technology Center School District No. 19; **Southern Oklahoma Technology Center School District No. 20**; Southwest Technology Center School District No. 27; Tri County Technology Center School District No. 1; Tulsa Technology Center School District No. 18; Wes Watkins Technology Center School District No. 25; Western Technology Center School District No. 12 (the “Cooperative Districts”).

**RECITALS:**

A. The Cooperative Districts have determined that it is in their mutual interest to jointly pursue a marketing and public relations initiative in order to improve communications with the public, expand the public’s awareness of educational opportunities available under the Career Tech system and foster community and governmental support for Career Tech programs.

B. The Cooperative Districts have selected Meridian Technology Center to act as the Fiscal Administrator (“Administrator”) and keep the accounting records of the joint program.

C. The Cooperative Districts have determined that the Administrator should obtain the services of a consultant to further their joint undertaking and that the associated costs should be equitably allocated among the Cooperative Districts.

In consideration of the mutual covenants contained herein, and intending to be legally bound, the Cooperative Districts agree as follows:

1. **Cooperative Agreement.** The Cooperative Districts are school districts with the authority under Okla. Stat. tit. 70, § 5-117(C), to enter into cooperative agreements. The Cooperative Districts wish to enter into this Agreement to allocate the cost of employing a consultant to advise the Cooperative Districts regarding public relations matters and to provide marketing and communications consultation. The Cooperative Districts have agreed to share the cost of the consultant’s services in the manner set forth in this Agreement.

2. **Term.** The Initial Term of this Agreement will begin on the date it is fully executed by all parties and will terminate on June 30, 2026. The Agreement may be renewed by agreement of the parties for successive one year terms beginning on July 1 and ending on June 30 of each year (each a “Renewal Year”).

3. **Duties of Administrator.** The Cooperative Members hereby designate and appoint Meridian Technology Center to serve as the administrative entity responsible for administering the parties’ joint marketing and public relations program (the “Administrator”). The Administrator will contract with the *Gooden Group, Inc.* (the “Consultant”) for consulting services relating to the parties’ marketing and public relations initiatives (the “Consulting Contract”). The total amount of the Consultant’s fee and related expenses shall not exceed the sum of One Hundred Sixty-Five Thousand Six Hundred Ninety-Six Dollars (\$165,696.00). The Administrator shall promptly submit an invoice to each Cooperative District for that District’s pro rata share of the Consultant’s fee. All sums due from the Cooperative Districts under the terms of this Agreement shall be paid to the Administrator who shall deposit the funds into a separate account established for such purpose. Upon receipt of all remittances, the Administrator shall pay the contract fee for services rendered by the Consultant. The Administrator is also authorized by this Agreement to arrange for related services connected with the preparation and administration of this contract to include, but not be limited to, legal fees and costs. Expenses incurred by the Administrator related to this Agreement shall not exceed One Thousand Dollars (\$1,000.00) and shall be charged to participating districts on a pro rata basis in the same manner as the expenses for services by Gooden Group. The Administrator shall not incur any indebtedness for or on behalf of the Cooperative Districts other than the obligation to pay the fees and costs described in this Agreement and as provided for in the Consulting Contract.

4. **Financial Arrangements.** The Cooperative Districts agree to allocate the Consultant’s fee and associated expenses among themselves based upon the percentages allocated to each district on Exhibit “A”, attached hereto and incorporated herein. Exhibit A shall be amended for each Renewal Term to account for changes in assessed valuations in each district and to recognize the addition or withdrawal of Cooperative Districts.

5. **Compliance with Laws.** Each Cooperative District represents and warrants to the others that this Agreement has been duly authorized by its Board of Education, and constitutes a valid and binding agreement enforceable in accordance with its terms.

6. **Amendment.** This Agreement represents the entire understanding of the parties with respect to the terms and conditions contained herein and may be modified only by mutual agreement of the parties.

7. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which will be deemed an original and all of which, together, shall constitute the Agreement.

