

Pioneer Technology Center Board of Education  
Regular Meeting  
Tuesday, April 9, 2024, 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  
Dondi Rowe-Work Ready Ponca City (WRO) program presentation
5. Discussion and vote to approve or not approve the Minutes of the March 12, 2024 regular Board of Education meeting
6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (General Fund #41328-41509 in the amount of \$984,728.67; Building Fund #40044-40052 in the amount of \$201,576.00; Payroll #70181 in the amount of \$2,153.00)
7. Administrative Reports and Anticipated Discussion by the Board and Staff regarding facilities, district policy issues, community issues and/or personnel or student needs
  - 7.A. Traci Thorpe, Superintendent/CEO
  - 7.B. Molly Kyler, Executive Director, Business & Industry Services
8. Discussion and vote to approve or not approve contracts for FY24 Audit and Financial Statement Services with S&B CPA's & Associates PLLC and Mary E. Johnson & Associates PLLC.
9. Discussion and vote to approve or not approve purchases over \$10,000 as listed on Appendix A.
10. Discussion and vote to approve or not approve consulting with Winterrowd Talley architects on renovation of the welding area.
11. Discussion and vote to approve or not approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix B
12. Vote to approve contract renewals for employees listed on Appendix C (Support Staff)

13. Discussion and vote to approve or not approve the hiring of a Culinary Services Coordinator.
14. New Business
15. Board Comment
16. 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, March 12, 2024 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

Also in attendance were Traci Thorpe, Ryan Burkett, Kendra Keelin, Kahle Goff, Stacey Rush, Molly Kyler, Terri Busch, Mike Orr and Kellie Johnson.

3. Flag salute and moment of silence

4. Oath of Office for JD Soulek as re-elected Member of the Board of Education

5. Reports and Presentations

Presentation of FY23 audit report- Amy Ziemba, S & B CPA's and Associates- Amy stated that the audit had no findings for FY 23.

6. Discussion and vote to accept or not accept FY23 Audit report.

Motion to accept FY23 Audit report 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. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Absent: 1

7. Discussion and vote to approve or not approve the Minutes of the February 13, 2024 regular Board of Education meeting

Motion to approve the Minutes of the February 13, 2024 regular Board of Education meeting passed with a motion by Ms. Gay Norris and a second by Ms. Rachel Shuey.

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Absent: 1

8. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (General Fund #41158-41327 in the amount of \$132,252.16; Building Fund #40041-40043 in the amount of \$45,034.25; Payroll #70179-70180 in the amount of \$22,598.56)

Motion to approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists as presented 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. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Absent: 1

9. 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

Rotary is donating a fox and the base to PTC, and we're asking students who are interested in Submitting a design for the painting of the fox to provide their submissions by March 28. Jayen Batson and Josua Douglas, PoHi students, qualified to attend Oklahoma Scholastic Esports Spring State championship for Mario Kart Duos. Integris held a Caregiver Celebration Ceremony on March 6th to recognize health care graduates from PTC and NOC who were recognized in the PTC 50th Anniversary Hall of Fame. Michelle Tripp, Traci and Terri Busch attended to celebrate with the hospital staff and honorees. Kendra Knight and Traci met with NOC and the Northwest area technology centers to discuss the NOC Post-secondary consortium and the new Associate of Applied Technology degree pathway available to PTC graduates. Several Pioneer Tech staff members assisted Superintendent Rick Rogers and the Shidler high school staff in providing a unique activity to their 10-12th graders. Reality U is an experiential learning program that provides students the opportunity to see how their school performance affects their financial future. PTC will be hosting the Local Emergency Planning Committee meeting on March 13th. Area emergency services agencies will be meeting to discuss crisis planning and response. PTC will engage in a discussion with the group to plan a county tabletop exercise for a future date. PTC will be hosting the B&I Breakfast for the IT/Networking/Cyber Security sector on March 15. The WRO facilities are complete, and the first class of participants will start on April 1st. The capital planning committee will be meeting at the end of the month review our maintenance schedules and to identify potential summer or upcoming projects.

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

10. Discussion and vote to approve school calendar for the 2024-2025 school year

Motion to approve school calendar for the 2024-2025 school year passed with a motion by Mr. J.D. Soulek and a second by Ms. Rachel Shuey.

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Absent: 1

11. Discussion and vote to approve or not approve proposed equipment purchases

Motion to approve proposed equipment purchases as listed. passed with a motion by Ms. Rachel Shuey and a second by Ms. Gay Norris.

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Absent: 1

12. Discussion and vote to approve or not approve the ADPC software License and Support Agreement for FY25 (\$960/month).

Motion to approve the ADPC software License and Support Agreement for FY25 (\$960/month) 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. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Absent: 1

13. Discussion and vote to approve or not approve the purchase of Firetrol Fire Alarm Panel with notification/initiating devices and cell communicator for BIS Building, in the amount of \$49,897 - State Contract SW2048F (price includes equipment, design, labor, commissioning and testing).

Motion to approve purchases over purchase of Firetrol Protection System as quoted passed with a motion by Mr. J.D. Soulek and a second by Ms. Rachel Shuey.

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea  
Yea: 4, Nay: 0, Absent: 1

14. Discussion and vote to approve or not approve as surplus property: 950-SH1 Amatrol Trainer - Steam Systems 1 Learning System.

Motion to approve as surplus property the 950-SH1 Amatrol Trainer - Steam Systems 1 Learning 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. Rachel Shuey: Yea  
Mr. J.D. Soulek: Yea  
Yea: 4, Nay: 0, Absent: 1

15. 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

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

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

16. Vote to approve contract renewals for the employees listed on Appendix B (Coordinators/Counselors/Managers)

Motion and vote to approve contract renewals for the employees listed on Appendix B (Coordinators/Counselors/Managers) 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. Rachel Shuey: Yea  
Mr. J.D. Soulek: Yea  
Yea: 4, Nay: 0, Absent: 1

17. Vote to approve or not approve the appointment of Kellie Johnson as Minutes Clerk and Stacey Rush as Deputy Minutes Clerk for the Board of Education

Motion to approve the appointment of Kellie Johnson as Minutes Clerk and Stacey Rush as Deputy Minutes Clerk for the Board of Education passed with a motion by Mr. J.D. Soulek and a second by Ms. Rachel Shuey.

