

Pioneer Technology Center Board of Education  
Regular Meeting  
Tuesday, November 8, 2022, 6:00 PM  
Seminar Center West  
2101 N. Ash St.  
Ponca City, Oklahoma 74601

1. Call meeting to order
2. Roll call and establish a quorum
3. Flag salute and moment of silence
4. Reports and Presentations - Lori Evans, Assessment Team
5. Discussion and vote to approve or not approve the Minutes of the October 11, 2022 regular Board of Education meeting
6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (General Fund #30650-30741 in the amount of \$63,510.98; Building Fund #30066-30068 in the amount of \$21,243.58; Payroll #70159 in the amount of \$75,611.35).
7. Administrative Reports regarding facilities, district policy issues, community issues and/or personnel or student needs
  - 7.A. Traci Thorpe, Superintendent/CEO
  - 7.B. Molly Kyler, Exec. Director, BIS
8. Discussion and vote to approve or not approve list of proposed Board Meeting dates for 2023
9. Discussion and vote to approve or not approve purchases over \$10,000 as listed on Appendix A
10. 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
11. New Business
12. Public Comment
13. Motion and vote to adjourn

*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 Meeting  
Tuesday, October 11, 2022 at 6:00 pm  
Seminar Center West  
2101 N. Ash St.  
Ponca City, Oklahoma 74601

1. Call meeting to order at 6:00 pm
2. Roll call and establish a quorum

Board Members Present:

Mr. Laurence Beliel  
Ms. Debbie Leaming  
Ms. Orva Rothgeb  
Mr. J.D. Soulek

Board Members Absent:

Ms. Gay Norris

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

3. Flag salute and moment of silence
4. Reports and Presentations – Goals Report Out, Team Representatives  
Representatives were Carl Storm, Denise Tyson, Jayme Evans, Markesha Duggan, Kevin Bell, Johnny Thornburgh, Robbin Seymour and Chuck Rector.

Each team member reported on their teams' short- and long-term goals.

5. Discussion and vote to approve or not approve the Minutes of the September 13, 2022 regular Board of Education meeting

Motion to approve the Minutes of the September 13, 2022 regular Board of Education meeting passed with a motion by Mr. J.D. Soulek and a second by Ms. Debbie Leaming.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Absent  
Ms. Orva Rothgeb: Yea  
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 Encumbrances & Change Order Lists (General Fund #30523-30649 in the amount of \$61,386.74; Building Fund #30052-30065 in the amount of \$55,754.90; Payroll #70143-70158 in the amount of \$87,502.84).

Motion to approve the Financial Reports, Activity Fund Report, Encumbrances and Change Order Lists as presented passed with a motion by Mr. Laurence Beliel and a second by Mr. J.D. Soulek.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Absent  
Ms. Orva Rothgeb: Yea  
Mr. J.D. Soulek: Yea  
Yea: 4, Nay: 0, Absent: 1

7. Administrative Reports regarding facilities, district policy issues, community issues and/or personnel or student needs.

Traci Thorpe, Superintendent/CEO

Traci commented on what a busy month we've had already, with Sophomore Success and Manufacturing Day. Traci, Kahle and Ryan presented at the recent NCLA Conference. Janet Schwabe hosted a Lender's Breakfast. Parent-Teacher conferences were this evening and this coming Thursday morning. Last week the Center for Workforce Excellence discussed having a website and what would interest the outside and what it would look like. Pawnee Emergency Services used the training tower last week. Nancy Jones is retiring at the end of December. Denise Tyson will be moving to Nancy's position, so we will be opening the Testing Specialist position. Will also be opening a position to replace Russell Hollingsworth, who is retiring at the end of December as well. Will start discussing the opening of the Human Resources Manager/Administrative Assistant position as Allison Christy is planning to retire next summer. We had 130 people at Advisory Night. Holly Farmer compiles the minutes from all of the meetings and the Executive Team reviews the minutes. Manufacturing Day was a great success. The companies were great about informing our students know exactly what they need to do to be successful in their companies. November 4 is our first Basic Peace Officer Certification graduation. Seven students will be graduating. This is the day after the PTC Foundation Banquet/Roast. There are approximately 60 items left on the punch list for the Westward Expansion project. We are expecting at least 40 of those to be completed of Fall Break. Traci let the board know we have been receiving more requests for use of the new Conference Center. We are planning to take a look at our room use agreement and a couple of policies regarding use of our meeting rooms. Traci received a survey from Skye McNeil regarding TIF agreements. We want to make sure we are at the table for these discussions.

Kahle Goff, Executive Director, Full-Time Programs

Kahle directed the board to the Director's report and asked if they had any questions.

8. Discussion and vote to approve or not approve FY23 Budget Appropriations as listed on Appendix A

Motion to approve FY23 Budget Appropriations as listed on Appendix A passed with a motion by Mr. J.D. Soulek and a second by Ms. Debbie Leaming.