Dated this 30<sup>th</sup> day of June, 2025.

**AUTRY TECHNOLOGY CENTER SCHOOL  
DISTRICT NO. 15**

By: \_\_\_\_\_  
President, Board of Education

**CANADIAN VALLEY TECHNOLOGY  
CENTER SCHOOL DISTRICT NO. 6**

By: \_\_\_\_\_  
President, Board of Education

**CHISHOLM TRAIL TECHNOLOGY  
CENTER SCHOOL DISTRICT NO. 26**

By: \_\_\_\_\_  
President, Board of Education

**FRANCIS TUTTLE TECHNOLOGY  
CENTER SCHOOL DISTRICT NO. 21**

By: \_\_\_\_\_  
President, Board of Education

**GREAT PLAINS TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 9**

By: \_\_\_\_\_  
President, Board of Education

**HIGH PLAINS TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 24**

By: \_\_\_\_\_  
President, Board of Education

**KIAMICHI TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 7**

By: \_\_\_\_\_  
President, Board of Education

**CADDO-KIOWA TECHNOLOGY  
CENTER SCHOOL NO. 2**

By: \_\_\_\_\_  
President, Board of Education

**CENTRAL TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 3**

By: \_\_\_\_\_  
President, Board of Education

**EASTERN OKLAHOMA COUNTY  
TECHNOLOGY CENTER SCHOOL  
DISTRICT NO. 23**

By: \_\_\_\_\_  
President, Board of Education

**GORDON COOPER TECHNOLOGY  
CENTER SCHOOL DISTRICT NO. 5**

By: \_\_\_\_\_  
President, Board of Education

**GREEN COUNTRY TECHNOLOGY  
CENTER SCHOOL DISTRICT NO. 28**

By: \_\_\_\_\_  
President, Board of Education

**INDIAN CAPITAL TECHNOLOGY  
CENTER SCHOOL DISTRICT NO. 4**

By: \_\_\_\_\_  
President, Board of Education

**MERIDIAN TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 16**

By: \_\_\_\_\_  
President, Board of Education

**METRO TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 22**

By: \_\_\_\_\_  
President, Board of Education

**MIDWEST CITY-DEL CITY LEWIS  
EUBANKS TECHNOLOGY CENTER**

By: \_\_\_\_\_  
President, Board of Education

**NORTHEAST TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 11**

By: \_\_\_\_\_  
President, Board of Education

**PIONEER TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 13**

By: \_\_\_\_\_  
President, Board of Education

**RED RIVER TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 19**

By: \_\_\_\_\_  
President, Board of Education

**SOUTHWEST TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 27**

By: \_\_\_\_\_  
President, Board of Education

**TULSA TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 18**

By: \_\_\_\_\_  
President, Board of Education

**WESTERN TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 12**

By: \_\_\_\_\_  
President, Board of Education

**MID-AMERICA TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 8**

By: \_\_\_\_\_  
President, Board of Education

**MOORE NORMAN TECHNOLOGY  
CENTER SCHOOL DISTRICT NO. 17**

By: \_\_\_\_\_  
President, Board of Education

**NORTHWEST TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 10**

By: \_\_\_\_\_  
President, Board of Education

**PONTOTOC TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 14**

By: \_\_\_\_\_  
President, Board of Education

**SOUTHERN OKLAHOMA  
TECHNOLOGY CENTER SCHOOL  
DISTRICT NO. 20**

By: \_\_\_\_\_  
President, Board of Education

**TRI COUNTY TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 1**

By: \_\_\_\_\_  
President, Board of Education