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Absent: 1

18. Discussion and vote to approve or not approve the employment of a new Evening Custodian.

Motion to approve hiring Lori Copeland as the new Evening Custodian. passed with a motion by Ms. Rachel Shuey and a second by Ms. Gay Norris.

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Absent: 1

19. Proposed Executive Session to discuss the purchase or appraisal of real property as authorized by Oklahoma Statutes, title 25. Section 307(B)(3).

20. Vote to convene in Executive Session

Motion to convene into executive session passed with a motion by Ms. Gay Norris and a second by Mr. J.D. Soulek.at 7:12 pm.

Mr. Laurence Beliel: Absent

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Absent: 1

21. Acknowledge return of the Board to Open Session

The Board returned to Open Session at 7:36 pm.

22. Board President statement of Executive Session minutes

23. New Business- None

24. Board Comment- None

25. The meeting was adjourned at 7:37 pm.

Respectfully submitted,

*Kellie Johnson*

Kellie Johnson  
Board Minutes Clerk

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President, Board of Education

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Clerk, Board of Education

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Date of Approval

Motion:

Second:

Vote:



# PIONEER TECHNOLOGY CENTER

From PO: 41328 to PO: 41509

## 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>
41328	SOBER BROTHERS, INC.	GROUNDS MAINT - SUPPLIES	1,035.00	03/08/2024
41329	HOLT TRUCK CENTERS	BUS MAINT REPAIRS	139.95	03/08/2024
41330	AMAZON CAPITAL SERVICES	GROUNDS MAINT REPAIRS	76.94	03/08/2024
41331	HUGHES LUMBER CO.	CONSTRUCTION - CONSUMABLE SUPPLIES	275.71	03/08/2024
41333	REDLANDS OFFICE SOLUTIONS	IT&D - RESALE BOOKS	96.00	03/11/2024
41334	LAMPTON WELDING SUPPLY	AT&D WELDING - RESALE SUPPLIES	130.00	03/11/2024
41335	DANIELS SOD BUSINESS LLC	GROUNDS MAINT - LAWN SERVICE	4,930.00	03/11/2024
41336	TEACHERSPAYTEACHERS.COM	MEDICAL SERVICES SUPPLIES	12.99	03/11/2024
41337	OSSBA	STAFF TRAVEL- REGISTRATION	100.00	03/11/2024
41338	STAPLES ADVANTAGE	CENTRAL SUPPLIES	97.35	03/11/2024
41339	B&H PHOTO-VIDEO	COMPUTER SERVICES - SUPPLIES	530.00	03/11/2024
41340	AMAZON CAPITAL SERVICES	RESALE SUPPLIES- AT&D	71.98	03/11/2024
41341	OKACTE SUPPORT STAFF DIVISION	STAFF TRAVEL - AT&D COORD/BIS ADMIN - REGISTRATION	260.00	03/11/2024
41342	STAPLES ADVANTAGE	TEACHER PREP SUPPLIES	265.47	03/11/2024
41343	JUNIOR'S LOCK & ALARM	VEHICLE MAINT REPAIRS	138.75	03/11/2024
41344	NEWEGG BUSINESS	WRO EQUIPMENT	219.95	03/11/2024
41345	TOPCO DISTRIBUTING	WRO MAJOR BUILDING REPAIR	3,965.00	03/11/2024
41346	AUTOMOTIVE SEMINARS INC	AUTO SERVICE - STAFF TRAVEL REGISTRATION	150.00	03/11/2024
41347	A+ PRINTING	MARKETING/ADVERTISING	58.00	03/11/2024
41348	TECHNICIANS SERVICE TRAINING	AUTO SERVICE - STAFF TRAVEL REGISTRATION	40.00	03/11/2024
41349	X-CEL BADGE & ENGRAVING C	MARKETING/ADVERTISING	13.35	03/11/2024
41350	LOWE'S HOME CENTER INC	BLDG MAINT - SUPPLIES	149.83	03/11/2024
41351	A+ PRINTING	FINANCE SUPPLIES	500.16	03/11/2024
41352	QUALITY MANAGEMENT SYSTEMS LLC	IT&D INSTRUCT - PROF SERVICES	2,000.00	03/12/2024
41353	HOLT TRUCK CENTERS	BUS MAINT REPAIRS	2,000.00	03/12/2024
41354	LOWE'S HOME CENTER INC	CONSTRUCTION - CONSUMABLE SUPPLIES	1,500.00	03/12/2024
41355	BRACE BOOKS & MORE	STAFF DEVELOP - SUPPLIES	543.83	03/12/2024
41356	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	234.95	03/12/2024
41357	COMPUTER SOLUTIONS UNLIMITED	COMPUTER SERVICES -- SUPPLIES	1,850.00	03/12/2024
41358	LOWE'S HOME CENTER INC	MECHATRONICS - SUPPLIES	134.35	03/12/2024



