

Pioneer Technology Center Board of Education  
Regular Meeting  
Tuesday, August 8, 2023, 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  
50th Anniversary Presentation and Events -Terri Busch- Communications & Marketing Coordinator
5. Discussion and vote to approve or not approve the Minutes of the July 11, 2023 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 for FY24 General Fund #40188-40328 in the amount of \$151,929.33; Building Fund #40007-40012 in the amount of \$94,754.00; Payroll #70136-70159 in the amount of \$1,494,933.26.
7. Discussion and vote to approve or not approve out-of-state travel for Traci Thorpe to attend Benchmarking event in Wisconsin, October 23-25, 2023
8. Administrative Reports and Anticipated Discussion by the Board and Staff regarding facilities, district policy issues, community issues and/or personnel or student needs
  - 8.A. Traci Thorpe, Superintendent/CEO
  - 8.B. Kahle Goff, Executive Director, Business & Industry Services
9. Discussion and vote to approve or not approve the 2023-2024 Marketing Plan
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 A.
11. New Business
12. Public Comment
13. Adjournment

*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, July 11, 2023 6:00 PM  
Seminar Center West  
2101 N. Ash St.  
Ponca City, Oklahoma 74601

1. Interim President Gay Norris called the meeting to order at 6:00 pm.
2. Roll call and establish a quorum

Board Members Present:

Ms. Debbie Leaming  
Ms. Gay Norris  
Mr. J.D. Soulek

Board Members Absent:

Mr. Laurence Beliel  
Ms. Orva Rothgeb

Also, in attendance were Traci Thorpe, Ryan Burkett, Kendra Keelin, Kahle Goff, Stacey Rush, Molly Kyler, Mike Orr, Kevin Bell, Janet Schwabe, Kellie Johnson and Allison Christy.

3. Flag salute and moment of silence
4. Reports and Presentations  
Construction Trades, Kahle Goff, Executive Director Full-Time Programs  
Work Ready Oklahoma, Janet Schwabe, Innovation & Incubator Manager

Kahle- Construction trades had another change. We are looking to change our construction trade program in the future to better fit industry needs. We agree that we need to look into filling the position with electrical, HVAC, commercial construction, and residential construction. We have been approached by one of our own, Cody Tabor to possibly teach the program. We have interviewed Cody and believe he would be a great fit. We are looking at working out internships for the students and the industry.

Janet- Work Ready Oklahoma- We have been selected by the program to implement a work ready Oklahoma Hope Center here in Ponca City. There are trainers who will come in for a week, they will teach things like interviewing, job applications, etc. then the participants will start looking for a job. We will provide a facility up to 90 days for the employee to work remotely. This program will be geared toward DHS clients, SNAP recipients and TANF recipients. We will hire the employees for this program. There will be funding from DHS for this program. We are looking at City Central being the home for this program. There is a 5-year contract for up to 5.5 Million. Some of the requirements that are required as part of the proposal were very specific, and we had to provide those. We do not have a time line of when this is going

to be up and running. We have just received notice of the acceptance of our proposal. We will be working on getting this up and going as we move forward.

5. Discussion and vote to approve or not approve the Minutes of the June 13, 2023 regular Board of Education meeting

Motion to approve the Minutes of the June 13, 2023 regular Board of Education meeting passed with a motion by Mr. J.D. Soulek and a second by Ms. Debbie Leaming.

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Orva Rothgeb: Absent

Mr. J.D. Soulek: Yea

Yea: 3, Nay: 0, Absent: 2

6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (FY23: General Fund #31789-31794 in the amount of \$9,131.95; Building Fund #30111 in the amount of \$2,069.39; Payroll - NONE) (FY24: General Fund #40001-40187 in the amount of \$1,722,056.78; Building Fund #40001-40006 in the amount of \$1,302,612.09; Payroll #70001-70135 in the amount of \$7,160,282.69)

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

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Orva Rothgeb: Absent

Mr. J.D. Soulek: Yea

Yea: 3, Nay: 0, Absent: 2

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

we have completed our 3-year monitoring with ODCTE and performed a desk audit of our opportunities for improvement. We have submitted the documentation to show how we have made changes to address those areas to improve. There was a meeting last week about internships for students and opportunities to provide students with work-based learning. We are working on setting goals with each program to achieve what they need. Summer Academies have started this week with about 82 in attendance. Kaw Nation has donated a truck to the Law Enforcement program and we will take a picture with them on Friday at 8 am. We are very appreciative of Kaw Tribe making this donation to us. BPOC started its 3rd academy this week. Campus safety and security meeting this week will talk about things we might need to look at in

our emergency operations plan. We will make changes as needed and identify any training that we might feel is needed on campus. We have wrapped up the Teen Truck Driver Training program, there are many of them who are already working with their newly acquired CDL. We had a good turnout for B&I Breakfast about non-profits in our area. Manufacturing is the B&I topic that we are looking at in July. We have been doing work around campus with new bathrooms and the flex lab. There have been transitions taking place in the Service Careers and Health Careers programs. We have also seen many items that were needing addressed from construction coming to completion. The HVAC and the hot water issues have been addressed. Kyler Construction has come back and fixed the curbing, and Cosmo will have new conduit painted next week after academy. We are looking at a thermostat in the facial room that will need to be fixed. We had an increase of over 300,000 dollars in our budget allocation from the state. Thursday is retirement reception at 2. Next week is SREB conference and we have 14 staff members going, we will receive an award as a Pace Setter school. We will present at a session on Pioneer Tech best practices. August conference is coming up, and there is an evening event where we will be recognized as Gold Star School.

B. Molly Kyler, Executive Director, Business & Industry Services

Molly- We have new employees starting and everyone is doing a great job processing them through. We hosted the Gathering of Native Americans last week and will host Ponca Tribe next week for trainings.

8. Discussion and vote to approve or not approve the full-time programs student handbook for 2023-24 & Practical Nursing Handbook for 2023-24

Motion to approve student handbook for 2023-24 & Practical Nursing handbook for 2023-24 passed with a motion by Ms. Debbie Leaming and a second by Mr. J.D. Soulek.

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Orva Rothgeb: Absent

Mr. J.D. Soulek: Yea

Yea: 3, Nay: 0, Absent: 2

9. Discussion and vote to approve or not approve a contract with the Pioneer Technology Center Foundation for FY24 (Same as prior year)

Motion to approve a contract with the Pioneer Technology Center Foundation for FY24 (Same as prior year) passed with a motion by Ms. Gay Norris and a second by Mr. J.D. Soulek.

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Orva Rothgeb: Absent

Mr. J.D. Soulek: Yea

Yea: 3, Nay: 0, Absent: 2

10. Discussion and vote to approve or not approve the following list of fundraising activities: Extra Curricular Event Staffing, Apparel and Accessories Sale(s), Food or Other Product Sale(s), Silent Auctions(s), Garage Sale(s), Raffle(s), Community (Single-Occurrence) Event(s), Solicitation of donations - if a list of prospective donors is submitted with the fund-raiser request, Student organization dues, Projects approved in advance by the appropriate administrator

Motion to approve the following list of fundraising activities: Extra Curricular Event Staffing, Apparel and Accessories Sale(s), Food or Other Product Sale(s), Silent Auctions(s), Garage Sale(s), Raffle(s), Community (Single-Occurrence) Event(s), Solicitation of donations, if a list of prospective donors is submitted with the fund-raiser request, Student organization dues, Projects approved in advance by the appropriate administrator passed with a motion by Mr. J.D. Soulek and a second by Ms. Debbie Leaming.

Mr. Laurence Beliel: Absent  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Orva Rothgeb: Absent  
Mr. J.D. Soulek: Yea  
Yea: 3, Nay: 0, Absent: 2

11. Discussion and vote to approve or not approve membership fees of \$3,454 and policy services fee of \$1,000 to OSSBA for FY24 (Same as Prior Year)

Motion to approve membership fees of \$3,454 and policy services fee of \$1,000 to OSSBA for FY24(Same as prior year) passed with a motion by Ms. Debbie Leaming and a second by Mr. J.D. Soulek.

Mr. Laurence Beliel: Absent  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Orva Rothgeb: Absent  
Mr. J.D. Soulek: Yea  
Yea: 3, Nay: 0, Absent: 2

12. Discussion and vote to approve or not approve the purchase over \$10,000 as listed on Appendix A.

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

Mr. Laurence Beliel: Absent  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Orva Rothgeb: Absent  
Mr. J.D. Soulek: Yea  
Yea: 3, Nay: 0, Absent: 2

13. 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. Debbie Leaming and a second by Mr. J.D. Soulek.

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Orva Rothgeb: Absent

Mr. J.D. Soulek: Yea

Yea: 3, Nay: 0, Absent: 2

14. Discussion and vote to approve or not approve the employment of Evening Custodians

Motion to approve the employment of Adriane Maxson and Hannah Patrick as the new evening custodians passed with a motion by Ms. Gay Norris and a second by Ms. Debbie Leaming.

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Orva Rothgeb: Absent

Mr. J.D. Soulek: Yea

Yea: 3, Nay: 0, Absent: 2

15. Discussion and vote to approve or not approve the employment of a Leadership Development Coordinator, BIS

Motion to approve the employment of Jenn Miller as the Leadership Development Coordinator, BIS passed with a motion by Mr. J.D. Soulek and a second by Ms. Gay Norris.

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Orva Rothgeb: Absent

Mr. J.D. Soulek: Yea

Yea: 3, Nay: 0, Absent: 2

16. Discussion and vote to approve or not approve the employment of a Children's Lab & Teacher Prep. Kitchen/Teaching Asst.

Motion to approve Cheyanne Herring as the new Children's lab & Teacher prep Kitchen/Teaching asst. passed with a motion by Mr. J.D. Soulek and a second by Ms. Gay Norris.

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Orva Rothgeb: Absent  
Mr. J.D. Soulek: Yea  
Yea: 3, Nay: 0, Absent: 2

17. Discussion and vote to approve or not approve Cody Tabor as Construction Technology Instructor

Motion to approve Cody Tabor as Construction Technology Instructor passed with a motion by Ms. Debbie Leaming and a second by Mr. J.D. Soulek.

Mr. Laurence Beliel: Absent  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Orva Rothgeb: Absent  
Mr. J.D. Soulek: Yea  
Yea: 3, Nay: 0, Absent: 2

18. New Business- None

19. Public Comment- None

20. Interim President Gay Norris adjourned the meeting at 6:59 pm.

Respectfully submitted,

*Kellie Johnson*

Kellie Johnson  
Board Minutes Clerk

---

President, Board of Education

---

Clerk, Board of Education

---

Date of Approval

Motion:

Second:

Vote:





**PIONEER TECHNOLOGY CENTER**

From PO: 40188 to PO: 40328

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

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
40188	OKSTE (OKLA SOCIETY FOR TECHNOLOGY IN EDUCATION)	SCHOOL MEMBERSHIP	300.00	07/07/2023
40189	PONCA CITY REC PLEX	BPOC-RESALE SUPPLIES	1,620.00	07/07/2023
40190	DEPARTMENT OF PUBLIC SAFETY	BPOC TUITION FEES	3,200.00	07/07/2023
40192	KRISTA SCAMMAHORN LLC	STAFF DEVELOPMENT - BIS TEAM	750.00	07/07/2023
40193	SNAP-ON INDUSTRIAL TOOLS	SUPPLIES - AUTO SERVICE	204.63	07/07/2023
40194	HILTON	STAFF TRAVEL - AUTO SERVICE	350.00	07/07/2023
40195	AMAZON CAPITAL SERVICES	INSTRUCTIONAL DIRECTOR SUPPLIES	71.95	07/07/2023
40196	AMAZON CAPITAL SERVICES	SUPPLIES - AUTO SERVICE	49.93	07/07/2023
40197	X-CEL BADGE & ENGRAVING C	MARKETING/ADVERTISING	33.35	07/07/2023
40198	JONES & BARTLETT LEARNING LLC	SUBSCRIPTION - AUTO SERVICE	2,995.00	07/07/2023
40199	LOWE'S HOME CENTER INC	SUPPLIES - AUTO SERVICE	94.05	07/07/2023
40200	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT DUES/FEES	58.25	07/10/2023
40201	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	148.53	07/10/2023
40202	POCKET NURSE	AT&D - RESALE SUPPLIES	700.52	07/10/2023
40203	CARDIAC LIFE PRODUCTS	BLDG MAINT SUPPLIES	649.60	07/10/2023
40204	AMAZON CAPITAL SERVICES	BLDG MAINT - SUPPLIES	849.86	07/10/2023
40205	KIAMICHI TECHNOLOGY CENTER	AT&D RESALE SUPPLIES	500.00	07/11/2023
40206	BARGAIN BALLOONS USA	CAREER DEVELOPMENT - SUPPLIES	38.20	07/11/2023
40207	STAPLES ADVANTAGE	STUDENT SERVICES/COUNSELING - SUPPLIES	29.95	07/11/2023
40208	BADGEPASS	CENTRAL SUPPLIES	440.71	07/11/2023
40209	DULY INTEGRATED SECURITY	COMPUTER SERVICES SUBSCRIPTION	2,240.00	07/11/2023
40210	FIRST NATIONAL BANK OF OMAHA	TCTW AND PROF DEVELOP - STAFF TRAVEL	8,575.00	07/11/2023
40211	OSSBA	STAFF TRAVEL- REGISTRATION	2,250.00	07/11/2023
40212	FIRST NATIONAL BANK OF OMAHA	STAFF TRAVEL PROFESSIONAL DEVELOPMENT	1,950.00	07/11/2023
40213	ACTE	STAFF TRAVEL- REGISTRATION	500.00	07/11/2023
40214	FIRST NATIONAL BANK OF OMAHA	STAFF TRAVEL- LODGING	548.00	07/11/2023
40215	CLUTCH SOLUTIONS	COMPUTER SERVICES -- SUPPLIES	4,312.00	07/11/2023
40216	FIRST NATIONAL BANK OF OMAHA	STAFF TRAVEL- LODGING	1,442.00	07/11/2023



**PIONEER TECHNOLOGY CENTER**

From PO: 40188 to PO: 40328

**Encumbrance For Board Approval**

**GEN FUND-FOR OPERAT**

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
40217	CTAC	STAFF TRAVEL-REGISTRATION	100.00	07/11/2023
40218	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSISTANCE OTHER	105.00	07/11/2023
40219	THERMACUBE, LLC	CHILDREN'S LAB - TRAVEL REGISTRATIONS	40.00	07/11/2023
40220	THERMACUBE, LLC	CHILDREN'S LAB - TRAVEL REGISTRATION	20.00	07/11/2023
40221	SP2 / CERTUS	AUTO SERVICE - SUBSCRIPTION	399.00	07/11/2023
40222	FIRST NATIONAL BANK OF OMAHA	CHILDREN'S LAB - SUBSCRIPTIONS	55.00	07/11/2023
40223	WAL-MART COMMUNITY CARD	TANF STUDENT ASSISTANCE OTHER	139.24	07/11/2023
40224	AMAZON CAPITAL SERVICES	AUTO SERVICE - SUPPLIES	177.50	07/11/2023
40225	HOBBY LOBBY	INSTRUCTIONAL DIRECTOR SUPPLIES	17.99	07/11/2023
40226	PONCA CITY CHAMBER OF COMMERCE	MARKETING/ADVERTISING	300.00	07/11/2023
40227	AMAZON CAPITAL SERVICES	STAFF DEVELOPMENT - SUPPLIES	634.31	07/12/2023
40228	FIRST NATIONAL BANK OF OMAHA	BLDG MAINT - SUPPLIES	68.95	07/12/2023
40229	LOWE'S HOME CENTER INC	CENTRAL SUPPLIES	416.10	07/12/2023
40230	FIRST NATIONAL BANK OF OMAHA	STAFF TRAVEL- LODGING	824.00	07/12/2023
40231	INTERNATIONAL ECONOMIC DEVELOPMENT COUNCIL (IEDC)	BIS ADMIN - STAFF TRAVEL REGISTRATION	975.00	07/12/2023
40232	AMAZON CAPITAL SERVICES	PN SELECT SUPPLIES	351.34	07/12/2023
40233	AMAZON CAPITAL SERVICES	FINANCE - SUPPLIES	54.40	07/12/2023
40234	ADIRA LLC	IT - TECHNOLOGY RELATED SERVICES	26,875.00	07/12/2023
40235	CRISIS COMMUNICATION TRAINING AND SERVICES	STAFF DEVELOPMENT- PROF SERVICES AND SUPPLIES	500.00	07/13/2023
40236	AMAZON CAPITAL SERVICES	AUTO SERVICE - SUPPLIES	138.75	07/13/2023
40237	PALO ALTO SOFTWARE, INC.	ENT SERV/INNOVATION MANAGER - SUBSCRIPTION	1,200.00	07/13/2023
40238	HYATT REGENCY - TULSA	PN LODGING	348.00	07/13/2023
40239	TEACHER CREATED RESOURCES	CHILDREN'S LAB - SUPPLIES	236.28	07/13/2023
40240	HAMPTON INN & SUITES-TULSA	PN LODGING	1,336.00	07/13/2023
40241	LAKESHORE LEARNING MATERIALS LLC	CHILDREN'S LAB - SUPPLIES	166.68	07/13/2023
40242	KAPLAN EARLY LEARNING COMPANY	CHILDREN'S LAB - SUPPLIES	347.75	07/13/2023
40243	LOWE'S HOME CENTER INC	BUILDING MAINT EQUIPMENT	2,274.30	07/13/2023