**WES WATKINS TECHNOLOGY CENTER  
SCHOOL DISTRICT NO. 25**

By: \_\_\_\_\_  
President, Board of Education

**The Gooden Group Agreement**

**FY26 Costs**

<b>Tulsa Technology Center</b>	<b>\$9,221</b>
<b>Francis Tuttle Technology Center</b>	<b>\$9,221</b>
<b>Metro Technology Center</b>	<b>\$9,221</b>
<b>Moore Norman Technology Center</b>	<b>\$9,221</b>
<b>Kiamichi Technology Center</b>	<b>\$9,221</b>
<b>Canadian Valley Technology Center</b>	<b>\$9,221</b>
<b>Autry Technology Center</b>	<b>\$5,526</b>
<b>Caddo-Kiowa Technology Center</b>	<b>\$5,526</b>
<b>Central Technology Center</b>	<b>\$5,526</b>
<b>Eastern Oklahoma County Technology Center</b>	<b>\$5,526</b>
<b>Gordon Cooper Technology Center</b>	<b>\$5,526</b>
<b>Great Plains Technology Center</b>	<b>\$5,526</b>
<b>High Plains Technology Center</b>	<b>\$5,526</b>
<b>Indian Capitol Technology Center</b>	<b>\$5,526</b>
<b>Meridian Technology Center</b>	<b>\$5,526</b>
<b>Mid-America Technology Center</b>	<b>\$5,526</b>
<b>Mid-Del</b>	<b>\$5,526</b>
<b>Northeast Technology Center</b>	<b>\$5,526</b>
<b>Northwest Technology Center</b>	<b>\$5,526</b>
<b>Pioneer Technology Center</b>	<b>\$5,526</b>
<b>Pontotoc Technology Center</b>	<b>\$5,526</b>
<b>Red River Technology Center</b>	<b>\$5,526</b>
<b>Southern Technology Center</b>	<b>\$5,526</b>
<b>Tri-County Technology Center</b>	<b>\$5,526</b>
<b>Western Technology Center</b>	<b>\$5,526</b>
<b>Southwest Technology Center</b>	<b>\$1,344</b>
<b>Green Country Technology Center</b>	<b>\$1,344</b>
<b>Wes Watkins Technology Center</b>	<b>\$1,344</b>
<b>Chisholm Trail Technology Center</b>	<b>\$1,344</b>
<b>Totals</b>	<b>\$165,696</b>

**(NEW POSITION – 5/2025)**

**Position Title:** Treasurer  
**Division:** Finance  
**Reports to:** District Superintendent  
**FLSA Status:** Salaried, Exempt

**Minimum Qualifications:**

- Bachelor's degree in accounting, finance, or a related field preferred, or equivalent professional experience;
- Must obtain School Treasurer & Encumbrance Clerk Certification within nine (9) months and maintain certification through continuing education.

**Purpose of the Position:**

The District Treasurer is responsible for managing all accounts receivable functions, overseeing budget planning, state revenue reporting, and ensuring compliance with district policies and regulations. This position also handles the receipt and management of all revenue, including oil and gas revenues and leases, investment management, and audit compliance related to revenue streams. The Treasurer ensures that all financial transactions are recorded accurately and that the district's financial health is maintained.

**Key Responsibilities:**

- **Financial Administration and Compliance:**
  - Oversee all receipted revenue, ensuring proper documentation and timely deposits.
  - Manage all oil and gas revenues and leases; including tracking, recording, and reporting in compliance with state regulations.
  - Maintain and update the district's budget, including budget amendments, transfers, and fiscal year adjustments.
  - Develop and assist in budget planning including the preparation and submission of the estimate of needs for the excise board, and working closely with the Finance Director to ensure alignment with district goals and financial constraints.