Mr. Laurence Beliel:	Yea
Ms. Debbie Leaming:	Yea
Ms. Gay Norris:	Absent
Ms. Orva Rothgeb:	Yea
Mr. J.D. Soulek	Yea

Yea: 4, Nay: 0, Absent: 1

9. 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 1.

Motion to approve a Resolution to the County Election Board calling for the annual election of a Board of Education member in Zone 1 passed with a motion by Ms. Debbie Leaming and a second by Mr. Laurence Beliel.

Mr. Laurence Beliel:	Yea
Ms. Debbie Leaming:	Yea
Ms. Gay Norris:	Absent
Ms. Orva Rothgeb:	Yea
Mr. J.D. Soulek	Yea

Yea: 4, Nay: 0, Absent: 1

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

Motion to approve passed with a motion by Mr. J.D. Soulek and a second by Mr. Laurence Beliel.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Absent  
Ms. Orva Rothgeb: Yea  
Mr. J.D. Soulek: Yea  
Yea: 4, Nay: 0, Absent: 1

11. Discussion and vote to approve or not approve purchases over \$10,000 as listed on Appendix C.

Motion to approve purchases over \$10,000 as listed on Appendix C passed with a motion by Ms. Debbie Leaming and a second by Mr. J.D. Soulek.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Absent  
Ms. Orva Rothgeb: Yea  
Mr. J.D. Soulek: Yea  
Yea: 4, Nay: 0, Absent: 1

12. New Business

No New Business

13. Public Comment

No Public Comment

Board Vice-President, Ms. Orva Rothgeb adjourned the meeting at 7:37 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**

**Encumbrance For Board Approval**

From PO: 30650 to PO: 30741

**GEN FUND-FOR OPERAT**

PO #	Vendor Name	General Description	Amount	Date
30650	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	99.98	10/07/2022
30651	WAL-MART COMMUNITY CARD	INSTRUCTIONAL DIRECTOR SUPPLIES	24.96	10/07/2022
30652	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	54.65	10/07/2022
30653	FIRST NATIONAL BANK OF OMAHA	SUPT & EXEC DIRETOR TRAVEL - LODGING	192.00	10/07/2022
30654	DEPARTMENT OF PUBLIC SAFETY	BPOC TUITION FEES	2,800.00	10/10/2022
30655	AMAZON CAPITAL SERVICES	CULINARY ARTS - SUPPLIES	539.85	10/11/2022
30656	AMAZON CAPITAL SERVICES	WELDING SUPPLIES	175.75	10/11/2022
30657	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	85.26	10/11/2022
30658	LOWE'S HOME CENTER INC	AT&D RESALE SUPPLIES	34.17	10/11/2022
30659	HOBBY LOBBY	AT&D RESALE SUPPLIES	49.83	10/11/2022
30660	LINCOLN ELECTRIC COMPANY	WELDING SUPPLIES	4,243.29	10/11/2022
30661	FIRST NATIONAL BANK OF OMAHA	VIS COMM SUPPLIES	1,494.31	10/11/2022
30662	UNIFORM STOP - STILLWATER	SHARE - STUDENT ASSISTANCE	32.95	10/11/2022
30663	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	32.56	10/11/2022
30664	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSITANCE OTHER	27.60	10/12/2022
30665	THE CENTER FOR WORK ETHIC DEVELOPMENT	TANF BOOKS	500.00	10/12/2022
30666	STAPLES ADVANTAGE	FINANCE SUPPLIES	92.16	10/12/2022
30667	AMAZON CAPITAL SERVICES	FINANCE SUPPLIES	175.00	10/12/2022
30668	AMAZON CAPITAL SERVICES	SUPPLIES - INFO TECH	37.83	10/12/2022
30669	A+ PRINTING	PRINTING CENTRAL	198.26	10/12/2022
30670	POCKET NURSE	HEALTH PROGRAMS SUPPLIES	796.83	10/12/2022
30671	SGC FOODSERVICE	BLANKET PO	21,000.00	10/13/2022
30672	STAPLES ADVANTAGE	MARKETING/SUPPLIES	68.44	10/18/2022
30673	WAL-MART COMMUNITY CARD	TANF STUDENT ASSISTANCE OTHER	139.46	10/18/2022
30674	EARNHEART STATIONS	TANF STUDENT ASSISTANCE OTHER	3,000.00	10/18/2022
30675	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	26.73	10/18/2022
30676	TANF STUDENT ASSISTANCE	TANF STUDENT ASSISTANCE OTHER	50.00	10/18/2022
30677	AMERICAN HEART ASSOCIATION	PN SUPPLIES	59.00	10/18/2022



PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval

From PO: 30650 to PO: 30741

GEN FUND-FOR OPERAT

PO #	Vendor Name	General Description	Amount	Date
30678	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	41.96	10/18/2022
30679	ATWOODS	MECHATRONICS - SUPPLIES	53.98	10/18/2022
30680	BRANDTS ACE HARDWARE	MECHATRONICS - SUPPLIES	75.25	10/18/2022
30681	AMAZON CAPITAL SERVICES	AUTO SERVICE - SUPPLIES	191.94	10/18/2022
30682	WAL-MART COMMUNITY CARD	COMPUTER SERVICES -- SUPPLIES	207.99	10/18/2022
30683	JENKINS & PRICE	BUILDING MAINT - SUPPLIES	1,786.52	10/19/2022
30684	STAPLES ADVANTAGE	MARKETING - SUPPLIES	59.98	10/19/2022
30685	AMAZON CAPITAL SERVICES	COMPUTER SERVICES - SUPPLIES	259.99	10/19/2022
30686	MEEKS GROUP	NON-INSTRUCTIONAL EQUIPMENT	797.35	10/20/2022
30687	HOLT TRUCK CENTERS	BUS MAINT REPAIRS	271.54	10/20/2022
30688	CHUCK HODDY GLASS	BUS MAINT REPAIRS	250.00	10/20/2022
30689	WAL-MART COMMUNITY CARD	CENTRAL SUPPLIES	187.95	10/20/2022
30690	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSISTANCE OTHER	60.00	10/20/2022
30691	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	339.07	10/20/2022
30692	ANIMAL CARE TECHNOLOGIES	HCC2 - BOOKS	790.00	10/20/2022
30693	AMAZON CAPITAL SERVICES	SUPPLIES - INFO TECH	848.31	10/21/2022
30694	AMAZON CAPITAL SERVICES	AT&D OFFICE SUPPLIES	590.92	10/21/2022
30695	WBBZ RADIO	MARKETING/ADVERTISING	400.00	10/21/2022
30696	LAKEVIEW LODGE	PN LODGING	194.00	10/21/2022
30697	PASS ASSURED, LLC	BOOKS FOR HCC2	1,495.00	10/24/2022
30698	HOBBY LOBBY	BUILDING MAINT/SUPPLIES	250.00	10/24/2022
30699	LOWE'S HOME CENTER INC	RESALE SUPPLIES - AT&D	17.98	10/24/2022
30700	EDUCATIONAL TESTING SERVICE	RESALE SUPPLIES	110.00	10/24/2022
30701	ADAMS PLUMBING	BLDING MAINT REPAIRS	500.00	10/24/2022
30702	MSC INDUSTRIAL SUPPLY CO	PRECISION MACHING SUPPLIES	1,029.55	10/25/2022
30703	PONCA IRON & METAL, INC.	AT&D WELDING - RESALE SUPPLIES	956.70	10/25/2022
30704	AMERICAN HEART ASSOCIATION	HCC1 - SUPPLIES	85.55	10/26/2022
30705	VILLAGE SCREEN PRINT	TEACH OK SUPPLIES	808.59	10/26/2022

**PIONEER TECHNOLOGY CENTER****Encumbrance For Board Approval**

From PO: 30650 to PO: 30741

**GEN FUND-FOR OPERAT**

PO #	Vendor Name	General Description	Amount	Date
30706	GRAINGER	BUILDING MAINT REPAIRS	143.83	10/26/2022
30707	NEWEGG BUSINESS	COMPUTER SERVICES - SUPPLIES	621.50	10/26/2022
30708	AUTOZONE INC	TANF - STUDENT ASSISTANCE OTHER	612.18	10/27/2022
30709	FIRST NATIONAL BANK OF OMAHA	TANF - STUDENT ASSISTANCE OTHER	70.00	10/27/2022
30710	MERIDIAN TECHNOLOGY CENTER	INNOV INCUBATOR MGR - TRAVEL REGISTRATION	79.00	10/27/2022
30711	AMAZON CAPITAL SERVICES	AT&D - SUPPLIES	77.23	10/27/2022
30712	CTAC	BIS STAFF TRAVEL - REGISTRATION	50.00	10/27/2022
30713	MERIDIAN TECHNOLOGY CENTER	BIS STAFF TRAVEL REGISTRAION	79.00	10/27/2022
30714	LOWE'S HOME CENTER INC	BUILDING MAINT SUPPLIES	59.96	10/27/2022
30715	STUTEVILLE FORD LINCOLN	VEHICLE MAINTENANCE REPAIR	499.49	10/27/2022
30716	WAL-MART COMMUNITY CARD	AT&D - RESALE SUPPLIES	48.53	10/28/2022
30717	SQUARE9 SOFTWORKS	FINANCE - SOFTWARE SERVICES	849.75	10/28/2022
30718	BLACKWELL HIGH SCHOOL YEARBOOK	MARKETING/ADVERTISING	75.00	10/31/2022
30719	MED-VET INTERNATIONAL	PN SUPPLIES	427.16	10/31/2022
30720	DIAMEDICAL USA	PN SUPPLIES	428.89	10/31/2022
30721	POCKET NURSE	PN SUPPLIES	310.95	10/31/2022
30722	HARTMAN PUBLISHING INC	AT&D RESALE BOOKS	1,544.07	11/01/2022
30723	CIMC-CCS	AT&D RESALE BOOKS	58.00	11/01/2022
30724	LOWE'S HOME CENTER INC	WELDING SUPPLIES	204.98	11/01/2022
30725	SPA GIRL INTL CORP	COSMETOLOGY SUPPLIES	1,618.30	11/01/2022
30726	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	91.02	11/01/2022
30728	LAMPTON WELDING SUPPLY	AT&D WELDING - RESALE SUPPLIES	144.00	11/01/2022
30729	MERRIFIELD OFFICE PLUS	FINANCE SUPPLIES	250.00	11/01/2022
30730	LAKESHORE LEARNING	CHILD LAB & PRESCHOOL - SUPPLIES	103.97	11/01/2022
30731	AMAZON CAPITAL SERVICES	CHILD LAB & PRESCHOOL SUPPLIES	252.96	11/01/2022
30732	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	70.35	11/01/2022



PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval

From PO: 30650 to PO: 30741

GEN FUND-FOR OPERAT

PO #	Vendor Name	General Description	Amount	Date
30733	X-CEL BADGE & ENGRAVING C	STUDENT AMBASSADOR SUPPLIES	12.75	11/01/2022
30734	VILLAGE SCREEN PRINT	STUDENT AMBASSADOR SUPPLIES	30.22	11/01/2022
30735	CROWD CONTROL DIRECT, INC.	CULINARY SERVICES EQUIPMENT	1,445.90	11/02/2022
30736	ODCTE	PN REGISTRATION	40.00	11/02/2022
30737	HAMPTON INN & SUITES - WOODWARD	INNOVATION INCUBATOR MGR - TRAVEL LODGING	243.00	11/03/2022
30738	AMAZON CAPITAL SERVICES	FINANCE - SUPPLIES	60.00	11/03/2022
30739	AMAZON CAPITAL SERVICES	COMPUTER SERVICES - SUPPLIES	1,946.00	11/03/2022
30740	MNJ TECHNOLOGIES DIRECT, INC	COMPUTER SERVICES -- SUPPLIES	2,212.00	11/03/2022
30741	HOBBY LOBBY	BUILDING MAINT/ SUPPLIES	60.00	11/03/2022
		<b>Current Encumbered</b>	<b>63,510.98</b>	



PIONEER TECHNOLOGY CENTER

From: 07 Oct 2022 to: 03 Nov 2022

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

PO #	Vendor Name	General Description	Amount	Date
30014	BEN E. KEITH FOODS-OKLAHOMA	BLANKET PO	2,000.00	07/01/2022
30023	DEMPEWOLF STORAGE	BLANKET PO	-1,305.00	07/01/2022
30024	EDUCATION TO GO	BLANKET PO	1,900.00	07/01/2022
30026	FARHA WHOLESALE COMPANY INC	BLANKET PO	5,000.00	07/01/2022
30032	GALAXIE BUSINESS EQUIPMENT INC	BLANKET PO	1,000.00	07/01/2022
30035	LAMPTON WELDING SUPPLY	BLANKET PO	250.00	07/01/2022
30066	TANKERSLEY	BLANKET PO	-21,000.00	07/01/2022
30067	TRAVEL (STAFF)	BLANKET PO	3,150.00	07/01/2022
30138	SACA - SMART AUTOMATION CERTIFICATION ALLIANCE	SCHOOL MEMBERSHIP	-500.00	07/01/2022
30175	FIRST NATIONAL BANK OF OMAHA	SUPT AND DIRECTORS - TRAVEL LODGING	6.12	07/05/2022
30185	FIRST NATIONAL BANK OF OMAHA	SUPT AND DIRECTORS - TRAVEL BAGGAGE FEES	-98.20	07/06/2022
30233	STAPLES ADVANTAGE	BUILDING MAINT - SUPPLIES	-35.94	07/11/2022
30366	FIRST NATIONAL BANK OF OMAHA	FINANCE TRAVEL - LODGING	-161.01	08/11/2022
30391	AMAZON CAPITAL SERVICES	HCC2 - SUPPLIES	0.80	08/17/2022
30397	NORTHERN OKLAHOMA COLLEGE	BIOMEDICAL - COLLEGE ALGEBRA TUITION	-1,555.08	08/17/2022
30398	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	10.30	08/17/2022
30414	FIRST NATIONAL BANK OF OMAHA	BIS ADMIN - TRAVEL AIRFARE	-1,200.00	08/22/2022
30440	LAMPTON WELDING SUPPLY	FFM SUPPLIES	-10.50	08/25/2022
30446	CENGAGE LEARNING	PN BOOKS - RESALE	-343.86	08/25/2022
30462	WAL-MART COMMUNITY CARD	DROPOUT SHARE - SUPPLIES	-75.60	08/29/2022
30526	STATE SURGICAL SUPPLY	HEERF III/CENTRAL SUPPLIES	-90.37	09/09/2022
30536	STAPLES ADVANTAGE	ACADEMIC MATH SUPPLIES	-17.91	09/12/2022
30543	AMAZON CAPITAL SERVICES	BPOC SUPPLIES	-217.48	09/13/2022
30544	FIRST NATIONAL BANK OF OMAHA	BIS ADMIN TRAVEL - AIRFARE	-218.04	09/13/2022
30555	STAPLES ADVANTAGE	BIS COORD AND CENTRAL - SUPPLIES	-98.91	09/15/2022
30561	VICTOR WELDING SUPPLY CO	WELDING SUPPLIES	15.76	09/16/2022
30566	MEDLEY MATERIAL HANDLING	VEHICLE MAINT - REPAIRS	-102.94	09/19/2022
30567	WHITTON SUPPLY CO.	FFM SUPPLIES	73.93	09/20/2022
30569	ADAMS PLUMBING	BLDING MAINT REPAIRS	-229.93	09/20/2022