# PIONEER TECHNOLOGY CENTER

From PO: 40188 to PO: 40328

## Encumbrance For Board Approval GEN FUND-FOR OPERAT

<u>PO</u>	<u>Vendor Name</u>	<u>General Description</u>	<u>Amount</u>	<u>Date</u>
40244	GALAXIE BUSINESS EQUIPMENT INC	NON-INSTRUCTIONAL EQUIPMENT	1,459.90	07/13/2023
40245	AMAZON CAPITAL SERVICES	GROUNDS MAINT - SUPPLIES	99.13	07/13/2023
40246	TOTAL COM INC	BUS MAINT - REPAIRS	250.00	07/13/2023
40247	CAMINSTRUCTOR INCORPORATED	PRECISION MACHINING - SUBSCRIPTIONS	1,575.00	07/14/2023
40248	AMAZON CAPITAL SERVICES	COMPUTER SERVICE - SUPPLIES	1,021.62	07/17/2023
40249	ALLIANCE HEALTH URGENT CARE	TANF MEDICAL/DENTAL	129.00	07/17/2023
40250	DISCOUNT SCHOOL SUPPLY	CHILDREN'S LAB - SUPPLIES	352.64	07/17/2023
40251	VSC FIRE AND SECURITY	COMPUTER SERVICES - SUPPLIES	5,867.82	07/17/2023
40252	LA QUINTA INN & SUITES BY WYNDHAM OWASSO	TANF - STAFF TRAVEL LODGING	400.00	07/17/2023
40253	CTEEC - CAREER AND TECHNICAL ED EQUITY COUNCIL	TANF - STAFF TRAVEL REGISTRATIONS	300.00	07/17/2023
40254	MLC CAD SYSTEMS LLC	IT&D INSTRUCT - SUPPLIES	665.00	07/17/2023
40255	LEGACY SIGNS	BUILDING MAINT REPAIRS	300.00	07/18/2023
40256	HOLT TRUCK CENTERS	BUS MAINT REPAIRS	144.37	07/18/2023
40257	AMAZON CAPITAL SERVICES	AT&D COORD - SUPPLIES	122.31	07/18/2023
40258	NATIONAL PEN COMPANY	MARKETING/ADVERTISING	1,890.90	07/19/2023
40259	X-CEL BADGE & ENGRAVING C	MARKETING/ADVERTISING	26.60	07/19/2023
40260	PONCA CITY QUARTERBACK CLUB	MARKETING/ADVERTISING	200.00	07/19/2023
40261	ADAMS PLUMBING	BLDG MAINT - REPAIRS	500.00	07/19/2023
40262	A+ PRINTING	MARKETING/ADVERTISING	194.00	07/19/2023
40263	FIRST NATIONAL BANK OF OMAHA	STAFF TRAVEL - LODGING	530.00	07/19/2023
40264	STAPLES ADVANTAGE	MARKETING/SUPPLIES	167.97	07/19/2023
40265	NEWKIRK FAMILY HEALTH CENTER	BUS PHYSICALS/SHOTS	300.00	07/19/2023
40266	MERRIFIELD OFFICE PLUS	SUPERINTENDENT SUPPLIES	42.38	07/19/2023
40267	FLEETPRIDE, INC	BUS MAINT REPAIRS	22.82	07/20/2023
40268	ELSEVIER	PN BOOKS RESALE	8,192.01	07/20/2023
40269	CENGAGE LEARNING	PN BOOKS RESALE	849.25	07/20/2023
40270	WOLTERS KLUWER	PN BOOKS RESALE	970.87	07/20/2023
40271	ELSEVIER	PN SELECT BOOKS	1,425.96	07/20/2023



# PIONEER TECHNOLOGY CENTER

From PO: 40188 to PO: 40328

## Encumbrance For Board Approval GEN FUND-FOR OPERAT

<u>PO</u>	<u>Vendor Name</u>	<u>General Description</u>	<u>Amount</u>	<u>Date</u>
40272	FIRETROL PROTECTION SYSTEMS INC	REPAIRS - BLDG MT	997.50	07/20/2023
40273	FIRETROL PROTECTION SYSTEMS INC	BLDG MAINT – OTHER BLDG SERVICES	4,875.00	07/20/2023
40274	F A DAVIS COMPANY	PN SELECT BOOKS	424.75	07/20/2023
40275	CENGAGE LEARNING	PN SELECT BOOKS	262.50	07/20/2023
40276	ASSESSMENT TECHNOLOGIES INSTITUTE LLC	PN SELECT BOOKS	2,900.00	07/20/2023
40277	TEACHER CREATED RESOURCES	CHILDREN'S LAB - SUPPLIES	152.84	07/24/2023
40278	OKLAHOMA DRUG & ALCOHOL TESTING LLC	TANF DUES/FEES	30.00	07/24/2023
40279	AMAZON CAPITAL SERVICES	CHILDREN'S LAB - SUPPLIES	186.41	07/24/2023
40280	STAPLES ADVANTAGE	CHILDREN'S LAB - SUPPLIES	106.24	07/24/2023
40281	ALLIANCE HEALTH URGENT CARE	TANF MEDICAL/DENTAL	129.00	07/24/2023
40282	AMAZON CAPITAL SERVICES	MARKETING/SUPPLIES	30.99	07/24/2023
40283	QUALITY LOGO PRODUCTS	MARKETING/ADVERTISING	920.97	07/24/2023
40284	OHD, LLP	SAFETY REPAIRS	860.00	07/24/2023
40285	CLUTCH SOLUTIONS	COMPUTER SERVICES -- SUPPLIES	3,993.00	07/24/2023
40286	GRAINGER	BUILDING MAINT SUPPLIES	51.18	07/24/2023
40287	BADGEPASS	BLDG MAINT - SUPPLIES	568.71	07/24/2023
40288	LABYRINTH LEARNING, INC	IT&D - RESALE BOOKS	986.70	07/25/2023
40289	360 OUTDOOR TURF	GROUNDS - SUPPLIES	70.72	07/25/2023
40290	F A DAVIS COMPANY	PN BOOKS RESALE	1,059.30	07/25/2023
40291	HARTMAN PUBLISHING INC	PN RESALE BOOKS	418.00	07/25/2023
40292	MEDICAL EQUIPMENT AFFILIATES	PN RESALE SUPPLIES	2,551.19	07/25/2023
40293	ASSESSMENT TECHNOLOGIES INSTITUTE LLC	PN RESALE BOOKS	7,250.00	07/25/2023
40294	AMAZON CAPITAL SERVICES	FINANCE SUPPLIES	49.62	07/25/2023
40295	CLUTCH SOLUTIONS	COMPUTER SYSTEMS -- SUPPLIES	315.00	07/26/2023
40296	AMAZON CAPITAL SERVICES	MARKETING/SUPPLIES	119.94	07/26/2023
40297	ATWOODS	SUPPLIES- CHILDREN'S LAB	48.00	07/26/2023
40298	MURRAY WOMBLE	BUILDING MAINT REPAIRS	505.00	07/27/2023
40299	MEEKS HOLDINGS LLC	MARKETING/ADVERTISING	985.13	07/27/2023



# PIONEER TECHNOLOGY CENTER

From PO: 40188 to PO: 40328

## Encumbrance For Board Approval GEN FUND-FOR OPERAT

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
40300	NATIONAL DROPOUT PREVENTION CENTER	TRAVEL- REGISTRATION	1,785.00	07/27/2023
40301	MEEKS HOLDINGS LLC	BLDG MAINT - REPAIRS	638.26	07/27/2023
40302	AMERICAN HEART ASSOCIATION	SUPPLIES - ACADEMIC LAB/PN/MEDICAL SERVICES	17.50	07/27/2023
40303	CLUTCH SOLUTIONS	COMPUTER SERVICES EQUIPMENT	6,409.60	07/27/2023
40304	HOBBY LOBBY	INSTRUCTIONAL DIR - SUPPLIES	12.91	07/27/2023
40305	AMAZON CAPITAL SERVICES	AT&D - RESALE SUPPLIES	51.63	07/27/2023
40306	FLEETPRIDE, INC	BUILDING MAINT REPAIRS	72.68	07/31/2023
40308	AMAZON CAPITAL SERVICES	PROF DEVELOPMENT - SUPPLIES	32.94	07/31/2023
40309	FIRST NATIONAL BANK OF OMAHA	INSTRUCT DIR, STUDENT SERVICES, AND SHARE - TRAVEL AIRFARE	1,206.00	07/31/2023
40310	HOBBY LOBBY	CHILDREN'S LAB - SUPPLIES	273.30	07/31/2023
40311	HOLT TRUCK CENTERS	BUS MAINT REPAIRS	717.06	07/31/2023
40312	AMAZON CAPITAL SERVICES	BLDG MAINT - SUPPLIES	371.53	07/31/2023
40313	MEDICAL EQUIPMENT AFFILIATES	PN SUPPLIES	600.28	08/03/2023
40314	S&K DIRECT STEEL	BUILDING MAINT. REPAIRS	324.00	08/03/2023
40315	AMAZON CAPITAL SERVICES	AUTO SERVICE - SUPPLIES	135.00	08/04/2023
40316	LOWE'S HOME CENTER INC	AUTO SERVICE - SUPPLIES	72.00	08/04/2023
40317	OKLAHOMA SKILLS USA	COSMO/MECHATRONICS STAFF/STUDENT TRAVEL LODGING	225.00	08/04/2023
40318	FIRST NATIONAL BANK OF OMAHA	COSMO/MECHATRONICS STUDENT/STAFF TRAVEL LODGING	780.00	08/04/2023
40319	MERIDIAN TECHNOLOGY CENTER	LEADER DEV COORD - TRAVEL REGISTRATION	1,100.00	08/04/2023
40320	KELLE REPAIR AND TIRE CENTER	GROUNDS - SUPPLIES	189.66	08/04/2023
40321	BRYANS FLOORING	BLDG MAINT - REPAIRS	1,500.00	08/04/2023
40322	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	431.89	08/04/2023
40323	AMAZON CAPITAL SERVICES	BLDG MAINT - SUPPLIES	70.88	08/04/2023
40324	MERIDIAN TECHNOLOGY CENTER	BIS PROGRAM DEVELOPER - TRAVEL REGISTRATION	1,100.00	08/04/2023
40325	SWASFAA	FINANCIAL AID - TRAVEL REGISTRATION	400.00	08/04/2023
40326	AMAZON CAPITAL SERVICES	BLDG MAINT - SUPPLIES	234.85	08/04/2023
40327	AKON LLC	WELDING SUPPLIES	1,208.00	08/04/2023
40328	STANDING BEAR FOUNDATION	MARKETING/ADVERTISING	120.00	08/04/2023



**PIONEER TECHNOLOGY CENTER**  
From PO: 40188 to PO: 40328

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

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
		(11) GEN FUND-FOR OPERAT Current Encumbered:	151,929.33	



<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
40003	PONCA CITY NEWS	BLANKET PO	-0.05	7/1/2023
40028	LAMPTON WELDING SUPPLY	BLANKET PO	-1,707.15	7/1/2023
40045	QUALITY WATER BY CULLIGAN	BLANKET PO	-2,800.00	7/1/2023
40053	STOLHAND-WELLS GROUP	BLANKET PO	2,600.00	7/1/2023
40059	TRAVEL (STAFF)	BLANKET PO	7,875.00	7/1/2023
40069	ASBO INTERNATIONAL	SCHOOL MEMBERSHIP	-1.00	7/1/2023
40078	CLUTCH SOLUTIONS	COMPUTER SERVICES SUBSCRIPTION/LICENSE/ SOFTWARE	604.28	7/1/2023
40079	CONSTANT CONTACT	MARKETING ADVERTISING	-1.60	7/1/2023
40088	FIRST NATIONAL BANK OF OMAHA	BIOMED SUBSCRIPTION	-90.21	7/1/2023
40089	FIRST NATIONAL BANK OF OMAHA	SUPERINTENDENT SOFTWARE	-10.00	7/1/2023
40091	FIRST NATIONAL BANK OF OMAHA	MARKETING SUBSCRIPTIONS	588.00	7/1/2023
40096	INSTRUCTURE, INC	FULL TIME PROGRAMS SUBSCRIPTION	877.60	7/1/2023
40104	KNOWB4 INC.	COMPUTER SERVICES SUBSCRIPTION	905.00	7/1/2023
40107	LARRY MURPHY INSUR	INSURANCE/BONDS	-3,791.50	7/1/2023
40114	ODAT (OK DRUG & ALCOHOL TESTING)	RESALE SUPPLIES	1,000.00	7/1/2023
40129	POWERSCHOOL GROUP LLC	SOFTWARE SERVICES	300.00	7/1/2023
40143	SMART DEPLOY	COMPUTER SERVICES SUBSCRIPTION	2,626.00	7/1/2023
40168	AMAZON CAPITAL SERVICES	AT&D RESALE SUPPLIES	-0.12	7/5/2023
40171	LOWE'S HOME CENTER INC	BUILDING MAINT - SUPPLIES	-12.19	7/5/2023
40174	SELECT OKLAHOMA	BIS ADMIN - STAFF TRAVEL REGISTRATION	300.00	7/5/2023
40179	AMAZON CAPITAL SERVICES	CHILDREN'S LAB - BOOKS	-18.65	7/6/2023
40180	BEN E. KEITH FOODS-OKLAHOMA	CHILDREN'S LAB - SUPPLIES	-20.58	7/6/2023
40181	AMAZON CAPITAL SERVICES	BUILDING MAINT - SUPPLIES	-13.01	7/6/2023
40183	101 OUTDOORS	GROUNDS MAINT - LAWN SERVICE	-40.00	7/6/2023
40186	AMAZON CAPITAL SERVICES	BUILDING MAINT - SUPPLIES	-18.01	7/6/2023

---

(11) GEN FUND-FOR OPERAT Total:

9,151.81



**PIONEER TECHNOLOGY CENTER**

From PO: 40007 to PO: 40012

**Encumbrance For Board Approval  
BUILDING FUND**

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
40007	TOPCO DISTRIBUTING	BLDG MAINT - MAJOR REPAIRS REMODEL	3,625.00	07/11/2023
40008	CUSTOM MECHANICAL EQUIPMENT INC	BLDG MAINT - MAJOR REPAIR REMODEL	27,612.00	07/12/2023
40009	BRYANS FLOORING	BLDG MAINT - MAJOR REPAIRS REMODEL	48,967.00	07/12/2023
40010	STUEVER DIRTWORKS LLC	BUILDING MAJOR REPAIR-	4,690.00	07/20/2023
40011	STOLHAND-WELLS GROUP	BLDG MAINT - MAJOR REPAIRS REMODEL	3,560.00	08/03/2023
40012	MARTIN CONSTRUCTION	BLDG MAINT - MAJOR REPAIRS REMODEL	6,300.00	08/03/2023
<b>(21) BUILDING FUND Current Encumbered:</b>			<b>94,754.00</b>	



<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
70136	MAXSON, ADRIANE M	PAYROLL ENCUMBRANCE	32,764.00	07/10/2023
70137	MILLER, JENNIFER R	PAYROLL ENCUMBRANCE	82,438.48	07/10/2023
70138	PHILLIPS, MELINDA S	PAYROLL ENCUMBRANCE	2,843.90	07/14/2023
70139	RABB, ADRIA F	PAYROLL ENCUMBRANCE	631.98	07/14/2023
70140	PTC STAFF/BUS DRIVERS	BLANKET PAYROLL ENCUMBRANCE	2,153.00	07/14/2023
70141	BODICK, CARALYN E	PAYROLL ENCUMBRANCE	84,218.74	08/01/2023
70142	BRADEN, VICKI A	PAYROLL ENCUMBRANCE	105,192.03	07/26/2023
70143	BULLER, TROY J	PAYROLL ENCUMBRANCE	85,036.01	07/26/2023
70144	CRAMER, TESSA A	PAYROLL ENCUMBRANCE	84,651.36	07/26/2023
70145	ELLER, KINDAL R	PAYROLL ENCUMBRANCE	48,609.57	07/26/2023
70146	EVANS, JAYME A	PAYROLL ENCUMBRANCE	87,539.41	07/26/2023
70147	EVANS, TYLER E	PAYROLL ENCUMBRANCE	54,921.62	07/26/2023
70148	GARRISON, SHONDA R	PAYROLL ENCUMBRANCE	83,063.63	07/26/2023
70149	HARDIMAN, CELESTINE	PAYROLL ENCUMBRANCE	61,912.74	07/26/2023
70150	HORNE, CORTNEY L	PAYROLL ENCUMBRANCE	81,660.63	07/26/2023
70151	IVIE, CINDY L	PAYROLL ENCUMBRANCE	53,814.02	07/26/2023
70152	LADNER, ZACHARY L	PAYROLL ENCUMBRANCE	94,723.75	07/26/2023
70153	LYNES, CAROL M	PAYROLL ENCUMBRANCE	96,224.51	07/26/2023
70154	MUNGER, JOHN R	PAYROLL ENCUMBRANCE	93,741.52	07/26/2023
70155	OFFICER, KARI D	PAYROLL ENCUMBRANCE	49,583.02	07/26/2023
70156	PHILLIPS, MELINDA S	PAYROLL ENCUMBRANCE	51,191.15	07/26/2023
70157	RABB, ADRIA F	PAYROLL ENCUMBRANCE	54,382.82	07/26/2023
70158	TYSON, DENISE L	PAYROLL ENCUMBRANCE	56,556.88	07/26/2023
70159	UNDERWOOD, HEATHER N	PAYROLL ENCUMBRANCE	47,078.49	07/26/2023
<b>(11) GEN FUND-FOR OPERAT Current Encumbered:</b>			<b>1,494,933.26</b>	