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<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
41359	A TECH TRAINING	AUTO SERVICE EQUIPMENT		
41360	BG PRODUCTS	AUTO SERVICE EQUIPMENT	12,865.00	03/13/2024
41361	AES WAVE	AUTO SERVICE EQUIPMENT	4,168.00	03/13/2024
41362	HUDSON AUTO SUPPLY, LLC	AUTO SERVICE EQUIPMENT	4,488.00	03/13/2024
41363	LOWE'S HOME CENTER INC	CHILDREN'S LAB EQUIPMENT	5,695.00	03/13/2024
41364	CAROLINA BIOLOGICAL SUPPLY CO	BIOMED EQUIPMENT	2,698.00	03/13/2024
			560.00	03/13/2024
41365	POCKET NURSE	MEDICAL SERVICES EQUIPMENT		
41366	LOWE'S HOME CENTER INC	BUILDING MAINT EQUIPMENT	1,791.90	03/13/2024
41367	BOBCAT OF OKLAHOMA CITY	BUILDING MAINT EQUIPMENT	4,867.00	03/13/2024
41368	BRANDTS ACE HARDWARE	BUILDING MAINT EQUIPMENT	1,272.00	03/13/2024
41369	AMAZON CAPITAL SERVICES	FLEET/VEHICLE MAINT EQUIPMENT	830.00	03/13/2024
41370	GOTHIC ARCH GREENHOUSES	BUILDING MAINT EQUIPMENT	1,299.00	03/13/2024
41371	P&K EQUIPMENT	GROUNDS MAINT EQUIPMENT	1,521.62	03/13/2024
41372	LOWE'S HOME CENTER INC	GROUNDS MAINT EQUIPMENT	629.99	03/13/2024
41373	HOLT TRUCK CENTERS	BUS EQUIPMENT	423.19	03/13/2024
41374	VANCE COUNTRY FORD	FLEET VEHICLES EQUIPMENT	160,830.00	03/13/2024
41375	VANCE CHEVORLET BUICK OF MIAMI	FLEET VEHICLES EQUIPMENT	101,751.00	03/13/2024
			24,974.00	03/13/2024
41376	VECTIS AUTOMATION LLC	IT&D TRAINING EQUIPMENT		
41377	H&H SHOOTING SPORTS	BPOC EQUIPMENT	7,917.00	03/13/2024
41378	AMAZON CAPITAL SERVICES	BPOC EQUIPMENT	1,040.00	03/13/2024
41379	AMAZON CAPITAL SERVICES	CULINARY SERVICES EQUIPMENT	325.00	03/13/2024
41380	LAMPTON WELDING SUPPLY	WELDING SUPPLIES	649.98	03/13/2024
41381	PLANT-TOUR.COM	IT&D TRAINING EQUIPMENT	356.08	03/13/2024
41382	TECH LABS	MECHATRONICS EQUIPMENT	11,839.00	03/13/2024
41383	AMAZON CAPITAL SERVICES	COSMETOLOGY SUPPLIES	24,765.00	03/13/2024
41384	ADAMS PLUMBING	BLDG MAINT - REPAIRS	1,239.12	03/13/2024
41385	PONCA IRON & METAL, INC.	AT&D WELDING - RESALE SUPPLIES	430.00	03/13/2024
41386	AMAZON CAPITAL SERVICES	GROUND MAINT - SUPPLIES	420.00	03/13/2024
41387	HYATT PLACE - TULSA DOWNTOWN	STAFF/STUDNET TRAVEL LODGING SKILLS USA STATE	230.16	03/13/2024
			9,025.00	03/14/2024
41388	PREP EDUCATIONAL PRODUCTS INC	WRO - INSTRUCTIONAL SUPPLIES	50.00	03/14/2024



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<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
41389	THERMACUBE, LLC	CHILDREN'S LAB - TRAVEL REGISTRATION	40.00	03/14/2024
41390	AMAZON CAPITAL SERVICES	INFO TECH - SUPPLIES	218.88	03/14/2024
41391	AMAZON CAPITAL SERVICES	HCC - SUPPLIES	227.32	03/14/2024
41392	FIRST NATIONAL BANK OF OMAHA	STATE TANF STUDENT ASSISTANCE OTHER	41.95	03/14/2024
41393	RBO, INC	MARKETING/PRINTING	7,292.33	03/14/2024
41394	LOWE'S HOME CENTER INC	MECHATRONICS - SUPPLIES	458.23	03/14/2024
41395	A+ PRINTING	AT&D SUPPLIES	127.04	03/15/2024
41396	QUALITY LOGO PRODUCTS	MARKETING/50 YEAR ADVERTISING	978.09	03/15/2024
41397	SKILLS USA STORE	T&I SUPPLIES FOR SKILLS USA	2,700.00	03/15/2024
41398	AMAZON CAPITAL SERVICES	SUPPLIES - AUTO SERVICE	49.99	03/15/2024
41399	AMAZON CAPITAL SERVICES	SUPPLIES - MECHATRONICS	47.47	03/15/2024
41400	CAREER TECH PRINTING SERVICES	MARKETING/50 YEAR ADVERTISING	140.00	03/15/2024
41401	OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION	AT&D - RESALE BOOKS	31.50	03/15/2024
41402	FLEETPRIDE, INC	BUS MAINT REPAIRS	500.00	03/18/2024
41403	ADAMS PLUMBING	BLDG MAINT - REPAIRS	240.66	03/18/2024
41404	FORGE FIRE AND COMPANY	FIREFIGHTER EQUIPMENT	28,700.00	03/20/2024
41405	HYDRAFACIAL LLC	COSMETOLOGY EQUIPMENT	20,300.00	03/20/2024
41406	APPLE INC	DISABILITY SERVICES EQUIPMENT	877.00	03/20/2024
41407	AMAZON CAPITAL SERVICES	SAFETY/FTP/INFO TECH EQUIPMENT	9,447.94	03/20/2024
41408	AMERICAN TELEPHONE	ENT SERVICES/INNOVATION MGR EQUIPMENT	1,400.00	03/20/2024
41409	B&H PHOTO-VIDEO	MARKETING/VIS COMM/HCC EQUIPMENT	9,841.00	03/20/2024
41410	PIRAINO CONSULTING	AUTO SERVICE EQUIPMENT	4,406.00	03/20/2024
41411	NEWEGG BUSINESS	COMPUTER SERVICES/VIS COMM EQUIPMENT	7,505.00	03/20/2024
41412	WAL-MART COMMUNITY CARD	PM/CA/WT/MECH/CAFE EQUIPMENT	5,000.00	03/20/2024
41413	GRAINGER	CONSTRUCTION EQUIPMENT	4,768.36	03/20/2024
41414	AMAZON CAPITAL SERVICES	INFO TECH EQUIPMENT	3,499.92	03/20/2024
41415	DANSEREAU HEALTH PRODUCTS	AT&D EQUIPMENT	6,781.00	03/20/2024
41416	DISPLAYS2GO	BIS ADMIN EQUIPMENT	2,512.33	03/20/2024
41417	GALAXIE BUSINESS EQUIPMENT INC	SCHOOL WIDE EQUIPMENT/FURNIATURE	134,460.29	03/20/2024
41418	COURTYARD BY MARRIOTT (BRICKTOWN)	LEADERSHIP DEV - STAFF TRAVEL LODGING	386.09	03/20/2024



