

# *Red River*

TECHNOLOGY CENTER

Regular Meeting Thursday, July 12, 2018 6:30 PM  
3300 West Bois D'Arc Duncan Ok 73533 Main Building, Conference Room

President - Dee Williams; Vice President - Sandy Pogue; Deputy Clerk - Ricky Sanders;  
Member - Kristie Gaines; Member - Sam Porter

1. Call to order and roll call of members.
2. Vote to approve Minutes Clerk.
3. Discussion and possible action regarding agenda as part of the minutes.
4. Discussion and possible action regarding minutes of the June 26, 2018 Board Meeting.
  5. Discussion and possible action regarding the Treasurer's Report.
  6. Discussion and possible action regarding the Activity Fund Report.
  7. Discussion and possible action regarding the following:
    - 7.a. General Fund Change Orders, Warrants for FY18
    - 7.b. Building Fund Change Orders, Warrants for FY18
    - 7.c. General Fund Change Orders, Warrants and Encumbrances for FY19, numbers 1-244
    - 7.d. General Fund Payroll Change Orders, Warrants and Encumbrances for FY19, numbers 70001 – 70130
  8. Discussion and possible action regarding the attached employee contracts.
  9. Discussion and possible action regarding the attached sub-accounts for the Activity Fund.
    10. Discussion and possible action regarding Activity Fund Policies.
    11. Discussion and possible action regarding the continuation of employee fringe benefit plan including cafeteria plan. Fringe benefits include: retirement, health insurance, sick leave, emergency leave, personal leave, unused sick leave, group life insurance, dental, flex cash in lieu of health insurance, and retention incentive (health insurance for persons retiring after the age of 62 through the month they reach the age of 65).
    12. Discussion and possible action regarding reimbursement of up to \$30 to employees who take a bus driver physical for the purpose of transporting students as a function of their employment.
    13. Discussion and possible action regarding Dennis Loafman as purchasing agent for the Agency for Surplus Property.

14. Discussion and possible action regarding the Retirement Compensation Contract (insurance reimbursement from age 62 until they reach 65) with Mike Green.
15. Discussion and possible action regarding the following appointments:
  - 15.a. Title IX, Financial Aid - Brook Holding
  - 15.b. Minutes Clerk, Encumbrance Clerk, Board Clerk - Jennifer Balentine
  - 15.c. Treasurer - Jayna Vaughn
  - 15.d. Purchasing Agents - Dennis Loafman, Brook Holding, Lisa Williams, Sylvia Loveday, Dorothea Perkins, Tim Yancy
  - 15.e. Activity Fund Custodian - Sheila Brock
  - 15.f. Activity Fund Co-Custodian - Kimberly Loveday
  - 15.g. Receiving Agents - All full-time RRTC employees are authorized to sign for merchandise
  - 15.h. Safety Coordinator - Terry Kent Brown
  - 15.i. Equal Opportunity & Compliance Coordinators - Brook Holding and Lisa Williams
  - 15.j. Adult Education & Literacy Coordinator - Lisa Williams
  - 15.k. E-Rate Representative - Dennis Loafman
16. Discussion and possible action regarding the resignation of Clint Rennaker, effective July 16, 2018.
17. Discussion and possible action regarding the following on-going contracts: Large Volume Commercial Customer Agreement with CenterPoint Energy Resources Corp (Enable Gas Transmission, LLC) & CenterPoint energy Resources Corp. Service Election Form for Customers Downstream of CenterPoint Energy Gas Transmission (Enable Gas Transmission, LLC).
18. Discussion and possible action regarding Resolution to Declare Surplus (inventory).
19. Discussion and possible action regarding the RRTC 2018-19 Student Handbook.
20. Discussion and possible action regarding the RRTC 2018-19 Student Consumer Information Guide.
21. Discussion and possible action regarding the RRTC 2018-19 Health Careers Handbook.
22. Discussion and possible action regarding the RRTC 2018-19 Cosmetology Handbook.
23. Discussion and possible action regarding the RRTC 2018-19 Financial Aid Policies and Procedures.
24. Discussion and possible action regarding the RRTC 2018-19 School Safety Handbook.
25. Discussion and possible action regarding the RRTC 2018-19 Bloodborne Pathogens Exposure Control Plan.

26. Discussion and possible action regarding the RRTC 2018-19 Emergency Action Plan.
27. Discussion and possible action regarding the Adult & Career Development 2018-19 Emergency Medical Services Student Handbook.
28. Discussion and possible action regarding the Adult & Career Development 2018-19 Phlebotomy Training Program Student Handbook.
29. Discussion and possible action regarding the Adult & Career Development 2018-19 Long Term Care Training Program Student Handbook.
30. Discussion and possible action regarding the Adult & Career Development 2018-19 Certified Medication Aide Training Program Student Handbook.
31. Discussion and possible action regarding the Adult Education and Literacy High School Diploma Student Handbook for 2018-19.
32. Discussion and possible action regarding E-Rate Record Retention Policy, E-Rate Procurement Policy & E-Rate Gift Policy.
33. Discussion and possible action regarding the continuation of Short-Term Adult Displaced Homemaker Tuition Waiver.
34. Discussion and possible action regarding the employment of Brook Holding, Sylvia Loveday and Lisa Williams as night supervisors.
35. Discussion and possible action regarding the employment of Bill Leyrer, Kelly Pollock, Letitia Weast & Gary Williams as substitute night supervisors.
36. Discussion and possible action regarding the employment of Naomi Webb, Custodian.
37. Discussion and possible action regarding the purchasing of yearbook ads in the amount of \$75.00 from participating school districts.
38. Discussion and possible action regarding the contract with Pitney Bowes for postage machine rental.
39. Discussion and possible action regarding the donation of a PowderSafe 700 Series Ductless Balance Enclosure with a Thermo Scientific Cimarec Stirring Hot Plate from Walgreens Pharmacy.
40. New Business: In accordance with Oklahoma State Statute 25 Section 25 311(A)(9), this is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.
  41. Informational Items:
    - 41.a. Summer Conference (August 1-2, 2018 - OKC)
    - 41.b. Campus Crime Report
    - 41.c. BAC Report
  42. Vote to adjourn.

This agenda was posted on the window of the conference room and on the internet in accordance with the law.

A handwritten signature in cursive script that reads "Kim Lewday".

Board Clerk