**PIONEER TECHNOLOGY CENTER**  
From PO: 70136 to PO: 70159

*Payroll*  
**CHANGE ORDER REPORT**  
GEN FUND-FOR OPERAT

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
70048	BURKETT, RYAN L	PAYROLL ENCUMBRANCE	1,316.58	7/1/2023
70084	MAYER, GABRYELL E	PAYROLL ENCUMBRANCE	-47,892.66	7/1/2023
70133	STEIER, BOBBI JO H	PAYROLL ENCUMBRANCE	41,983.50	7/1/2023
70134	HERRING, CHEYANNE S	PAYROLL ENCUMBRANCE	8,493.89	7/1/2023
70135	PATRICK, HANNAH M	PAYROLL ENCUMBRANCE	1,652.47	7/1/2023
<b>(11) GEN FUND-FOR OPERAT Total:</b>			<b>5,553.78</b>	

# August 2023

---

## Meetings and Activities

- **July**– 12 – After Board Meeting report to PTC staff
- 13 – OASA Region 4/PTC Area Superintendent meeting
- 14 – Kaw Nation Truck Donation photo; Leadership Oklahoma Class 36 Reception
- 17 – 20 – SREB Summer Conference
- 25 – PC Chamber Board meeting; Incubator Client Graduation – Triune Industries; PTC Emergency Operations Planning Meeting
- 26 – NCOCWE Quarterly meeting – Education Focus;
- 27 – B&I Breakfast – Manufacturing Focus; Admin Team meeting; Leadership Ponca City Scholarship donation; PTC Westward Expansion meeting; Safety>Construction transition meeting with Cody Tabor, Molly, Kahle and Carl Storm
- 28 – Children’s Lab and Preschool Graduation
- 30 – Oklahoma Careertech Foundation Golf Tournament
- 31 – **August 2** – Oklahoma Summit;
- 3 – PTC Staff Welcome Back/Inservice/Teambuilding
- 4 – Staff Inservice – Visualizing our Future
- 7 – Staff Inservice – PTC Pile-On luncheon

## Full-Time Programs

- The Health Careers, PN Select, Medical Services, Academic Math and Service Careers program areas have been moved to their new locations. The health programs have shifted between the current spaces to best accommodate the addition of the PN Select pathway and the re-organization of the HCC pathways. Space was vacated by Mr. Rector along the main B hallway to allow an area for Student Services to provide some additional storage and a Support Services private meeting/counseling room. The academic math class will be housed in Mr. Munger’s classroom and will be an online format with facilitated instructor support. Service Careers will be located in the former Academic Math classroom.

## Business and Industry Services

- We hosted the July B&I Breakfast with the focus group on manufacturing. We hosted 25 for the breakfast including five manufacturers, as well as representatives from OESC, Commerce, PCDA, PC Chamber, and ODCTE. The discussion was excellent and centered on opportunities to train, provide networking and access to customized training and emerging technology for this sector within our area.
- We were notified that we will receive a contract for the Work Ready Oklahoma grant. We do not have a timeline for implementation, yet, but anticipate receiving more communication in the near future. We will be meeting with PCDA to discuss the facility this week.

## Capital Planning

Jason has been working with the HVAC programmers to ensure the graphics are working effectively so that we can monitor the systems via our online system. We had an issue with the Combi oven in the Production area and service has been scheduled. It should be covered under warrant work. The contractors have finished the HVAC revision in B131. The flooring contractors are being scheduled to revise some of the vinyl sheet flooring with bubbling, which will finish that work. Kyler performed some of the conduit painting in Cosmetology and will need to return to finish up on a later schedule day. The thermostat in the Cosmetology Facial room has been installed. We are monitoring an issue with the condensation line in the mechanical closet that has been backing up and are working with the plumbers to diagnose and correct that concern. If it backs up again, they will need to return to snake a branch line. We are anticipating SWG’s return to complete the remaining lighting concerns in the next week.

## **Retirements/Resignations/Staff Changes**

- We planning to open the Health Program Coordinator position in the next week. We are reviewing applications for the Safety and CLP Instructor positions and will be starting the interview process in the next week.

## **Upcoming Events**

- August 10 – 1<sup>st</sup> Day of School
- August 24-27 – OSSBA Education Leadership Conference

# **Paperclips**

## **July 2023**

Legals 0001

PUBLISHED IN THE  
PONCA CITY NEWS ON  
JULY 12, 2023.

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, 2023, covering all debts now unpaid and incurred during the period of the prior fiscal year beginning on July 1, 2022, and ending on June 30, 2023, or the claim upon which the invoices or purchase order is based shall be void and forever barred.

LEGAL

(Published in the Newkirk Herald Journal Thursday July 20, 2023)

Pioneer Technology Center

Notification of Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords adult students and guardians of minor students certain rights with respect to their education records. These rights include:

(1) The right to inspect and review the student's education records within 45 days of Pioneer Technology Center receiving a request for access.

A student should submit to the registrar, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The Pioneer Technology Center official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Pioneer Technology Center official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

(2) The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask Pioneer Technology Center to amend a record should write the Pioneer Technology Center official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If Pioneer Technology Center decides not to amend the record as requested, Pioneer Technology Center will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

(3) The right to provide written consent before Pioneer Technology Center discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

Pioneer Technology Center discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by Pioneer Technology Center in an administrative, supervisory, academic or research role or support staff position (including law enforcement unit personnel and health staff); a person or company with whom Pioneer Technology Center has contracted as its agent to provide a service instead of using Pioneer Technology Center employees or officials (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks; or other educational institutions in which the student is currently enrolled.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities to Pioneer Technology Center. Upon request, Pioneer Technology Center also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by Pioneer Technology Center to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Student Privacy Policy Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5901

Directory information may be released without student notification. Directory information at Pioneer Technology Center includes

- The student's name;
- The names of the student's parents;
- The student's date of birth;
- The student's class designation (i.e., first grade, tenth grade, etc.);
- The student's extracurricular participation;
- The student's achievement awards or honors;
- The student's photograph; and
- The school or school district the student attended before the student enrolled in this school district.

LEGAL

(Published in the Newkirk Herald Journal Thursday July 20, 2023)

Pioneer Technology Center offers career and technical education training opportunities without regard to race, color, national origin, sex/gender, age, religion, disability or veteran status. Training is available in the areas of Architecture & Construction; Business, Management & Administration; Health Science; Hospitality & Tourism; Human Services; Information Technology; Manufacturing; Science, Technology, Engineering & Mathematics; Transportation, Distribution & Logistics, Education; Law, Public Safety & Corrections. All individuals wishing to enroll in a full-time training program must provide evidence satisfying the program minimum academic requirements or undergo a free assessment to evaluate his/her skill level in the areas of reading, mathematics, and writing. The assessment process also includes an interest inventory. Inquiries concerning the application of this policy contact either Kellie Johnson, <mailto:KellieJ@pioneertech.edu>

**Public Notice**

Published in the Blackwell Journal-Tribune July 19, 2023(1t)

Pioneer Technology Center offers career and technical education training opportunities without regard to race, color, national origin, sex/gender, age, religion, disability, or veteran status. Training is available in the areas of Architecture & Construction; Business, Management & Administration; Health Science; Hospitality & Tourism; Human Services; Information Technology; Manufacturing; Science, Technology, Engineering & Mathematics; Transportation, Distribution & Logistics, Education; Law, Public Safety & Corrections. All individuals wishing to enroll in a full-time training program must provide evidence satisfying the program minimum academic requirements or undergo a free assessment to evaluate his/her skill level in the areas of reading,

mathematics, and writing. The assessment process also includes an interest inventory. Inquiries concerning the application of this policy contact either Kellie Johnson, KellieJ@pioneertech.edu (580) 718-4224 or Wendy Burg, WendyB@pioneertech.edu (580) 718-4308, Compliance Officers/Title IX Coordinators, or Lori Evans, LoriE@pioneertech.edu (580) 718-4313, 504/ADA Coordinator.

Published in the Blackwell Journal-Tribune July 19, 2023(1t)

**Pioneer Technology Center  
Notification of Rights under FERPA**

The Family Educational Rights and Privacy Act (FERPA) affords adult students and guardians of minor students certain rights with respect to their education records. These rights include:

(1) The right to inspect and review the student's education records within 45 days of Pioneer Technology Center receiving a request for access.

A student should submit to the registrar, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The Pioneer Technology Center official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Pioneer Technology Center official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

(2) The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask Pioneer Technology Center to amend a record should write the Pioneer Technology Center official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If Pioneer Technology Center decides not to amend the record as requested, Pioneer Technology Center will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

(3) The right to provide written consent before Pioneer Technology Center discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

Pioneer Technology Center discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by Pioneer Technology Center in an administrative, supervisory, academic or research role or support staff position (including law enforcement unit personnel and health staff); a person or company with whom Pioneer Technology Center has contracted as its agent to provide a service instead of using Pioneer Technology Center employees or officials (such as an attorney, auditor, or collection agent); a person

**Public Notice****Public Notice**

-serving on the Board of Trustees; a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks; or other educational institutions in which the student is currently enrolled.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities to Pioneer Technology Center.

Upon request, Pioneer Technology Center also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by Pioneer Technology Center to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Student Privacy Policy Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5901

Directory information may be released without student notification. Directory information at Pioneer Technology Center includes

- The student's name;
- The names of the student's parents;
- The student's date of birth;
- The student's class designation (i.e., first grade, tenth grade, etc.);
- The student's extracurricular participation;
- The student's achievement awards or honors;
- The student's photograph; and
- The school or school district the student attended before the student enrolled in this school district.

# HEALTH & Wellness



## PTC Business Incubator gets a new client

Pioneer Technology Center (PTC) welcomes Talk to Me Speech Therapy Services, LLC to its Business Incubator. Operating as Central Therapy, they offer pediatric outpatient speech and language therapy to children aged from birth to 21. Jennifer Walenciak, SLPA and owner, and her supervising Speech Language Pathologist Stacey Melzer MS, CCC-SLP, have over 20 years of combined experience working with children. They will treat a multitude of communication disorders such as articu-

lation, fluency, receptive language, expressive language and social communication. They take great pride in their ethics, communication with parents, and putting client's needs first and foremost. Central Therapy is now credentialed to offer Occupational Therapy with the help of Hannelie Smit, OTR and Jessica Goddard, COTA. For more information, contact Jennifer at (580) 304-9767 or visit their Facebook page at <https://www.facebook.com/TalktoMsJenn>



PAGE 4  
THURSDAY, JULY 27, 2023

THE FAIRFAX CHIEF  
FAIRFAX, OKLAHOMA



Courtesy Photo | PIONEER TECH

Summer Salon Academy students spent their time making personalized soaps and learning more about the Cosmetology trade with Kari Officer, Pioneer Tech Teaching Assistant. Pictured in the morning class of the front row left to right is Kitana Shaw, Ponca City; Addyson Daley, Fairfax; Layla Drager, Newkirk; Mikaela Hardesty, Ponca City; and Klynn Whitaker, Ponca City. Pictured in the morning class of the back row left to right Liberty Myers, Ponca City; Katelyn Sherrill, Ponca City; and Kori Keith, Ponca City.

# Friday

## July 28, 2023

Vol. 130 - No. 212  
poncacitynews.com



MEMBERS OF the 35th Leadership Ponca City Class were on site at the Pioneer Technology Center (PTC) to donate a \$2000 scholarship for a non-traditional student on Thursday, July 27. Members of the class are pictured along with PTC faculty. (Photo by Calley Lamar)



THE KAW Nation donated a 2014 Dodge Truck to the Pioneer Technology Center (PTC) Criminal Justice Program. This program trains the next generation of law enforcement professionals and the vehicle will provide students with invaluable hands-on experience in various aspects of training. Pictured left to right Chris Haney, Assistant Chief Kaw Nation; Tom Burg, Instructor; Traci Thorpe, Superintendent/CEO; Kahle Goff, Executive Director; Kim Jenkins Chair of the Kaw Nation; Robert Allen Council Member Kaw Nation; Cheri Dunn Council Member Kaw Nation; and Jim Sherron Chief of Police Kaw Nation.

## PTC receives donation from the Kaw Nation

Ponca City, OK -----The Kaw Nation donated a 2014 Dodge Truck to the Pioneer Technology Center (PTC) Criminal Justice Program. This program trains the next generation of law enforcement professionals and the vehicle will provide students with invaluable hands-on experience in various aspects of training. Students will gain knowledge in traffic management, accident investigation, and practicing arrests.

This new vehicle provides real-world exposure by enhancing student understanding of traffic management techniques and fosters confidence in execut-

ing these duties in the future. Accident investigation is another vital aspect of law enforcement and this truck will serve as a practical tool for students to learn the process of documenting and reconstructing accidents, collecting evidence, and analyzing crash scenes. Through this experiential learning they will refine investigative skills but also learn a sense of responsibility and empathy towards accident victims.

Simulations of realistic arrest scenarios in different vehicles provides students with invaluable opportunities to refine techniques, practice effective

communication, and enhance their overall tactical abilities.

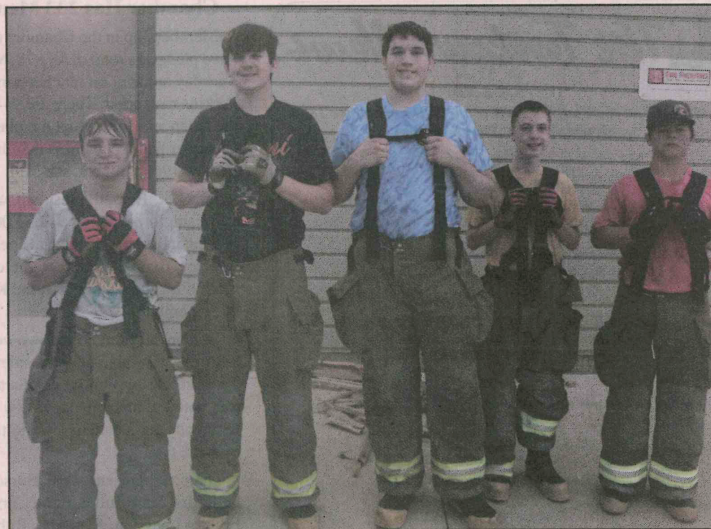
"We appreciate the Kaw Nation investing in the education and training of our students and contributing to the future of law enforcement in our region. Their support empowers aspiring law enforcement professionals to acquire the necessary skills and knowledge, fostering a safer and more secure environment for the communities they serve," remarked Traci Thorpe, Superintendent/CEO.

For more information about the Criminal Justice program at PTC visit [pioneer.tech.edu](http://pioneer.tech.edu) or call 580-762-8336.



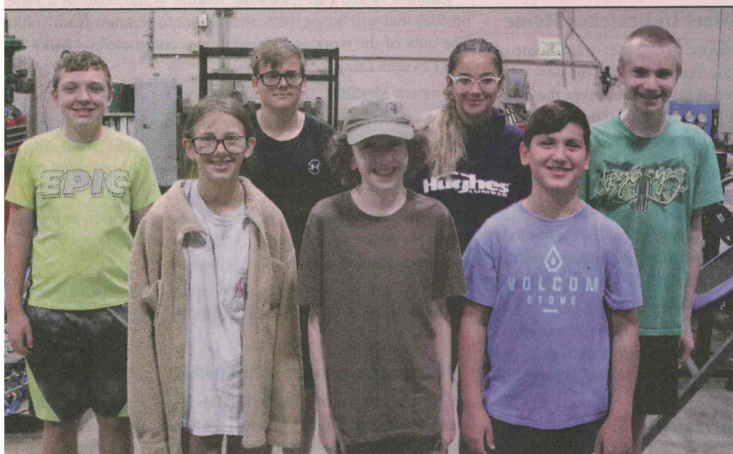
### *The Babysitting Academy*

Pioneer Technology Center (PTC) helped 8th, 9th, and 10th grade students to develop the skills needed to safely supervise and manage children. Pictured in the back row left to right are Alexes Herrera, Tonkawa; Katelyn Sherrill, Ponca City; and Jayla Paul, Tonkawa. Front row left to right Ruthann Fisher, Ponca City; Allie Heinrich, Tonkawa; Nevaeh Roundtree, Tonkawa; and Tyra Butler, Ponca City. For enrollment information for the Teacher Preparation program at Pioneer Tech visit [pioneertech.edu](http://pioneertech.edu) or call 580-762-8336.