# PIONEER TECHNOLOGY CENTER

From PO: 41328 to PO: 41509

## Encumbrance For Board Approval GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
41419	A+ PRINTING	RE-SALE BOOKS - IT&D	875.68	03/20/2024
41420	TEACHER CREATED RESOURCES	OKDHS GRANT - SUPPLIES	197.85	03/25/2024
41421	CAREER TECH PRINTING SERVICES	WRO - INSTRUCT SUPPLIES	227.00	03/25/2024
41422	CENTENNIAL AREA HEALTH EDUCATION CENTER	PN TRAVEL - REGISTRATION	2,600.00	03/25/2024
41423	AMAZON CAPITAL SERVICES	PRECISION MACHINING SUPPLIES	22.97	03/25/2024
41424	OK STATE REGENTS FOR HIGHER EDUCATION	TEACHER PREP STAFF TRAVEL REGISTRATION	80.00	03/25/2024
41425	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	858.08	03/25/2024
41427	AMAZON CAPITAL SERVICES	BLDG MAINT - REPAIRS	115.69	03/25/2024
41428	WAL-MART COMMUNITY CARD	COSMETOLOGY SUPPLIES	200.00	03/25/2024
41429	AMAZON CAPITAL SERVICES	OKDHS GRANT - SUPPLIES	753.41	03/25/2024
41430	FIRST NATIONAL BANK OF OMAHA	PROF DEVELOPMENT - TRAVEL LODGING	1,800.00	03/26/2024
41431	AMAZON CAPITAL SERVICES	IT&D - RESALE SUPPLIES, CENTRAL SUPPLIES	83.56	03/26/2024
41432	LOWE'S HOME CENTER INC	BLDG MAINT - SUPPLIES	93.84	03/26/2024
41433	CLUTCH SOLUTIONS, LLC	SCHOOL WIDE EQUIPMENT	251,064.00	03/26/2024
41434	LABYRINTH LEARNING, INC	IT&D - RESALE BOOKS	1,172.60	03/26/2024
41435	STAPLES ADVANTAGE	RECEPTIONIST SUPPLIES	70.96	03/26/2024
41436	AMAZON CAPITAL SERVICES	WRO SUPPLIES	142.94	03/26/2024
41437	MERRIFIELD OFFICE PLUS	MECHATRONICS EQUIPMENT	325.00	03/26/2024
41438	AMAZON CAPITAL SERVICES	COMPUTER SERVICES - SUPPLIES	750.00	03/27/2024
41439	VECTIS AUTOMATION LLC	IT&D INSTRUCT - REPAIRS	80.00	03/27/2024
41440	AMAZON CAPITAL SERVICES	AT&D RESALE BOOKS	85.57	03/27/2024
41441	AMAZON CAPITAL SERVICES	WRO INSTRUCTIONAL SUPPLIES	189.00	03/27/2024
41442	LAMPTON WELDING SUPPLY	CAREER DEVELOPMENT FACILITATOR - SUPPLIES	32.00	03/27/2024
41443	WAL-MART COMMUNITY CARD	SHARE - INSTRUCTIONAL SUPPLIES	150.00	03/27/2024
41444	HOBBY LOBBY	SHARE - INSTRUCTIONAL SUPPLIES	300.00	03/27/2024
41445	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	99.99	03/27/2024
41446	BLICK ART MATERIALS	SHARE - INSTRUCTIONAL SUPPLIES	70.00	03/27/2024
41447	WAL-MART COMMUNITY CARD	COMPUTER SERVICES -- SUPPLIES	1,110.00	03/27/2024
41448	AMAZON CAPITAL SERVICES	AT&D RESALE SUPPLIES	99.00	03/27/2024
41449	EMBI TEC	BIOMED - SUPPLIES	1,428.00	03/27/2024



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## 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>
41450	UNITED COMMUNITY ACTION PROGRAM, INC	WRO - PARTICIPANT SUPPLIES	300.00	03/27/2024
41451	AMAZON CAPITAL SERVICES	VISUAL COMM SUPPLIES	82.44	03/27/2024
41452	WAL-MART COMMUNITY CARD	BIOMED - SUPPLIES	33.61	03/27/2024
41453	LOCKE SUPPLY	CONSTRUCTION EQUIPMENT	7,478.40	03/28/2024
41454	WHITTON SUPPLY CO.	CONSTRUCTION EQUIPMENT	4,860.37	03/28/2024
41455	LOCKE SUPPLY	CONSTRUCTION EQUIPMENT	7,901.89	03/28/2024
41456	AES WAVE	AUTO SERVICE - SUPPLIES	249.00	03/28/2024
41457	OSU FIRE SERVICE TRAINING	FIREFIGHTER - SUPPLIES	420.00	03/28/2024
41458	PACE	AT&D COORD - STAFF TRAVEL REGISTRATION	295.00	03/28/2024
41459	EMBASSY SUITES - NORMAN	STAFF/STUDENT TRAVEL LODGING - HOSA STATE	1,750.00	03/28/2024
41460	LOWE'S HOME CENTER INC	BLDG MAINT - SUPPLIES	212.90	03/28/2024
41461	OSU FIRE SERVICE TRAINING	FIREFIGHTER - SUPPLIES	140.00	03/28/2024
41462	AMAZON CAPITAL SERVICES	AT&D COORD - SUPPLIES	38.88	03/28/2024
41463	CAREER TECH PRINTING SERVICES	MARKETING/PRINTING	1,146.00	03/28/2024
41464	AMAZON CAPITAL SERVICES	MARKETING/SUPPLIES	214.93	03/28/2024
41465	AMUNDSEN COMMERCIAL KITCHENS	BIS INCUBATOR EQUIPMENT	8,715.00	03/28/2024
41466	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	194.11	04/01/2024
41467	MEDICAL EQUIPMENT AFFILIATES	BIOMED - SUPPLIES	106.88	04/01/2024
41468	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSISTANCE OTHER	104.00	04/01/2024
41469	WAL-MART COMMUNITY CARD	TANF STUDENT ASSISTANCE OTHER	140.00	04/01/2024
41470	STAPLES ADVANTAGE	WRO - PARTICIPANT SUPPLIES	60.00	04/02/2024
41471	WAL-MART COMMUNITY CARD	COSMETOLOGY SUPPLIES	200.00	04/02/2024
41472	WAL-MART COMMUNITY CARD	TANF STUDENT ASSISTANCE OTHER	140.00	04/02/2024
41473	WAL-MART COMMUNITY CARD	TANF STUDENT ASSISTANCE OTHER	140.00	04/02/2024
41474	WAL-MART COMMUNITY CARD	TANF STUDENT ASSISTANCE OTHER	140.00	04/02/2024
41475	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSISTANCE OTHER	40.00	04/02/2024
41476	AMAZON CAPITAL SERVICES	BIOMED - SUPPLIES	183.89	04/02/2024
41477	SPEAK NOW FILM CO.	MARKETING/ADVERTISING	1,200.00	04/02/2024
41478	AMAZON CAPITAL SERVICES	COSMETOLOGY SUPPLIES	753.82	04/02/2024



