

Pioneer Technology Center Board of Education
Regular Meeting
Tuesday, October 8, 2019, 6:00 PM
Room B120
2101 N. Ash St.
Ponca City, Oklahoma 74601

The Board of Education will meet in Room B120 on the Pioneer Technology Center campus at 5:00 pm for a snack supper. No school board action will be discussed or taken; therefore, no agenda items are listed in connection with this period prior to convening of the Board of Education meeting.

1. Call meeting to order
2. Roll call and establish a quorum
3. Flag salute and moment of silence
4. Reports and Presentations -
PTC Continuous Improvement Goals, Molly Kyler and team representatives,
Westward Expansion Project, Jordan Smith financing update,
Paul Kyler Construction costs
5. Discussion and vote to approve or not approve the Minutes of the September 10, 2019 regular Board of Education meeting
6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrance/Change Order Lists (General Fund #40540-40690; Building Fund #40035-40039; Payroll #70153-70163).
7. Administrative Reports and Anticipated Discussion by the Board and Staff regarding facilities, district policy issues, community issues and/or personnel or student needs
 - A. Traci Thorpe, Superintendent/CEO
 - B. Kahle Goff, Executive Director, Full-Time Programs
8. Discussion and vote to approve or not approve budget appropriations for FY20 as listed on Appendix A.

9. Discussion and vote to approve or not approve policy revisions for the following policies:
CI, Disposal of Surplus Property and CLA, Animals on Campus-Service Animals
10. Discussion and vote to approve or not approve out-of-state travel for Traci Thorpe for CTE Superintendent Benchmarking trip to Columbia, Ohio, November 5-8, 2019
11. Discussion and vote to approve or not approve a Resolution to the County Election Board calling for the annual election of a Board of Education member in Zone 3
12. Discussion and vote to approve or not approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix B.
13. New Business
14. Public Comment
15. Motion and vote to adjourn
 - A. Time:

NOTE: The Board may discuss, make motions and vote upon all matters appearing on this agenda. Such votes may be to adopt, reject, table, reaffirm, rescind, or take no action on any agenda matter.

POSTED: Pioneer Technology Center, North Entrance

Posted _____

By Allison Christy, Minutes Clerk

Pioneer Technology Center Board of Education Regular Meeting
Tuesday, September 10, 2019
6:00 pm, Room B120
2101 N. Ash St.
Ponca City, Oklahoma 74601

1. Call meeting to order
2. Roll call and establish a quorum

Attendance taken at 6:05 pm

Present Board Members:

Mr. Larry Buck
Ms. Gay Norris
Ms. Mary Rigdon
Mr. J.D. Soulek

Absent Board Members:

Ms. Orva Rothgeb

Also in attendance were Traci Thorpe, Molly Kyler, Mary Allan, Stacey Rush, Kahle Goff, Ryan Burkett, Mike Orr, Terri Busch, Mary Allan and Allison Christy.

3. Flag salute and moment of silence
4. Reports and Presentations - Jason Junkens, Incubator Client

Mr. Junkens presented information about his company Titan Preparedness. His company believes in helping organizations prepare so that they can continue to be a viable resource in their community after a disaster. The company contracts with hospitals/long-term care facilities, higher ed & K-12 and other businesses in the areas of training, consulting and table top exercises to prepare them for disaster response and recovery.

5. Discussion and vote to approve or not approve the Minutes of the August 13, 2019 regular Board of Education meeting

Motion to approve the Minutes of the August 13, 2019 regular Board of Education meeting passed with a motion by Mr. Larry Buck and a second by Mr. J.D. Soulek.

Mr. Larry Buck: Yea
Ms. Gay Norris: Yea
Ms. Mary Rigdon: Yea
Ms. Orva Rothgeb: Absent
Mr. J.D. Soulek: Yea
Yea: 4, Nay: 0, Absent: 1

6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrance/Change Order Lists (General Fund #40332-40539; Building Fund #40030-40034; Payroll #70146-70152).

Motion to approve the Financial Reports; Activity Fund Report; and Encumbrance/Change Order Lists as presented passed with a motion by Mr. J.D. Soulek and a second by Ms. Gay Norris.
Mr. Larry Buck: Yea

Ms. Gay Norris: Yea
Ms. Mary Rigdon: Yea
Ms. Orva Rothgeb: Absent
Mr. J.D. Soulek: Yea
Yea: 4, Nay: 0, Absent: 1

7. Administrative Reports and Anticipated Discussion by the Board and Staff regarding facilities, district policy issues, community issues and/or personnel or student needs

Traci Thorpe, Superintendent/CEO

Traci Thorpe and Molly Kyler met with Adam Leaming and other community leaders to discuss Maker Spaces or Fab Labs. Working to get something like that in Ponca City. We have been talking about partnering with NOC for additional programs - possibly a Vet Tech program. Thirty-two Medford H.S. school students toured Pioneer Technology Center today. Met with Tonda Ames from the Western OK Workforce Development Board regarding internships (with others from the community). The EMS training tower should be done minus a few finishing touches. Concrete is being poured today. A group from South Korea might be the first to use the tower - live burn. Traci has a meeting with Jordan Smith on the 16th of September.

Molly Kyler, Executive Director, Business & Industry Services

Molly pointed out some of the highlights from the Directors Report. Phillips 66 just started a small turn around, we are offering our first skid steer class with Cody Tabor teaching it. Marketing is coordinating a Christmas market for students and staff (more information later). Eight staff members will be going to Capturing Kids Hearts this year. Kayla Randol became an instructional coach last year. Erika and Vicki are currently going through the training to become instructional coaches. Nineteen new students started in the Practical Nursing Program on Monday. The Children's Lab is full and has a large waiting list.

8. Discussion and vote to approve or not approve the FY20 Estimate of Needs and FY19 Financial Statements.

Motion to approve FY20 Estimate of Needs and FY19 Financial Statements passed with a motion by Mr. Larry Buck and a second by Mr. J.D. Soulek.

Mr. Larry Buck: Yea
Ms. Gay Norris: Yea
Ms. Mary Rigdon: Yea
Ms. Orva Rothgeb: Absent
Mr. J.D. Soulek: Yea
Yea: 4, Nay: 0, Absent: 1

9. Discussion and vote to approve or not approve list of surplus items as listed on Appendix A. Motion to approve list of surplus items as listed on Appendix A passed with a motion by Mr. J.D. Soulek and a second by Ms. Gay Norris.

Mr. Larry Buck: Yea
Ms. Gay Norris: Yea
Ms. Mary Rigdon: Yea
Ms. Orva Rothgeb: Absent
Mr. J.D. Soulek: Yea
Yea: 4, Nay: 0, Absent: 1

10. Discussion and vote to approve or not approve payment of membership fees to OATC for FY20 (\$6,500 - no increase from last year)

Motion to approve payment of membership fees to OATC for FY20 passed with a motion by Mr. J.D. Soulek and a second by Ms. Gay Norris.

Mr. Larry Buck: Yea

Ms. Gay Norris: Yea

Ms. Mary Rigdon: Yea

Ms. Orva Rothgeb: Absent

Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Absent: 1

11. Discussion and vote to approve or not approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix B.

Motion to approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix B. passed with a motion by Ms. Gay Norris and a second by Mr. J.D. Soulek.

Mr. Larry Buck: Yea

Ms. Gay Norris: Yea

Ms. Mary Rigdon: Yea

Ms. Orva Rothgeb: Absent

Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Absent: 1

12. New Business

13. Public Comment

14. Board President Mary Rigdon adjourned the meeting at 7:11 pm

Respectfully submitted,

Allison N. Christy

Allison N. Christy
Board Minutes Clerk

President, Board of Education

Clerk, Board of Education

Date of Approval

Motion:

Second:

Vote:

General

PIONEER TECHNOLOGY CENTER

From PO: 40540 to PO: 40690

Encumbrance For Board Approval

GEN FUND-FOR OPERAT

PO #	Vendor Name	General Description	Amount	Date
40540	STATE CHAMBER OF OKLAHOMA	WELDING - TRAVEL REGISTRATION	100.00	09/06/2019
40541	FIRST BANKCARD VISA	WELDING - SUPPLIES	15.98	09/06/2019
40542	B&H WHOLESALE	INDUSTRIAL TECH - SUPPLIES	70.29	09/06/2019
40543	FOUR STATE INDUSTRIAL SUPPLY	MACHINE TOOL - SUPPLIES	437.04	09/06/2019
40544	ODCTE	PN REGISTRATION	60.00	09/06/2019
40545	MSC INDUSTRIAL SUPPLY CO	WELDING - SUPPLIES	59.13	09/06/2019
40546	TANF STUDENT ASSISTANCE	TANF TUITION	444.00	09/06/2019
40547	STAPLES ADVANTAGE	COMPUTER SERVICES - SUPPLIES	215.22	09/06/2019
40548	OKLAHOMA CENTER FOR SCHOOL BUSINESS MANAGEMENT	FINANCE REGISTRATION	585.00	09/06/2019
40549	FIRE PROTECTION PUBLICATIONS	RESALE BOOKS	240.00	09/06/2019
40550	FIRST BANKCARD VISA	STAFF TRAVEL - LODGING	1,331.15	09/09/2019
40551	MINDS-I	INDUSTRIAL TECH - REPAIRS	63.51	09/09/2019
40552	OATC SUPERINTENDENTS ACCT	STAFF TRAVEL - REGISTRATION	100.00	09/09/2019
40553	ODCTE	DIRECTORS - TRAVEL REGISTRATIONS	150.00	09/10/2019
40554	OASFAA	FINANCIAL AID - MEMEBERSHIPS	200.00	09/10/2019
40555	HOLIDAY INN EXPRESS & SUITES - OKMULGEE	FULLTIME/DIR OF INSTR - LODGING	165.98	09/10/2019
40556	STAPLES ADVANTAGE	COMPUTER SERVICES - SUPPLIES	289.95	09/10/2019
40557	FIRST BANKCARD VISA	SUPPLIES - INDUST TECH	91.60	09/10/2019
40558	OSSBA	REGISTRATION FULL TIME/DIR OF INSTR	75.00	09/10/2019
40560	BRACE BOOKS & MORE	ABE/HSE BOOKS	101.47	09/11/2019
40561	FIRST BANKCARD VISA	INDUSTRIAL TECH - REPAIRS	15.95	09/11/2019
40562	EMBASSY SUITES - NORMAN	ABE/HSE TRAVEL - LODGING	940.00	09/11/2019
40563	DANCY-MEADOR PUBLISHING	MARKETING / ADVERTISING	1,410.00	09/11/2019
40564	STAPLES ADVANTAGE	MARKETING / SUPPLES	78.96	09/11/2019
40565	LAMPTON WELDING SUPPLY	WELDING SUPPLIES	413.75	09/11/2019
40566	MEEKS GROUP	MARKETING / ADVERTISING	139.70	09/11/2019
40567	LAMPTON WELDING SUPPLY	BUILDING MAINT/SUPPLIES	30.27	09/12/2019

PIONEER TECHNOLOGY CENTER

From PO: 40540 to PO: 40690

Encumbrance For Board Approval**GEN FUND-FOR OPERAT**

PO #	Vendor Name	General Description	Amount	Date
40568	FIRST BANKCARD VISA	INSTRUCTIONAL DIRECTORS-TRAVEL LODGING	200.00	09/12/2019
40569	TAPP'S EQUIPMENT REPAIR	GROUNDS REPAIRS	1,085.49	09/12/2019
40570	MEDICAL WASTE SERVICES	BUILDING MAINT - WASTE DISPOSAL	228.00	09/12/2019
40571	FIRST BANKCARD VISA	COMPUTER SERVICES - SUPPLIES	648.72	09/12/2019
40572	FIRST BANKCARD VISA	DISABILITY SPECIALIST - SUPPLIES	117.98	09/12/2019
40573	FIRST BANKCARD VISA	NETWORK SYSTEMS - SUPPLIES	160.77	09/12/2019
40574	FIRST BANKCARD VISA	STAFF TRAVEL - AIRFARE	2,225.00	09/13/2019
40575	FIRST BANKCARD VISA	CULINARY ARTS--SUPPLIES	25.89	09/13/2019
40576	TANF STUDENT ASSISTANCE	TANF TUITION	1,050.00	09/13/2019
40577	TANF STUDENT ASSISTANCE	TANF TUITION	560.00	09/13/2019
40578	TANF STUDENT ASSISTANCE	TANF TUITION	495.00	09/13/2019
40579	AMC URGENT CARE PLUS	TANF MEDICAL/DENTAL	15.00	09/13/2019
40580	ESKIMO JOES PROMOTIONAL PRODUCTS GROUP	MARKETING/ADVERTISING	205.90	09/13/2019
40581	ARMSTRONG MCCALL	COSMETOLOGY SUPPLIES	156.81	09/13/2019
40582	WAL-MART	TANF STATE STUDENT ASSISTANCE OTHER	116.05	09/13/2019
40583	NORTHERN SAFETY & INDUSTRIAL	FIREFIGHTER - SUPPLIES	263.00	09/13/2019
40584	CENGAGE LEARNING	AT&D RESALE SUPPLIES	600.00	09/13/2019
40585	MERRIFIELD OFFICE PLUS	AT&D COORDINATOR - SUPPLIES	57.96	09/13/2019
40586	AMERICAN HEART ASSOCIATION	AT&D RESALE SUPPLIES	468.40	09/13/2019
40587	ARMSTRONG MCCALL	COSMETOLOGY TRAINING REGISTRATION	25.00	09/13/2019
40588	GRAINGER	INDUSTRIAL TECH - SUPPLIES	57.67	09/13/2019
40589	WAL-MART	CHILDRENS LAB - FOOD	257.85	09/16/2019
40590	STAPLES ADVANTAGE	CULINARY ARTS--SUPPLIES	65.00	09/16/2019
40591	OKLAHOMA BPA	ADVISOR REGISTRATION	70.00	09/16/2019
40592	MURRAY WOMBLE	BUILDING MAINT REPAIRS	1,990.00	09/16/2019
40593	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	89.38	09/16/2019
40594	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	89.38	09/16/2019