### *Students from Pioneer Tech's Firefighter Summer Academy*

discovered how to perform basic firefighter skills such as fire dynamics, as well as search and rescue. Pictured left to right Kelby Grimes, Ponca City; Paxton Trant, Ponca City; Josh Hester, Ponca City; Dain Keith, Ponca City; and Bowdy Thomason, Blackwell. Visit [pioneertech.edu](http://pioneertech.edu) for more information about the Firefighter/EMT program, enrollment is underway.



### *Students from Pioneer Tech's Summer Engineering Academy*

explored developer concepts with students and used the SolidWorks computer program to design and print their customized 3D designs with instructor Chuck Rector. Pictured left to right in the back row are Gray Jackson, Ponca City; Tegan Randall, Tonkawa; Breleigh Welch, Ponca City; and Tanner Jenkins, Ponca City. Pictured in the front row left to right Emmersyn Randall, Tonkawa; Christian Jackson, Ponca City; and Hayden Misiura, Ponca City. For more information about the Mechatronics program visit [pioneertech.edu](http://pioneertech.edu) or call 580-762-8336.



### *Students from Pioneer Tech's Summer Welding Academy*

explored the basics of an oxy fuel cutting torch, plasma torch, and the GMAW/MIG process. Pictured in the back row left to right Cole Quaid, Ponca City; Tracy Meadows, Shidler; Jaden Boike, Ponca City; Liam Taylor, Ponca City; and Konner Sherrill, Ponca City. Front row left to right Reed Farmer, Ponca City; Grant Crowell, Ponca City; and Colin Lee, Ponca City. For more information about the Welding Technology program at Pioneer Technology Center visit [pioneertech.edu](http://pioneertech.edu) or call 580-762-8336.



### *Students from Pioneer Tech's Esports Academy*

learned to build and play on the perfect PC for Esports competitions. Pictured in the back row left to right Eli Peck, Ponca City; Cole Quaid, Ponca City; Izaiah Gifford, Ponca City; Hunter Horne, Ponca City; and Nicholas Biery, Ponca City. Pictured in the front row left to right Quinn Lindsay, Ponca City; Lucas Pena, Ponca City; Aydyn Steichen, Ponca City; and Justin Brien, Ponca City. Not pictured Trevor Ake, Ponca City. For more information about the Information Technology and Esports programs at Pioneer Technology Center visit [pioneertech.edu](http://pioneertech.edu) or call 580-762-8336.

# Horinek comes back to life at Charlie Adams Day

Press Release  
Newkirk Community Historical Society

Charlie's Tellers, actors portraying people from early Newkirk days, will take place Sept. 9 at 116 N. Maple in front of the Newkirk Public Library. Antone Horinek will be portrayed by his great-grandson Jay Kirkendall at 10:50 a.m.



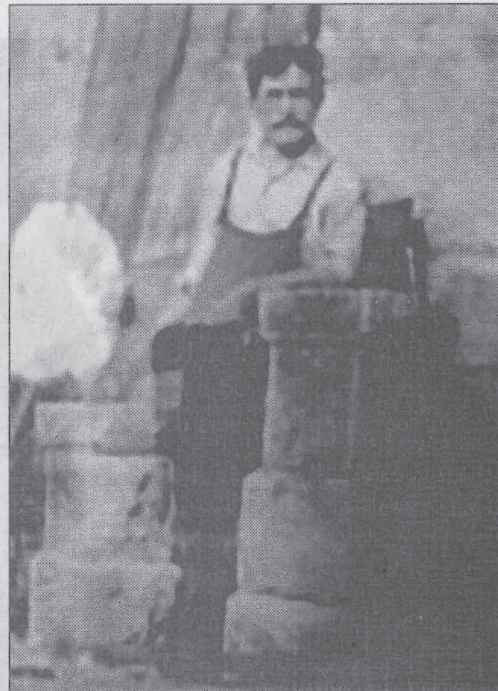
Kirkendall

"I came to Kay County from Austria through Nebraska in 1894. After my marriage in 1905 my wife, Frances and I built a nine room limestone house with every stone coming from our farm.

"In 1916 we moved into Newkirk as several of our girls were old enough to attend St. Frances Catholic School.

"Everyone in town referred to me as Grandpa Horinek and when they saw my car coming down the street, they just got out of the way."

The Newkirk Community Historical Society received a matching grant from the Oklahoma Humanities to help fund the Charlie's Tellers program.



Antone Horinek will be portrayed by his great-grandson Jay Kirkendall at 10:50 a.m. Sept. 9 at 116 N. Maple in front of the Newkirk Public Library. (Courtesy photo)



**SUMMER SALON** Academy students spent their time making personalized soaps and learning more about the Cosmetology trade with Kari Officer, Pioneer Tech Teaching Assistant. Pictured in the morning class of the front row left to right is Kitana Shaw, Ponca City; Addyson Daley, Fairfax; Layla Drager, Newkirk; Mikaela Hardesty, Ponca City; and Klynn Whitaker, Ponca City. Pictured in the morning class of the back row left to right Liberty Myers, Ponca City; Katelyn Sherrill, Ponca City; and Kori Keith, Ponca City.



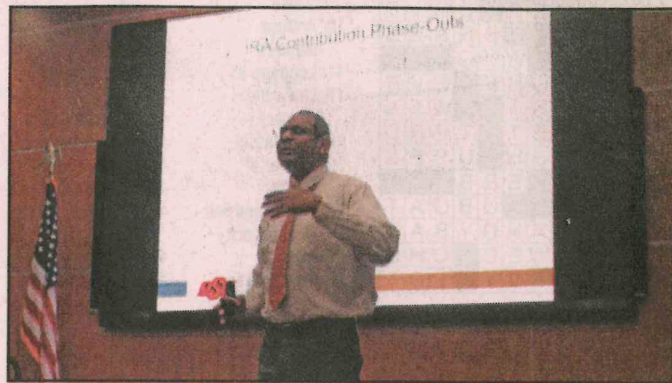
**PICTURED IN** the afternoon class left to right in the front row Kelsey Baichtal, Ponca City; Kaylee Nibarger, Wakita; Hadley Ward, Deer Creek; P.J. Havens, Ponca City; Morgan Osborn, Ponca City; and Yaritza Jimenez-Garcia, Ponca City. Pictured in the afternoon class left to right in the back row Cayla Kono, Ponca City; Necadah Sanpaka, Wakita; Chloe Randol, Newkirk; and Tynlee Ward-Clark, Blackwell. For more information about Pioneer Technology Center's Cosmetology program visit [pioneer.tech.edu](http://pioneer.tech.edu) or call 580-762-8336.



**Wednesday**  
**July 26, 2023**

Vol. 130 - No. 210  
poncacitynews.com

THE PONCA City Chamber of Commerce held a lunch and learn event on Monday, July 24 at Pioneer Technology Center (PTC) featuring the Financial Health Director for Spears School of Business at OSU, Amit Bansal (pictured), as the presenter for the event. This event focused on building financial health with training designed to expand one's understanding about why financial decisions are important for both building wealth and preparing for retirement. (Photo by Calley Lamar)



A ONE-DAY Caregiver Conference was held at Pioneer Technology Center on Tuesday, July 25. Pictured is one of the speakers, Whitney Shepard, who holds a PhD and is an associate professor in the Human Development and Family Science Department. (Photo by Calley Lamar)

## Caregiver Conference held at PTC

By CALLEY LAMAR  
calley@poncacitynews.com

Pioneer Technology Center (PTC) was host to a one-day Caregiver Conference in the site's Seminar Center on Tuesday, July 25.

This conference featured sessions on topics such as legal documents important to caregivers; what caregivers need to know about Medicare; how the newly passed Oklahoma Caregiver Act will lessen the financial challenge of the caregiver's responsibilities and more.

Some of the key speakers for the event included the following:

- Whitney Shepard is an associate professor in the Human Development and Family Science Department at OSU. She holds a PhD and has taught a number of courses including policy, law and advocacy, successful aging, lifespan human development, and aging and families. The latter of which deals with theories and research related to individual and family adjustments in later life, intergenerational relationships, dying, death and bereavement.

- Dr. Alan Neitzel, who previously served as the Director for Grants and Contracts at Rose State College, and

has 24 years of professional experience developing federal grant programs. He oversaw institutional compliance of federal, state, and private grants, while also producing federal reports.

In 2014, he established a 501(c)3 non-profit organization which helps low-income disadvantaged families throughout Oklahoma and, in January of 2019, joined the Medicare Assistance Program.

- Stacy Boyles, paralegal and office manager for the Stillwater office, shared resources and how she and her team can assist caregivers in Kay County.

- Senator Bill Coleman, senator for District 10 which covers all of Osage and Kay County a long time Ponca City broadcaster and business owner. He is the past chairman of the Ponca City Area Chamber of Commerce, past chairman of the Oklahoma Association of Broadcasters, past board member of the National Association of Broadcasters in Washington, and is a current member of the International Broadcasters Idea Bank.

- Sara Decker is a registered RN and healthcare management nurse in the Community Living, Aging and Protective

Services Division of Oklahoma Human Services. She has 17 years experience in multiple clinical areas, and has spent the last 10 years serving the aging and disabled populations in Oklahoma.

- Bryan Jefferies with the Veteran's Outreach program.

A "Continuum of Care" panel, made of representatives from the different senior services described their programs: Oklahoma Human Services, Home Health Agencies, VA benefits for senior veterans, Respite Care, a break for the caregiver, transportation and meal programs.

The panel consisted of Jacob Guinan, Community Outreach Coordinator and physician outreach; Jenn Miller with Assure Home Health; Caregiver Coordinator Twila Doucet; Laura Corff, Transit Director United Community Action Program Inc.; and Lilly Freeman, Cherokee Strip Support and full time Senior Resource Specialist.

This program was made possible through support from Clark Gerontology Fund, RSVP of Kay County AmeriCorps Seniors, Community Health Foundation of Kay County, United Way of North Central Oklahoma and the Pioneer Technology Center.

# Summer welding school



Courtesy Photo

Students from Pioneer Tech's Summer Welding Academy explored the basics of an oxy fuel cutting torch, plasma torch, and the GMAW/MIG process. Pictured in the back row left to right Cole Quaid, Ponca City; Tracyn Meadows, Shidler; Jayden Boike, Ponca City; Liam Taylor, Ponca City, and Konner Sherrill, Ponca City. Front row left to right Reed Farmer, Ponca City; Grant Crowell, Ponca City; and Colin Lee, Ponca City. For more information about the Welding Technology program at Pioneer Technology Center visit [pioneertech.edu](http://pioneertech.edu) or call 580-762-8336.

Legals	0001	Legals	0001	Legals	0001
<p>IN TESTIMONY WHEREOF, I have hereunto set my hand this 20th day of July, 2023.</p> <p>s/ David R. Bundy                  JUDGE OF THE DISTRICT COURT</p> <p>WILLIAM L. OLDFIELD - OBA #20798                  Northcutt, Clark Oldfield &amp; Jech                  P.O. Drawer 1669                  Ponca City, OK 74602-1669                  Telephone: (580) 762-1655                  Facsimile: (580) 765-4142                  Attorneys for Petitioner</p> <p>PUBLISHED IN THE PONCA CITY NEWS ON JULY 22, 2023.</p> <p>Pioneer Technology Center</p> <p>Notification of Rights under FERPA</p> <p>The Family Educational Rights and Privacy Act (FERPA) affords adult students and guardians of minor students certain rights with respect to their education records. These rights include:</p> <p>(1) The right to inspect and review the student's education records within 45 days of Pioneer Technology Center receiving a request for access.</p> <p>A student should submit to the registrar, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The Pioneer Technology Center official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Pioneer Technology Center, official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.</p> <p>(2) The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.</p> <p>A student who wishes to ask Pioneer Technology Center to amend a record should write the Pioneer Technology Center official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.</p> <p>If Pioneer Technology Center decides not to amend the record as requested, Pioneer Technology Center will notify the student in writing of the decision and the student's right to a hearing re gard-</p>		<p>ing the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.</p> <p>(3) The right to provide written consent before Pioneer Technology Center discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.</p> <p>Pioneer Technology Center discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by Pioneer Technology Center in an administrative, supervisory, academic or research role or support staff position (including law enforcement unit personnel and health staff); a person or company with whom Pioneer Technology Center has contracted as its agent to provide a service instead of using Pioneer Technology Center employees or officials (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks; or other educational institutions in which the student is currently enrolled.</p> <p>A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities to Pioneer Technology Center.</p> <p>Upon request, Pioneer Technology Center also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.</p> <p>(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by Pioneer Technology Center to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:                  Student Privacy Policy Office                  U.S. Department of Education                  400 Maryland Avenue, SW                  Washington, DC 20202-5901</p> <p>Directory information may be released without student notification. Directory information at Pioneer Technology Center includes</p> <p>The student's</p>		<p>name;</p> <p>The names of the student's parents;</p> <p>The student's date of birth;</p> <p>The student's class designation (i.e., first grade, tenth grade, etc.);</p> <p>The student's extracurricular participation;</p> <p>The student's achievement awards or honors;</p> <p>The student's photograph; and</p> <p>The school or school district the student attended before the student enrolled in this school district.</p> <p>PUBLISHED IN THE PONCA CITY NEWS ON JULY 22, 2023.</p> <p>Pioneer Technology Center offers career and technical education training opportunities without regard to race, color, national origin, sex/gender, age, religion, disability or veteran status. Training is available in the areas of Architecture &amp; Construction; Business, Management &amp; Administration; Health Science; Hospitality &amp; Tourism; Human Services; Information Technology; Manufacturing; Science, Technology, Engineering &amp; Mathematics; Transportation, Distribution &amp; Logistics, Education; Law, Public Safety &amp; Corrections.</p> <p>All individuals wishing to enroll in a full-time training program must provide evidence satisfying the program minimum academic requirements or undergo a free assessment to evaluate his/her skill level in the areas of reading, mathematics, and writing. The assessment process also includes an interest inventory. Inquiries concerning the application of this policy contact either Kellie Johnson, KellieJ@pioneerotech.edu (580) 718-4224 or Wendy Burg, WendyB@pioneerotech.edu (580) 718-4308, Compliance Officers/Title IX Coordinators, or Lori Evans, LoriE@pioneerotech.edu (580) 718-4313, 504/ADA Coordinator.</p> <p>PUBLISHED IN THE PONCA CITY NEWS ON JULY 15, 2023 AND JULY 22, 2023.</p> <p>Summary:                  Oklahoma Municipal Power Authority (OMPA) is releasing a Request for Proposal (RFP) for a project to replace the Exciter on our Kaw hydroelectric plant.</p> <p>The RFP for the complete Project Description and the Specification with all times and dates is located at the website for OMPA: <a href="https://www.ompacompa.com/open-bids/">https://www.ompacompa.com/open-bids/</a></p> <p>The project scope includes demolition and re-</p>	

**PUBLIC NOTICE**

(Published in The Tonkawa News, Tonkawa, Oklahoma, Thursday, July 20, 2023)

**Pioneer Technology Center  
 Notification of Rights  
 under FERPA**

The Family Educational Rights and Privacy Act (FERPA) affords adult students and guardians of minor students certain rights with respect to their education records. These rights include:

(1) The right to inspect and review the student's education records within 45 days of Pioneer Technology Center receiving a request for access.

A student should submit to the registrar, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The Pioneer Technology Center official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Pioneer Technology Center

official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

(2) The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask Pioneer Technology Center to amend a record should write the Pioneer Technology Center official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it

**PUBLIC NOTICE**

(Published in The Tonkawa News, Tonkawa, Oklahoma, Thursday, July 20, 2023)

**Pioneer Technology Center** offers career and technical education training opportunities without regard to race, color, national origin, sex/gender, age, religion, disability or veteran status. Training is available in the areas of Architecture & Construction; Business, Management & Administration; Health Science; Hospitality & Tourism; Human Services; Information Technology; Manufacturing; Science, Technology, Engineering & Mathematics; Transportation, Distribution & Logistics, Education; Law, Public Safety & Corrections.

All individuals wishing to enroll in a full-time training program must provide evidence satisfying the program minimum academic requirements or undergo a free assessment to evaluate his/her skill level in the areas of reading, mathematics, and writing. The assessment process also includes an interest inventory. Inquiries concerning the application of this policy contact either Kellie Johnson, KellieJ@pioneerotech.edu (580) 718-4224 or Wendy Burg, WendyB@pioneerotech.edu (580) 718-4308, Compliance Officers/Title IX Coordinators, or Lori Evans, LoriE@pioneerotech.edu (580) 718-4313, 504/ADA Coordinator.

should be changed.

If Pioneer Technology Center decides not to amend the record as requested, Pioneer Technology Center will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

(3) The right to provide written consent before Pioneer Technology Center discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

Pioneer Technology Center discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by Pioneer Technology Center in an administrative, supervisory, academic or research role or support staff position (including law enforcement unit personnel and health staff); a person or company with whom Pioneer Technology Center has contracted as its agent to provide a service instead of using Pioneer Technology Center employees or officials (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks; or other educational institutions in which the student is currently enrolled.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities to Pioneer Technology Center.