# PIONEER TECHNOLOGY CENTER

From PO: 41328 to PO: 41509

## 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>
41479	GRAINGER	BLDG MAINT REPAIRS	426.84	04/02/2024
41480	AMAZON CAPITAL SERVICES	AUTO SERVICE - SUPPLIES	254.00	04/02/2024
41481	AES WAVE	AUTO SERVICE - SUPPLIES	249.00	04/02/2024
41482	SKILLS USA STORE	COSMETOLOGY SUPPLIES	351.00	04/02/2024
41483	AMAZON CAPITAL SERVICES	STUDENT AMBASSADOR SUPPLIES	46.98	04/03/2024
41484	AMAZON CAPITAL SERVICES	BIOMED - SUPPLIES	26.78	04/03/2024
41485	KAPLAN EARLY LEARNING COMPANY	OKDHS GRANT - EQUIP & SUPPLIES	1,004.55	04/03/2024
41486	AMAZON CAPITAL SERVICES	OKDHS GRANT - EQUIP & SUPPLIES	1,605.59	04/03/2024
41487	AMAZON CAPITAL SERVICES	VISUAL COMM SUPPLIES	2,318.85	04/03/2024
41488	WARDS SCIENTIFIC	BIOMED - SUPPLIES	71.07	04/03/2024
41489	WHITTON SUPPLY CO.	CONSTRUCTION - CONSUMABLE SUPPLIES	297.00	04/03/2024
41490	ELECTRICAL TRAINING ALLIANCE	CONSTRUCTION - CURRICULUM BOOKS	630.00	04/03/2024
41491	HOMEWOOD SUITES BY HILTON OKC QUAIL SPRINGS	CULINARY ARTS--STAFF AND STUDENT TRAVEL LODGING	850.00	04/03/2024
41492	FARHA WHOLESALE COMPANY INC	WRO - PARTICIPANT SUPPLIES	189.00	04/03/2024
41493	STAPLES ADVANTAGE	FULLTIME PROGRAMS - SUPPLIES	43.05	04/03/2024
41494	LAMPTON WELDING SUPPLY	WELDING SUPPLIES	203.20	04/03/2024
41495	PETTY CASH FUND	PETTY CASH FOR CAR TAGS	300.00	04/03/2024
41496	LOWE'S HOME CENTER INC	CONSTRUCTION - CONSUMABLE SUPPLIES	1,000.00	04/03/2024
41497	EARNHEART STATIONS	WRO - PARTICIPANT SUPPLIES	900.00	04/03/2024
41498	TAMMY TAYLOR	COSMETOLOGY SUPPLIES	1,250.35	04/03/2024
41499	4 IMPRINT INC	MARKETING/ADVERTISING	116.22	04/03/2024
41500	OSSBA	SUPT- SUPPLIES	50.00	04/03/2024
41501	ELECTRICAL TRAINING ALLIANCE	MECHATRONICS - BOOKS	630.00	04/03/2024
41502	FIRST NATIONAL BANK OF OMAHA	WELDING STAFF TRAVEL-REGISTRATION	595.00	04/03/2024
41503	STAPLES ADVANTAGE	FINANCE SUPPLIES	100.00	04/03/2024
41504	AMAZON CAPITAL SERVICES	INSTRUCTIONAL DIRECTOR SUPPLIES	357.00	04/03/2024
41505	EARNHEART STATIONS	TANF STUDENT ASSISTANCE OTHER	3,000.00	04/03/2024
41506	AMAZON CAPITAL SERVICES	INFO TECH - SUPPLIES	646.94	04/03/2024
41507	FIRST CAPITAL TROLLEY	TANF STUDENT ASSISTANCE OTHER	1,000.00	04/03/2024
41508	AMAZON CAPITAL SERVICES	CAREER DEVELOPMENT FAC - SUPPLIES	300.00	04/03/2024



**PIONEER TECHNOLOGY CENTER**

From PO: 41328 to PO: 41509

**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>
41509	WAL-MART COMMUNITY CARD	CAREER DEVELOPMENT FAC - SUPPLIES	150.00	04/03/2024
<b>(11) GEN FUND-FOR OPERAT Current Encumbered:</b>			<b>984,728.67</b>	



PIONEER TECHNOLOGY CENTER

From 08 Mar 2024 to 03 Apr 2024

CHANGE ORDER REPORT  
GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
40011	AT&T MOBILITY	BLANKET PO	-0.05	7/1/2023
40013	BEN E. KEITH FOODS-OKLAHOMA	BLANKET PO	4,300.00	7/1/2023
40050	SGC FOODSERVICE	BLANKET PO	4,250.00	7/1/2023
40055	STUDENT CERTIFICATIONS	BLANKET PO	3,000.00	7/1/2023
40064	WAL-MART COMMUNITY CARD	BLANKET PO	1,500.00	7/1/2023
40101	KAY COUNTY ELECTION BOARD	BOARD ELECTION COST	-10,000.00	7/1/2023
40133	QUADIENT LEASING USA, INC	MAINTENACE CONTRACT	-864.00	7/1/2023
40590	EMBASSY SUITES - TULSA	PN LODGING	-20.10	9/19/2023
40613	OSSBA	SUPT ADMIN ASST - TRAVEL REGISTRATION	-100.00	9/29/2023
40824	GALAXIE BUSINESS EQUIPMENT INC	WORK READY OK - EQUIPMENT/FURNITURE	575.25	11/14/2023
40846	OSSBA	SUPT/ADMIN ASST - STAFF TRAVEL REGISTRATION	-100.00	11/28/2023
40903	MURPHY-HOFFMAN COMPANY, LLC	IT&D INSTRUCT - RENTAL	792.95	12/12/2023
40921	AMAZON CAPITAL SERVICES	SUPERINTENDENT SUPPLIES	-189.20	1/2/2024
40954	HYATT REGENCY - TULSA	STAFF/STUDENT TRAVEL LODGING	-692.00	1/5/2024
40960	SOUTHWESTERN PAYROLL SERVICE, INC.	FINANCE - PROFESSIONAL SERVICES	-112.44	1/8/2024
40961	BEST WESTERN PLUS YUKON	FINANCE TRAVEL LODGING	400.00	1/8/2024
40989	CLARK CONTRACTING COMPANY LLC	GROUNDS MAINT - REPAIRS	-2,500.00	1/12/2024
41092	OKLAHOMA HOSA	STAFF/STUDENT TRAVEL REGISTRATION	-65.00	1/30/2024
41105	STOLHAND-WELLS GROUP	BLDG MAINT - REPAIRS	663.00	1/31/2024
41135	360 OUTDOOR TURF	GROUNDS REPAIRS	-92.68	2/5/2024
41141	FIRST NATIONAL BANK OF OMAHA	VISUAL COMM STAFF TRAVEL	-1,106.59	2/7/2024
41143	EASTERN OKLAHOMA COUNTY TECH CENTER	TANF STUDENT ASSISTANCE OTHER	-5.00	2/8/2024
41153	STAPLES ADVANTAGE	CAREER TESTING CENTER - SUPPLIES	-4.43	2/8/2024