PIONEER TECHNOLOGY CENTER

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

From: 07 Oct 2022 to: 03 Nov 2022

PO #	Vendor Name	General Description	Amount	Date
30573	FAIRFIELD INN & SUITES	FULLTIME/DIR INSTR - TRAVEL LODGING	138.00	09/20/2022
30574	FIRST NATIONAL BANK OF OMAHA	SUPERINTENDENT/DIRECTOR TRAVEL LODGING/TRANSPORTATION	-331.33	09/20/2022
30578	SNAP-ON INDUSTRIAL TOOLS	AUTO SERVICE - SUPPLIES	-5.78	09/21/2022
30583	X-CEL BADGE & ENGRAVING C	STUDENT AMBASSADOR SUPPLIES	-12.00	09/21/2022
30584	AUTOZONE INC	TANF STUDENT ASSISTANCE OTHER	-7.92	09/21/2022
30585	AMAZON CAPITAL SERVICES	CHILD LAB & PRESCHOOL - SUPPLIES	-30.46	09/21/2022
30586	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSISTANCE OTHER	-2.00	09/21/2022
30593	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	-354.56	09/22/2022
30594	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	-51.63	09/22/2022
30596	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	-64.98	09/22/2022
30600	STAPLES ADVANTAGE	MARKETING - SUPPLIES	-1.24	09/23/2022
30601	BADGEPASS	SUPPLIES - CENTRAL	-11.87	09/23/2022
30603	WAL-MART COMMUNITY CARD	FULLTIME DIRECTORS - SUPPLIES	-16.22	09/23/2022
30610	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	-182.44	09/28/2022
30615	OKLAHOMA HOSA	STAFF TRAVEL REGISTRATION	-50.00	09/28/2022
30619	EASYKEYS	BUILDING MAINT REPAIRS	-0.13	09/29/2022
30621	WAL-MART COMMUNITY CARD	AT&D RESALE SUPPLIES	-1,880.41	09/30/2022
30622	WAL-MART COMMUNITY CARD	STUDENT AMBASSADOR SUPPLIES	-21.50	09/30/2022
30624	LOWE'S HOME CENTER INC	MECHATRONICS - SUPPLIES	-253.93	09/30/2022
30625	PIONEER TECH ACTIVITY ACCOUNT	SHARE STUDENT ASSISTANCE	-25.00	09/30/2022
30629	O'REILLY AUTOMOTIVE INC	FLEET FAC MAINT - REPAIRS	-48.05	10/03/2022
30631	LOWE'S HOME CENTER INC	MECHATRONICS - SUPPLIES	-150.15	10/03/2022
30635	WAL-MART COMMUNITY CARD	COMPUTER SERVICES -- SUPPLIES	-26.48	10/05/2022
30636	NEWEGG BUSINESS	COMPUTER SERVICES - SUPPLIES	-153.05	10/05/2022



PIONEER TECHNOLOGY CENTER

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

From: 07 Oct 2022 to: 03 Nov 2022

PO #	Vendor Name	General Description	Amount	Date
30637	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	-41.34	10/05/2022
30639	AMAZON CAPITAL SERVICES	HCC2 - SUPPLIES	16.50	10/05/2022
30641	WAL-MART COMMUNITY CARD	HCC1 - SUPPLIES	-33.10	10/05/2022
30643	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	-3.29	10/05/2022
30645	BOOMER TIRE	FFM REPAIRS	-15.56	10/06/2022
30647	LOWE'S HOME CENTER INC	MECHATRONICS - SUPPLIES	-77.30	10/06/2022
30648	VILLAGE SCREEN PRINT	MARKETING/ADVERTISING	-20.50	10/06/2022
<b>GEN FUND-FOR OPERAT TOTAL:</b>			<b>-17,571.58</b>	
<b>REPORT TOTAL:</b>			<b>-17,571.58</b>	