PIONEER TECHNOLOGY CENTER

From PO: 40540 to PO: 40690

Encumbrance For Board Approval**GEN FUND-FOR OPERAT**

PO #	Vendor Name	General Description	Amount	Date
40595	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	129.06	09/16/2019
40596	X-CEL BADGE & ENGRAVING C	HCC1 / HCC2 / TEACHER PREP - SUPPLIES	240.00	09/16/2019
40597	HARTMAN PUBLISHING INC	AT&D RESALE BOOKS	1,760.00	09/17/2019
40598	UNIFORM STOP - STILLWATER	TANF STATE STUDENT ASSISTANCE OTHER	184.51	09/17/2019
40599	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	89.38	09/17/2019
40600	BEST WESTERN ELK CITY	MEA - TRAVEL LODGING	90.00	09/17/2019
40601	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	245.58	09/17/2019
40602	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	92.63	09/17/2019
40603	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	249.50	09/17/2019
40604	LAMPTON WELDING SUPPLY	BUILDING MAINT SUPPLIES	31.25	09/17/2019
40605	OATP	ASSESEMENT CENTER - REGISTRATIONS	120.00	09/18/2019
40606	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	249.18	09/18/2019
40607	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OHER	92.63	09/18/2019
40608	LOWE'S HOME CENTER INC	BUILDING MAINT REPAIRS	88.27	09/18/2019
40609	CENTER FOR EARLY CHILDHOOD PROFESSIONAL DEVELOPMEN	TEACHER PREP SUPPLIES	240.00	09/18/2019
40610	NATIONAL SEMINARS TRAINING	BIS ADMIN - REGISTRATION	149.00	09/18/2019
40611	CT SAFETY TEAM	SAFETY REGISTRATION	125.00	09/18/2019
40612	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	240.38	09/18/2019
40613	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	92.63	09/18/2019
40614	BOSWELL, BELINDA G	BIS ADMIN - SUPPLIES	82.95	09/18/2019
40615	FIRST BANKCARD VISA	CULINARY ARTS--BOOKS	330.00	09/19/2019
40617	FIRST BANKCARD VISA	BITE NETWORKING - SUPPLIES	154.70	09/19/2019
40618	FIRST BANKCARD VISA	INDUSTRIAL TECH - REPAIRS	108.48	09/19/2019
40619	FIRST BANKCARD VISA	BITE NETWORK SYSTEMS - BOOKS	15.00	09/19/2019
40620	ZACKS SMALL ENGINES	FFM REPAIRS	29.95	09/19/2019

PIONEER TECHNOLOGY CENTER
From PO: 40540 to PO: 40690

Encumbrance For Board Approval
GEN FUND-FOR OPERAT

PO #	Vendor Name	General Description	Amount	Date
40621	WAL-MART	BUILDING MAINT/SUPPLIES	50.62	09/19/2019
40622	AUTOZONE	TANF STUDENT ASSISTANCE OTHER	42.00	09/20/2019
40623	ACCURATE AUTO REPAIR	TANF STUDENT ASSISTANCE OTHER	116.99	09/20/2019
40624	TANF STUDENT ASSISTANCE	TANF BOOKS	60.00	09/20/2019
40625	TANF STUDENT ASSISTANCE	TANF TUITION	65.00	09/23/2019
40626	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	100.00	09/23/2019
40627	BLACKWELL DENTISTRY	TANF MEDICAL/DENTAL	99.00	09/23/2019
40628	FIRST BANKCARD VISA	BIS - SUPPLIES	103.94	09/23/2019
40629	EVCO	CHILDRENS LAB - FOOD	712.37	09/23/2019
40630	HOT SHOT POWER WASHING	CULINARY ARTS--REPAIRS	600.00	09/24/2019
40631	ODCTE CONFERENCE ACCOUNT	AT&D COORDINATOR REGISTRATION	30.00	09/24/2019
40632	APACHE HOTEL CASINO	SAFETY - LODGING	89.00	09/24/2019
40633	BLACKWELL CHAMBER OF COMMERCE	ENTREP SERVICES COORD - REGISTRATION	250.00	09/24/2019
40634	AMERICAN AUTOMOBILE ASSOCIATION (AAA)	SAFETY SUPPLIES	170.32	09/24/2019
40635	PEARSON EDUCATION	AT&D RESALE BOOKS	370.50	09/24/2019
40636	ACTION TRUCK PARTS	REPAIRS-BUS MAINT	62.75	09/24/2019
40637	COMPUTER SOLUTIONS UNLIMITED	COMPUTER SERVICES -- REPAIRS	780.00	09/27/2019
40638	WAL-MART	HCC 2 - SUPPLIES	95.72	09/27/2019
40639	LAKESHORE LEARNING	HCC 1 AND 2 - SUPPLIES	50.00	09/27/2019
40640	X-CEL BADGE & ENGRAVING C	MARKETING / ADVERTISING	18.16	09/27/2019
40641	AMERICAN TELEPHONE	COMPUTER SERVICES -- REPAIRS	4,467.75	09/27/2019
40642	MNJ TECHNOLOGIES DIRECT, INC	COMPUTER SERVICES -- SUPPLIES	954.50	09/27/2019
40643	WAL-MART	CULINARY ARTS--SUPPLIES	75.00	09/27/2019
40644	HOBBY LOBBY	TEACHER PREP - SUPPLIES	59.65	09/27/2019
40645	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	41.36	09/30/2019
40646	FIRST BANKCARD VISA	TANF STUDENT ASSISTANCE OTHER	38.00	09/30/2019

PIONEER TECHNOLOGY CENTER

From PO: 40540 to PO: 40690

Encumbrance For Board Approval**GEN FUND-FOR OPERAT**

PO #	Vendor Name	General Description	Amount	Date
40647	B.M.K TAXI	TANF STUDENT ASSISTANCE OTHER	500.00	09/30/2019
40648	WAL-MART	CHILDRENS LAB - FOOD	400.00	09/30/2019
40649	EARNHEART STATIONS	TANF STUDENT ASSISTANCE OTHER	3,000.00	09/30/2019
40650	TANF STUDENT ASSISTANCE	TANF TUITION	560.00	09/30/2019
40651	FIRST BANKCARD VISA	HCC2 - SUPPLIES	110.00	09/30/2019
40652	LAKESHORE LEARNING	CHILDRENS LAB - SUPPLIES	50.00	09/30/2019
40653	WAL-MART	CHILDRENS LAB - SUPPLIES	200.00	09/30/2019
40654	FIRST BANKCARD VISA	TANF STUDENT ASSISTANCE OTHER	20.00	09/30/2019
40655	WAL-MART	TANF STUDENT ASSISTANCE OTHER	165.00	09/30/2019
40656	TEACHER RETIREMENT SYSTEM *	TEACHER RETIREMENT CONTRIBUTIONS	10,130.89	09/30/2019
40657	WAL-MART	BUILDING MAINT/SUPPLIES	600.00	09/30/2019
40658	OKLAHOMA SKILLS USA	STAFF REGISTRATION	100.00	10/01/2019
40659	JOSH SHORT PLUMBING INC.	BLDING MAINT REPAIRS	500.00	10/01/2019
40660	STAPLES ADVANTAGE	CENTRAL/FINANCE SUPPLIES	543.10	10/01/2019
40661	HUGHES LUMBER CO.	BUILDING MAINT REPAIRS	44.54	10/01/2019
40662	FIRST BANKCARD VISA	TCTW TRAVEL	600.00	10/01/2019
40663	FIRST BANKCARD VISA	INSTRUCTIONAL DIRECTORS - SUPPLIES	80.00	10/01/2019
40664	DISCOUNT SCHOOL SUPPLY	CHILDRENS LAB - SUPPLIES	250.00	10/01/2019
40665	WAL-MART	CAREER DEVELOPMENT FACILITATOR - SUPPLIES	225.00	10/01/2019
40666	OKLAHOMA HOSA	ADVISOR REGISTRATION	75.00	10/01/2019
40667	SQUARE9 SOFTWARES	FINANCE - SOFTWARE RENEWAL	777.65	10/01/2019
40668	RENAISSANCE TULSA HOTEL	SUPT. TRAVEL - LODGING	96.00	10/01/2019
40669	TEACHERSPAYTEACHERS.COM	HCC - SUPPLIES	19.25	10/02/2019
40670	OATC SUPERINTENDENTS ACCT	SUPT. TRAVEL - REGISTRATION	50.00	10/02/2019
40671	FIRST BANKCARD VISA	FINANCE - SUPPLIES	225.00	10/02/2019
40672	QUILL CORPORATION	CENTRAL - SUPPLIES	480.00	10/02/2019
40673	PONCA CUSTOM TEES	AT&D RESALE SUPPLIES	100.00	10/02/2019
40674	WAL-MART	BIS EQUIPMENT	375.00	10/02/2019

PIONEER TECHNOLOGY CENTER

From PO: 40540 to PO: 40690

Encumbrance For Board Approval**GEN FUND-FOR OPERAT**

PO #	Vendor Name	General Description	Amount	Date
40675	NORTHERN SAFETY & INDUSTRIAL	EMT EQUIPMENT/SUPPLIES	6,084.23	10/02/2019
40676	JOSH YORK BLACK LABEL SAFETY CONSULTING	IT&D - PROF SERVICES	2,250.00	10/02/2019
40677	MOORE-NORMAN TECHNOLOGY CENTER	IT&D - PROF SERVICES	200.00	10/02/2019
40678	FIRST BANKCARD VISA	ACADEMIC/ASSESS CENTER - SUPPLIES	33.98	10/02/2019
40679	GALAXIE BUSINESS EQUIPMENT INC	BITE SPECIAL NEEDS FURNITURE	543.40	10/02/2019
40680	FIRST BANKCARD VISA	TCTW TRAVEL - LODGING	600.00	10/03/2019
40681	ARMSTRONG MCCALL	COSMETOLOGY SUPPLIES	413.46	10/03/2019
40682	STAPLES ADVANTAGE	INDUSTRIAL TECH - SUPPLIES	53.18	10/03/2019
40683	ARC-ZONE	WELDING - SUPPLIES	337.00	10/03/2019
40684	360 OUTDOOR TURF	GROUNDS REPAIRS	80.00	10/03/2019
40685	LAMPTON WELDING SUPPLY	INDUSTRIAL TECH - SUPPLIES	15.00	10/03/2019
40686	PONCA IRON & METAL, INC.	WELDING - SUPPLIES	1,560.00	10/03/2019
40687	WAL-MART	TANF STUDENT ASSISTANCE OTHER	600.00	10/03/2019
40688	NATIONAL PEN COMPANY	MARKETING / ADVERTISING	844.45	10/03/2019
40689	4 IMPRINT INC	MARKETING / ADVERTISING	1,260.38	10/03/2019
40690	SHERWIN WILLIAMS CO	BUILGING MAINT REPAIRS	50.00	10/03/2019
		Current Encumbered	69,082.42	

PIONEER TECHNOLOGY CENTER

**Encumbrance For Board Approval
CHANGE ORDER REPORT
GEN FUND-FOR OPERAT**

From: 07 Sep 2019 to: 03 Oct 2019

PO #	Vendor Name	General Description	Amount	Date
40023	FIRST BANKCARD VISA	BLANKET PO	-6.74	07/01/2019
40030	LARRY MURPHY INSUR	BLANKET PO	1,123.60	07/01/2019
40055	TRAVEL (STAFF)	BLANKET PO	1,100.00	07/01/2019
40063	UNIVERSAL PREMIUM FLEET CARD	BLANKET PO	-9,369.25	07/01/2019
40081	OKLA STATE DEPT OF HEALTH	ANNUAL LICENSE	-25.00	07/01/2019
40082	ODCTE	ANNUAL LICENSE	-15.00	07/01/2019
40105	BLACKWELL PUBLIC SCHOOLS	ANNUAL AGREEMENT	-3,700.00	07/01/2019
40123	PROCARE SOFTWARE	SOFTWARE	-3,648.50	07/01/2019
40133	FIRST BANKCARD VISA	ADMIN MEALS/BAGGAGE	575.00	07/01/2019
40135	TANF STUDENT ASSISTANCE	TANF TUITION/BOOKS	-602.00	07/01/2019
40136	TANF STUDENT ASSISTANCE	TANF TUITION/BOOKS	-602.00	07/01/2019
40140	TANF STUDENT ASSISTANCE	TANF DUES/FEEES	-50.00	07/01/2019
40141	TANF STUDENT ASSISTANCE	TANF DUES/FEEES	-75.00	07/01/2019
40144	FIRST BANKCARD VISA	TANF DUES/FEEES/ CERTIFICATES	-12.00	07/01/2019
40152	TANF STUDENT ASSISTANCE	TANF DUES/FEEES/CERTS	-50.00	07/01/2019
40153	BLACKWELL DENTISTRY	TANF MEDICAL/DENTAL	-99.00	07/01/2019
40166	FIRST BANKCARD VISA	STAFF TRAVEL - LODGING	-145.00	07/01/2019
40214	FIRST BANKCARD VISA	FINANCE - LODGING, TRANSP, MEALS	352.00	07/11/2019
40225	GALLS	CRIMINAL JUSTICE - SUPPLIES	-7.01	07/15/2019
40232	FIRST BANKCARD VISA	STAFF TRAVEL - AIRLINE BAGGAGE	-180.00	07/15/2019
40234	TANF STUDENT ASSISTANCE	TANF DUES/FEEES	-75.00	07/16/2019
40270	JOSH SHORT PLUMBING INC.	BLDING MAINT REPAIRS	-95.00	07/23/2019
40285	UNIFORM STOP - STILLWATER	TANF STATE STUDENT ASSISTANCE OTHER	-37.96	07/25/2019
40287	CAREER TECH PRINTING SERVICES	MARKETING / ADVERTISING	-1.00	07/25/2019
40294	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	-37.96	07/29/2019
40300	FIRST BANKCARD VISA	TANF DUES / FEEES	-35.00	07/30/2019
40357	WAL-MART	TANF STATE CONSUMABLE SUPPLY	-130.57	08/14/2019
40375	FIRST BANKCARD VISA	FINANCE - LODGING	109.00	08/15/2019
40380	HARTMAN PUBLISHING INC	PN - RESALE BOOKS	-67.74	08/16/2019

PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval



CHANGE ORDER REPORT
GEN FUND-FOR OPERAT

From: 07 Sep 2019 to: 03 Oct 2019

PO #	Vendor Name	General Description	Amount	Date
40381	F A DAVIS COMPANY	PN - RESALE BOOKS	-95.10	08/16/2019
40386	B&H PHOTO-VIDEO	CHILD CARE LAB EQUIPMENT	-125.30	08/16/2019
40398	STAPLES ADVANTAGE	COMPUTER SERVICES - SUPPLIES	-8.02	08/19/2019
40399	LAMPTON WELDING SUPPLY	WELDING - SUPPLIES	-17.50	08/20/2019
40402	STAPLES ADVANTAGE	FINANCE - SUPPLIES	-64.04	08/20/2019
40409	FIRST BANKCARD VISA	PROF DEVELOPMENT - TRAVEL LODGING	-781.49	08/21/2019
40410	FIRST BANKCARD VISA	BITE NETWORK SYSTEMS - SUPPLIES	-27.12	08/21/2019
40420	EMERGENCY MEDICAL PRODUCTS INC	AT&D RESALE SUPPLIES	2.20	08/21/2019
40434	FIRST BANKCARD VISA	INSTRUCT DIRECTOR - LODGING	-389.08	08/22/2019
40436	PEARSON EDUCATION	CULINARY ARTS BOOKS	-3,311.47	08/23/2019
40438	STAPLES ADVANTAGE	CHILDRENS LAB - SUPPLIES	-17.63	08/23/2019
40444	JAMES E SCHAEFER	TANF STATE - STUDENT ASSISTANCE	4.50	08/23/2019
40446	FASTENAL COMPANY	BUILDING MAINT - SUPPLIES	0.01	08/26/2019
40447	HARLAND'S DIESEL SERVICE	BUS MAINT REPAIRS	1,182.61	08/26/2019
40448	WAL-MART	TANF STATE STUDENT ASSISTANCE OTHER	-19.14	08/26/2019
40453	SCHOLASTIC, INC.	CHILDRENS LAB - BOOKS	1.55	08/26/2019
40454	WAL-MART	CHILDRENS LAB - SUPPLIES	-9.48	08/26/2019
40455	WAL-MART	CHILDRENS LAB - SUPPLIES	-22.19	08/26/2019
40463	ALLIED ELECTRONICS	INDUSTRIAL TECH - SUPPLIES	-9.85	08/27/2019
40464	FASTENAL COMPANY	WELDING - SUPPLIES	-11.95	08/27/2019
40467	NATIONAL DROPOUT PREVENTION CENTER	INSTRUCT DIRECTOR - REGISTRATION	499.00	08/28/2019
40470	PEARSON EDUCATION	RESALE BOOKS	-79.91	08/28/2019
40475	FIRST BANKCARD VISA	STUDENT SERVICES/COUNSELING - SUPPLIES	-9.66	08/28/2019
40477	PONCA IRON & METAL, INC.	WELDING - SUPPLIES	-0.05	08/28/2019
40485	DISCOUNT SCHOOL SUPPLY	CHILDRENS LAB - SUPPLIES	-30.76	08/29/2019
40489	SWASFAA	FINANCIAL AID - REGISTRATION	-125.00	08/29/2019

PIONEER TECHNOLOGY CENTER

**Encumbrance For Board Approval
CHANGE ORDER REPORT
GEN FUND-FOR OPERAT**

From: 07 Sep 2019 to: 03 Oct 2019

PO #	Vendor Name	General Description	Amount	Date
40491	MEDICAL EQUIPMENT AFFILIATES	PN SUPPLIES RESALE	-0.05	08/29/2019
40500	FIRST BANKCARD VISA	TEACHER PREP - SUPPLIES	0.89	08/30/2019
40502	POCKET NURSE	HCC2 - SUPPLIES	-12.00	09/03/2019
40503	FIRST BANKCARD VISA	HCC2 - SUPPLIES	1.97	09/03/2019
40504	AUTOZONE	TANF STUDENT ASSISTANCE OTHER	-0.02	09/03/2019
40510	ALLIANCE HEALTH URGENT CARD	FIREFIGHTER/EMS - SUPPLIES	50.00	09/03/2019
40513	FIRST BANKCARD VISA	HCC2 - SUPPLIES	18.32	09/03/2019
40515	WAL-MART	CHILDRENS LAB - FOOD	-18.08	09/03/2019
40516	WAL-MART	TANF STATE STUDENT ASSISTANCE OTHER	-23.85	09/04/2019
40518	STAPLES ADVANTAGE	HCC1 - SUPPLIES	-1.46	09/04/2019
40519	STAPLES ADVANTAGE	BITE - SUPPLIES	-0.55	09/04/2019
40520	FIRST BANKCARD VISA	BITE ADMIN - BOOKS	-26.05	09/04/2019
40528	STAPLES ADVANTAGE	MAINTENANCE SUPPLIES	-1.49	09/04/2019
40531	BEN E. KEITH FOODS-OKLAHOMA	CHILDREN'S LAB SUPPLIES	-21.08	09/05/2019
40532	EVCO	CHILDRENS LAB - FOOD	-2.27	09/05/2019
40535	AMERICAN HEART ASSOCIATION	SAFETY RESALE SUPPLIES	-57.94	09/06/2019
40537	WAL-MART	TANF STATE STUDENT ASSISTANCE OTHER	158.30	09/06/2019
GEN FUND-FOR OPERAT TOTAL:			-19,207.36	
REPORT TOTAL:			-19,207.36	

Building

PIONEER TECHNOLOGY CENTER
From PO: 40035 to PO: 40039

Encumbrance For Board Approval
BUILDING FUND

PO #	Vendor Name	General Description	Amount	Date
40035	MNJ TECHNOLOGIES DIRECT, INC	FINANCE - EQUIPMENT	1,541.00	09/06/2019
40036	YOUNGER-HOLMES ELECTRICAL	MAJOR REPAIRS/REMODEL - BLDG FUND	1,450.00	09/11/2019
40037	DURO LAST ROOFING	BLDING MAINT REPAIRS	1,700.08	09/11/2019
40038	KNOWB4	ANNUAL SUBSCRIPTION	1,949.85	09/24/2019
40039	LOWE'S HOME CENTER INC	BLDING MAINT REPAIRS	1,335.00	09/27/2019
Current Encumbered			7,975.93	

Payroll

PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval

From PO: 70153 to PO: 70163

GEN FUND-FOR OPERAT

PO #	Vendor Name	General Description	Amount	Date
70153	STREETER, VALERIE S	PAYROLL ENCUMBRANCE	16,276.68	09/13/2019
70154	RANDOL, KAYLA D	PAYROLL ENCUMBRANCE	940.42	10/01/2019
70155	BOOKOUT, STEVEN B	PAYROLL ENCUMBRANCE	940.42	10/01/2019
70156	MCCONNELL, KELLEY J	PAYROLL ENCUMBRANCE	940.42	10/01/2019
70157	FEASTER, AMBER R	PAYROLL ENCUMBRANCE	940.42	10/01/2019
70158	LADNER, ZACHARY L	PAYROLL ENCUMBRANCE	940.42	10/01/2019
70159	PULLEY, DANA L	PAYROLL ENCUMBRANCE	940.42	10/01/2019
70160	BRADEN, VICKI A	PAYROLL ENCUMBRANCE	940.42	10/01/2019
70161	POLLAK, BRENDA J	PAYROLL ENCUMBRANCE	940.42	10/01/2019
70162	HUGHES, ROBERT J	PAYROLL ENCUMBRANCE	5,382.50	10/02/2019
70163	FRANTZ, MARY E	PAYROLL ENCUMBRANCE	558.67	10/02/2019
Current Encumbered			29,741.21	

Payroll

PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval
X CHANGE ORDER REPORT
GEN FUND-FOR OPERAT

From: 07 Sep 2019 to: 03 Oct 2019

PO #	Vendor Name	General Description	Amount	Date
70005	ABE INSTRUCTORS (FEDERAL)	BLANKET PAYROLL ENCUMBRANCE	36,040.00	07/01/2019
70006	ABE INSTRUCTORS (STATE)	BLANKET PAYROLL ENCUMBRANCE	-7,359.00	07/01/2019
70007	ABE INSTR / TEMP STAFF (LOCAL)	BLANKET PAYROLL ENCUMBRANCE	-7,388.25	07/01/2019
70008	ABE / TANF INSTRUCTORS	BLANKET PAYROLL ENCUMBRANCE	38,635.00	07/01/2019
70009	ABE / CORRECTIONS INSTRUCTORS	BLANKET PAYROLL ENCUMBRANCE	8,542.50	07/01/2019
70109	SUBS - CHILDREN'S LAB	BLANKET PAYROLL ENCUMBRANCE	-342.38	07/01/2019
GEN FUND-FOR OPERAT TOTAL:			68,127.87	
REPORT TOTAL:			68,127.87	

Monthly Report

October 2019

Meetings and Activities

- **September 11** – OkACTE Leadership Seminar for Division Officers
- 12 – Area Superintendent Meeting; Peachtree Landing Board Meeting; Hire Wisely Goals meeting; Culinary Arts planning with architect.
- 14 – Kay County Fair Booth
- 16 – Admin Team meeting; Westward Expansion planning meeting
- 17-18 – Superintendent Leadership Program; CTE Superintendent Meeting - Stillwater
- 19 – PTC Presentation for the Noon Ambucs; EMT Meeting; EMS Training Center Ribbon Cutting/Grand Opening
- 20 – NCLA Presentation planning meeting; Focused field of study discussion
- 23 – Meeting with Kathy Tippen, Census 2020; Area Principals' Meeting at PTC
- 24-27 – NCLA Best Practices Conference, Tucson, AZ
- 30 – ODCTE Accreditation Standard 1 Training - Stillwater
- **October 1** – Ponca City Chamber Business Council; Culinary Arts planning meeting
- 2 – 1 Million Cups presentation from Diamond Nutrition of Ponca City; Accreditation Team meeting; United Way Allocation Committee meeting
- 3 – University Center Board meeting; Oklahoma CTE Instructional Leaders meeting at PTC; Education and Workforce Meeting; Inst. Leaders meeting dinner at Marland Mansion
- 4 – Legislative meeting at Green Country Technology Center with Representative Fetgetter about Dropout Recovery legislation
- 7 – Admin Team meeting
- 8 – Tour of NE Technology Center and Mid America Industrial Park, Pryor; PTC Board Meeting

Full-Time Programs

- Kendra Keelin, Kahle Goff, Jennifer Wehrenberg and I had the opportunity to present about PTC's local program for supporting new teachers with our 3 year induction program and ODCTE's additional programs to support teachers at the state level.
- PTC hosted the career tech Instructional Leaders' Group on Oct. 3 and 4th. Kahle. We had the opportunity to showcase our school and the community with a campus tour and dinner at the Marland Mansion.
- Jared McMartin, Machine Tool Instructor, received notification that PTC was awarded a \$10,000 grant from the Gene Haas Foundation for the Machine Tool Program. The scholarships awarded from this grant can cover student tuition, books, the students' personal NIMS account, cost of individual NIMS credentials and small personal tools used for the program.

Business and Industry Services

- Oct. 25th – Community Builders Workshop at PTC – 9:00 am to 2:30 pm – Six community leaders will share about engagement in community leadership and “community building”. Molly Kyler is one of the local heroes scheduled to speak at the event.
- Oct. 30th – PC Chamber Lunch and Learn at PTC – Medical Marijuana Laws – 11:30 to 1:30 – presented by Mark Woodward, OSBI
- Leadercast Women will launch a new four part series of lunch and learn events – Nov. 12, Dec. 10, Jan. 14, and Feb 11.

Capital Planning

- EMS Training Facility – Down to the final touches: Sealant and backer rod at pavement joints, bollards around the fire hydrant and south doors, some gravel filling, door jamb painting on north door and east façade; east light fixtures moved out of the path of the rappelling from above.
- Traci, Kahle, Instructors, Mike Orr, Kevin Bell, Ryan Burkett met with architects, culinary consultant to review edits in design planning for culinary serving line, production kitchen and classroom.
- Met with Jordan Smith to discuss financing timeline and projections.

Upcoming Events

- October 10th – PTC Family Fun Night at PTC – 4:30 pm
- October 14-15th – Sophomore Tours
- October 18, 21st – Fall Break
- October 25th – PTC’s Fall Festival
- October 29 – Region 3 OSSBA Training at Enid Administration Building Board Room – 5:30 – 8:30 pm

Directors' Report to the PTC Board of Education – October 2019
(Alphabetic by Area)

Business & Industry Services & Safety

- The BIS team conducted over **131** one-on-ones/consults. Totaling a **123.5** hours of counseling.
- Ben Evans and Robert Howard all assisted clients that resulted in client savings of approximately **\$8,600**.
- The team generated **7,924** contact hours and over **13,000** enrollments.
- Some of the revenue generated from AT&D, Safety and Leadership Development training this past month totals just over **\$43,000**.
- Of the 19 AT&D on-campus classes starting in September – Nine of the classes offer certifications upon successful completion for either new jobs or continued certification in current. Breakdown is as follows:
 - Advanced Welding 12
 - Beginning Welding 13
 - Security Guard 8
 - MAT 12
 - CNA 9
 - Automotive HVAC 3
 - MAT Update 5
 - CPR 12
 - School Bus Driver 4
 - Total Students 78
- In entrepreneurial services we have 13 initiated LivePlan licenses (business plans) and six of those are currently active.
- Ben Evans hosted the Oklahoma Tax Commission Tax Class this past month, four attended.
- Ben is in this year's Leadership Blackwell program in addition to his other service activities such as Kay County Sheriff Alumni Board, Blackwell Chamber Board, and AllianceHealth's Patient Advisory Committee.
- Corbin Dewitt coordinated an OMPA CUP Training, Customer Service, updating our skills with 15 attending and then a Manger Tool Belt with 21 enrolled.
- Corbin is serving as a tri-chair for Leadership Ponca City. It is a three year commitment and it complements his leadership responsibilities at PTC and rounds his community involvement with the Marland Children's Home, PC Tourism, and the Kaw Lake Education Foundation.
- Dawn Brakey coordinated a National PTAC day and held it at City Central. She continues to devote some of her leadership abilities to the Golden Villa Board, Leadership Newkirk, and Professionals Today activities.
- Janet Purdy got married . . . her new name is Janet Schwabe. Congrats to Janet!
- Janet and Molly attended the PCDA board meeting for September. Janet also participated on the Oklahoma Manufacturing Alliance's strategic planning committee and the executive business council in Alva.
- Jeff Lockett coordinated Healthy Soils Workshop, USDA with 31 attending.