41162	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	-43.30	2/8/2024
41163	AMAZON CAPITAL SERVICES	AT&D RESALE BOOKS	6.99	2/9/2024
41182	SKY'S THE LIMIT CREATIONS	WRO - COMMUNITY EVENT SUPPLIES	-20.00	2/14/2024
41183	HOBBY LOBBY	WRO - OFFICE RENOVATION REPAIRS	-2,495.31	2/14/2024
41194	LAMPTON WELDING SUPPLY	AT&D - RESALE SUPPLIES	0.01	2/15/2024
41196	STAPLES ADVANTAGE	STATE DURABLE SUPPLY / CONSUMABLE SUPPLY	-1.56	2/15/2024
41204	STAPLES ADVANTAGE	PN SUPPLIES	-6.81	2/16/2024
41208	STAPLES ADVANTAGE	TANF CONSUMABLE SUPPLY	-16.70	2/20/2024
41210	LOWE'S HOME CENTER INC	CONSTRUCTION - CONSUMABLE SUPPLIES	-122.30	2/20/2024
41214	AMAZON CAPITAL SERVICES	AT&D - RESALE SUPPLIES	-9.84	2/21/2024
41220	STAPLES ADVANTAGE	TANF CONSUMABLE SUPPLY	-117.62	2/21/2024
41224	CAROLINA BIOLOGICAL SUPPLY CO	HEALTH CAREERS - SUPPLIES	0.76	2/21/2024
41228	LOWE'S HOME CENTER INC	PRECISION MACHINING SUPPLIES	-22.45	2/21/2024
41229	AMAZON CAPITAL SERVICES	CAREER DEV FACILITATOR - SUPPLIES	-24.56	2/22/2024
41239	J & P SUPPLY, INC.	BLDG MAINT - SUPPLIES	-2.50	2/23/2024
41240	HAMPTON INN - MCALESTER	PN TRAVEL LODGING	-120.00	2/23/2024
41247	OKACTE SUPPORT STAFF DIVISION	PN TRAVEL REGISTRATION	-65.00	2/26/2024
41248	PDG+CREATIVE	MARKETING/WEB HOSTING	2,400.00	2/26/2024
41256	KAPLAN EARLY LEARNING COMPANY	OKDHS GRANT - SUPPLIES	-25.00	2/27/2024
41262	AMAZON CAPITAL SERVICES	INFO TECH - SUPPLIES	-20.00	2/27/2024
41267	LEVEL 7 CONCEPTS	WRO - ADVERTISING	-1.10	2/28/2024
41270	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	-24.05	2/28/2024
41271	GRAINGER	MECHATRONICS - SUPPLIES	-39.91	2/28/2024
41274	AVL SYSTEMS DESIGN	COMPUTER SERVICES - REPAIRS	-491.00	2/29/2024
41276	STAPLES ADVANTAGE	WRO - EQUIP AND SUPPLIES	-21.11	2/29/2024
41282	AMAZON CAPITAL SERVICES	BLDG MAINT - SUPPLIES	-20.98	3/1/2024
41283	FARHA WHOLESALE COMPANY INC	WRO - SUPPLIES	1.51	3/4/2024
41290	STAPLES ADVANTAGE	DISABILITY SERVICES - SUPPLIES	-3.65	3/4/2024
41292	AMAZON CAPITAL SERVICES	AT&D RESALE BOOKS	-4.89	3/4/2024

41294	AMAZON CAPITAL SERVICES	TEACH OK/ED RISING SUPPLIES	-0.01	3/4/2024
41297	O'REILLY AUTOMOTIVE INC	WELDING SUPPLIES	-53.63	3/5/2024
41300	AMAZON CAPITAL SERVICES	FINANCE SUPPLIES	-18.62	3/5/2024
41302	CAREERPLANNER.COM	WRO - INSTRUCT SUPPLIES	-9.00	3/5/2024
41305	AMAZON CAPITAL SERVICES	SUPPLIES - MECHATRONICS	-35.00	3/5/2024
41309	AMAZON CAPITAL SERVICES	HCC - SUPPLIES	-20.22	3/5/2024
41312	LOWE'S HOME CENTER INC	BPOC SUPPLIES	-143.50	3/5/2024
41315	QUALITY WATER BY CULLIGAN	WRO - EVENTS/JOB FAIRS PROMO ITEMS	-20.00	3/6/2024
41317	MONEY HABITUDES	WRO - INSTRUCTIONAL SUPPLIES	-78.75	3/6/2024
41318	AMAZON CAPITAL SERVICES	WRO - JOB FAIR, PARTICIPANT AND OFFICE SUPPLIES	-21.69	3/6/2024
41319	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	-31.46	3/6/2024
41320	OKLAHOMA FCCLA	CULINARY STAFF/STUDENT TRAVEL REGISTRATION	-50.00	3/6/2024
41323	STAPLES ADVANTAGE	FINANCE SUPPLIES	-15.01	3/7/2024
41324	MEEKS HOLDINGS LLC	MARKETING/PRINTING	-4.38	3/7/2024
41326	WAYMAKERS FLORAL	WRO - EVENT MATERIALS	-50.00	3/7/2024
41327	LOWE'S HOME CENTER INC	MECHATRONICS - SUPPLIES	-30.28	3/7/2024
<b>(11) GEN FUND-FOR OPERAT Total:</b>			<b>-2,262.21</b>	