*Building*



PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval

From PO: 30066 to PO: 30069

BUILDING FUND

PO #	Vendor Name	General Description	Amount	Date
30066	ADAMS PLUMBING	BLDG MAINT - MAJOR REPAIRS	12,427.50	10/12/2022
30067	LOCKE SUPPLY	BLDG MAINT REPAIRS	1,793.04	10/12/2022
30068	KEATHLYS	MAJOR REMODEL/REPAIRS	7,023.04	10/13/2022
<b>Current Encumbered</b>			<b>21,243.58</b>	



**PIONEER TECHNOLOGY CENTER**

**From: 07 Oct 2022 to: 03 Nov 2022**

**Encumbrance For Board Approval**  
**X CHANGE ORDER REPORT**  
**BUILDING FUND**

<u>PO #</u>	<u>Vendor Name</u>	<u>General Description</u>	<u>Amount</u>	<u>Date</u>
30008	KYLER CONSTRUCTION	NEW CONSTRUCTION SERVICES	-95,000.00	07/01/2022
30054	LOCKE SUPPLY	BLDG MAINT - REPAIRS	-353.61	09/19/2022
30057	SOBER BROTHERS, INC.	MAJOR REMODEL/REPAIRS	17.75	09/23/2022
	<b>BUILDING FUND TOTAL:</b>		<b>-95,335.86</b>	
	<b>REPORT TOTAL:</b>		<b>-95,335.86</b>	

*Payroll*



PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval

From PO: 70159 to PO: 70159

GEN FUND-FOR OPERAT

PO #	Vendor Name	General Description	Amount	Date
70159	PTC STAFF/EMPLOYEES	BLANKET PAYROLL ENCUMBRANCE	75,611.35	10/20/2022
		<b>Current Encumbered</b>	<b>75,611.35</b>	

# November 2022

---

## Meetings and Activities

- **October** – 12 – Leadership Blackwell presentation; After Board Report meeting with Staff
- 13 – 15 Leadership Oklahoma – Criminal Justice, Incarceration and Alternatives – McAlester
- 17 – Fall Break
- 18 – September/October staff birthday luncheon
- 20 – RCB Bank Community Advisory Board meeting
- 21 – PTC Westward Expansion meeting; Superintendent Advisory Committee meeting with Dr. Denney
- 23 – 25 Atlanta, GA, CTE Superintendent Benchmarking trip
- 26 – CareerTech Foundation Board meeting; NCOCWE quarterly meeting; Red Ribbon Week assemblies
- 27 – Rosenstein, Fist and Ringhold Tech Talk with Samanthia Marshall and Allison Veret - Special Education requirements for adult learners
- 28 – Business and Industry breakfast with Century Products; PTC Fall Festival; Ponca Politics presentation – State of Education
- 31 – Admin team meeting; PTC Supervisors' Group meeting/teambuilding activity
- **NOV 1** – OSSBA Region 3 Fall Meeting - Enid
- 2 – 1 Million Cups; Webex meeting with Matthew Penner, Senator Lankford field rep
- 3 – UC Board Meeting; PTC Westward Expansion meeting; PTC Foundation Roast
- 4 – Grady county superintendent wind farm taxation meeting; BPOC Graduation
- 7 – Instructional Staff meeting; PTC / P66 admin meeting and refinery tour
- 8 – Community Conversation – Work Ready Oklahoma; Ponca City Library Board meeting; PTC Board meeting

## Full-Time Programs

- Kahle and Traci and other CTE leaders from Oklahoma traveled to Atlanta, GA, to tour CTE schools and programs and meet with Georgia CTE leaders. It was a wonderful trip and offered great insight into the Georgia CTE pathways.
- NWOSU has determined that our PTC students will qualify for 6 hours of advanced standing credit for the courses they complete in the Criminal Justice pathway at PTC. They will have to take 12 hours of credit at NWOSU to have the hours applied.
- The Ponca Politics Forum for October was on the State of Education. Four education leaders from our area institutions, Shelley Arrott, PCPS; Robyn Armstrong, UC, and Sheri Snider, NOC, and I presented. My presentation focused on an overview of the CareerTech System as a whole to provide some insight to those who may not be familiar with all of the branches of the Oklahoma CTE system.
- Molly, Kahle, Ryan, Kendra and I have been invited to tour P66 and meet with leadership team members to discuss opportunities for students to better connect with work-based learning opportunities at the refinery.