- In Jeff's role on Wheatland RCD, they are going through the process to hire a new staff member.
- Partnering with Central Tech, Johnny Thornburgh has 3 attending Truck Driver Training program.
- Johnny has been working closely with Gary Vap to help get his students fit tested and to help host a contingency of South Koreans for a live burn via OSU/FST's program.
- Johnny and Traci presented to the AMBUCS group about the new EMS training facility. Johnny also serves on the Opportunity Center Board.
- Robert Howard coordinated with SHRM - Small Things Big Difference – Lunch n Learn with 17 attending. He also coordinated with Ponca City Chambers - Active Shooter Training with 31 attending.
- This past month Robert also attended the 1 Million Cups Conference in St. Louis, along with his participation on the SHRM Board, Cherokee Strip Credit Union Board, and AllianceHealth Board of Trustee.
- Sylvia Urioste coordinated with Otoe housing for Maintenance Tech training with 4 attending and then an AAA Defensive Driving program with White Eagle with 20 attending.
- Carl Storm conducted safety audits in our PTC full-time programs and offices.
- Molly Kyler attended the STEM Task Force meetings at the UC, the ODCTE supt. meeting and Ditch Witch tour in Stillwater, a Graphic Facilitation Workshop at Autry Tech, and Senator Treat's presentation at Ponca Politics.
- Molly Kyler facilitated a strategic thinking session for the Equity Bank NOK local and corporate leadership.
- The BIS team hosted the HR and Procurement managers from Albertson's warehouse for the September T&I breakfast.
- The most recent 1 Million Cups presenter was TJ Huston from Diamond Nutrition. The November presenter hasn't been determined yet.
- The BIS Team attended the ribbon cutting for the PTC EMS training facility.
- Members of the team also participate in the PCDA's monthly Business on the Balcony event at City Central.
- Twenty-two new businesses in our district were established during the month of September. Gail sent information about BIS and an offer for a free fire extinguisher, team building or personal growth training.

On the horizon...

- October 3 Manger Tool Belt series continues, last day for MTB will be October 24th
- October 15/17 Ponca City Fire – VEIS – Training Tower
- October 18 Central Tech Truck Driver Training Program has a graduating class at PTC
- October 9/10 QuickBooks 101 for Contractors and QuickBooks 101 Retail Businesses
- October 25 NextGen Oklahoma Leaders – Community Builders
- October 30 Medical Marijuana: Impact, Information, Impairment for Ponca City Chamber
- November 6 1 Million Cups – Presenter TBA
- November 12 Leadercast Women – Take Courage –4-Session lunch & Learn event

Communications & Marketing

- Terri Busch and Angie Ogden both attended the OKSPRA Meeting at Moore Norman.
- Assisted Johnny Thornburgh with items for the Made in America conference including promo items from marketing that were made in America.
- Fliers were created by Angie Ogden for numerous events on campus. Marketing is distributing and posting flyers throughout the building as to create a uniformity.
- Video footage was shot by Terri Busch and Dana Pulley for the Recruitment video which will be completed for 8th/Sophomore visits. Angie Ogden also did photography for future ads.
- More emergency evacuation maps were printed for rooms and will be placed on walls by the Facilities team.
- Terri Busch attended the Safety and Security Committee meeting.
- Angie Ogden designed and Mike Orr installed a window cling to the desk space marked for Pioneer Tech at City Central.
- A Communications and Marketing google form was created by Terri Busch so needs can be fulfilled quickly and efficiently covering all C&M avenues. We have had over 10 requests so far.
- Terri Busch met with the Holiday Market team and a date has been chosen, Nov. 21st. Our plan is to raise money for CTSO on the day of the Thanksgiving Dinner, promoting for people to come and shop in the seminar center before or after lunch. Programs will provide crafts and staff is signing up for baked goods that will be sold. Our goal is to raise \$1200 for the CTSO fund.
- Holiday Marketing graphics were created by Angela Ogden along with ads to promote the dinner and shopping experience and specialized gift tags for all the merchandise.
- We assisted with Tall Grass tour by providing items that were needed for the booth.
- Many, many social media posts were made as well as updates to the website.
- Terri Busch created videos for Manager's Tool Belt and for Bid Assistance.
- New community PowerPoints were updated for Superintendent.
- Assistance/photos were taken at the SkillsUSA chapter meeting. Officer pictures were sent to the newspaper.
- Email blasts were sent out for both AT&D and BIS.

Instructional Services

Instructional Directors:

- Dr Burkett attended OSSBA Discipline Workshop
- Dr. Burkett, Mrs. Keelin, and Mrs. Allen facilitated the Fun Friday ice cream fundraiser to support PTC's CTSOs
- The director team attended a meeting with Unifirst work wear to investigate uniform options
- Dr. Burkett and Mr. Kirkendall met with Regina Vidricksen from the Pioneer Woman Museum Board to discuss a live work project
- Mr. Goff and Mrs. Keelin attended Cowley Day
- The director team attended the ribbon cutting for the Emergency Services Training Center
- Dr. Burkett taught the first sessions of a Google Classroom evening course for area instructors
- The director team attended the Area Principal's Meeting where we discussed internships, chronic absenteeism, the A-F report card, academic course offerings, and recruitment
- Dr. Burkett and Mr. Goff met with the Culinary staff to discuss the vision for the future of the program and first steps to move in that direction
- Dr. Burkett attended Prairie to Palate at the Pioneer Woman Museum
- The directors met with the Enrollment Management Team to discuss Sophomore Tour plans
- Dr. Burkett met with the United Way committee and the Holiday Market committee to plan

events

- Dr. Burkett assisted Student Services in setting up and conducting the first Simulated Workplace Quarterly Performance Review in the career center
- Kendra Keelin attended SRN and NERA Board Meetings
- Kahle Goff, Kendra Keelin and Traci Thorpe presented at the NCLA National Conference on Teacher Induction Program at PTC.
- Kahle Goff, Kendra Keelin, Mary Allan, Ryan Burkett, Traci Thorpe attended meeting with NOC about collaboration regarding the Allied Health Programs as well as Cyber Security

Health, BITE and Special Programs

Academic Math: (Erika Johnson)

- Algebra 2: In Algebra 2, we are analyzing linear graphs, direct variation, and domain/range. The focus on graphs becomes more analytical than methodical in Algebra 2 vs Algebra 1 and the students are successfully making the transition.
- Geometry: Students in Geometry are practicing complex perimeter and area problems. They are performing unit conversions. We will be transitioning into using logic, reasoning, and proofs very soon.
- Math Analysis: Math Analysis has completed factoring and moved on to function analysis and notation. They will be analyzing a wide variety of graphs and data.
- Math of Finance: Students have progressed through the introduction to math of finance and savings. They are proceeded into the Chapter on Budgeting. They have looked at bank statements and check registers and discussed how to balance the check book.

HCC1: (Caitlyn Clark and Amber Feaster)

- CareerSafe- students have completed and obtained certifications.
- Students have started and are working on:
 - a. Anatomy Introduction to the Body, Chemistry of Life, and The Skeletal System
 - b. Core Health Care Delivery System, Communication, Teamwork Units
 - d. Medical Terminology Introduction, The Human Body in Health and Disease; The Skeletal System
- Career Center: all first year students are studying and continuing to work on obtaining their Workkeys certifications. HCCII Students are learning communication techniques during Employability Training on Friday's.
- Simulated Workplace: We have received our uniforms and have implemented all our policies.

HCC2: (Amber Feaster)

- Long Term Care Aide & Home Health Care Nursing Aide: We are working hard at finishing curriculum. As well as practicing skills in the classroom and taking practice tests. CNA Clinicals are scheduled for October 7-10th from 8:00 am-5:00 pm. CNA Certifications Exams are scheduled for October 22-24.
- Career Center: 4 students are studying and continuing to work on obtaining their workkeys certifications. HCCII Students are learning communication techniques during Employability Training on Friday's.
- Simulated Workplace: We have received our uniforms and have implemented all our policies.
- Tallgrass Tour Rest Stop: HCC helped host/volunteer at a water stop on September 28, 2019. Our theme was Beach Boys where we played games and handed out water and snacks to bicycle riders.
- Constitution Day: Mrs. Feaster's HCC Classes held a voter registration booth at the Constitution Day Assembly on September 11, 2019 for a community service project.

- HOSA: We hosted a HOSA Kickoff on September 20, 2019 for the Health students and staff where we oriented students to HOSA, played games, and raised \$200 for our National Pediatric Cancer Foundation. We have had several meetings to prepare our High School State Officer Applicants to compete for office.

ABE/HSE: (Wendy Terrazas)

- We currently have 93 students enrolled.
- 3 more completed requirements to graduate

New Beginning: (Wendy Burg)

- 28 students in New Beginning
- 5 PN students
- 3 students in Long Term Nurse Aide
- 4 new students
- 3 students received employment in their field of study

BITE: (Zac Ladner and Dana Pulley)

- Both programs are off to a great start with the BITE IT program having an enrollment of 10 adults and 14 High School students. The BITE Administration program has 7 adults and 15 HS students.
- The Bite IT program has some very excited students making up an AM and PM CyberPatriot teams. These teams are made up of HS students from our sending schools. Their first competition is in November.
- Both classes toured the Kay County Detention Center on Tuesday, Sept. 24 and learned of the different job opportunities available at the facility dealing with IT and administrative type duties.
- The Bite IT program is scheduled to attend OSU It's Career Encounters on October 8th.
- 12 students will be attending the BPA Fall Leadership Conference in Norman October 15

Children's Lab and Preschool: (Lora Walton)

- Osage Nation completed a licensing compliance visit. The Lab was in total compliance.
- 1 Early Childhood major and 1 Early Education major from NOC observed in the Preschool Classroom once and did a lesson once
- 1 Health & Nutrition student from Cowley College observed Kindal Eller in the management of the kitchen and meal preparation.
- Lora Walton and Amanda Jurina attended the Oklahoma Child Care Association Conference at the Hard Rock Convention Center in Tulsa. Lora attended Capturing Kids Hearts in Goddard, Kansas.
- Vicki Braden, Lora Walton, Kindal Eller, and Danielle Cross completed their CPR renewal.
- The Lab currently has full enrollment and has 40 children on the waiting list.
- Lora Walton, Amanda Jurina, and Vicki Braden worked the PTC fair booth.
- Lora Walton trained 35 Early Childhood teachers in setting up Childcare Environments.

Teacher Prep: (Vicki Braden)

- Ms. Lora Walton spoke to us on two topics: The Life of a Preschool Director and The Importance of Organization.
- We took a field trip to Ronald McDonald House to deliver pop tabs and heard a very interesting speaker.
- Another field trip to Lakeshore Teacher Shop was incredible. There sales representative divided the students in to small groups and gave each a children's book. She then gave each group a lesson plan/scavenger hunt to take throughout the store to create age appropriate lessons with materials. She had each group defend their purchases. It was an outstanding learning

opportunity for the students.

- Jeremy Reby from the KCHD providing the certificate training for Food Handlers.

T&I and Service Programs:

- **Automotive (Kyle Renfrow)**
 - Now servicing Sheriff's Department trucks
 - Two automotive students are PM SkillsUSA officers
 - Automotive has a walktober team of students and instructor
- **Construction (James Kirkendall)**
 - Completed live work blind build
 - Starting work on holiday market projects
 - Starting work on Pioneer Woman Museum chicken coop
- **Cosmetology (Kayla Randol)**
 - CHI came and taught a hair smoothing systems class and also taught on how to use hot tools
 - 2nd year students are reviewing all skills and preparing for the salon to open to the public on Oct. 8th
 - SkillsUSA Officers elected and conducted first quarterly meeting on 9.27.19
- **Criminal Justice (Tom Burg)**
 - Students assisted with parking and security at Oktoberfest
 - Bicycle Rodeo was a big success
 - Studying Constitution Law
 - Visited PCPD Training Center
 - Several students doing ride-alongs outside of school hours
- **Culinary Arts (Brenda Pollak)**
 - Participate in our FCCLA PI Meeting
 - Had a student participate in the SkillsUSA officer training
 - Had several students volunteer and help with the Cherokee Strip Golf Classic
 - Have had several students volunteer for different events at Affairs to Remember
- **Firefighter/EMT (Gary Vap)**
 - Students are progressing through EMT basic and Firefighter I
 - On the 16th we had officials and instructors from OSU-FST on campus with 12 firefighters from the Republic of South Korea
 - We used our new training facility to do fire behavior burns for our guests, and culinary provided lunch for them
 - Afterwards the Korean students came to the FF/EMT classroom and I presented a fire flow path demonstration/presentation using our fire behavior training prop
- **Fleet & Facilities (Steve Bookout)**
 - Community service project between FFM and construction class for Festival of Angels. Rebuilding the portable building used at the park exit for volunteers. FFM is rebuilding the frame and construction is building a new building.
- **Industrial Technology (Chuck Rector)**
 - I obtained my official teaching certificate
 - Repaired donated popcorn machine...and making money using it.
 - Kenyatta Leal and Mason Williams completed a prototype (drawings and 3D model) of a Pontoon Cleaner.
- **Machine Tool (Jared McMartin)**
 - Received a \$10,000 Grant from the Gene Haas Foundation. Will support scholarships for

adult students and SkillsUSA competitions

- Researching NIMMS Certification options for Computer Aided Manufacturing
- 1st year students are working on threading
- **Welding (Ian Freeman)**
 - We have been working on a cart for the Industrial Tech popcorn machine. We're working on several field trips with both local and OKC/Tulsa area businesses.
 - I have been getting in touch with welding industry partners around the globe in hopes that we can get either educational information, "swag", or hopefully a guest speaker soon.
 - I've been working with Bob Moffatt at Cowley County on doing some videos here on campus in the near future.
 - Have fire extinguisher safety training with Gary in the next week or so and am working with Carl Storm to see about getting some sort of a safety certification for the students.