Upon request, Pioneer Technology Center also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by Pioneer Technology Center to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Student Privacy Policy Office  
 U.S. Department of Education  
 400 Maryland Avenue, SW  
 Washington, DC 20202-5901

Directory information may be released without student notification. Directory information at Pioneer Technology Center includes

- The student's name;
- The names of the student's parents;
- The student's date of birth;
- The student's class designation (i.e., first grade, tenth grade, etc.);
- The student's extracurricular participation;
- The student's achievement awards or honors;
- The student's photograph; and
- The school or school district the student attended before the student enrolled in this school district.

# S & ENTERTAINMENT

**STUDENTS FROM Pioneer Tech's Esports Academy learned to build and play on the perfect PC for Esports competitions. Pictured in the back row left to right Eli Peck, Ponca City; Cole Quaid, Ponca City; Izaiah Gifford, Ponca City; Hunter Horne, Ponca City; and Nicholas Biery, Ponca City. Pictured in the front row left to right Quinn Lindsay, Ponca City; Lucas Pena, Ponca City; Aydyn Steichen, Ponca City; and Justin Brien, Ponca City. Not pictured Trevor Ake, Ponca City. For more information about the Information Technology and Esports programs at Pioneer Technology Center visit [pioneertech.edu](http://pioneertech.edu) or call 580-762-8336.**



## LEGAL

### FIRST PUBLICATION

#### Pioneer Technology Center Notification of Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords adult students and guardians of minor students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student's education records within 45 days of Pioneer Technology Center receiving a request for access.

A student should submit to the registrar, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The Pioneer Technology Center official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Pioneer Technology Center official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask Pioneer Technology Center to amend a record should write the Pioneer Technology Center official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If Pioneer Technology Center decides not to amend the record as requested, Pioneer Technology Center will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before Pioneer Technology Center discloses personally identifiable information

from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

Pioneer Technology Center discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by Pioneer Technology Center in an administrative, supervisory, academic or research role or support staff position (including law enforcement unit personnel and health staff); a person or company with whom Pioneer Technology Center has contracted as its agent to provide a service instead of using Pioneer Technology Center employees or officials (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks; or other educational institutions in which the student is currently enrolled.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities to Pioneer Technology Center.

Upon request, Pioneer Technology Center also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Pioneer Technology Center to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Student Privacy Policy Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5901

Directory information may be released without student notification. Directory information at Pioneer Technology Center includes

- The student's name;
- The names of the student's parents;
- The student's date of birth;
- The student's class designation (i.e., first grade, tenth grade, etc.);
- The student's extracurricular participation;
- The student's achievement awards or honors;
- The student's photograph; and
- The school or school district the student attended before the student enrolled in this school district.

## LEGAL

### FIRST PUBLICATION

Pioneer Technology Center offers career and technical education training opportunities without regard to race, color, national origin, sex/gender, age, religion, disability or veteran status. Training is available in the areas of Architecture & Construction; Business, Management & Administration; Health Science; Hospitality & Tourism; Human Services; Information Technology; Manufacturing; Science, Technology, Engineering & Mathematics; Transportation, Distribution & Logistics, Education; Law, Public Safety & Corrections. All individuals wishing to enroll in a full-time training program must provide evidence satisfying the program minimum academic requirements or undergo a free assessment to evaluate his/her skill level in the areas of reading, mathematics, and writing. The assessment process also includes an interest inventory. Inquiries concerning the application of this policy contact either Kellie Johnson, KellieJ@pioneerotech.edu (580) 718-4224 or Wendy Burg, WendyB@pioneerotech.edu (580) 718-4308, Compliance Officers/Title IX Coordinators, or Lori Evans, LoriE@pioneerotech.edu (580) 718-4313, 504/ADA Coordinator.

## LEGAL

Continued from Page 6

/s/ Jennifer DuPont  
Jennifer DuPont, Deputy

Don Timberlake - # 9021  
Kim S. Jenkins - # 32809  
Gina D. Knight - # 12996  
Chynna Scruggs - # 32663  
BAER & TIMBERLAKE, P.C.  
5901 N. Western, Suite 300  
Oklahoma City, OK 73118  
Telephone: (405) 842-7722  
Email: mail@baertimberlake.com



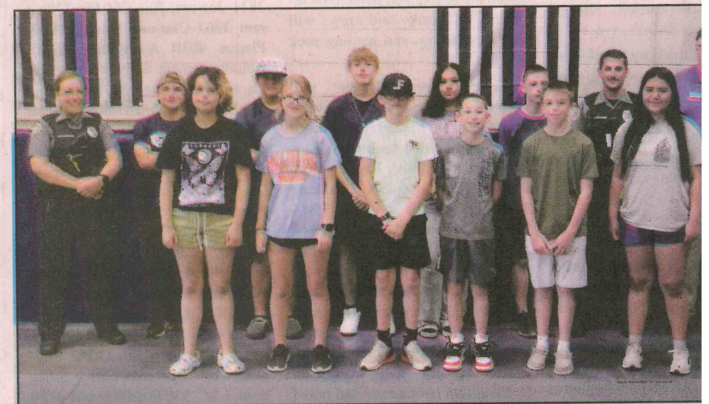
**The Culinary Academy at Pioneer Technology Center (PTC)**

allowed 8th, 9th, and 10th grade students to enter the world of food preparation with Brenda Pollak as their instructor. They learned skills to create yummy treats. Pictured in the morning class (top) back row left to right Lathan Haines, Ponca City and Cash Tripp, Brame. Pictured in the front row left to right Rylen Barnett, Ponca City; John Brien, Ponca City; Kitana Shaw, Ponca City; Addie Dye, Ponca City; Zachary Jones, Ponca City; Justin Brien, Ponca City; Sophia McMahon, Ponca City; Onna Beathard, Ponca City; and Kori Keith, Ponca City. Pictured in the afternoon class (bottom) left to right Addy Hinton, Ponca City; Talon Thornbrough, Ponca City; Valeria Hernandez, Tonkawa; Elye Taylor, Ponca City; P.J. Havens, Ponca City; Kaylee Nibarger, Ponca City; Necadah Sanpaka, Ponca City; and Reese Jenkins, Ponca City. For enrollment information for the Culinary Arts program at Pioneer Tech visit [pioneerotech.edu](http://pioneerotech.edu) or call 580-762-8336.



**Students from Pioneer Tech's Computer Animation Academy**

enjoyed four days of experiencing digital art through graphic design and computer animation. Troy Buller, with Pioneer Tech's Visual Communications program, gave students on experience using all kinds of computer aided design techniques. Pictured left to right back row Aspen Grace, Newkirk and Addison Robinson, Ponca City. Pictured left to right front row Cheyenne Garcia, Ponca City; Christian Jackson, Ponca City; Savannah Ponca City; Keegan Bowhay, Ponca City; and Troy Buller, Instructor. For more info about Pioneer Tech's Visual Communication program visit [pioneerotech.edu](http://pioneerotech.edu).



**Students from Pioneer Tech's Criminal Justice Academy**

solved mysteries, learned about safety as well as police operations with instructor last week. Pictured left to right in the front row, Nevaeh Rountree, Tonkawa; Adley, Fairfax; Lathan Haines, Ponca City; Ayson Wilcox, Ponca City; Cooper Pratt, P and Valeria Hernandez, Tonkawa. Back row left to right Ponca City Officer Amy Kelby Grimes, Ponca City; Aydyn Steichen, Ponca City; Caleb Pilkinton, Ponca Butler, Ponca City; Dain Keith, Ponca City; Ponca City Officer Jesse Moore; and PI tor Tom Burg. For more information about the programs and activities at Pioneer [pioneerotech.edu](http://pioneerotech.edu).



**Students from Pioneer Tech Center's (PTC) Summer Horsepower Academy**

enjoyed four days of learning how vehicles work from inside the engine to rotating tires. Brett Haas, with Pioneer Tech's Auto Service Technology program, gave the students hands-on experience with engines and more. Pictured left to right Preston Jones, Tonkawa; Lucas Pena, Ponca City; PTC Instructor Brett Haas; Grant Crowell, Ponca City; and Cash Tripp, Blackwell. For more information about Pioneer Tech Automotive Service program visit [pioneerotech.edu](http://pioneerotech.edu) for more information.



## **SAFETY INSTRUCTOR AND CHILDREN'S LAB & PRESCHOOL TEACHER**

### **SAFETY INSTRUCTOR**

Are you someone who is motivated by educating others about safety and its importance, along with developing and maintaining positive working relationships with other professionals? To be successful in this position you must be dependable, responsible, productive and team focused. This position is designed for a unique person who has excellent skills in the following areas:

- Managing several projects simultaneously
- Working in a team environment
- Time management
- Verbal and written communication
- Ability to build relationships and relate to students
- Research and develop curriculum

Three to five years minimum of related experience and/or training; or equivalent combination of education and experience required in the areas of industry/petrochemical safety, adult education and/or instruction. Bachelor's degree in safety preferred. You must have the ability to work with a team that values excellence, service, innovation and resilience. If this is you, and you can prove it, you could be a great fit for our team.

PTC offers excellent pay and benefits, and provides a supportive, relationship-based environment. We are committed to assisting employees in developing strengths, focusing on opportunities, and performing purposeful work. We hire based on talent and fit. Apply only if you meet our performance and abilities guidelines. It is recommended to request a full Performance Profile for this position. Find our application information at [www.pioneertech.edu](http://www.pioneertech.edu).

Salary is commensurate with experience and qualifications.

Oklahoma State Bureau of Investigation records check required upon employment

### **CHILDREN'S LAB AND PRESCHOOL TEACHER**

Pioneer Technology Center, an engaging and supportive workplace providing high quality programs and services, is looking for a CHILDREN'S LAB AND PRESCHOOL TEACHER.

Are you someone who is moved by providing positive guidance and direction to children of all ages? To be successful in this job you must be dependable, supportive, encouraging and productive.

You must also have a High School Diploma or High School Equivalency (HSE) and have or be willing to obtain a Child Development Associate Credential. Additionally, you must have 2+ years of related experience and/or training, a clear criminal background check, and the ability to build relationships and relate to children. Previous teaching experience is preferred, but not required.

You must be able to work in a team that values people, innovation, character, learning, and economic development. If this is you, and you can prove it, you could be a great fit for our team. Minimum salary for this position is \$14.47/hr.

PTC offers excellent pay and benefits, and provides a supportive, relationship-based environment. We are committed to assisting employees in developing strengths, focusing on opportunities, and performing purposeful work. We hire based on individual talent and fit for the organization.

Apply at [pioneertech.edu/about](http://pioneertech.edu/about) or scan the QR Code

Pioneer Technology Center does not discriminate on the basis of race, color, national origin, sex/gender, age, religion, disability or veterans' status.



## Tech's Molly Kyler receives designation from International Economic Development Council

Molly Kyler, Executive Director of Business and Industry Services at Pioneer Technology Center (PTC), earned the designation of Certified Economic Developer (CEcD), a national recognition that denotes a mastery of skills in economic development, professional attainment, and a commitment to personal and professional growth. The International Economic Development Council (IEDC) is a non-profit membership organization serving economic developers. With more than 5,000 members, IEDC is the largest organization of its kind.

Kyler tested for the written CEcD Exam in May. This designation recognizes qualified and dedicated consultants in the economic development field and sets the standard of excellence within the profession. The rigorous and comprehensive examination had three parts and took her two days to complete. Kyler was tested in proficiency and judgment in the following key areas of economic development: business retention and expansion, finance & credit analysis, marketing and attraction, strategic planning, entrepreneurial & small business development, managing economic development organizations, neighborhood development strategies, real estate development & reuse, technology-led economic development, workforce development strategies, and foreign direct investment & exporting.

Certified Economic Developers work with public officials, business leaders, and community members to create leadership to build upon and maximize the economic development sector. Excellence in the economic development profession improves the wellbeing, quality of life and opportunities for individuals, businesses and communities. There are currently over 1,200 active CEcDs in the United States, Kyler is now counted among them.

"We are proud of Molly Kyler and her dedication to furthering business and industry services and fostering opportunities for growth, innovation and prosperity within our district's economic landscape. The CEcD designation demonstrates her exceptional understanding of economic development principles, best practices and strategies. Her expertise and leadership will undoubtedly continue to contribute to enhancing the economic wellbeing of the businesses, industries and communities we serve," remarked Traci Thorpe, Superintendent/CEO of Pioneer Tech.

IEDC members are engaged in the full range of economic development experience. Given the breadth of economic development work, their members are employed in a wide variety of settings including local, state, provincial and federal governments, public-private partnerships, chambers of commerce, universities and a variety of other institutions.

For more information about Pioneer Technology Center's Business and Industry Services visit [pioneertech.edu](http://pioneertech.edu).



# Animation Experience



Students from Pioneer Tech's Computer Animation Academy enjoyed four days of experiencing digital art through graphic design and computer animation. Troy Buller, with Pioneer Tech's Visual Communications program, gave students hands-on experience using all kinds of computer aided design techniques. FRONT ROW, FROM LEFT: Cheyenne Garcia, Christian Jackson, Savannah Mitchell and Keegan Bowhay, all of Ponca City; and Troy Buller, instructor. BACK ROW: Aspen Grace, of Newkirk and Addison Robinson, of Ponca City. (Courtesy photo)

# Babysitter Club



The Babysitting Academy at Pioneer Technology Center helped 8th-, 9th- and 10th-grade students to develop the skills needed to safely supervise and manage children. FRONT ROW, FROM LEFT: Ruthann Fisher, of Ponca City; Allie Heinrich, of Tonkawa; Nevaeh Roundtree, of Tonkawa; and Tyra Butler, of Ponca City. BACK ROW: Alexes Herrera, of Tonkawa; Katelyn Sherrill, of Ponca City; and Jayla Paul, of Tonkawa. (Courtesy photo)

# Welding Students



Students from Pioneer Tech's Summer Welding Academy explored the basics of an oxy fuel cutting torch, plasma torch, and the GMAW/MIG process. FRONT ROW, FROM LEFT: Reed Farmer, of Ponca City; Grant Crowell, of Ponca City; and Colin Lee, of Ponca City. BACK ROW: Cole Quaid, of Ponca City; Tracyn Meadows, of Shidler; Jayden Boike, of Ponca City; Liam Taylor, of Ponca City, and Konner Sherrill, of Ponca City. (Courtesy photo)

# Wednesday

## July 12, 2023

Vol. 130 - No. 200  
poncacitynews.com



## Molly Kyler receives designation from the International Economic Development Council

Ponca City, OK - Molly Kyler, Executive Director of Business and Industry Services at Pioneer Technology Center (PTC), earned the designation of Certified Economic Developer (CEcD), a national recognition that denotes a mastery of skills in economic development, professional attainment, and a commitment to personal and professional growth. The International Economic Development Council (IEDC) is a non-profit membership organization serving economic developers. With more than 5,000 members, IEDC is the largest organization of its kind.

Kyler tested for the written CEcD Exam in May. This designation recognizes qualified and dedicated consultants in the economic development field and sets the standard of excellence within the pro-



Molly Kyler

fession. The rigorous and comprehensive examination had three parts and took her two days to complete. Kyler was tested in proficiency and

(See KYLER, Page 2)

PAGE 2-THE PONCA CITY NEWS, WEDNESDAY, JULY 12, 2023



THE BABYSITTING Academy at Pioneer Technology Center (PTC) helped 8th, 9th, and 10th grade students to develop the skills needed to safely supervise and manage children. Pictured in the back row left to right Alexes Herrera, Tonkawa; Katelyn Sherrill, Ponca City; and Jayla Paul, Tonkawa. Front row left to right Ruthann Fisher, Ponca City; Allie Heinrich, Tonkawa; Nevaeh Roundtree, Tonkawa; and Tyra Butler, Ponca City. For enrollment information for the Teacher Preparation program at Pioneer Tech visit [pioneertech.edu](http://pioneertech.edu) or call 580-762-8336.

## Kyler receives designation...

Con't from Page 1

judgment in the following key areas of economic development: business retention and expansion, finance & credit analysis, marketing and attraction, strategic planning, entrepreneurial & small business development, managing economic development organizations, neighborhood development strategies, real estate development & reuse, technology-led economic development, workforce development strategies, and foreign direct investment & exporting.

Certified Economic Developers work with public officials, business leaders, and community members to create leadership to build upon and maximize the economic development sector. Excellence in the economic development profession improves the wellbeing, quality of life and opportunities for individuals, businesses and communities. There are currently over 1,200 active CEcDs in the United States, Kyler is now counted among them.

"We are proud of Molly Kyler and her dedication to furthering business and industry services and fostering opportunities for growth, innovation and prosperity within our district's economic landscape. The CEcD designation demonstrates her exceptional understanding of economic development principles, best practices and strategies. Her expertise and leadership will undoubtedly continue to contribute to enhancing the economic wellbeing of the businesses, industries and communities we serve," remarked Traci Thorpe, Superintendent/CEO of Pioneer Tech.

IEDC members are engaged in the full range of economic development experience. Given the breadth of economic development work, their members are employed in a wide variety of settings including local, state, provincial and federal governments, public-private partnerships, chambers of commerce, universities and a variety of other institutions.

For more information about Pioneer Technology Center's Business and Industry Services visit [pioneertech.edu](http://pioneertech.edu).

