

Red River

TECHNOLOGY CENTER

Regular Meeting Thursday, July 11, 2019 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 20, 2019 Board Meeting.
5. Discussion and possible action regarding the contract with Architecture Planning Technology, LLC for the Welding Building Project.
6. Discussion and possible action regarding approval to proceed with the Bidding Phase on the Welding Building project.
 7. Discussion and possible action regarding the Treasurer's Report.
 8. Discussion and possible action regarding the Activity Fund Reports.
 9. Discussion and possible action regarding the following:
 - 9.a. General Fund & Building Fund Change Orders, Warrants for FY19
 - 9.b. General Fund Change Orders, Warrants and Encumbrances for FY20, numbers 1-242
 - 9.c. General Fund Payroll Change Orders, Warrants and Encumbrances for FY20, numbers 70001 – 70130
 10. Discussion and possible action regarding the attached employee contracts.
 11. Discussion and possible action regarding the attached sub-accounts for the Activity Fund.
 12. Discussion and possible action regarding Activity Fund Policies.
 13. Discussion and possible action regarding the Letter of Engagement with Jayna R. Vaughn, School Treasurer for FY20.
 14. 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).

15. 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.

16. Discussion and possible action regarding Dennis Loafman as purchasing agent for the Agency for Surplus Property.

17. Discussion and possible action regarding the Retirement Compensation Contract (insurance reimbursement from age 62 until they reach 65) with Mike Green.

18. Discussion and possible action regarding the following appointments:

18.a. Title IX, Financial Aid - Brook Holding

18.b. Minutes Clerk, Encumbrance Clerk, Board Clerk - Jennifer Balentine

18.c. Treasurer - Jayna Vaughn

18.d. Purchasing Agents - Dennis Loafman, Brook Holding, Lisa Williams, Sylvia Loveday, Dorothea Perkins, Tim Yancy

18.e. Activity Fund Custodian - Sheila Brock

18.f. Activity Fund Co-Custodian - Kimberly Loveday

18.g. Receiving Agents - All full-time RRTC employees are authorized to sign for merchandise

18.h. Safety Coordinator - Terry Kent Brown

18.i. Equal Opportunity & Compliance Coordinators - Brook Holding and Lisa Williams

18.j. Adult Education & Literacy Coordinator - Lisa Williams

18.k. E-Rate Representative - Dennis Loafman

19. Discussion and possible action regarding the re-assignment of Kimberly Loveday to Superintendent's Secretary/Accounts Payable, effective January 1, 2020.

20. Discussion and possible action regarding Resolution to Declare Surplus (curriculum & inventory).

21. Discussion and possible action regarding the RRTC 2019-20 Student Handbook.

22. Discussion and possible action regarding the RRTC 2019-20 Student Consumer Information Guide.

23. Discussion and possible action regarding the RRTC 2019-20 Health Careers Handbook.

24. Discussion and possible action regarding the RRTC 2019-20 Cosmetology Handbook.

25. Discussion and possible action regarding the RRTC 2019-20 Financial Aid Policies and Procedures.

26. Discussion and possible action regarding the RRTC 2019-20 BISC Adjunct Handbook.

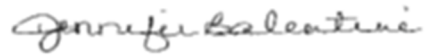
27. Discussion and possible action regarding the Adult & Career Development 2019-20 Emergency Medical Services Student Handbook.
28. Discussion and possible action regarding the Adult & Career Development 2019-20 Phlebotomy Training Program Student Handbook.
29. Discussion and possible action regarding the Adult & Career Development 2019-20 Long Term Care Training Program Student Handbook.
30. Discussion and possible action regarding the Adult & Career Development 2019-20 Certified Medication Aide Training Program Student Handbook.
31. Discussion and possible action regarding E-Rate Record Retention Policy, E-Rate Procurement Policy & E-Rate Gift Policy.
32. Discussion and possible action regarding the continuation of Short-Term Adult Displaced Homemaker Tuition Waiver.
33. Discussion and possible action regarding the employment of Brook Holding, Sylvia Loveday and Lisa Williams as night supervisors.
34. Discussion and possible action regarding the employment of Bill Leyrer, Kelly Pollock, Letitia Weast & Gary Williams as substitute night supervisors.
35. Discussion and possible action regarding the following individuals to serve as Attendance Committee for 2019-20: Josh Case, Amanda Churchman, Stacy Estes, Laura Long, Fonda Smith, Misty Wade & Letitia Weast.
36. Discussion and possible action regarding the following individuals to serve as Staff Development Committee for 2019-20: Elizabeth Baxter, Diane Gray, Norma Hernandez, Brook Holding, Davis Loafman, Amanda Slate, Gretchen Taylor & Kelly Pollock . There may be 2 students added at a later date.
37. Discussion and possible action regarding the following individuals to serve as Energy Management Committee for 2019-20: Corey Harwell, Sylvia Loveday, Todd Ottwell, Theresa Poff, Curtis Suson, Gary Williams, Lisa Williams & Tim Yancy.
38. Discussion and possible action regarding the following individuals to serve as Safe School and Healthy Kids Committee for 2019-20: Deana Adair, Krissy Bohn, Kent Brown, Dayton Burnside, Zack Crank, Brook Holding, William Leyrer, Misty Wade, Lisa Williams & Tim Yancy . There may be 2 students & Parents added at a later date.
39. Discussion and possible action regarding the purchasing of yearbook ads in the amount of \$75.00 from participating school districts.
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, 2019 - OKC)
 - 41.b. Campus Crime Report

41.c. BAC Report

41.d. 2019-2020 Approved Accredited Programs-ODCTE

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, appearing to read "Jennifer Salentini".

Board Clerk