# PIONEER TECHNOLOGY CENTER

From PO: 40044 to PO: 40052

## Encumbrance For Board Approval BUILDING FUND

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
40044	MURRAY WOMBLE	BUILDING MAINT MAJOR REPAIRS/REMODEL	4,276.00	03/11/2024
40045	FIRETROL PROTECTION SYSTEMS INC	BLDG MAINT - MAJOR REMODEL REPAIRS	49,897.00	03/13/2024
40046	TECH LABS	MECHATRONICS EQUIPMENT	19,670.00	03/13/2024
40047	STOLHAND-WELLS GROUP	BLDG MAINT - MAJOR REPAIR REMODEL	3,462.00	03/14/2024
40048	TOPCO DISTRIBUTING	BLD MAINT - MAJOR REPAIRS REMODEL	4,215.00	03/14/2024
40049	GAGE MACHINE TOOL	PRECISION MACHINING EQUIPMENT	96,500.00	03/15/2024
40050	STOLHAND-WELLS GROUP	BLDG MAINT - MAJOR REPAIRS/REMODEL	4,820.00	03/18/2024
40051	FIRETROL PROTECTION SYSTEMS INC	BLDG MAINT - MAJOR REPAIRS REMODEL	9,736.00	04/02/2024
40052	ADAMS PLUMBING	BLDG MAINT - MAJOR REPAIRS REMODEL	9,000.00	04/02/2024
<b>(21) BUILDING FUND Current Encumbered:</b>			<b>201,576.00</b>	



**PIONEER TECHNOLOGY CENTER**

From PO: 70181 to PO: 70181

**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>
70181	WRO - RESUME LETTER WRITING	BLANKET PAYROLL ENCUMBRANCE	2,153.00	04/01/2024
<b>(11) GEN FUND-FOR OPERAT Current Encumbered:</b>			<b>2,153.00</b>	



**PIONEER TECHNOLOGY CENTER**

From 08 Mar 2024 to 03 Apr 2024

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

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
70002	IT&D INSTRUCTORS	BLANKET PAYROLL ENCUMBRANCE	2,887.50	7/1/2023
70037	PTC STAFF/EMPLOYEES	BLANKET PAYROLL ENCUMBRANCE	10,261.25	7/1/2023
70041	BOOKOUT, STEVEN B	PAYROLL ENCUMBRANCE	-45,796.47	7/1/2023
70055	DENKE, MELODY J	PAYROLL ENCUMBRANCE	-4,274.52	7/1/2023
<b>(11) GEN FUND-FOR OPERAT Total:</b>			<b>-36,922.24</b>	

# Superintendent Report - April 2024

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## Meetings and Activities

- **March**– 13 – After Board Meeting Report to PTC Staff; Kay County LEPC Meeting
- 14 – March PN Class Welcome; WRO Ribbon Cutting; Legislative Seminar Series Zoom; PCPS STEM Academy Ribbon Cutting
- 15 – B&I Breakfast – Technology/IT/Cybersecurity Focus; Cost Per Program Report Training with Stacey Rush
- 18 – 22 – Spring Break
- 25 – Legislative Committee Meeting; NW Area Tech Center Reciprocity Meeting; NW Alliance Legislative Reception
- 26 – TANF Meeting with Director Haken and Staff; Cosmetology Bill Discussion with CTE Legislative Committee
- 27 – Women in CTE Leadership Graduation and Luncheon
- 28 – PTC Capital Planning meeting
- 29 – Good Friday; Tech Center Superintendent Zoom with Director Haken
- **April** 1 – CTE Legislative Committee meeting
- 2 – MS Outreach Program Data meeting; Renfro Lectureship Series at NOC
- 3 – OASA Region 4 / PTC Area Superintendent meeting; CTE Foundation Zoom meeting
- 4 - UC Board meeting; 2<sup>nd</sup> Interview for staff position; PC Chamber Education and Workforce Committee meeting
- 5 – Employee Performance Review meetings; PTC’s 50<sup>th</sup> Anniversary Golden Evening Foundation Event
- 8 – North Dakota Economic Development Group tour/presentation; CTE Legislative Committee Weekly Update
- 12 – Ponca City Library Board meeting; PTC Board meeting

## Full-Time Programs

- PTC is participating in a reciprocity agreement with NW Tech, High Plains, Autry and Chisolm Trails. Students from each of our tech center districts can attend one of the other schools as an in-district student if attending a program that is not offered or is not available at their home district.
- NOC representatives will be at PTC on Friday to visit with groups of our students about the pathways to their degrees from PTC programs.
- ODCTE has re-entered a contract with DHS for providing TANF services to clients. There will be some changes to the continued contract, and we will be meeting with ODCTE/DHS and another tech center with a TANF program to discuss new contract. They are interested in PTC participating in these discussions, because we have a WRO program, a HSE program and a strong TANF (New Beginning) program.
- Dr. Burkett, Chuck Rector, Cody Tabor and Traci met with Mike Leonard, IBEW, and a representative from the Electrical Training Alliance to discuss Interim Apprenticeship curriculum and credentials. We will be working to identify a pathway for students to electrical careers that aligns this curriculum with what we can offer and connects them to either IBEW or a local contractor.

## Business and Industry Services

- Central Tech is planning to donate a truck to PTC for our Class B CDL training needs. We appreciate their partnership and willingness to assist other schools in obtaining necessary training equipment.
- Molly was recently approached by an economic development group from North Dakota who is planning a benchmarking trip to PTC/Ponca City and Hobbes, NM, to learn about our respective career and technical training schools and partnerships with business, industry and economic development efforts. The ND group of economic development and community leaders will be touring Ponca City and PTC on Monday, the 8<sup>th</sup> and with PCDA on the 9<sup>th</sup>. Molly has done a phenomenal job of organizing the

activities, presenters and events for the Ponca City leg of their visit. Director Haken will join us to visit about our state system, and we will also hear from community and state leaders and a panel of our North Central Oklahoma Center for Workforce and Economic Development partners.

- PTC hosted the B&I Breakfast for the IT/Networking/Cyber Security sector in March. Twenty-two participants were in attendance. Discussion centered around staff awareness, training resources and security best practices.