- Ensure compliance with audit requirements from the revenue side, including providing necessary documentation for auditors.
- Prepare and submit accurate revenue state reports in compliance with state laws and regulations.
- **Investment and Revenue Management:**
  - Manage district investments, ensuring they align with the district's financial strategy and provide optimal returns while maintaining security and liquidity.
  - Review requisitions and approve payments to ensure compliance with district financial policies and budget allocations.
  - Oversee the receipt and processing of all revenue sources, including grants, tuition, and other district income.
- **Board and Administrative Support:**
  - Prepare and present financial reports related to revenue, expenses, investments, and the district's budget for the Superintendent and Board of Education.
  - Provide strategic guidance and recommendations on financial decisions related to revenue and investments to the Superintendent and Board.
  - Report on the district's revenue performance, budget status, and any potential financial concerns at board meetings.
- **Supervision and Organizational Leadership:**
  - Supervise and evaluate accounts receivable staff to ensure accurate revenue processing and compliance with district policies and regulations.
  - Promote the district's mission and vision by ensuring financial transparency, accountability, and fiscal responsibility.
- **Professional Development and Compliance:**
  - Ensure adherence to district policies, laws, and financial regulations regarding revenue and investment management.
  - Participate in ongoing professional development to stay updated on financial regulations and best practices, particularly in the area of school finance and revenue compliance.

- **Skills and Competencies:**

- Strong knowledge of Oklahoma school finance laws, Oklahoma Cost Accounting System (OCAS), revenue reporting, investment strategies, and audit compliance.
- Proficiency in Microsoft Excel, School ERP Pro, and financial reporting software.
- Ability to analyze financial data, revenue trends, and provide actionable insights for strategic decision-making.
- Strong organizational, communication, and problem-solving skills.
- Ability to manage multiple priorities under pressure and ensure compliance with state and district financial regulations.

- **Physical and Other Requirements:**

- Ability to sit for extended periods and use a computer keyboard.
- Must have close and distance vision capabilities.
- Ability to lift up to 25 lbs.
- Must be able to operate a school vehicle for district-related travel.
- Must maintain a cooperative, professional demeanor and a customer-service mindset.

- **Work Environment:**

- Primarily office based.
- Occasional travel, including overnight and out-of-state trips.

## **SOUTHERN TECH JOB DESCRIPTION**

**Position Title:** Work-Based Learning (WBL) Director

**Incumbent:** New Position

**Division:** Work-Based Learning (WBL)

**Position Type:** Salaried Exempt

**Reports to:** Assistant Superintendent

**Purpose of Job:** The Director of Work-Based Learning is responsible for the strategic development, implementation, and oversight of all apprenticeship and internship programs for students enrolled in both full-time career training programs and short-term certification courses. This position plays a key role in building partnerships with business and industry, coordinating with instructional staff, and aligning student work-based experiences with state and federal guidelines to ensure quality and relevance.

**I. Key Responsibilities:**

- Design, implement, and manage a comprehensive work-based learning program, including internships, apprenticeships, and other career-connected experiences.
- Develop strong partnerships with employers, community leaders, and workforce organizations to expand high-quality placement opportunities.
- Align work-based learning programs with local, state, and federal regulations, including Registered Apprenticeship standards (as applicable).
- Collaborate with instructors and Program Directors to integrate work-based learning components into program curriculum and identify students eligible for WBL placement.
- Oversee student recruitment, eligibility screening, placement coordination, and progress monitoring for all internship and apprenticeship experiences.
- Provide training and guidance for employers and mentors to ensure productive and supportive learning environments.
- Track student outcomes, maintain required documentation, and report data for compliance, funding, and program evaluation purposes.
- Represent the school in workforce development initiatives, chambers of commerce, and other relevant regional or state-level networks.
- Coordinate industry feedback on skill needs and ensure programs adapt to evolving workforce demands.

## **II. Qualifications:**

- Bachelor's degree in education, workforce development, business, or a related field preferred.
- Minimum of 3 years of experience in education, workforce development, or program direction and coordination.
- Knowledge of work-based learning models, career and technical education, and apprenticeship standards.
- Strong communication and relationship-building skills with employers, educators, and students.
- Experience managing partnerships and aligning program objectives with labor market needs.
- Proficient in data tracking, reporting systems, and program compliance practices.