Student Services

Student Services:

- Sheila, Lacey, Whitney, and Karen worked the Kay County Fair Booth. (Lori got rained out ☹) September was a busy month of professional development, enrollment for the PN class and SWP activities with the Career Center staff. Carol and I participated in the Cowley College counselor day. We also had tours from the junior/senior classes at Medford and the Girl Scouts.

Career Center:

- Students continue to work in their assigned curriculum and encouraged to acquire their WorkKeys Certificate. Please stop by and look at the WorkKeys Wall of Fame.
- Job readiness soft skills have completed the first month of communication. Students seemed to really enjoy it and it's been fun participating in all of the activities. For October we will start time management and responsibility.

Career Development Facilitator:

- The 8th graders participated in problem solving and communication activities during the month of September and are working on OKCareerGuide during the month of October.
- SLA has shot their parts in the recruitment video for this year and are gearing up for the sophomores later this month!

Assessment Facilitator:

- Lori and I attended several meetings together this month. At the NTHS advisors meeting, Lori was elected as Seat 5 representative and I was elected as Secretary. Final preparations were made for the NTHS Fall Conference in Tulsa. We attended the state OKLAHOMA ASSOCIATION OF TESTING PERSONNEL (OATP) conference in Oklahoma City, where some interesting discussions took place with the recent headlines about testing integrity. Scott, Kevin, Janice and I discussed when would be a good time to upgrade the testing center for new PearsonVue updates that have to be implemented before January 1, 2020 and how they would impact our current testing. 79 tests were administered this month. Carol and I visited Garaga with Johnny to visit with them about WorkKeys testing their potential employees.

Disabilities Specialist/Job Placement Facilitator:

- Completed CTTC Proctor Training for the Assessment Center.
- Continued attending IEP meetings with sending schools.
- Completed Register Blast Training to add accommodations to qualifying students.
- Set up EdPlan (IEP Paperwork) access with two of our sending schools.

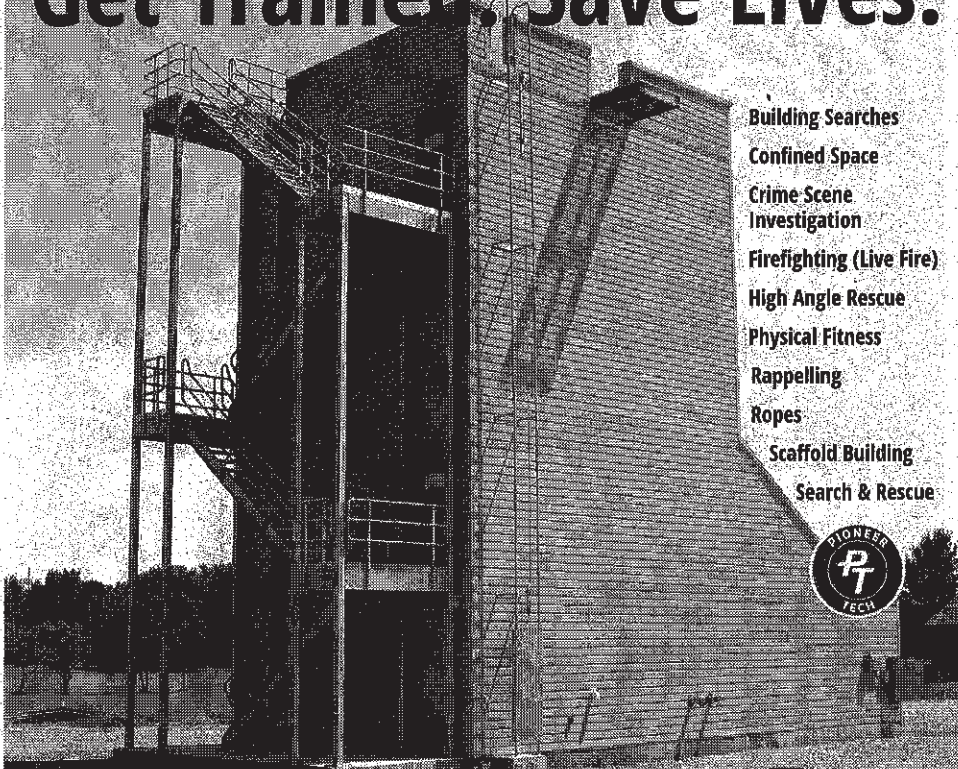
Plant/Facilities

- Roofing contractor on site to help identify and repair roof leaks.
- Campus Security committee identified and recommends continuing the installation of safety film on glass window and doors in the B-Area and south dining room glass.
- Received an estimate for furniture for the westward expansion.
- Mike to attend a facilities managers meeting at Autry Technology Center October 3rd, 2019.
- Mike to attend a three day course for Clearly Act training in Stillwater October 8-10, 2019.
- Annual (Jeanne Clery Act) Campus Safety and Security Report updated and uploaded to PTC website and sent to on-line staff October 1, 2019. <https://www.pioneertech.edu/wp-content/uploads/2019/09/PTC-2019-Campus-Security-Report.pdf>
- Quotes to PTC board for approval (parking lot repairs.)

Paperclips

September 2019

Get Trained. Save Lives.



- Building Searches
- Confined Space
- Crime Scene Investigation
- Firefighting (Live Fire)
- High Angle Rescue
- Physical Fitness
- Rappelling
- Ropes
- Scaffold Building
- Search & Rescue



Schedule Your Training Today

Contact Johnny Thornburgh at (580) 718-4328 or johnnyt@pioneertech.edu

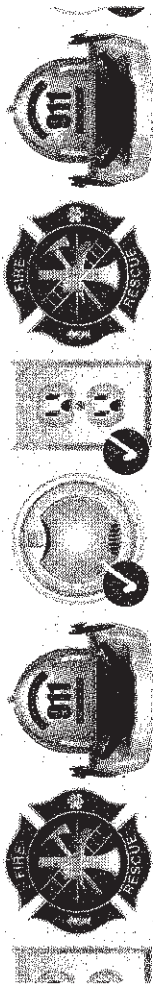
Ponca City News
Sept. 28, 2019

PAGE 4-C - THE PONCA CITY NEWS, SATURDAY, SEPTEMBER 21, 2019

(First Published in
The Ponca City News
September 20 & 21, 2019)
PUBLIC NOTICE

All having a claim against the Pioneer Technology Center Public School District #13, are notified that all invoices and required documentation pertaining to an approved purchase order for services rendered or goods or materials delivered pursuant to that purchase order must be recorded with the encumbrance clerk of the district on or before the 30th day of September, 2019, covering all debts now unpaid and incurred during the period of the prior fiscal year, beginning on July 1, 2018, and ending on June 30, 2019, or the claim upon which the invoices or purchase order is based shall be void and forever barred.

Ponca City News - Sept - 28, 2019

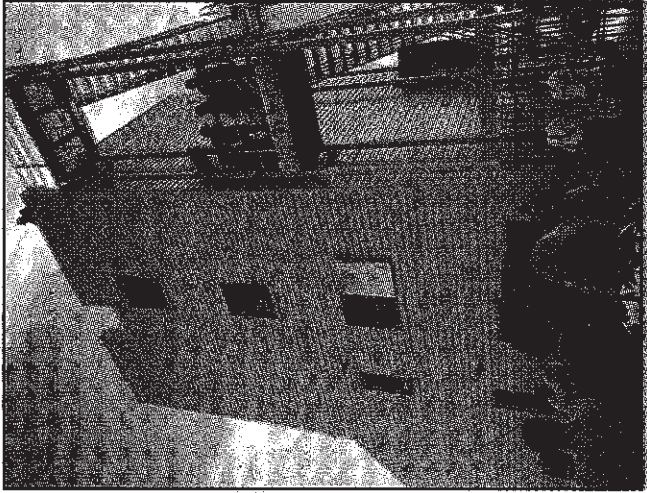
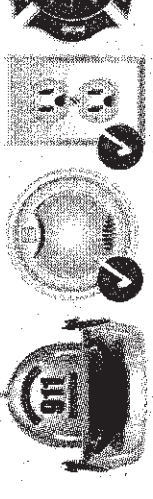


Grand opening of the Emergency Services Training Center



Pictured left to right Mike Orr, PTC; Gary Vap, PTC; Jason Johnson; Joe Denoya; Donna Hingtgen; Traci Thorpe, PTC; Brett Smith; Dave Hingtgen; Bart Snyder, P66; Johnny Thornburgh, PTC; Tom Burg, PTC and Kahle Goff, PTC.

Members of the Ponca City Fire and Life Safety Council along with the Pioneer Technology Center (PTC) staff and community members celebrated the grand opening of the Emergency Services Training Center. The Ponca City Chamber of Commerce was on hand for the ribbon cutting as well. The new center is multifunctional for not only fire and law enforcement services, but to schedule training call for safety as well. PTC's Johnny Thornburgh 580-718-4328 or visit their website www.pioneerotech.edu.



Students on the Emergency Services Training Center tower.

Pioneer Tech's new Emergency Services Training Center

"The new EMS Training Center gives availability and accessibility for agencies to meet the expense of training staff in a timely manner, which in turn will impact district partners with better prepared service providers," said Traci Thorpe, Superintendent/CEO of Pioneer Tech.

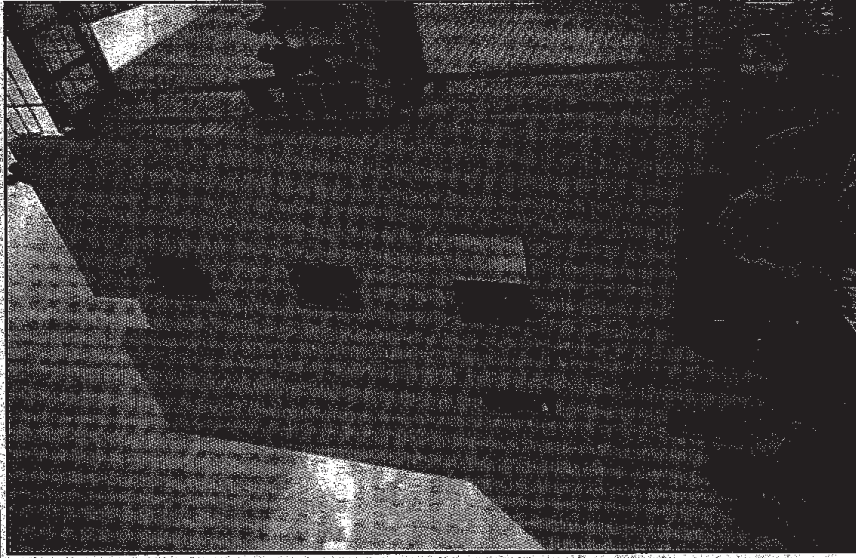


SEPTEMBER STUDENTS of the Month.jpg Christian (CJ) Holdeman and Cassie Steiner are the Pioneer Technology Center (PTC) September Students of the Month. CJ Holdeman, a senior at Blackwell High School, represents the Automotive Service Technology program at PTC. According to his instructor, Holdeman is always on time and is a solid class leader who is dedicated and respected in class. Cassie Steiner, a senior from Newkirk High School, is enrolled in the PTC Health Careers Certification (HCC) program. According to her instructor, Steiner is a natural leader who serves as this year's HCC HOSA Treasurer, as well as the Health Careers Certification Assistant Supervisor for PTC's Simulated Workplace. Steiner is prompt to arrive in class with her homework complete and has a positive, energetic attitude. Pictured left to right are CJ Holdeman and Cassie Steiner. For more information about Pioneer Technology Center's programs and initiatives, call 580-762-8336 or visit their website www.pioneertech.edu.

WEEKEND EDITION

September 21, 2019

Ponca City, Oklahoma



MEMBERS OF THE Ponca City Fire and Life Safety Council along with the Pioneer Technology Center (PTC) staff and community members celebrated the grand opening of the Emergency Services Training Center. The Ponca City Chamber of Commerce was on hand for the ribbon cutting as well. The new center is multifunctional for not only fire and law enforcement services, but for safety as well. PTC's business and industry clients can acquire advanced safety skills with customized training to meet specific needs. Pictured left to right: Mike Orr, PTC; Gary Vap, PTC; Jason Johnson; Joe Denoya; Donna Hingtgen; Traci Thorpe, PTC; Brett Smith; Dave Hingtgen; Bart Snyder, P66; Johnny Thornburgh, PTC; Tom Birg, PTC and Katie Goff, PTC. For more information about Pioneer Technology Center's EMS Training Center or to schedule training call Johnny Thornburgh 580-716-4328 or visit their website www.pioneerotech.edu

Pioneer students



Christian (CJ) Holdeman, left, and Cassie Steiner are the Pioneer Technology Center (PTC) September Students of the Month. Holdeman, a senior at Blackwell High School, represents the automotive service technology program at PTC. According to his instructor, Holdeman is always on time and is a solid class leader who is dedicated and respected in class. Steiner, a senior from Newkirk High School, is enrolled in the PTC Health Careers Certification (HCC) program. According to her instructor, Steiner is a natural leader who serves as this year's HCC HOSA treasurer, as well as the Health Careers Certification assistant supervisor for PTC's Simulated Workplace. Steiner is prompt to arrive in class with her homework complete and has a positive, energetic attitude. For more information about PTC's programs and initiatives, call (580) 762-8336 or visit www.pioneertech.edu. (Courtesy Photo)

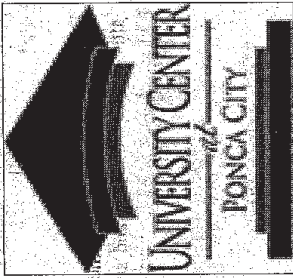
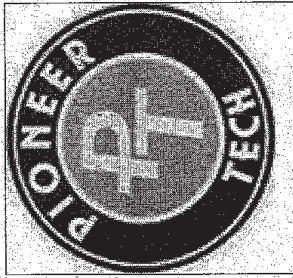
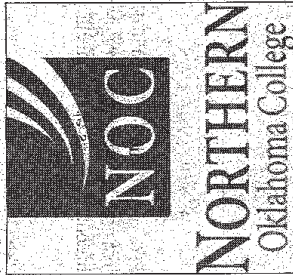
NOC Partners with PTC and UC for Biology Class

Northern Oklahoma College, Pioneer Career Technology Center, and the University Center are partnering in Fall 2019 to offer a biology class for college students in the Ponca City area.