## Business and Industry Services

- Janet Schwabe hosted the quarterly NCOCWE meeting. We had a great discussion and discussed our efforts toward our committee goals. Janet shared about the Oklahoma Academy for State Goals and their panel discussions and recommendations from the panelists about the topic of, "Oklahoma's Human Potential: Enhancing our Workforce for an Increasingly Innovative Economy". Janet represented PTC along with several other CTE leaders from across the state.
- Pioneer Tech will be the host site for the next CWE conveners' quarterly meeting, which will be held on December 20, 2022.
- PTC held the following BIS trainings in October: Firefighter 1 Skills and Live Burn for Pawnee Fire Department; Class B CDL training for City of Ponca City, and Tractor Safety for Enel Green Energy.

## Capital Planning

We have been steadily completing punch list items. Many of the contractors have returned to complete punch items, such as flooring (cleaning, tile repair and vinyl flooring revisions), lighting (Cosmetology and Conference Center cove lights), concrete (revision in West parking lot and repair of spalling areas). We do still have a few remaining contractors scheduled to return for items: kitchen equipment troubleshooting (refrigerator shutoff in teaching classroom), stainless-steel revision in dish pit, conference center lighting program adjustments and HVAC programming. The coiling doors to secure the cafeteria serving line area have been installed.

## Retirements/Resignations/Staff Changes

- 

## Upcoming Events

- November 10-12 – Leadership Oklahoma – Inclusion and Economic Development – Tulsa
- November 15 -16 CTE Superintendent meeting – Southwest Technology Center - Altus
- November 17<sup>th</sup> – Holiday Market; PTC Thanksgiving lunch
- November 21-25 – Thanksgiving Break
- December 1-2 – 8<sup>th</sup> Grade Days @ PTC

CAREER FIELD	a.m.	p.m.	Total Slots Enrolled	High School a.m.	High School p.m.	Pt Adult a.m.	Pt Adult p.m.	Full-Time Adult	Total Students	# of Slots Capacity	% Enrolled
<b>PN - M. Tripp</b>	<b>9</b>										
Practical Nursing*	31		31	0	0	0	0	31	31	36	86%
Sep-21	3										
Mar-22	3										
Sep-22	24										
<b>BPOC - T. Hudgon</b>	<b>7</b>										
<b>Basic Police Officer</b>	7		7	0	0	0	0	7	7	8	88%
<b>T&amp;I - R Burkett</b>	<b>246</b>										
Automotive Tech	18	14	32	16	11	1	2	1	31	40	80%
Construction	17	11	28	15	8	0	1	2	26	30	93%
Cosmetology	23	20	43	16	16	4	1	3	40	40	108%
Criminal Justice	13	11	24	12	10	1	1	0	24	24	100%
Culinary Arts	11	11	22	8	10	2	0	1	21	30	73%
Firefighter/EMT	9	6	15	3	0	3	3	3	12	20	75%
Fleet & Facilities Main	5	5	10	4	5	1	0	0	10	20	50%
Mechatronics	17	13	30	14	8	1	3	2	28	30	100%
Precision Machining	15	5	20	12	4	2	0	1	19	30	67%
Welding	19	16	19	19	15	0	1	0	35	40	88%
<b>Health, BITE, TP, Sp Prog - K Keelin</b>	<b>122</b>										
Information Technology	14	11	25	7	7	4	1	3	22	30	83%
Teacher Preparation	12	8	20	11	8	1	0	0	20	30	67%
BioMedicial Sciences	10	7	17	10	7	0	0	0	17	30	57%
Health Careers - Clark	8	4	12	7	4	1	0	0	12	30	40%
Health Careers - Garrison	16	13	29	16	13	0	0	0	29	30	97%
Medical Assisting	5		5	0	0	0	0	5	5	12	42%
Visual Communications	10	9	19	4	4	1	0	5	14	30	47%
SHARE1	12	3	15	12	3	0	0	0	1	40	38%
SHARE2**	14	5	19	14	5	0	0	0	1	40	48%
<b>TOTAL</b>			<b>442</b>						<b>405</b>		

HIGH SCHOOLS	a.m.	p.m.	Both (SHARE)	Total Students
Blackwell	18	22	5	45
Frontier	4	0	0	4
Ponca City	48	58	25	131
Tonkawa	8	5	2	15
Newkirk	35	13	0	48
Woodland	32	0	0	32
Shidler	6	0	0	6
Medford	10	0	0	10
EPIC	5	7	0	12
HomeSchool	2	1	0	3
<b>Total High School</b>	<b>168</b>	<b>106</b>	<b>306</b>	
<b>ADULTS</b>				
Adults - full-time			64	
Adults - part-time	21	14	35	
<b>Total Adults</b>			<b>99</b>	
<b>Grand Total</b>			<b>405</b>	

**NOTES: In the top table, the Total Students column counts each student on campus one time by program. The bottom table counts each student once by classification.**

**\* Practical Nursing total of 3 start dates.**

**\*\*SHARE has 31 students that are combined SHARE/CareerTech courses both a.m. and p.m.; and 2 who are SHARE Academic Only full time.**

Special Programs	Total Enrollment
ABE/HSE	112
New Beginnings	23

## **PIONEER TECHNOLOGY CENTER BOARD MEETING DATES FOR 2023**

ALL MEETINGS TO BE HELD AT PIONEER TECHNOLOGY CENTER, SEMINAR CENTER WEST, AT 2101 NORTH ASH, PONCA CITY, OKLAHOMA AT 6:00 P.M. UNLESS OTHERWISE NOTED.