## **III. Preferred Knowledge and Skills:**

- Familiarity with Oklahoma-specific apprenticeship or work-based learning initiatives (e.g., Oklahoma Works, DOL Registered Apprenticeships).
- Experience working in a technical school, workforce board, or economic development setting.
- Understanding of adult education and credentialing for short-term training programs.
- Working knowledge of computerized office programs, Oklahoma School Law, federal and state laws, and the SouthernTech education system.
- Function as an effective SouthernTech team player.
- Excellent verbal and written communications and presentation skills.
- Ability to function professionally during high stress situations.
- Ability to implement, facilitate, and complete multiple projects in a timely and efficient manner.
- Demonstrated ability to motivate and direct diverse individuals and employers.
- Demonstrated ability to communicate, through a variety of media, with a wide range of government, industry, and other groups and individuals.
- Knowledge of industry certifications provided through SouthernTech training.

#### **IV. Physical and Mental Requirements:**

##### **A. Physical Requirements:**

- Sit for extended periods.
- Manipulate computer keyboard.
- Keen hearing: (ability to listen to others)
- Vision: Close and distance vision required.
- Be able to communicate.
- Be able to properly and legally operate a school vehicle as required to travel on behalf of the district.
- Regularly lift up to 25 lbs. (occasionally up to 50 lbs.)
- Ability to bend and stoop.

##### **B. Mental Requirements:**

- Ability to read directions and instructions.
- Ability to communicate effectively.
- Ability to respond to common inquiries or concerns from customers, regulatory agencies, or members of the business community and the Board of Education.
- Ability to write documents and effectively present information.
- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.
- Ability to function professionally during high stress situations.
- Ability to implement, facilitate, and complete multiple projects in a timely and efficient manner.

#### **V. Work Environment:**

Primarily an office environment; occasionally walking or working near moving mechanical equipment, fumes or airborne particles, and outdoor weather conditions. Travel inside and outside of district will be required.

## 2025-2026 Excess Professional Allowance

<b>Date</b>	<b>Employee</b>	<b>Clothing</b>	<b>Other</b>
3/4/2025	Rhonda Mize	\$ 100.00	\$ 205.00
3/4/2025	Eric Ward	\$ 100.00	\$ 425.00
3/4/2025	Tracie Kelch	\$ 100.00	\$ 210.00
3/4/2025	Shane Stepps	\$ 100.00	\$ 277.00
3/4/2025	Jennifer Akins	\$ 100.00	\$ 330.00
3/4/2025	Kimberly Vick	\$ 100.00	\$ 470.00
3/4/2025	Travis Southerland	\$ 100.00	\$ 227.00
3/4/2025	Christy McCullers	\$ 100.00	\$ 415.32
3/4/2025	Lindsey Hays	\$ 100.00	\$ 415.32
3/4/2025	Jillian Clark	\$ 100.00	\$ 340.00
3/4/2025	Gerald Cross	\$ 50.00	\$ 200.00
<b>Total for 2025-2026</b>		<b>\$ 1,050.00</b>	<b>\$ 3,514.64</b>

**\$ 300.00**

<b>Total</b>	<b>Excess Amount</b>
\$ 305.00	\$ 5.00
\$ 525.00	\$ 225.00
\$ 310.00	\$ 10.00
\$ 377.00	\$ 77.00
\$ 430.00	\$ 130.00
\$ 570.00	\$ 270.00
\$ 327.00	\$ 27.00
\$ 515.32	\$ 215.32
\$ 515.32	\$ 215.32
\$ 440.00	\$ 140.00
\$ 250.00	\$ 50.00
<b>\$ 4,564.64</b>	<b>\$ 1,364.64</b>