# Wednesday

## July 12, 2023

Vol. 130 - No. 200  
poncacitynews.com

## Business Council meeting held on July 11

By **CALLEY LAMAR**  
calley@poncacitynews.com

The Ponca City Chamber of Commerce Business Council held their regular monthly meeting on Tuesday, July 11, at 8 am.

Ben Evans called the meeting to order.

The Chamber recently held an "Insight into Internship" workshop at Pioneer Technology Center on Thursday, July 6. The next workshop will discuss financial literacy and will on Monday, July 24.

A presentation was held at the business following the meeting for 360 Turf and Outdoor, located at 10395 South U Street, which was named the July 2023 Business of the Month.

Tickets are on sale now for the Party at the Palace and Chamber Auction which will be held on Friday, Aug. 18 at the Marland Mansion.

The next Cash Mob event will be at Rib Crib on Tuesday, Aug. 1 at 11:30 am.

Chamber CEO Shelly Arrott then provided her Chamber update.

A ribbon cutting was held at Juicy's Vapor Lounge at 3 pm on July 11.

Arrott will be attending the Oklahoma Chamber of

Commerce Executive CEO Retreat on Wednesday, July 12 and Thursday, July 13.

Leadership Ponca City interviews are underway for the 37th class. There are 35 applicants and the interviews will narrow that number down to 22 to 24 people.

B&B Boys will have a ribbon cutting at the Chamber

Officer on Monday, July 17 at 2 pm.

Snyder's will have a grand opening with a ribbon cutting on Saturday, July 22 at 10 am.

The Last Round Boxing Club will have a ribbon cutting at 10 am on Tuesday, Aug. 1.

The New Teacher Lun-

cheon will be held on Thursday, Aug. 17 from 11:30 am to 1 pm at the Ponca City Country Club.

The Chamber's Annual Stuff the Bus campaign will be on Saturday, Aug. 19 at Walmart from 9 am to 1 pm.

Business After Hours for

(See BUSINESS, Page 8)



360 TURF and Outdoor, located at 10395 South U Street, was named the July 2023 Business of the Month. A presentation was held at the business following the Business Council meeting. (Photo by Calley Lamar)

ADULT STUDENTS

**NOW ENROLLING**

FOR THE 2023-2024 SCHOOL YEAR

Start the process at [pioneertech.edu/pre-enrollment](http://pioneertech.edu/pre-enrollment) or call Karen at 580.718.4234

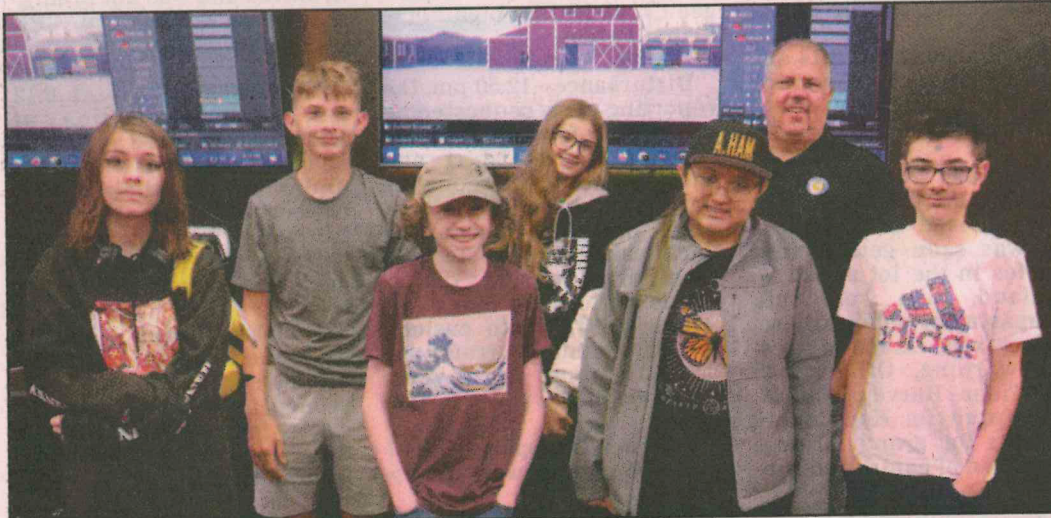


Pioneer Technology Center does not discriminate on the basis of race, color, national origin, sex/gender, age, religion, disability or veteran status.

Friday

July 7, 2023

Vol. 130 - No. 197  
[poncacitynews.com](http://poncacitynews.com)



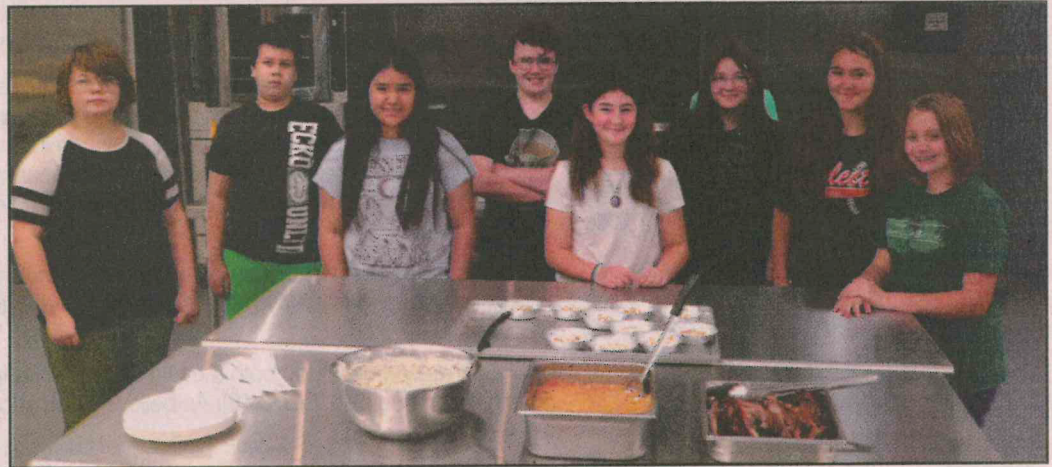
STUDENTS FROM Pioneer Tech's Computer Animation Academy enjoyed four days of experiencing digital art through graphic design and computer animation. Troy Buller, with Pioneer Tech's Visual Communications program, gave students hands-on experience using all kinds of computer aided design techniques. Pictured left to right in the back row Aspen Grace, Newkirk and Addison Robinson, Ponca City. Pictured left to right in the front row Cheyenne Garcia, Ponca City; Christian Jackson, Ponca City; Savannah Mitchell, Ponca City; Keegan Bowhay, Ponca City; and Troy Buller, Instructor. For more information about Pioneer Tech's Visual Communication program visit [pioneertech.edu](http://pioneertech.edu).

# S & ENTERTAINMENT

THE CULINARY Academy at Pioneer Technology Center (PTC) allowed 8th, 9th, and 10th grade students to enter the world of food preparation with Brenda Pollak as their instructor. They learned skills to create yummy treats.

Pictured in the morning class (top) back row left to right Lathan Haines, Ponca City and Cash Tripp, Braman. Pictured in the front row left to right Rylen Barnett, Ponca City; John Brien, Ponca City; Kitana Shaw, Ponca City; Addie Dye, Ponca City; Zachary Jones, Ponca City; Justin Brien, Ponca City; Sophia McMahon, Ponca City; Onna Beathard, Ponca City; and Kori Keith, Ponca City.

Pictured in the afternoon class (bottom) left to right Addy Hinton, Ponca City; Talon Thornbrough, Ponca City; Valeria Hernandez, Tonkawa; Elye Taylor, Ponca City; P.J. Havens, Ponca City; Kaylee Nibarger, Ponca City; Necadah Sanpaka, Ponca City; and Reese Jenkins, Ponca City. For enrollment information for the Culinary Arts program at Pioneer Tech visit [pioneertech.edu](http://pioneertech.edu) or call 580-762-8336.



## Horsepower Students



Students from Pioneer Technology Center's summer horsepower academy enjoyed four days of learning how vehicles work, from inside the engine to rotating tires. From left, Preston Jones, of Tonkawa; Lucas Pena, of Ponca City; PTC instructor Brett Haas; Grant Crowell, of Ponca City; and Cash Tripp, of Blackwell. (Courtesy photo)

**Thursday**  
**July 6, 2023**

Vol. 130 - No. 196  
 poncacitynews.com

## Ponca City Rotary holds installation celebration

Ponca City Rotary met recently at The Perk Beverage Co to celebrate the beginning of a new Rotary year and to install their new officers and directors. Master of Ceremonies for the evening was Kelly Johnson, and the installing officer was Marty Postic from Midtown Rotary in Oklahoma City. Postic is a past district governor for District 5750 and the recipient of several of Rotary International's highest awards.

New officers for the year are, President - T.L. Walker, President Elect - Darrell Mendiola, Secretary - Jamie Phillips, Treasurer - Mike Trewitt, Sergeant At Arms - Mike Collins, Directors - Kelly Johnson, Brook Lindsay, Pat Mulligan, Don Nuzum, and Marta Sullivan.

"Create Hope in the World", the 2023-2024 Rotary International theme, was also celebrated at the installation event. At the

tions.

McInally said, "The goal is to restore hope — to help the world heal from destructive conflicts and, in turn, to

help us achieve lasting change for ourselves. Peace is the soil where hope takes root."

Building on McInally's call

to action, incoming president Walker offered some ideas for creating hope and

(See ROTARY, Page 2)



PONCA CITY Rotary recently held their installation celebration at The Perk, located at 415 N. 14th St. in Ponca City. Officers and directors for 2023-2024 are pictured left to right: Treasurer - Mike Trewitt, Secretary - Jamie Phillips, President Elect - Darrell Mendiola, President - T.L. Walker, Directors - Brook Lindsay, Marta Sullivan, Don Nuzum, and Kelly Johnson. Not pictured: Sergeant at Arms - Mike Collins, and Director - Pat Mulligan (Photo Provided)

## Directors' Report to the PTC Board of Education – August 2023 (Alphabetic by Area)

### Business & Industry Services & Safety

- The BIS team conducted 101 one-on-ones/consults for 11.25 counseling hours.
- Ben Evans, and Brook Lindsay, provided technical assistance to clients, saving approximately \$2,750.
- The BIS team also logged:
  - 1,314 Safety Contact Hours
  - 1,753 AT&D/Open Enrollment Contact Hours
  - 399 Customized Contact Hours (Type 31)
- The revenue generated from our Safety training is \$18,155.
- AT&D offered 11 on-campus classes: classes made - 5, classes canceled - 6, new classes - 2 offered, fulfilled registrations - 82, enrollments in online courses - 2.
- Of the 8 on-campus classes starting this month – 2 offer certification.
 

CNA	15
CPR/FA	06
Total Students	21
- Heather Smith joined the team on July 3 as our BIS Program Developer.
- Jenn Miller started on July 26 as our new Leadership Development Coordinator.
- A sample of how the BIS Program Developer is spending her time:

Project	Product	Status
Laser Lightweld 1500	Wrote up fact sheets, organized units, and wrote assessment.	Completed
	Working with developer production department to get raw instruction videos for upload to Edpuzzle	In Process
Enneagram	Wrote alternative outline for 90 min group presentation with activity.	Completed
Construction Docs	STC for blueprint reading with RFI's and other requested instruction.	In Process
Advanced Beverage	STC for upskilling service for restaurant/bar.	In Process
Drone STC	Found two qualified candidates to teach drone course and have obtained multiple avenues for curriculum depending on instructor availability and capabilities.	In Process
Para Certification Course	researched all steps for Paraprofessional certification STC. Since all offered online for free or paid by schools, cancelled by Markesha.	Cancelled
CNA / Security Video Classes	Deemed not necessary at this time (use of EdPuzzle)	Cancelled
Breakout EDU	Created two custom and revamped additional breakouts to use with clients (Allstate, Enneagram, and 7 Habits - Steven Covey)	Completed
Plumbing Journeyman Test	Contact with Joe Steel into how this STC would look- John Adams to teach..	In Process
HVAC Internship Program	Looking into program that would feed into Meridian's HVAC.	Beginning

*STC = Short Term Class*

- Molly and Heather facilitated strategic planning activities for Hospice of North Central Oklahoma and a core value session for Allstate Insurance.
- Ben gave a presentation on business start-ups at Autry and attended SBDC meetings in McAlester.
- Brook Lindsay coordinated two Lunch n' Learns in July. One on Internships and Work-based Learning and one on Financial Health.

- Janet coordinated the North Central Oklahoma Center for Workforce Excellence (NCOCWE). The majority of this particular meeting's participants for this quarterly meeting was workforce development service providers. Molly, Jenn, Heather, Traci, Kahle, and Johnny attended.
- Janet facilitated the Manufacturing Business & Industry Breakfast. We had representatives from the City of PC, Continental Carbon Company, PC Chamber, Centerline, Seismic, KR Automation, PCDA, Oklahoma Department of Commerce, K&C Manufacturing, ODCTE, OESC – Veteran's Services. Molly, Johnny, Terri, Brook, Dawn, Steve B., Kahle, Morgan, Sylvia, Traci, Jenn, Janet and Heather were the PTC reps in attendance.
- Johnny attended the PTEC ribbon cutting at NOC.
- Molly participated in the PTC 3-year accreditation monitoring meeting and the meeting with PCPD on being prepared for an active shooter.
- The first Teen Truck Driver program students graduated.
- Some of the newest members of the BIS team visited the US Marshal's Service in Tulsa.
- Markesha continues to promote AT&D classes on WBBZ.
- The BIS team had a professional development retreat on Pat Lencioni's The Six Working Geniuses.
- The BIS Team hosted a lunch to celebrate Triune's (Bunkr Trailer's) two year anniversary.
- The BIS Team attended the PC Public Safety Center ribbon cutting.
- The BIS team participated in OkACTE Summit. Ben Evans was recognized with OkACTE's Dennis Portis III Rising Star Award at Summit. Molly was recognized with Traci with the Silver Key award.

**On the horizon...**

- 8/10 – First-Time Home Buyer
- 8/11 – CMA Continuing ED
- 8/14-25 – CMA-Certified Medication Aide
- 8/15/2023 – 11:30 am – 1:00 pm Canva 101
- 8/23/2023 – 11 am – 12:30 pm Cyber 101 For Small Business

**Communications & Marketing**

- Angie Ogden assisted Student Services with printing and putting together welcome packets.
- Terri Busch and Speak Now made final touches on the 50<sup>th</sup> Anniversary Video premiering tonight to the Board.
- Angie Ogden assisted in updating the organizational chart.
- Terri Busch ran social media pictures and newspaper pictures for summer academies.
- Angie Ogden printed and distributed new classroom posters for instructors.
- Angie assisted Traci in making a In-Service theme for employees and PowerPoint
- Football programs for several communities are requesting ads, Angie Ogden is taking care of that.
- Posters and materials were provided to the new teacher for Tech students in Newkirk by Terri Busch.
- New surveys for the year have been created by Terri Busch and links have been distributed to those that need them.

- A new Board of Ed graphic has been ordered and will be installed with new photos.
- Terri Busch and Angie Ogden attended Oklahoma Summit.
- Terri Busch took photos at the Gold Star Recognition Banquet.
- Back 2 School materials were printed and created. The C&M Team assisted with set-up.
- Terri Busch put final touches on the Marketing Plan for 2023 – 2024, Angie Ogden created the cover graphic.
- Terri Busch attended and volunteered to assist with registration for the Tri-State District Conf. in Bartlesville.
- The C&M Team attended the Communications and Marketing meetings at Oklahoma Summit.

## **Instructional Directors / Full Time Programs**

### **Instructional Directors**

- Kahle Goff, Kendra Knight and Dr. Ryan Burkett participated in a School Safety Tabletop Exercise hosted by the Ponca City Police Department.
- Kahle Goff, Dr. Ryan Burkett, and Lori Evans met with Gage Watson of Watson Construction to discuss starting a construction related scholarship.
- Kahle Goff attended a PTC BIS Retreat and participated in the 6 Types of Working Genius training.
- Kahle Goff and Traci Thorpe participated in the OASA Region 4 Superintendents Meeting.
- Dr. Ryan Burkett, Kahle Goff, and Kendra Knight participated in Allison Christy's Retirement Party.
- Kendra Knight, Kahle Goff, and Traci Thorpe were guest presenters at the SREB Making Schools Work Conference in Orlando.
- Kahle Goff and Kendra Knight participated in a review of PTC's Emergency Operation Plan.
- Kahle Goff attended the monthly Business and Industry Breakfast at PTC.
- Kendra Knight and Kahle Goff attended the first PTC Children's Lab and Preschool Graduation.
- Dr. Ryan Burkett worked on enrollment, Canvas, and PowerSchool to prepare for the upcoming year.
- Dr. Ryan Burkett, Kahle Goff, and Kendra Knight attended OKaACTE's Oklahoma Summit Conference.