January 10, 2023

February 14, 2023

March 7, 2023\*

April 11, 2023

May 9, 2023

June 13, 2023

July 11, 2023

August 8, 2023

September 12, 2023

October 10, 2023

November 14, 2023

December 12, 2023

\*The March 2023 meeting is scheduled for the first Tuesday in March since the second Tuesday is during Spring Break.

**PIONEER TECHNOLOGY CENTER**  
**Part-Time & Temporary Employment Contracts and/or Addenda to Contracts**  
**November 08, 2022 FY 2022/2023**

<u>Name</u>	<u>Position/Class Taught</u>	<u>Dates</u>	<u>Contract amount</u>
Kayla Blaes	Managers Tool Belt – Coaching	10/10 – 10/18 (8 hrs)	280.00
Coleen Blevins	ABE/HSE Instructor	11/01 – 11/30 (24.5 hrs)	612.50
Mike Boon	Safe Tractor Operator	10/25 – 10/26 (20 hrs)	700.00
Carol Bottoms	ABE/TANF Instructor	11/01 – 11/30 (42 hrs)	1,050.00
Vicki Braden	ABE/HSE Instructor	11/01 – 11/30 (24.5 hrs)	637.00
Christina Chapman	ABE/HSE Instructor	11/01 – 11/30 (49 hrs)	1,225.00
Aimee Clark	ABE/HSE Instructor	11/01 – 11/30 (7 hrs)	175.00
Joshua Conaway	Trusting Trusts for your Estate Plan	10/10 (4 hrs)	200.00
Joshua Conaway	Forming an LLC	11/14 (4 hrs)	200.00
Tyler Evans	School Bus Driver Training	09/19 – 10/20 (20 hrs/4:30-9pm)	634.00
Joella Francis	Clinical Skills Check-off	10/05 – 10/20 (21 hrs)	525.00
Jackson Gallagher	Soul Food – Culinary Asst.	10/04 (4.5 hrs)	67.50
Larry Godley	ABE/ESL Instructor	11/01 – 11/30 (35 hrs)	1,050.00
Elaine Harman	ABE/HSE Instructor	11/01 – 11/30 (24.5 hrs)	612.50
Cindy Ivie	Paint Pouring	10/19 (3 hrs/6-9pm)	75.00
Tonya Jackson	ABE/HSE Instructor	11/01 – 11/30 (35 hrs)	910.00
Aletha Kearney	Soul Food Instructor	10/04 (4.5 hrs)	112.50
Phylisha Kimbrel	Intro to Financial Literacy	10/11 (2 hrs/6-8pm)	50.00
Phylisha Kimbrel	Couponing for Beginners	10/12 (2 hrs/6-8pm)	50.00
Jay Kirkendall	School Bus Driving Training	09/19 – 10/20 (24.5 hrs/4:30-9pm)	671.30
Allyson Leonard	ABE/HSE Instructor	11/01 – 11/30 (17.5 hrs)	437.50
(Revised) Jeff Lockett	Ag Business & Finance Consultant	09/14 – 10/14 (up to 48 hrs)	1,200.00
Steven Long	Paramedic Student Skills	10/10 – 10/12 (16 hrs)	400.00
Steven Long	Paramedic Skills	10/27 (8 hrs)	200.00
Johnny Munger	First Aid Instructor	10/12 (3 hrs/6-9pm)	75.00
Joni Murphy	ABE/HSE Instructor	11/01 – 11/30 (16 hrs)	400.00
James Page	School Bus Examiner	09/19 – 10/20 (4.25 hrs)	148.75
Eric Payne	Class A Truck Driver Training	11/14 – 12/2 (120 hrs)	3,600.00
Diane Pendleton	ABE/HSE Instructor	11/01 – 11/30 (10.5 hrs)	262.50
Pam Powers	ABE/TANF Instructor	11/01 – 11/30 (77 hrs)	1,925.00
Rebecca Stephens	ABE/HSE Instructor	11/01 – 11/30 (42 hrs)	1,050.00
Rebecca Stephens	ABE/TANF Instructor	11/01 – 11/30 (28 hrs)	700.00
Nancy Stevenson	Family Tree – Genealogy	10/10 – 10/24 (9 hrs)	225.00
Kristi Reed	CMA Cont. Ed.	10/06 (8 hrs)	184.00
David Rush	School Bus Driving Training	09/19 – 10/20 (18 hrs)	450.00
Gary Vap	CPR for Health Care Provider	10/18 (3 hrs)	75.00