Students can take a day or evening class with lecture offered by NOC via interactive television through the University Center and then enroll in a lab offered on site at Pioneer Tech.

"Students enrolled with NOC through the UC have had access to classrooms but not laboratories at the UC," said NOC Vice-President for Academic Affairs Dr. Pam Stinson. "Through this partnership of three educational entities, students have gained access to a wider range of coursework and facilities to complete their degrees."

"PTC is pleased to be able to make the lab classroom available in a partnership with NOC and the University Center," said



Traci Thorpe, Pioneer Tech Superintendent. "We all have a mission to offer high quality educational programs and services and are excited to offer this opportunity in our area. This collaboration makes it easier for local students to achieve their future goals."

"NOC and Pioneer Tech have once again proven that we will do whatever it takes to remove barriers for students to earn their degrees," said University Center CEO Adam Leaming. "The UC is optimistic more students will pursue their degree knowing this option has now become available."

Dr. Stinson added OSU Gateway Program

in Stillwater, online, and the University Center in Ponca City.

In 2019, NOC celebrated the 20-year anniversary of the Enid campus and a 15-year partnership with OSU for the Gateway Program.

NOC is accredited by the Higher Learning Commission and offers associate degrees in three general areas: Arts, Science and Applied Science. The associate degree fulfills lower-division course work which is applicable towards a bachelor's degree.

Call (580) 628-6200 for more information about Northern Oklahoma College or visit www.noc.edu.



Photo Submitted

Pioneer Technology Center September Students of the Month

Pictured above, Christian (CJ) Holdeman and Cassie Steiner are the Pioneer Technology Center (PTC) September Students of the Month. CJ Holdeman, a senior at Blackwell High School, represents the Automotive Service Technology program at PTC. Cassie Steiner, a senior from Newkirk High School, is enrolled in the PTC Health Careers Certification (HCC) program. For more information about Pioneer Technology Center's programs and initiatives, call 580-762-8336 or visit their website www.pioneertech.edu.

SEPTEMBER 18, 2019

Ponca City Area SHRM members hold meeting

Mark is the owner of Teachable Moments. Create training that will take your workplace to the next level. This is our heart and soul. We will earnestly listen to gain clarity about your work place dreams and/or issues. It is important to us to develop, cultivate and maintain our working relationship.

The Ponca City Area SHRM was organized in April, 2006 and currently has 57 members from the surrounding area Ponca City, Tonkawa, Newkirk

Blackwell, Fairfax and Arkansas City area. The purpose of the local SHRM chapter is to provide a local forum for personal and professional development. The local SHRM provides an opportunity to develop leadership skills, a local networking arena, as well as providing programs to support and inform members on subjects that interest business owners and Human Resource professionals. SHRM encourages every busi-

ness owner to have a member join the SHRM chapter for continuous Human Resources information and networking opportunities. The Ponca City Area SHRM chapter encourages all interested business and human resource personnel to attend these meetings. All meetings are held at Pioneer Technology Center Room B131 on the second Wednesday during January, March, May, September, November and December. According to

Dr. Howard if you are connected to Human Resources in your organization it is essential to belong to this organization for Professional growth.

Please plan to attend and RSVP. Dr. Robert Howard, President at 718-4239 or RobertH@pioneerftech.org. This meeting will be held at Pioneer Technology Center in B131 at 1:30 a.m. All attendees may go through the cafeteria for lunch or bring their lunch into the meeting room.



THE PONCA CITY AREA SHRM group was organized in 2006. They meet the second Wednesday in January, March, May, September, November and December. Pictured are officers Jessica Fields, Paula Michael, Linda Smith, Dr. Robert Howard, Ariana Alva and Casey Pruitt. Not pictured are Rita Gravel, Stan Bowman, Terry Brown and Richard McReynolds.

(Published in The Ponca City News
September 14, 2019 - 10)

Publication Sheet - Board of Education
Financial Statement of the Various Funds for the Fiscal Year Ending June 30, 2019, And
Estimate of Needs for Fiscal Year Ending June 30, 2020, of Pioneer Technology Center
School District No. AVTS # 13, Kay County, Oklahoma

STATEMENT OF FINANCIAL CONDITION AS OF JUNE 30, 2019		GENERAL FUND DETAIL	BUILDING FUND DETAIL	CO-OP FUND DETAIL	NUTRITION FUND DETAIL	
ASSETS:						
Cash Balance June 30, 2019		\$ 511,761.22	\$ 54,019.42	\$ 0.00	\$ 0.00	
Investments		\$ 2,369,491.24	\$ 4,672,256.04	\$ 0.00	\$ 0.00	
TOTAL ASSETS		\$ 3,051,252.46	\$ 4,726,275.46	\$ 0.00	\$ 0.00	
LIABILITIES AND RESERVES:						
Warrants Outstanding		\$ 424,977.29	\$ 28,853.90	\$ 0.00	\$ 0.00	
Reserve for Interest on Warrants		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
Reserves From Schedule 8		\$ 283,394.09	\$ 630,699.94	\$ 0.00	\$ 0.00	
TOTAL LIABILITIES AND RESERVES		\$ 708,371.38	\$ 659,553.84	\$ 0.00	\$ 0.00	
CASH FUND BALANCE (Deficit) JUNE 30, 2019		\$ 2,372,881.08	\$ 4,066,721.62	\$ 0.00	\$ 0.00	
ESTIMATED NEEDS FOR FISCAL YEAR ENDING JUNE 30, 2020						
GENERAL FUND			SINKING FUND BALANCE SHEET			
Current Expense	\$ 12,980,224.99		1. Cash Balance on Hand June 30, 2019	\$ 0.00		
Reserve for Int. on Warrants & Revaluation	\$ 0.00		2. Legal Investments Properly Maturing	\$ 0.00		
Total Required	\$ 12,980,224.99		3. Judgments Paid To Recover By Tax Levy	\$ 0.00		
FINANCED:			4. Total Liquid Assets	\$ 0.00		
Cash Fund Balance	\$ 2,372,881.08		Deduct Matured Indebtedness:			
Estimated Miscellaneous Revenue	\$ 4,287,617.20		5. a. Past-Due Coupons	\$ 0.00		
Total Deductions	\$ 6,660,498.28		6. b. Interest Accrued Thereon	\$ 0.00		
Balance to Raise from Ad Valorem Tax	\$ 6,319,726.71		7. c. Past-Due Bonds	\$ 0.00		
ESTIMATED MISCELLANEOUS REVENUE:			8. d. Interest Thereon after Last Coupon	\$ 0.00		
1000 District Sources of Revenue	\$ 969,027.67		9. e. Fiscal Agency Commissions on Above	\$ 0.00		
2100 County 4 Mill Ad Valorem Tax	\$ 0.00		10. f. Judgments and Int. Levied for Unpaid	\$ 0.00		
2200 Co. Apportionment (Mortgage Tax)	\$ 0.00		11. Total Items a. Through f.	\$ 0.00		
2300 Resale Property Fund Distribution	\$ 0.00		12. Balance of Assets Subject to Accrual	\$ 0.00		
2500 Other Intermediate Revenue	\$ 0.00		Deduct Accrual Reserve if Assets Sufficient:			
3810 Formula Operations	\$ 2,063,338.00		13. a. Earned Unmatured Interest	\$ 0.00		
3820 Existing Industry/Bid Assist/Agent	\$ 98,957.00		14. b. Accrual on Final Coupons	\$ 0.00		
3840 Firefighter Training	\$ 1,316.00		15. c. Accrued on Unmatured Bonds	\$ 0.00		
3850 TANF and Dropout Recovery	\$ 107,759.00		16. Total Items g. Through i.	\$ 0.00		
3864 Mentor Teacher	\$ 2,250.00		17. Excess of Assets Over Accrual Reserves ** (Page 2)	\$ 0.00		
3892 Oklahoma Lottery Grant Funds	\$ 148,231.44		SINKING FUND REQUIREMENTS FOR 2019-2020			
3170 Trailers and Mobile Homes	\$ 0.00		1. Interest Earnings on Bonds	\$ 0.00		
3840 Industry/Safety	\$ 113,851.00		2. Accrual on Unmatured Bonds	\$ 0.00		
3200 State Aid - General Operations	\$ 0.00		3. Annual Accrual on "Prepaid" Judgments	\$ 0.00		
3300 State Aid - Competitive Grants	\$ 0.00		4. Annual Accrual on Unpaid Judgments	\$ 0.00		
3400 State - Categorical	\$ 19,397.04		5. Interest on Unpaid Judgments	\$ 0.00		
3300 Special Programs	\$ 0.00		6. Credit to School Dist. No. & No.	\$ 0.00		
3600 Other State Sources of Revenue	\$ 0.00		7. Credit to School Dist. No. & No.	\$ 0.00		
3700 Child Nutrition Program	\$ 0.00		8. Annual Accrual from Exhibit KK	\$ 0.00		
3800 State Vocational Programs	\$ 0.00		Total Sinking Fund Requirements	\$ 0.00		
4600 ABE, Literacy, TANF and GED	\$ 231,031.12		Deduct:			
4821 Carl Perkins and TCTW	\$ 93,682.00		1. Excess of Assets over Liabilities (if not a deficit)	\$ 0.00		
4836 Bid Assistance	\$ 22,153.00		2. Surplus Building Fund Cash	\$ 0.00		
4852 TANF	\$ 193,000.00		3. Contributions From Other Districts	\$ 0.00		
4874 PELL	\$ 208,428.30		Balance To Raise	\$ 0.00		
4877 SEOG / Work Study	\$ 4,877.10					
4700 Child Nutrition Programs	\$ 10,318.53					
4800 Federal Vocational Education	\$ 0.00					
5000 Non-Revenue Receipts	\$ 0.00					
Total Estimated Revenue	\$ 4,287,617.20					

S.A. & I. Form 2562R06 Entity: Pioneer Technology Center AVTS # 13, Kay

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		SINKING FUND
** If line 12 is less than line 16 after omitting "1" deduct the following each in turn from line 4. "Total Liquid Assets"		
13d. 1. Unmatured Coupons Due Before 4-1-2020		\$ 0.00
14d. 1. Unmatured Bonds So Due		\$ 0.00
15d. 1. Whatever Remains is for Exhibit KK Line B.		\$ 0.00
16d. Deficit as Shown on Sinking Fund Balance Sheet		\$ 0.00
17d. Less Cash Requirements for Current Fiscal Year in Excess of Cash on Hand (From Line 15d Above)		\$ 0.00
18d. Remaining Deficit is for Exhibit KK Line F.		\$ 0.00

BUILDING FUND		CO-OP FUND	
Current Expense	\$ 7,242,029.43	Current Expense	\$ 0.00
Reserve for Int. on Warrants & Revaluation	\$ 0.00	Reserve for Int. on Warrants & Revaluation	\$ 0.00
Total Required	\$ 7,242,029.43	Total Required	\$ 0.00
FINANCED:		FINANCED:	
Cash Fund Balance	\$ 4,066,721.62	Cash Fund Balance	\$ 0.00
Estimated Miscellaneous Revenue	\$ 51,413.76	Estimated Miscellaneous Revenue	\$ 0.00
Total Deductions	\$ 4,148,140.38	Total Deductions	\$ 0.00
Balance to Raise from Ad Valorem Tax	\$ 3,093,880.03	Balance	\$ 0.00

CHILD NUTRITION PROGRAMS FUND	
Current Expense	\$ 0.00
Reserve for Int. on Warrants & Revaluation	\$ 0.00
Total Required	\$ 0.00
FINANCED:	
Cash Fund Balance	\$ 0.00
Estimated Miscellaneous Revenue	\$ 0.00
Total Deductions	\$ 0.00
Balance	\$ 0.00

CERTIFICATE - GOVERNING BOARD

STATE OF OKLAHOMA, COUNTY OF KAY, ss:
We, the undersigned duly elected, qualified and acting officers of the Board of Education of Pioneer Technology Center, School District No. AVTS # 13, of said County and State, do hereby certify that at a meeting of the Governing Body of the said District begun at the time provided by law for districts of this class and pursuant to the provisions of 68 O.S. 2001 Section 3003, the foregoing statement was prepared and is a true and correct condition of the Financial Affairs of said District as reflected by the records of the District Clerk and Treasurer. We further certify that the foregoing estimate for current expenses for the fiscal year beginning July 1, 2019, and ending June 30, 2020, as shown are reasonably necessary for the proper conduct of the affairs of the said District, that the Estimated Income to be derived from sources other than ad valorem taxation does not exceed the lawfully authorized ratio of the revenue derived from the same sources during the preceding year.



Subscribed and sworn to before me this 10th day of Sept 2019
Stacey D. Rush
Notary Public

Mary M. Rigdon
President of Board of Education

Pioneer Tech Emergency Services Training Center grand opening scheduled

Pioneer Technology Center will host its grand opening and ribbon cutting for the Emergency Services (EMS) Training Center on Thursday, Sept. 19th at 4 o'clock in the afternoon. The new center will assist in serving fire departments and industry from the surrounding communities with much needed training to save lives.

It was over 15 years ago when the Ponca City Fire and Life Safety Council had a vision for a local training facility. Pioneer Tech became part of this vision a little over two years ago. The joint venture had strong support from area industry, agencies and volunteer fire departments.

In December of 2018, the Pioneer Tech Board of Education approved the plan to build the training center on the eastern side of PTC's property. The building was designed specifically to meet the training needs of firefighters, law enforcement as well as industrial safety for North Central Oklahoma. The tower stands at 44 feet tall and can simulate fires in houses and apartments as well as training for search and rescue. The 18,425 square foot facility has two

burn rooms, ten rappelling points, eight staircases, a confined space trainer and 26 movable partitions.

"The new EMS Training Center gives availability and accessibility for agencies to meet the expense of training staff in a timely manner, which in turn will impact district partners with better-prepared service providers," said Traci Thorpe, Superintendent/CEO of Pioneer Tech.