## Attachment A

Adjunct Rehire List		
Name	Primary Job Title	Hire Date
Alsobrook, Robert C	Adjunct	7/1/2022
Barnett, Jimmy	Adjunct	12/10/2024
Benge, Matthew L	Adjunct	10/17/2022
Benson, Allen T	Adjunct	12/6/2012
Boger, Wendy	Adjunct	5/8/2025
Buchanan, Sandra	Adjunct	5/8/2025
Campbell, Mary K	Adjunct	1/21/2021
Carmona, Luis R	Adjunct	1/29/2021
Carrell, Kelly	Adjunct	4/20/2023
CASSADY, LARRY	Adjunct	12/10/2024
Condit, Mark	Adjunct	5/11/2023
Eastwood, Justin	Adjunct	1/27/2023
Eller, Adam	Adjunct	7/24/2023
Forsythe, Jana S	Adjunct	5/2/2022
Fruen, Stephen L	Adjunct	5/7/2024
George, Jordan M	Adjunct	8/23/2017
Gillham, Royce	Adjunct	7/1/2022
Hale, Ethan	Adjunct	10/2/2023
Hanson, Joey	Adjunct	12/12/2024
Helmers, Olga	Adjunct	1/26/2023
Jenkins, Clif	Adjunct	4/14/2025
Jones, William H	Adjunct	4/19/2024
Kelley, Wendy	Adjunct	2/28/2023
Lara, Crissy	Adjunct	5/8/2025
Larson, Steven A	Adjunct	7/1/2019
Little, Kevin B	Adjunct	4/11/2013
Lowe, James D	Adjunct	5/7/2024
Miller, Timothy	Adjunct	1/0/1900
Minyard, Lauren A	Adjunct	3/25/2021
Mixon, Jeff M	Adjunct	3/25/2022
Naberhaus, Carol A	Adjunct	2/25/2014
Neasbitt, Patsy J	Adjunct	12/11/2012
Newton, Brent	Adjunct	11/18/2022
Ocana, Gustavo A	Adjunct	11/19/2021
O'Hanlon, Randy J	Adjunct	4/8/2022
Parrish, Natalie D	Adjunct	1/13/2021
Perryman, Clarence E	Adjunct	12/1/2007
Phillips, Wendy	Adjunct	1/16/2023
Porter, Byron V	Adjunct	2/1/2006
Robbins, Bobbie J	Adjunct	11/5/2021
Robinson, Russell	Adjunct	5/8/2025
Rogers, Robert	Adjunct	5/8/2025
Rowley, Daniel	Adjunct	4/21/2025
Salinas, Nancy	Adjunct	4/3/2025
Sanders, Marc D	Adjunct	10/8/2018

## Attachment A

Scifres, James D	Adjunct	2/6/2020
Shanklin, Darnell	Adjunct	5/8/2025
Sjulin, Nancy	Adjunct	10/27/2022
Tickel, Patrick L	Adjunct	8/16/2019
Tow, Betty S	Adjunct	12/10/2012
Watkins, Steven F	Adjunct	4/19/2024
Wilkinson, Evan K	Adjunct	11/2/2024
Williams, Sarah A	Adjunct	7/30/2018
Woolly, Brice	Adjunct	10/24/2022
<b>SUBSTITUTE REHIRE LIST</b>		
<b>Name</b>	<b>Primary Job Title</b>	<b>Hire Date</b>
Alvarado, Ruben	Substitute	1/7/2022
Buchanan, Amelia Jade	Substitute	9/12/2022
Cartwright, Azalea S	Substitute	2/19/2018
Cartwright, John L	Substitute	10/2/2019
Casteel, James C	Substitute	12/15/2021
Dewbre, Gary	Substitute	1/8/2024
Gamble, Ollie M	Substitute	10/29/2024
Inselman, Kevin	Substitute	10/22/2024
Lovell, Penny K	Substitute	12/10/2010
Moore, Byron	Substitute	9/13/2023
Newcomb, Nanci	Substitute	8/25/2022
Ogletree, Clint	Substitute	10/22/2024
Puckett, Chad	Substitute	1/7/2021
Richards, Joshua	Substitute	1/5/2024
Smith, Ashlee	Substitute	10/15/2018
Tolbert, Caleb M	Substitute	5/9/2022
Whitmore, Christi I	Substitute	11/8/2017
Willis, Melissa K	Substitute	8/14/2014