### **Practical Nursing**

- PC EMS – Ashton and Cody were the guest speaker during the July contract day. They demonstrated the LUCAS device to the students. This device provides chest compressions for emergency personnel during a cardiac arrest, allowing EMS to focus on other lifesaving measures.
- The first quarter NEXT-Gen NCLEX results for the PN program are 100% for our students to pass on the first try. The program is also sitting at 100% for the year!
- Ashley is busy preparing for her first PN Select class. Five students are enrolled out of 8 that applied.
- LaRhonda and Michelle are busy preparing for the Sept 2023 adult class. The class has 17 new students and two returning.
- Several of the Sept 2022 cohort students are finishing the theory portion of the program and will start preceptorship after our August break.

- Five students from the Sept 2022 cohort have taken and passed the PN NCLEX Predictor test with a 91% or higher on the first try. Each student is required to make a 90% or higher to start preceptorship.

### **Health, BITE and Special Programs**

#### Children's Lab and Preschool

- Held 1<sup>st</sup> Preschool graduation
- Courtney Getman, Cheyanne Herring, Jessica LaBlue, and Kylia Carlson attended Kaw Nation training.
- Courtney Getman starts school in August at NOC for Early Child Care Education.
- Courtney Getman completed Preschool Stipend
- Maya Gentry achieved her director's credential.

#### ABE/HSE

- July Data
- 58 students enrolled in the ABE and TANF programs
- 7 HiSET tests were passed
- 2 students earned a level gain
- 2 students earned their High School Equivalency Diploma
- Teachers and Coordinator attended virtual and face-to-face training:
  - SREB Making Tech Center Work Conference
  - Refining Your Program with a Comprehensive Orientation Program
  - Adult Learning Principles—LTCNA Train-the-trainer
  - Connecting with Your Audience Using Video
  - Brain-Based Elearning Design

#### SHARE

- Training on FlexPoint which is our new Curriculum
- Adding new students (Ponca City doesn't start until Aug 24, so we may have influx then)

#### New Beginning

- We received 2 new students
- Total of 12 students
- 4 students received full time jobs
- 6 students in follow up
- New Beginning students are still volunteering at NERA twice a week.

#### BITE

- Mr. Ladner attended esports coach's clinic in Weatherford, OK.

### **T&I and Service Programs**

#### Automotive

- Cleaning shop
- Working in Canvas

#### Construction

- Organizing shop

#### Cosmetology

- Completed Summer Academy
- Preparing curriculum

#### Criminal Justice

- Cleaning Shop and Classroom
- Working on curriculum and my personal CLEET training, Organizing and preparing for the upcoming school year
- We received a Police Truck from the Kaw Nation Police Department to use in training with our criminal justice students

#### Culinary Arts

- Working in Canvas
- Organizing curriculum

#### Firefighter/EMT

- Providing CPR classes
- Organizing area
- Working on Curriculum

#### Fleet & Facilities Management

- Organizing classroom
- Working in Canvas

#### Mechatronics

- Attended Summit
- Former student attending HPTC Wind Energy
- Rearranging classroom and shop to make things more conducive to learning

#### Precision Machining

- Working in Canvas
- Working on curriculum
- Organizing shop

#### Welding

- Enjoying being Dad and preparing curriculum
- Organizing shop (Cindy Ivie)

### **Student Services**

#### Student Services

- Wow! What a fast summer – it is so exciting to be back to full staff on campus. Jayme, Cortney, Carol and I were blessed to be able to attend SREB Conference in July at Orlando. We picked up some great ideas and will be looking at our goals carefully. The team kicked off the year by meeting in Tulsa for Oklahoma Summit. We are finalizing enrollment, testing, doing last minute preparations to start the year. It promises to be a Golden one 😊

#### Career Center

##### WorkKeys:

- No report - summer

##### Employability Skills:

- No report – summer (we did pick up some great ideas at SREB in July).

#### Career Development Facilitator

- No report - summer

#### Counselor

- No report - summer

#### Testing Specialist

- Laura has been super busy getting all the last testing in before school begins. We are still working on trying to become certified for CDL testing. It has been a busy month in the testing

center as we prepare for the new school year! We (Laura) proctored 246 exams in the month of July. 51 out of 54 WorkKeys testers have earned a certificate this month. We proctored 4 CLEET Phase 1 & 2 exams through CareerTech for security guards at P66. We WorKeys tested 17 of the upcoming first year Cosmetology students.

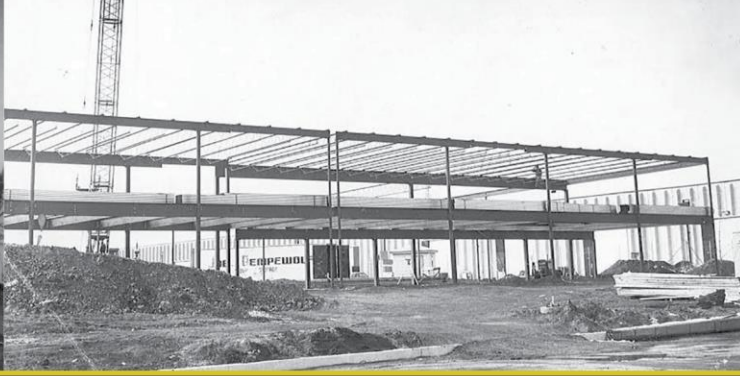
Disabilities Specialist/Job Placement Facilitator

- No report - summer

---

### **Plant/Facilities/Maintenance**

- Hosted district-wide bus drivers in-service on July 20<sup>th</sup>, 2023.
- Non-CDL bus drivers training class for instructors held on 7/24/2023.
- Emergency Operation Plan meeting with key PTC personnel on 7/25/2023.
- Last phase of the flex lab remodel. Currently working on the polishing of the concrete floor. Planning on a completion date of 8/15/2023.
- Routine HVAC biannual service on all units.
- Mike attended Summit conference 8/2 & 8/3.
- Active shooter table top exercise and discussion with local PD on 8/11/2023.



*Celebrating*

**50**

**Pioneer Tech**  
1973 - 2023

**YEARS OF  
ENHANCING LIVES &  
SECURING FUTURES**

C&M MARKETING PLAN 2023-24



# Pioneer Technology Center Communications & Marketing Plan

2023 - 2024

**MISSION:** “Enhancing Lives Securing Futures”

**VISION:** To be the preferred and most trusted resource for workforce and business development.

**VALUES:** People Innovation Character Learning Economic Development

## MARKETING OBJECTIVES 2023 - 2024:

It is typical that each year PTC’s communications and marketing department publishes an annual marketing plan. In addition to that plan, the department has established the following annual objectives:

- **INCREASE** engagement with audiences through Social Media platforms, Email Blast list, and News Media.
- **CREATE** five promotional pieces to the public each year, and promote through Email Blasts, Social Media and Newsprint.
- **TELL** and share meaningful, engaging stories that create a strong relationship with our target audiences.

### Weekly Tactics

1. Weekly Meet-Ups to review goals, accomplish the to-do list (Any.do) and adjust the Marketing Plan as needed.
2. Maintain a consistent BRAND throughout all graphics and communications.
3. Promote PTC using social media and other outlets daily, targeting services & programs in need of enrollment and promotion.



## AUDIENCES AND STRATEGIES

- 1) Internal
  - a) PTC employees and board members
  - b) Current students (adult and secondary) and clients
- 2) External
  - a) Potential students & parents
  - b) Business and Industry
  - c) Potential adult students
  - d) Community at large/stakeholders

### Generational Marketing Tips to consider:

- **Boomers** – 78% have a Facebook account, 70% on Youtube, adopting more tech to stay in touch. (Ages 57 – 75)
- **Gen X** - Still read newspapers, magazines, listens to the radio, and watches TV. They are digitally savvy and spend roughly 7 hours a week on Facebook. (Ages 41-56)
- **Millennials/Gen Y** – 95% still watch TV, this generation is extremely comfortable with mobile devices, but 32% will still use a computer for purchases. They typically have multiple social media accounts. (Ages 25 – 40)
- **Gen Z** – Grown up in a hyper-connected world and the smartphone is their preferred method of communication. On average, they spend 3 hours a day on their mobile device. (Ages 10 – 24)
- **Gen A** - Alphas are being raised in homes with smart speakers and devices everywhere; technology is built into everyday items. (Ages 0 - 9)

**INTERNAL MARKET STRATEGIES:**

**PTC EMPLOYEES and BOARD MEMBERS**

**Messages:**

UNITED IN THE HUSTLE  
MAKE TODAY COUNT  
DO WHAT DRIVES YOU  
PTC CELEBRATES 50 YEARS

TACTICS	EST. COST & SUPPLIES	PLAYERS	TIMELINE/EVAL.
Find 5-10 Employees as Brand Ambassadors	\$0	C&M Dept	TIME: On-Going
New Employee On-Boarding	In-house printing	Terri	TIME: August/On-Going EVAL: C&M Service Survey
In-Service Marketing Update	\$0	C&M Team.	Time: August EVAL: PTC Staff
PTC Employee FB Group Page	In-house	C&M Team & PTC Staff	TIME: August/On-Going EVAL: C&M Service Survey
50 <sup>th</sup> Anniversary Celebration	\$2500	C&M Team & PTC Staff	TIME: August 2023 – May 2024 EVAL: C&M Survey

**CURRENT STUDENTS & CLIENTS**

**Messages:**

REAL WORK, REAL REWARD  
EARN YOUR FUTURE  
HANDS ON, GET HIRED  
EARN YOUR FUTURE  
PTC CELEBRATES 50 YEARS

TACTICS	EST. COST & SUPPLIES	PLAYERS	TIMELINE/EVAL.
Survey Enrolling Students	CrowdSignal Survey Site \$200	C&M Team SS Team	TIME: First & Second Semester EVAL: Compare results to prior surveys
Creative Graphic Pieces	\$12,000	C&M Team	TIME: On-Going EVAL: Student/customer comments
Utilize lobby displays, LED sign, website, Facebook, Instagram, Twitter, & TikTok to promote all PTC activities.	Activity lists from all PTC departments, news media, photos, etc.	C&M Team	TIME: Daily (screens) Regularly (web) EVAL: Student/Stakeholder comments, web clicks
50 <sup>th</sup> Anniversary Celebration	\$2500	C&M Team & PTC Staff	TIME: August 2023 – May 2024 EVAL: C&M Survey

**ADVISORY MEMBERS & EDUCATORS**

**Messages:**

NOTHING TEACHES LIKE EXPERIENCE  
SUCCESS TAKES PRACTICE  
PTC CELEBRATES 50 YEARS

TACTICS	EST. COST & SUPPLIES	PLAYERS	TIMELINE/EVAL.
Advisory Night	Promo Items \$500 Print Support Email Blast	C&M Team Exec Director FTP	TIME: Nov EVAL: Compare results to prior surveys
TechConnectEd	Promo Items \$250 Print Support	Student Services & C&M	TIME: 1 time per semester EVAL: Survey at the end
Counselors Retreat	Promo Items \$100 Print Support	Student Services & C&M	TIME: 1 time per semester Regularly (web) EVAL: Survey at the end
50 <sup>th</sup> Anniversary Celebration	\$2500	C&M Team & PTC Staff	TIME: August 2023 – May 2024 EVAL: C&M Survey

**EXTERNAL MARKETING STRATEGIES:****POTENTIAL STUDENTS & PARENTS****Messages:**

REAL WORK, REAL REWARD    PTC CELEBRATES 50 YEARS  
 HANDS ON, GET HIRED  
 PROS START HERE

<b>TACTICS</b>	<b>EST. COST &amp; SUPPLIES</b>	<b>PLAYERS</b>	<b>TIMELINE/EVAL.</b>
Produce print advertising in all schools when it is needed.	\$750	Angie	TIME: Through-out the year
Support Student Services and Career Development Facilitator in recruitment activities with promo items & design recruitment materials	3 <sup>rd</sup> grade promo items: \$1,500 (+\$50 for booths) 8 <sup>th</sup> grade promo items: \$1,800 Mid-school items: \$1,000 Sophomore promo items: \$1,000 (+\$200 for booths)	C&M Team	TIME: As Scheduled by recruitment team EVAL: Student Feedback; Target Market Research
Continue sending and placing information on the website geared towards adult students and parents.	\$60 Domain Hosting, \$5,000 for web changes	C&M Team; supported by staff for content and web solution company	TIME: Through-Out the Year
Enhance brand and "messages" with social media Twitter, Facebook & Instagram	\$0	C&M Team will act as clearing house but be supported with information for content.	TIME: Weekly/Daily if needed EVAL: Engagement Stats
Support Student/Parent Back to School Event	\$250 for signs, advertising, & materials. SignUpGenius	C&M Team help with supplies, survey students/parents	TIME: AUGUST EVAL: Number of student's pre-enrolled stay enrolled.
Work with EMT group and supply T-shirts for enrolling High School Students	\$4,100	EMT Team & C&M	TIME: April/May
50 <sup>th</sup> Anniversary Celebration	\$2500	C&M Team & PTC Staff	TIME: August 2023 – May 2024 EVAL: C&M Survey

## BUSINESS & INDUSTRY

### Messages:

LAUNCH YOUR BUSINESS FROM SQUARE ONE  
 MAKING CHALLENGES EASIER  
 EXPERTS, SAVING TIME AND MONEY  
 OUR EXPERTISE IS YOUR REWARD

TRAIN YOUR WAY  
 START YOUR SUCCESS STORY  
 PTC CELEBRATES 50 YEARS

TACTICS	EST. COST & SUPPLIES	PLAYERS	TIMELINE/EVAL.
Have daily information posted for BIS Opportunities on social media. Promote BIS events.	\$0	C&M Team	TIME: Weekly EVAL: Engagement Stats
Produce flyers, brochures, stories, ads and videos to promote BIS specific efforts.	<i>Ads Included in advertising budget under "Community at Large" section</i>	C&M Team BIS Staff	TIME: As needed/requested EVAL: BIS event evaluations and follow-up
Email Blast	\$300	C&M Team BIS Staff	TIME: Monthly EVAL: Analytics of Clicks
Provide promo items for potential clients and business gatekeepers. (This will help them meet their goal of increasing market reach.)	\$5,000	C&M Team BIS Staff	TIME: August and on-going
Small Business Week assist in hospitality event to promote BIS Incubator & Coordinators.	\$750	BIS Staff	TIME: May
BBQ w/BIS event support.	\$750	C&M Team BIS Staff	TIME: May
1Million Cups on YouTube each month	\$0	C&M Team	TIME: On-Going
Support All BIS activities; B&I Breakfast, Employee Outreach Luncheon, Advisory Group, Lunch/Learns & more.	\$100 Flyers/Online Content	C&M Team	TIME: On-Going
50 <sup>th</sup> Anniversary Celebration	\$2500	C&M Team & PTC Staff	TIME: August 2023 – May 2024 EVAL: C&M Survey

## POTENTIAL ADULT STUDENTS

### Messages:

EARN YOUR FUTURE  
 PASSION GOES PRO  
 CHANGE UP YOUR CLASSROOM

TACTICS	SUPPLIES & EST. COST	PLAYERS	TIMELINE/EVAL.
Design, print and mail AT&D Schedule 2 times per year, plus Summer Postcard (coordinate newspaper ads with schedule)	\$24,000	C&M Team AT&D Staff	TIME: Design in June, October, March. EVAL: AT&D Staff, customer feedback; # of calls when launched
Support all areas in maintaining a customer friendly atmosphere	PTC pens for customers (\$300-\$500), marketing materials	Terri Angie	TIME: As requested EVAL: Informal observations and feedback
Email Marketing per month to promote AT&D classes.	\$300	C&M Team	Email Marketing
Work with EMT group and supply T-shirts and promo items for incoming adult students	\$1500	EMT Team & C&M Team	Time: April/May
Social Media Events	\$0	C&M Team	Time: On-Going
50 <sup>th</sup> Anniversary Celebration	\$2500	C&M Team & PTC Staff	TIME: August 2023 – May 2024 EVAL: C&M Survey

## COMMUNITY-AT-LARGE & STAKEHOLDERS

**Messages:**

REAL WORK, REAL REWARD  
 THE REAL WORK, RIGHT NOW  
 PRACTICE PAYS OFF  
 CHANGE UP YOUR CLASSROOM  
 PTC CELEBRATES 50 YEARS

TACTICS	EST. COST & SUPPLIES	PLAYERS	TIMELINE/EVAL.
Participate in Chamber Business Resource Directories	~\$1500 PC	Angie	TIME: PC – Annually in fall, Blackwell – e/o year spring. EVAL: Informal feedback, # of inquiries from ad in resource guide
Produce and schedule ads for full-time programs, BIS, AT&D <ul style="list-style-type: none"> <li>• Newspaper</li> <li>• Radio</li> <li>• School publications</li> </ul> (Ads include display ads, classifieds/position announcements, public and legal notices, and news briefs)	\$5,000 +	Terri Angie	TIME: On-going EVAL: Informal staff/customer feedback. "How did you hear about us?" survey
Produce catalog that highlights all of PTC's programs and services.	\$3,700	C&M Team	TIME: Print March EVAL: Informal feedback
Email Marketing Blast for BIS/AT&D	\$300	Angie	Weekly EVAL: Analytics
Coordinate marketing efforts with regional and statewide initiatives	\$13,750 Statewide Mktg Cooperative	C&M Team	TIME: On-going
Coordinate marketing efforts for CareerTech month	Printing, Giveaways, Videos	C&M Team	TIME: February
Host a booth at the Kay County Free Fair	Promo Items: \$1,500	PTC Staff	TIME: September EVAL: Feedback of visitors at booth
Assist in technology telling stories on Web/Lobby Display, News Media	\$500	Academic Center, C&M Team, HR, Placement Facilitator	TIME: As occur
Utilize LED sign for announcements & Marketing Opportunities	\$0	C&M Team	Time: As occur
Promote Summer Camp/buy T-shirts for staff for recruitment.	\$1,500	C&M Team, Student Services	May
Annual Parade support.	\$1,500	C&M Team, Student Services, Parade Committee	October
Westward Expansion promo items for Open House and Media Day.	\$1500	C&M Team	Fall of 2023
50 <sup>th</sup> Anniversary Celebration	\$2500	C&M Team & PTC Staff	TIME: August 2023 – May 2024 EVAL: C&M Survey