With 18 paid and volunteer fire service agencies within the PTC district boundaries. Employment projections for the area indicate a 33% growth of jobs in the firefighter field by 2027. This also includes an increase of 31% for Emergency Medical Technicians and a 29% increase in police and law enforcement officers.

"The center is multifunctional and allows for increased usage among industry and service agencies. Especially those times when law enforcement and fire service personnel must respond to a scene simultaneously and the new facility will allow them to train together," remarked Thorpe. She goes on to say, "Safety training is an additional aspect that PTC's business and

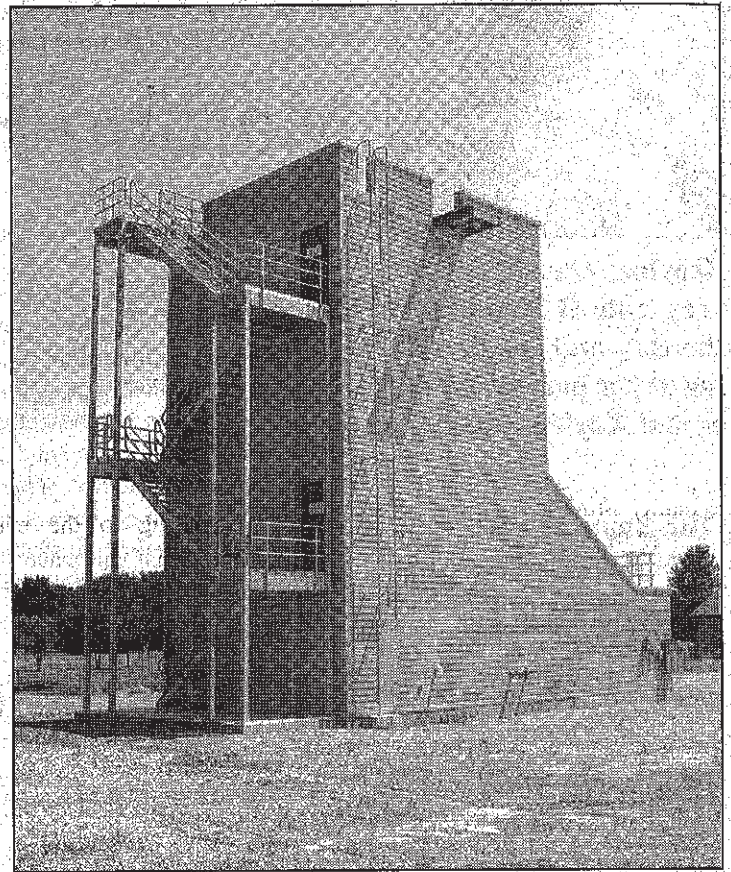


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Pioneer Tech has already booked an international group from South Korea for training at the facility in partnership with Oklahoma State University Fire Service Training. PTC students and staff will be offering tours

of the facility during the grand opening and ribbon cutting for the training center on Thursday, Sept. 19th at 4 o'clock in the afternoon.

For more information about Pioneer Tech's new Emergency Services Training Facility or to book training call Johnny Thornburgh at 580-718-4328 or visit pioneer-tech.edu.

SEE EWE *at the* FAIR

Nightly drawings for a
great gift basket.

Come by and sign up!
We are located in the Kay Building.



Enhancing Lives
Securing Futures
www.pioneertech.edu



Event planned at PTC

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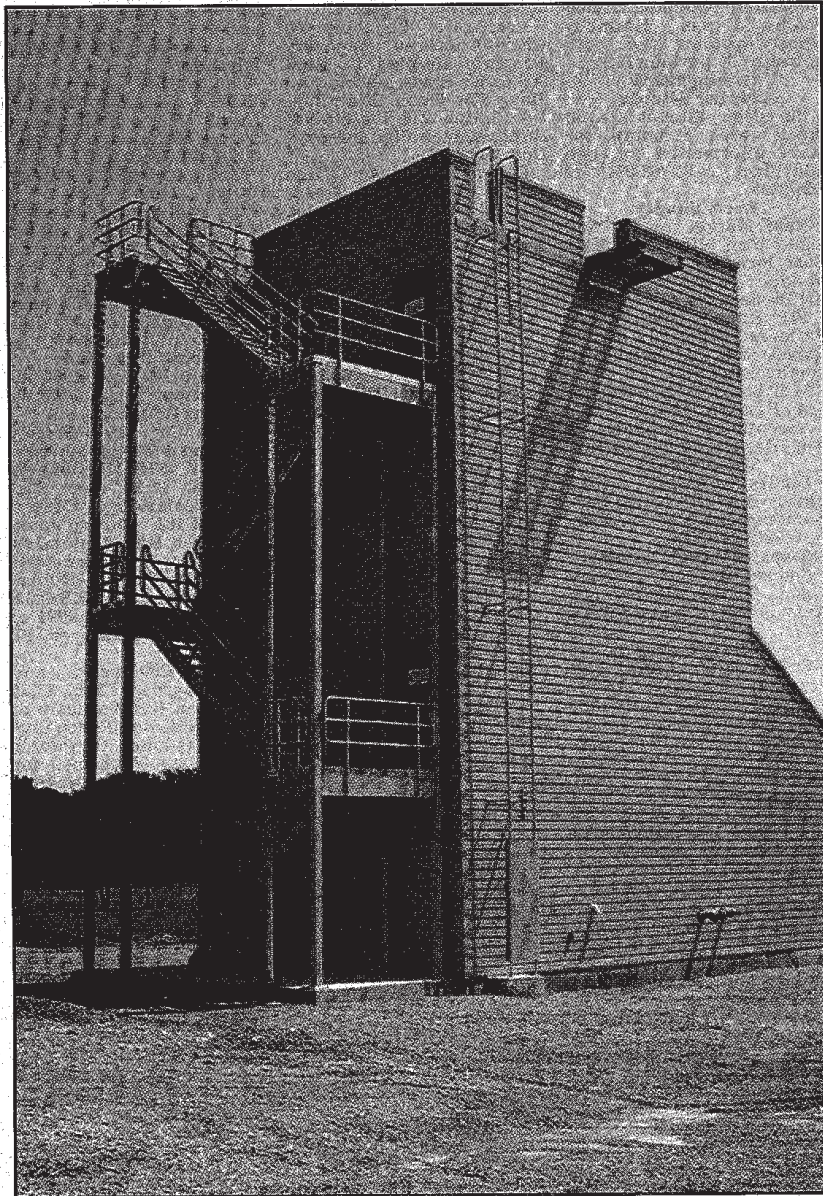
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also includes a 31% increase for Emergency Medical Technicians and a 29% increase in police and law enforcement officers.

The center is multi-functional and allows for increased usage among industry and service agencies. Especially those times when law enforcement and fire service personnel must respond to a scene simultaneously and the new facility will allow them to train together, remarked Thorpe. She goes on to say "Safety training is an additional aspect that PTC's business and industry clients will benefit from to advance safety skills and preparation opportunities which can be

customized to meet specific training needs."

Pioneer Tech has already booked an international group from South Korea for training at the facility in partnership with the Oklahoma State University Fire Service Training program. PTC students and staff will be offering tours of the facility during the grand opening and ribbon cutting for the training center on Thursday, Sept. 19th at 4 o'clock in the afternoon.

For more information about Pioneer Tech's new Emergency Services Training Facility, or to book training, call Johnny Thornburgh at 580-718-4328 or visit pioneer-tech.edu.



A GRAND OPENING and ribbon cutting ceremony for Pioneer Technology Center's new Emergency Services Training Center will be on Thursday, Sept. 19 at 4 p.m.



Photo Submitted

Newton named PTC Student of the Month

Pictured above, Kyla Newton, from Ponca City, is the Pioneer Technology Center (PTC) August Student of the Month. Employed with Billings Fairchild Center in Billings, Oklahoma, Newton attends the Practical Nursing program and works full-time in the evenings. She will graduate this fall. Outside of work and school, she enjoys going to the lake with friends. For more information about Pioneer Technology Center's programs and initiatives, call 580-762-8336 or visit their website www.pioneertech.edu.

**PIONEER TECHNOLOGY CENTER
FY 2019-2020 APPROPRIATIONS
October 8, 2019**

<u>General Fund Appropriations</u>		<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>Difference</u>
1000	Instruction	4,940,472.48	5,177,269.98	236,797.50
2000	Support Services	5,394,432.43	5,728,855.70	334,423.27
3000	Noninstructional Services	625,411.09	649,599.31	24,188.22
4000	Facilities & Construction Services	0.00	0.00	0.00
5000	Nonrevenue & Clearing Accounts	3,500.00	3,500.00	0.00
7000	Other Uses	1,309,000.00	1,421,000.00	112,000.00
8000	Restricted Funds	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Subtotal General Fund	\$12,272,816.00	\$12,980,224.99	\$707,408.99

Building Fund Appropriations

1000	Instruction	418,016.03	612,025.00	194,008.97
2000	Support Services	753,923.09	961,819.42	207,896.33
3000	Noninstructional Services	5,000.00	5,000.00	0.00
4000	Facilities & Construction Services	1,460,000.00	1,675,000.00	215,000.00
5100	Debt Service	1,000,000.00	1,000,000.00	0.00
7000	Other Uses	<u>2,955,781.92</u>	<u>2,988,176.01</u>	<u>32,394.09</u>
	Subtotal Building Fund	\$6,592,721.04	\$7,242,020.43	\$649,299.39

DISPOSAL OF SURPLUS SCHOOL PROPERTY

Certain school-owned equipment and furniture may be declared surplus by the Pioneer Technology Center Board of Education and disposed of by public sale, online auction , transfer of ownership to partner school **or to another Oklahoma CareerTech program**, or discarded if determined to be of no value.

Surplus property which has a saleable value shall be sold by written, sealed bids after notice of such sale has been posted in a local newspaper, by public auction, placement in a consignment center, trade in for vendor credit, or by rummage sale. Every attempt will be made to obtain a commercially reasonable value.

**REFERENCE: 70 O.S. §5-117(A)(11)
Board Minutes dated September 10, 1996**

ANIMALS ON CAMPUS / SERVICE ANIMALS

Purpose

In a good faith effort to promote health, safety and welfare to employees, students, community and to promote a professional image it is the policy of this school district to restrict employees, students and patrons from bringing animals and/or pets into school buildings, school vehicles or other school property. Exceptions will be made for service animals (dogs or miniature horses) and/or police drug dogs. Other exceptions will be considered by the Superintendent/CEO. (Example, Children’s Lab and Preschool special activity).

The purpose of this policy is to establish procedures for the use of service animals in the technology center, including school buildings, school vehicles and other school property.

Policy

The technology center acknowledges its responsibility to permit students and/or adults with disabilities to be accompanied by a service animal in its facilities and programs and intends to comply with all state and federal laws, rules and regulations regarding the use of service animals by technology center employees, students and visitors with disabilities.

The technology center does **not** allow the following types of animals in its facilities and programs unless specifically authorized by the technology center’s board of education:

“Emotional support animal” meaning an animal selected to reside with an individual with a disability that does not work or perform tasks for the benefit of an individual with a disability and does not accompany at all times an individual with a disability; and

“Therapy animal” meaning a personal pet who is certified to make therapeutic visits with a trained volunteer to places including, but not limited to, nursing facilities, schools and hospitals to bring therapeutic benefit, comfort and cheer to others.

The technology center will post in a conspicuous location outside the entrances of each of its facilities a sign stating which animals or types of animals are prohibited in its facilities and programs. The sign must also state that service animals are permitted.

Definitions

“Service animal” is defined by the Americans with Disabilities Act (ADA) as any service dog or miniature horse that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. The work or tasks performed by a service animal must be directly related to the individual’s disability. Service animals are limited to the animals defined under the ADA and do not include any other species of animal, wild or domestic, trained or untrained. Service animals do not include an animal used or relied upon for crime deterrence, emotional support, well-being, comfort, or companionship.

“Employee” is defined as a person who is employed by the technology center on a part-time or full-time basis, with or without compensation, and elected or appointed members of the technology center’s board of education.

“Student” means a child who is currently enrolled at the technology center, and includes the parents and guardians of a child who is (a) under the age of 18, or (b) otherwise unable to manage their own affairs.

“Visitor” means an individual other than an employee or student who is present in areas of technology center property that have been made available by the technology center to the general public and/or specified members of the public, including, but not limited to family members of students/employees and individuals attending a public event held on technology center property.

Procedures/Requirements for Employees and Students

The use of service animals by employees and students with disabilities is subject to the following procedures and requirements:

- A. The employee or student will submit a notification of the intent to use a service animal to the technology center's **Superintendent/CEO or Executive Director of Full-Time Programs**. The notification will identify whether the service animal is required because of the person's disability, and, if so, identify and describe the manner in which the service animal will meet the individual's particular need(s).
- B. Notifications for the use of service animals on technology center property by an employee or student will, whenever possible, be made at least one week prior to the proposed use of the service animal.
- C. As part of the technology center's consideration of the use of a service animal, the technology center may require certification of proper vaccinations verified by a veterinarian.
- D. The technology center's review of use of a service animal may include consideration of a student's IEP or Section 504 records. The technology center may also request a meeting with the employee or student.
- E. The use of a service animal on technology center property may be subject to a plan that introduces the service animal to the school environment, any appropriate training for staff and students regarding interaction with the service animal, and other activities or conditions deemed necessary by the technology center. The technology center's approval of the use of a service animal on technology center property is subject to periodic review, revision, or revocation by technology center administration.
- F. It is the responsibility of the employee or student who uses a service animal pursuant to this policy to serve as the handler or arrange for a third-party handler to provide proper handling of the service animal. Any cost incurred to handle the service animal will be the responsibility of the employee or student who uses the service animal.
- G. Service animals will be allowed in technology center vehicles when:
 - 1. The inclusion of the service animal is documented as required on technology center transportation forms; and
 - 2. The service animal is under the control of the handler at all times, including entering and exiting the vehicle.

Procedures/Requirements for Visitors

The use of service animals by visitors with disabilities is subject to the following procedures and requirements:

- A. When a visitor seeks to bring a service animal onto school property, staff may ask the visitor to provide the following information in order to confirm that the animal qualifies as a service animal under this policy:

1. Whether the visitor's animal is a service animal required because of a disability.
2. The work or task the visitor's animal has been trained to perform.

Staff shall not question visitors regarding their use of a service animal except as set forth above. Staff shall not inquire as to the nature of the visitor's disability, request documentation regarding a visitor's service animal, or request that the service animal demonstrate the work/task it has been trained to perform.

B. Except as provided in this policy, visitors with disabilities shall be permitted to be accompanied by their service animals in all areas of school facilities where similarly situated non-disabled visitors are permitted to be present.

C. Visitors shall not be allowed to bring a service animal into an area of school property where the presence of the service animal would pose a risk to the health or safety of others.

D. When a visitor requires accommodations to be made to technology center policies, practices or procedure to allow a service animal to accompany the visitor on school property, the visitor must, whenever possible, provide prior written notice to **Superintendent/CEO or Executive Director of Full-Time Programs** no later than one (1) week before the service animal will be present on technology center property.

Control and Supervision of Service Animals

A. The owner/handler of a service animal must be in full control of the animal at all times.

B. Service animals must always be on a leash or other form of restraint mechanism, unless impracticable or unfeasible due to the disability of the employee, student or visitor.

C. The responsibility for the care and supervision of the service animal rests solely on the employee, student or visitor. The technology center is not responsible for providing any staff member to walk the service animal or provide any other care or assistance to the animal. Issues related to the care and supervision of service animals will be addressed on a case-by-case basis in the discretion of the building administrator.

D. Pursuant to federal law, the technology center retains discretion to exclude or remove a service animal from technology center property and/or transportation if:

1. The service animal is out of control and/or the service animal's handler does not effectively control the service animal's behavior;
2. The service animal is not housebroken;
3. The service animal poses a direct threat to the health or safety of others that cannot be eliminated by reasonable modifications; or,
4. Permitting the service animal would fundamentally alter the nature of the service, program, or activity.

Miniature Horses

A. The technology center will make reasonable modifications in policies, practices, or procedures to accommodate a miniature horse that qualifies as a service animal under this policy and the ADA, but doing so may not be possible in all circumstances.

B. In determining whether it is feasible to allow a student, employee or visitor to be accompanied by a miniature horse that qualifies as a service animal in a specific technology center facility, the technology center will consider:

1. The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
2. Whether the handler has sufficient control of the miniature horse;
3. Whether the miniature horse is housebroken; and
4. Whether the miniature horse's presence in the specific facility compromises legitimate safety requirements that are necessary for safe operation.

Liability

An employee, student or visitor accompanied by a service animal will be responsible for any damage to technology center or personal property and any injuries to individuals caused by the service animal. Individuals who use a service animal on technology center property will hold the technology center harmless and indemnify the technology center from any such damages.

Appeals and Grievances

Any person dissatisfied with a decision concerning a service animal can file a grievance with the **Superintendent/CEO or Executive Director of Full-Time Programs**.

Requirements for Service Animals

Vaccination: Service animals must be immunized against diseases common to that type of animal. [Okla. Admin. Code 310:599-3-9.1] All vaccinations must be current. Dogs must wear a rabies vaccination tag.

Licensing: All service dogs must be licensed as may be required by state and/or local law.

Identification: It is recommended, but not required, that service animals have proper identification.

Owner ID and Other Tags: Dogs may be required to wear a current dog license and rabies-vaccination tag, unless the dog is permanently and uniquely identified with a microchip implant or tattoo.

Collar: A service dog used by a person who is deaf or hard-of-hearing must wear an orange identifying collar. [Okla. Stat. tit. 7, § 19.1(C)]

Cleanup Rule: The handler of the service animal, whether it be the employee, student or a third party, must clean up after the animal defecates or urinates, as well as follow any municipal ordinance applicable thereto.

Grooming: All service animals must be treated for, and kept free of, fleas and ticks. All service animals must be kept clean and groomed to avoid shedding and dander.

Reference: 28 C.F.R. Part 36; OKLA. STAT. Tit. 4, § 801 (2019)

Note: Adopted from RFR Policy

ANNUAL ELECTION RESOLUTION

TO: Kay County Election Board

FROM: The Pioneer Technology Center
District No. VT13 of Kay County, Oklahoma

The Board of Education of the Pioneer Technology Center District has approved the following resolution calling for an election to be submitted to the voters of the district:

Member – Board of Education

Date of the Election:

A primary election shall be held to vote to elect a board member for member zone number 3 on the second Tuesday in February, that being February 11, 2020, with a general election to be held on the first Tuesday in April, that being April 7, 2020, if no candidate for the board member position receives more than 50% of the vote. The polling places shall be open from 7:00 am to 7:00 pm.

Board Member Position on Ballot:

The voters shall elect a board member for board zone No. 3, which has a 5-year term of office.

Qualifications of Candidates for Office:

To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six (6) months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the district for six months preceding the first day of the filing period. In school districts that have been divided into election districts, a candidate must have resided in the district for six months preceding the first day of the filing period and have been a registered voter with the county election board at an address located within the geographical boundaries of the election district for six months preceding the first day of the filing period.

No person shall be eligible to be a candidate for or elected to be a member of the board of education of a school district unless the person has been awarded a high school diploma or certificate of high school equivalency.

A person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor involving embezzlement or felony or who has been convicted of a crime in another state which would have been a misdemeanor involving embezzlement or a felony under the laws of this state or has entered a plea of guilty or nolo contendere to such crime shall not be eligible to be a candidate for or be elected to any state, county, municipal, judicial, or school office or any other elective office of any political subdivision of this state for a period of fifteen years following completion of his sentence or during the pendency of an appeal of such conviction or plea.

No person shall be eligible to be a candidate for or serve on a board of education if he or she is currently employed by the school district governed by the board of education or is related within the second degree by affinity or consanguinity to any other member of the board of education or to any employee of the

school district. The following are relatives within the second degree: a candidate's spouse, child, parent, grandchild, grandparent, brother, sister, spouse's child, spouse's grandchild, spouse's brother, spouse's sister, spouse's grandparent, grandchild's spouse, parent's spouse, and child's spouse. The prohibitions in this paragraph shall not apply if the board member candidate is related within the second degree of affinity or consanguinity to an individual employed as a substitute teacher by the school district or as a temporary substitute support employee if the school district has an Average Daily Membership of less than five thousand (5,000).

Candidates must affirm that upon being elected as a new member of the Board of Education, within fifteen (15) months of election, they will complete at least twelve (12) hours of instruction on education issues, including school finance, Oklahoma education laws and ethics, duties and responsibilities of district board of education member. Three (3) hours of these twelve (12) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance. Incumbents must affirm that they will complete six (6) hours of instruction within fifteen (15) months of election emphasizing changes in school law. Three (3) of these six (6) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act, and open records act, and one (1) credit in school finance.

Voters Eligible to Vote:

To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the district.

The Pioneer Technology Center school district encompasses: all of Kay County and those portions of the following school district territories within Kay County--Braman, Blackwell, Newkirk, Ponca City, Tonkawa, Deer Creek-Lamont and Frontier; the McCord school district in Osage County; the Woodland School District in Osage and Pawnee Counties; and that portion of the Ponca City School District located in Osage County that was annexed to Ponca City Schools from the Burbank election of 2002. District and zone maps are on file at the Election Secretary's office in Kay, Osage, and Pawnee Counties. To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the Pioneer Technology Center District.

Ballot Titles:

The ballot to be submitted to the voter's shall call for the voters to:

1. Select one candidate for Pioneer Technology Center Board Zone No. 3:

Approved by the Pioneer Technology Center Board of Education this ____ day of _____, 20 ____.

President of the Board of Education

Clerk of the Board of Education

PIONEER TECHNOLOGY CENTER
Part-time & Temporary Employment Contracts and/or Addenda to Contracts
October 8, 2019 FY 2019/2020

<u>Name</u>	<u>Position/Class Taught</u>	<u>Dates</u>	<u>Contract amount</u>
Stanley Avans	Adjunct Firefighter Instructor	10/09 – 12/19 (up to 125 hrs)	2,500.00
Coleen Blevins	ABE/ HSE Instructor	10/01 – 10/31 (M/W 3:15-6:15pm)	700.00
Steve Bookout	SkillsUSA CTSO Co-Advisor	10/01 – 05/31	750.00
Steve Bookout	IELCE Instructor	10/07, 08, 22, 28, 29 (4:30-7:30pm)	437.50
Carol Bottoms	ABE/ TANF Instructor	10/01 – 10/31 (various days – 51.5 hrs)	1,287.50
Vicki Braden	FCCLA CTSO Co-Advisor	10/01 – 05/31	750.00
Lori Evans	ABE/ HSE Instructor	10/01 – 10/31 (W 5:00-8:00pm)	437.50
Tyler Evans	School Bus Driver	09/21 – 10/20 (up to 35 hrs)	921.90
Tyler Evans	Refuse to Be a Victim	10/15 – 10/16 (6:00-8:00pm)	105.36
Tyler Evans	Bus Driving	10/12 – 11/20 (up to 35 hrs)	921.90
Amber Feaster	HOSA CTSO Co-Advisor	10/01 – 05/31	750.00
Joella Francis	CNA Testing	09/17 (7.5 hrs)	187.50
Joella Francis	CNA Testing	09/23 – 10/20 (2 hrs)	50.00
Beth Frantz	CNA Skills Testing	10/22 – 10/24 (18 hrs)	450.00
Mandy Farmer	Totally Tacos	09/19 (5:30-8:30pm)	105.36
Lindsay Freeman	Basics of Interior Design	09/18 – 10/23 (12 hrs)	300.00
Ian Freeman	Advanced Welding	09/09 – 10/02 (M/W 6:00-9:00pm)	600.00
Ian Freeman	Advanced Welding	10/07 – 11/06 (M/W 6:00-9:00pm)	600.00
Ian Freeman	Advanced Welding	11/11 – 12/04 (M/W 6:00-9:00pm)	600.00
Larry Godley	ABE/ ESL Instructor	10/01 – 10/31 (M 10am-12pm / 5-7pm)	420.00
Larry Godley	ABE/ HSE Instructor	10/01 – 10/31 (10 hrs)	300.00
Judy Gose	MAT	09/12 – 09/13 (16 hrs)	288.00
Judy Gose	MAT Update	09/19 (8 hrs)	144.00
Anthony Hallum	ABE/ HSE Instructor	10/01 – 10/31 (M/T/TH 4:30-7:30pm)	1,050.00
M Elaine Harman	ABE Math Instructor	10/01 – 10/31 (various days – 40 hrs)	1,000.00
Rick Hughes	Attaining Results w/Time Mgmt	10/03 (4 hrs)	200.00
Robert Hughes	Adjunct Criminal Justice Instructor	10/09 – 03/15 (up 250 hrs)	5,000.00
Cindy Ivie	Acrylic Paint Pouring	10/07 (6:00-9:00pm)	76.68
Tonya Jackson	ABE/ ESL Instructor	10/01 – 10/31 (various days – 24.5 hrs)	612.50
Tonya Jackson	IELCE Instructor	10/01 – 10/31 (various days – 17.5 hrs)	437.50
Kendra Keelin	Basic Coupon	09/17 (6:00-8:00pm)	50.00
Zac Ladner	BPA CTSO Co-Advisor	10/01 – 05/31	750.00
Mark Macy	Customer Experience Family Vision	10/02 (6 hrs)	300.00
Mark Macy	Management Tool Belt Classes	10/10 – 10/24 (12 hrs)	600.00
Kevin Main	Security Guard	09/10 – 09/30 (T/W 6:00-9:00pm)	525.00
Kevin Main	Security Guard	10/01 – 10/23 (T/W 6:00-9:00pm)	525.00
Tracy McCloud	ABE/ HSE Instructor	10/01 – 10/31 (various days – 140 hrs)	3,640.00
Kelley McConnell	HOSA CTSO Co-Advisor	10/01 – 05/31	750.00
Apryl Moore	Phlebotomy	09/09 – 09/30 (M/W 6:00-9:00pm)	672.00
Apryl Moore	Phlebotomy	10/02 – 10/30 (MW 6:00-9:00pm)	672.00
Rory Newland	Automotive HVAC for Semi's	09/16 – 09/25 (12 hrs)	264.00
Ashlee O'Hara	CNA Testing	08/13 – 09/20 (10 hrs)	250.00
James Page	School Bus Examiner	09/14 – 10/19 (up to 40 hrs)	1,000.00
Mason Parker	First Aid	10/15 (4:00-7:00pm)	75.00
Diane Pendleton	ABE/ HSE Instructor	10/01 – 10/31 (M/TH 4:30-7:30/W 6-7:30pm)	837.50
Brenda Pollak	FCCLA CTSO Co-Advisor	10/01 – 05/31	750.00
Dana Pulley	BPA CTSO Co-Advisor	10/01 – 05/31	750.00
Kayla Randol	Halloween Face Painting	10/01 (5:30-8:30pm)	75.00
Kayla Randol	SkillsUSA CTSO Co-Advisor	10/01 – 05/31	750.00
Kristina Reed	CNA	09/16 – 10/09 (M-F 8:30am-2:30pm)	2,376.00
Kristina Reed	CNA	10/14 – 11/06 (M-F 8:30am-2:30pm)	2,376.00
Valerie Streeter	ABE Data Entry Clerk	10/01 – 10/31 (various days – 134 hrs)	1,876.00
Wendy Terrazas	ABE/ HSE Substitute	10/01 – 10/31 (4:30-7:30pm / 19 hrs)	475.00
P Elaine Thomas	ABE/ Corrections Instructor	10/01 – 10/31 (T-TH 12:30-3:00pm)	1,175.00
Anthony Valentin	Beginning Welding	09/10 – 10/10 (T/TH 6:00-9:00pm)	600.00
Anthony Valentin	Beginning Welding	10/15 – 11/07 (T/TH 6:00-9:00pm)	600.00
Anthony Valentin	Beginning Welding	11/12 – 12/12 (T/TH 6:00-9:00pm)	600.00
Elizabeth Watson	ABE/ TANF Instructor	10/01 – 10/31 (various days – 91 hrs)	2,275.00