## SOCIAL MEDIA MARKETING PLAN

**Goals:**

1. **INCREASE** Social Media Engagement
2. **ELEVATE** Westward Expansion Awareness
3. **IMPROVE** online brand and reputation

Goal 1 Tactics	Goal 2 Tactics	Goal 3 Tactics
<ol style="list-style-type: none"> <li>1. Each year create list of 10 - 15 parents and staff that are willing to re-share content on personal pages. "Brand Ambassadors," to share content.</li> <li>2. Create at least 5 new marketing pieces and 1 video each week using Canva to promote across social media networks.</li> <li>3. Choose the top-performing post each month and measure engagement, then apply to future posts.</li> </ol>	<ol style="list-style-type: none"> <li>1. Post an estimated 3 times daily about FTP, AT&amp;D &amp; BIS</li> <li>2. Set aside time each day to respond to comments and interactions.</li> <li>3. Have 1 activity per month for the 50<sup>th</sup> Celebration year.</li> </ol>	<ol style="list-style-type: none"> <li>1. Consistently do tactics from Goals 2 &amp; 3</li> <li>2. Use Canva to create consistent look.</li> <li>3. Update social media planner with holidays and specific social media engagement days as well as National Days. Make a folder for holiday closure banners and greetings.</li> <li>4. Promote 50<sup>th</sup> Celebration Activities.</li> </ol>



# A Golden Year

**MONTHLY ACTIVITIES & EVENTS**

<p><b>August 2023</b> 50th Photo for Employees/Anniversary Video Kick-off</p> <p><b>September 2023</b> Cake Month every Friday have cake and eat it too</p> <p><b>October 2023</b> Drive-In Family Movie Night (Movie TBD)</p> <p><b>November 2023</b> 50 Thankful Do Good Days for PTC staff</p> <p><b>December 2023</b> Christmas Reunion Party for current employees and retirees</p>	<p><b>January 2024</b> Hall of Fame highlighting 50 graduates</p> <p><b>February 2024</b> CareerTech Month dress up week decades &amp; bury time capsule</p> <p><b>March 2024</b> 50 Questions with PTC staff</p> <p><b>April 2024</b> Golden Evening with Pioneer Tech Foundation/PN Graduation</p> <p><b>May 2024</b> A Golden Graduation with challenge coin &amp; gold cord</p>
--	---



## MARKETING TIMELINE:

### 2023

#### AUGUST:

- Update “Branding” Info. & New Employee On-Boarding - *Terri*
- Promote ABE/GED enrollment period - *Terri*
- Print & distribute AT&D fall schedule - *All*
- Promote Back to School night with media– *Terri*
- Prepare Survey for campus visitors during Back to School Event - *Terri*
- Get Daytime/Full-time Catalog in house and on website – *Angie*
- Promote Student Ambassador application -- *All*
- Promote Guaranteed Graduate Initiative with directors to new students – *C&M Team & Directors*
- Check Rack Card Supplies for Programs/Order New Business Cards if needed – *Angie*
- Start Promotion of Foundation Dinner – *C&M*
- Run video for recruitment using past Student Ambassadors – *Terri*
- Post 50<sup>th</sup> Anniversary Video and Take Group Photo of Employees – *Terri*

#### SEPTEMBER:

- Start Planning for Christmas Market in November – *C&M*
- Design chamber directory ads. Use new messages. - *Angie*
- Host a booth at the Kay County Free Fair – *PTC Staff*
- Make Ads for the Ponca City & Blackwell Newspaper to Promote Fair – *Angie*
- Use iPads for surveys at the Fair/Giveaways for each night – *Terri*
- Order promo items for parades – *Angie*
- Assist with CTSO Kick-Off Party – *C&M*
- Manufacturing Day Promotion – *C&M*
- Make plans for Construction month (October) – *C&M*
- Promotion of Foundation Dinner – *C&M*
- Shoot video for recruitment using Student Ambassadors – *Terri*
- Cake month for 50<sup>th</sup> Anniversary Celebration– *Terri*

#### OCTOBER:

- Construction Month – *C&M*
- Assist/Support for the Po-Hi Career Fair – *Student Services*
- Assist with Sophomore Visits - *Staff*
- Promote ABE/GED enrollment period – *Terri*
- Promote Fall Fest and Activities – *Terri*
- Holiday Market Planning – *C&M*
- Take Program photos – *C&M*
- Attend Foundation Roast, Take photos & Post – *Terri*
- Work with Foundation about Giving Tuesday – *Angie*
- Prepare to run ads as Testimonials in area Newspapers – *C&M/BIS*
- Update target audience graphics for web/Gold Star School – *Angie*
- Plan Fall Family Night Movie for 50<sup>th</sup> Anniversary Celebration– *Terri*

#### NOVEMBER:

- Design AT&D Winter/Spring & get Cover Options to AT&D- *Angie*
- Send Board Election Legal Notices to appropriate newspaper - *Angie*
- Advisory Night Set-Up and Communication - *C&M*
- Run Ads as Testimonials in area Newspapers – *C&M/BIS*
- Send AT&D schedule to printer - *Angie*
- Veterans Activities Military – *Angie*
- Set-Up and have Holiday Market – *C&M/Holiday Market Volunteers*
- Giving Tuesday Eblast/Brochure – *Angie*
- 50 Do Good Days, highlight on social media all month/Keep Planning 50<sup>th</sup> Activities – *Terri*

## DECEMBER:

- Prepare for Board Recognition Month/Social Media/Newspaper/Lobby/Sign – C&M
- Create videos with class photos – *Terri*
- Create video for holiday greeting on Social Media – *Terri*
- Update and view marketing survey and make changes as needed – *Terri*
- Update all surveys, BIS, AT&D and Student – *Terri*
- Constant Contact Christmas Card – *Angie*
- Print Christmas Cards for Traci – *Angie*
- Start Wall of Fame Project – *Angie*
- Take Program Photos – C&M
- Plan Christmas Reunion Party with Employees and Retirees/Keep Planning 50<sup>th</sup> Activities – *Terri & CEA*

## 2024

### JANUARY:

- Start Catalog Design - *Angie*
- Send Board Appreciation Ads to Newspapers – *Angie*
- Communicate Employee Satisfaction Results (if appropriate year) – *Terri*
- Schedule CareerTech Month Activities – C&M
- Mid-Year Review of C&M Goals – C&M
- Update staff and assist Professional Development group with Customer Service Overview – *Terri*
- Highlight 50 Hall of Famers for the 50<sup>th</sup> Celebration/Keep Planning 50<sup>th</sup> Activities – *Terri*

### FEBRUARY:

- Promote CareerTech Month (Radio, table displays, Supt. Corner, mid-week) – *CM Staff*
- Add daily photos to all social media to promote CareerTech Month – *Terri*
- Promote Preview Night – *Terri*
- Start working on Summer Camp/Summer Academies – *C&M Team*
- Get new t-shirt theme for new enrolling students for April – July – *SS/C&M Team*
- CareerTech Month Dress-Up Week for our Decades Bury Time Capsule– *C&M Team*

### MARCH:

- Promote ABE/GED enrollment period if needed – C&M
- Put Up Wall of Fame Posters - *Angie*
- Design AT&D summer postcard/schedule – *Angie*
- Schedule Spring Break Social Media – *Terri*
- Rotate board seats on website and other media – *Angie*
- 50 Questions with PTC Staff who have been here the longest/Keep Planning 50<sup>th</sup> Activities – *Terri*

### APRIL:

- Talk with BIS about plans for Small Business Week – *C&M Team*
- Send AT&D summer schedule to printer and put on website – *Angie*
- Promote BBQ with BIS – C&M
- Start on Gold Star Award Application - *Terri*
- Continue Promotion for Summer Camp/TechConnectEd/Summer Academies – *Terri*
- Order t-shirts for new enrolling students – *Angie*
- Adjust Board Seats on the website - *Angie*
- Purchase Promote Items for Safety at Okie Contractor Fair (promo items) – *Angie*
- Golden Evening with The PTC Foundation/ Keep Planning 50<sup>th</sup> Activities – *C&M Team*

### MAY:

- Update survey for new students when they enroll – *Terri/Lori*
- Small Business Week, promote on web & social media with BIS Staff - *Terri*
- Help promote summer camps/academies on web & social media – C&M
- Promote Graduations with video, news releases and picture opps – C&M
- Facebook Live all graduations and events – *Terri*
- Work on Full-Time Program Catalog/Upload to Website– *C&M*
- Update website with new information from Catalog – *Angie*
- Update By the Numbers Flyer/Powerpoint/Web – *Angie*

- Support Safety at Okie Contractor Fair (promo items) – *Angie*
- Golden Graduation Challenge Coin/Gold Cord– *Terri*

**JUNE:**

- Capture Summer Camp/Academy moments and group photos run in all media– *C&M*
- Revise marketing plan – *C&M (talk with Exec Team)*
- Assist in Student/Nursing Handbook Cover & place on website – *C&M*
- Meet with staff to update website – *C&M*
- Review Crisis Management Plan – *Terri*
- Update school calendar & Main PTC Calendar on website - *C&M*

**JULY:**

- Capture Summer Academy moments and group photos run in all media– *C&M*
- Submit new marketing plan – *Terri*
- Design AT&D fall schedule – *Angie*
- Add Catalog graphics to website – *C&M*
- Prepare for In-Service Marketing Update – *Terri*

**ON-GOING/AS NEEDED ACTIVITIES:**

- Facebook/Twitter/Instagram Daily Updates
- Live Facebook videos for special events
- Press Releases for PTC activities to papers, web media & website
- Staff surveys - *C&M*
- “Cross-promote” PTC options (AT&D, BIS, Full-Time, etc.)
- Website updates - *C&M*
- Student surveys - *C&M*
- Lobby Display & Outside Sign updates (weekly)
- Positive media coverage for ALL of PTC (ads, press releases, website, etc.)
- Ads in HS yearbooks and activity programs
- Special and new AT&D course promotion
- Assist any program & Superintendent/CEO with PTC presentations to community
- Involvement in local and state CTE
- Monthly assist BIS/AT&D with Email Blast promotion
- Monthly filming of 1Million Cups and place on YouTube
- Make flyers for all programs/services and hang them up
- Regularly tour hallways for sign/flyer cleanup
- Consistent Brand across all campus and media
- Keep Planning 50<sup>th</sup> activities the entire year
- Work Ready Oklahoma Marketing Initiative when grant is approved
- Promote Flex Lab to BIS clients and the community

**PIONEER TECHNOLOGY CENTER**  
**Part-Time & Temporary Employment Contracts and/or Addenda to Contracts**  
**August 8, 2023 FY 2023/2024**

<u>Name</u>	<u>Position/Class Taught</u>	<u>Dates</u>	<u>Contract amount</u>
Steve Bookout	Bus Driver In-Service	07/20 (4 hrs/5:30-9:30pm)	200.00
Steve Bookout	AT&D Evening Supervisor	07/16 – 08/15 (up to 44 hrs)	1,100.00
Steve Bookout	AT&D Evening Supervisor	08/16 – 09/15 (up to 40 hrs)	1,000.00
Steve Bookout	AT&D Evening Supervisor	09/16 – 10/15 (up to 40 hrs)	1,000.00
Steve Bookout	AT&D Evening Supervisor	10/16 – 11/15 (up to 48 hrs)	1,200.00
Steve Bookout	AT&D Evening Supervisor	11/16 – 12/15 (up to 32 hrs)	800.00
Mike Boon	Curriculum Revision	09/5 (7.5 hrs)	300.00
Mike Boon	Backhoe – OK Turnpike	09/13 – 09/14 (20 hrs)	800.00
Mike Boon	Backhoe – OK Turnpike	09/20 – 09/21 (20 hrs)	800.00
Carol Bottoms	ABE/TANF Instructor	08/01 – 08/31 (61 hrs)	1,525.00
Vicki Braden	ABE/HSE Instructor	08/01 – 08/31 (28 hrs)	728.00
Christina Chapman	ABE/TANF Instructor	08/01 – 08/31 (28 hrs)	700.00
Aimee Clark	ABE/HSE Instructor	08/01 – 08/31 (14 hrs)	350.00
Melody Denke	Bus Driver In-Service	07/20 (4 hrs/5:30-9:30pm)	200.00
Lori Evans	AT&D Evening Supervisor	07/16 – 08/15 (up to 36 hrs)	972.00
Lori Evans	AT&D Evening Supervisor	08/16 – 09/15 (up to 44 hrs)	1,188.00
Lori Evans	AT&D Evening Supervisor	09/16 – 10/15 (up to 40 hrs)	1,080.00
Lori Evans	AT&D Evening Supervisor	10/16 – 11/15 (up to 40 hrs)	1,080.00
Lori Evans	AT&D Evening Supervisor	11/16 – 12/15 (up to 36 hrs)	972.00
Tyler Evans	School Bus In-Service	07/20 (9 hrs)	285.30
Joelle Francis	CNA Skills Check-off	07/13 – 07/14 (8 hrs)	240.00
Elaine Harman	ABE/TANF Instructor	08/01 – 08/31 (17.5 hrs)	437.50
Elaine Harman	ABE/HSE Instructor	08/01 – 08/31 (31.5 hrs)	787.50
Cindy Ivie	Bus Driver In-Service	07/20 (4 hrs/5:30-9:30pm)	200.00
Tonya Jackson	ABE/HSE Instructor	08/01 – 08/31 (35 hrs)	910.00
Michiel Landers	Getting the Most of DNA Tests	07/13 (3 hrs)	75.00
Julie Lawrence	ABE/HSE Instructor	08/01 – 08/31 (21 hrs)	525.00
Jeff Lockett	Ag Bus. & Financial Consultant	07/01 – 07/15 (up to 48 hrs)	1,200.00
Jeff Lockett	Ag Bus. & Financial Consultant	07/17 – 08/15 (up to 48 hrs)	1,200.00
Jeff Lockett	Ag Bus. & Financial Consultant	08/16 – 09/15 (up to 48 hrs)	1,200.00
Jeff Lockett	Ag Bus. & Financial Consultant	09/18 – 10/13 (up to 48 hrs)	1,200.00
Jeff Lockett	Ag Bus. & Financial Consultant	10/14 – 11/15 (up to 48 hrs)	1,200.00
Jeff Lockett	Ag Bus. & Financial Consultant	11/16 – 12/15 (up to 48 hrs)	1,200.00
Allyson Leonard	ABE/HSE Instructor	08/01 – 08/31 (21 hrs)	525.00
Jennifer Miller	BIS Team Retreat	07/12 (4 hrs)	100.00
John Munger	Bus Driver In-Service	07/20 (4 hrs/5:30-9:30pm)	200.00
James Page	School Bus Examiner	07/13 – 07/14 (6.25 hrs)	218.75
Melinda Phillips	Culinary Floater	07/18 – 07/28 (up to 108 hrs)	2,268.00
Melinda Phillips	Bus Driver In-Service	07/20 (4 hrs/5:30-9:30pm)	200.00
Pam Powers	ABE/HSE Instructor	08/01 – 08/31 (42 hrs)	1,050.00
Pam Powers	ABE/TANF Instructor	08/01 – 08/31 (28 hrs)	700.00
Fae Rabb	Culinary Services Help	07/25 & 07/27 (up to 24 hrs)	504.00
Kristi Reed	Clinical Skills	07/27 – 07/28 (16 hrs)	368.00
Lorinda Schrammel	Visualizing Our Future In-Service	08/04	500.00
Rebecca Stephens	ABE/TANF Instructor	08/01 -08/31 (35 hrs)	875.00
Rebecca Stephens	ABE/HSE Instructor	08/01 – 08/31 (56 hrs)	1,400.00
MaryAnn Sudbury	ABE/HSE Instructor	08/01 – 08/31 (24.5 hrs)	612.50
Gary Vap	CPR and First Aid	07/11 – 07/12 (6 hrs)	150.00
Angela Way	First Time Home Buyer	07/13 (3 hrs)	75.00
Taner Williams	School Bus Training	07/17 – 07/28 (40 hrs)	1,200.00

**ADDENDA TO CONTRACT**

Ryan Burkett	TRS Yrs 11 (\$5,100)	to	TRS Yrs 20 (\$6,150)	Corrected TRS Years of Service
John Maupin	Evening Custodian GL1-4	to	Custodian/Bus Driver GL2-4	Position Change

**Appendix A**