## Capital Planning

- The capital planning committee met to review our maintenance schedules and to identify potential summer or upcoming projects. Some of the upcoming projects include:
  - Construction trades shop ceiling scraping and floor polishing
  - South parking lot conversion from asphalt to concrete and adding a concrete apron extension to the east of the Fire Training Tower
  - B-Hallway bathroom remodel/updates
  - South hallway brick resurfacing
  - C-Hallway shops 109, 110, and 111 HVAC upgrade
  - Shop garage door and exhaust fan replacements
  - BIS carpet replacement

## Retirements/Resignations/Staff Changes

- We are in the process of identifying interviewees for the Apprenticeship Coordinator position. We are working on the succession planning for the PN retirements and will have a recommendation for opening those positions when that has been determined.

## Upcoming Events

- April 17 – Spring SDE Accreditation Site Visit
- April 23-24 – CTE Superintendent Meeting @ Eastern Oklahoma County Tech Center, Choctaw
- April 26<sup>th</sup> – PN Spring Pinning Ceremony
- May 2-3 – 3<sup>rd</sup> Grade Career Fair Days
- May 3<sup>rd</sup> - BPOC Graduation

**Directors' Report to the PTC Board of Education – April 2024**  
**(Alphabetic by Area)**

**Business & Industry Services & Safety**

- The BIS team conducted 104 one-on-ones/consults for 162 ½ counseling hours.
- The BIS team also logged
  - 1,032 Safety Contact Hours
  - 1,564 AT&D/Open Enrollment Contact Hours
  - 996 Customized Contact Hours (Type 31)
- The revenue generated from our Safety training is \$14,763; BIS classes generated revenues \$12,990; AT&D classes generated revenues \$6,847.
- AT&D offered 16 on-campus classes: 10 classes made, 6 classes were canceled, 11 new classes were offered, 2 new classes made, 141 registrations were fulfilled, and there were 3 enrollments for online courses.
- Of the 10 on-campus classes starting this month – 3 offer certification: Phlebotomy, CMA-Medication Aide and CMA/CE
- Ben Evans and Janet Schwabe coordinated a special presentation for the Equity Bank’s branch managers and new commercial lenders.
- Brook Lindsay held a Canva class in Tonkawa and one in Blackwell.
- Kyle Batson of the Safety Team took the hearing trailer to Ada to conduct hearing tests for one of Pontotoc Tech Center’s customers.
- Dawn Brakey moderated Ponca Politics as the Chair of that committee. Additionally, Dawn and Molly attended Ponca City Day at the State Capitol.
- Sylvia Urioste, with the assistance of Heather Smith, customized an HR presentation that will be presented bilingually for a client in Ponca City and in other locations in western Oklahoma.
- Janet Schwabe graduated from the Oklahoma Department of CareerTech’s Women in Leadership program.
- Manager’s Tool Belt and Manufacturing Supervisor Primer training series’ both started this past month.
- Jenn Miller worked with a local bank and one of our adjunct instructors (Arlene Stauffer) to develop a customized course on professional writing.
- Johnny Thornburgh attended the Design2Part show in the Dallas area to support local manufacturers and the PCDA.
- Sylvia Urioste is on the Tonkawa Chamber Board and she hosted that group on campus for their March meeting.
- Team members attended a variety of chamber ribbon cuttings, one being our WRO.
- Molly visited the State Capitol with Leadership Tonkawa. Additionally, she served as a grader and interviewer for the IEDC’s Certified Economic Development Professional candidates. And, she continues to facilitate interactions with Fairfax partners.
- Molly worked with PCPS’s leadership cabinet to provide a team building retreat.

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**Adult Training and Development (AT&D) Courses On the horizon...**

Meet Certification Programs – Online Curriculum	4/11-CLS CPR for Health Care Providers
1/6-5/5-Child Development Associate-Pathway to Your National Credential	4/16-Resin Art
1/22-5/29-Pioneer Fit	4/25-Essential Cooking Skills – Dinner
1/23-4/23-Beginning Welding	4/29-Landlord/Tenant Law
2/1-3/28-Little Music Makers	4/29-5/7-Excel 2019 Level 3
2/26-4/17-Beginning 3D Modeling	5/6-7-CPR/First Aid
4/2-2/25- Master Your Drone- <b>NEW</b>	5/7-Indian Cuisine
4/2-4/16-Family Tree Genealogy	5/13-5/24-School Bus Training
	5/15-17-CMA-Advanced Blood Glucose

## **Communications & Marketing**

- The C&M Team assisted with the WRO Ribbon Cutting, taking photos and preparing printed material. Social media and photos were shared.
- Terri Busch filmed and introduced the 1 Million Cups Presentation and promoted it on social media.
- Angie Ogden assisted with numerous flyer and hand-out creations for both AT&D and BIS.
- Terri Busch attended the BIS Monthly Meeting.
- Angie Ogden created monthly eblasts for AT&D and BIS.
- Terri Busch attended the Instructional Staff Monthly meeting.
- The C&M Team attended, Graduation Committee Meeting and Awards Committee Meeting, just to name a few.
- March Students of the month were placed on all social media, newsprint and throughout the campus displays by the C&M Team.
- The C&M Team is attending the Oklahoma School Public Relations Conference in Sulphur this week.
- Terri Busch helped Jessi Parker with the Bull, she was a guest on My Hometown Live. She spoke about Special Services at Pioneer Tech, while Dondi Rowe was featured as well to discuss WRO.
- Speak Now completed the long video for BIS and edited Johnny Thornburgh's video. All was posted to YouTube and linked to our website.
- Angie Ogden did business card orders, flyers, and updated all 5 Step Flyers plus numerous other items across all campus teams.
- The C&M team put together goodie bags for several different groups on campus and assisted with the North Dakota group.
- Troy Buller, Visual Communications students and Terri Busch shot and uploaded the 50 questions video with Debbie Johnstone, Johnny Thornburgh and Traci Thorpe. This was the featured 50<sup>th</sup> Anniversary event for March.
- Terri Busch assisted the Cherokee Strip Cook-Off with their website.
- The C&M Team met with Theresa Sacket and spoke about Traci's desire to do some professional development using art in August.
- Angie Ogden put together summer classes and communicated with the printers for the mailers to go out in May.
- Terri Busch attended an Intrensic training with the AT&D staff and Gail Boswell.
- Angie Ogden is working on the Full-Time Programs catalog and updating it.
- Terri Busch is making plans with Clean Uniforms to update the Employee portal for our new recruitment wear for next school year.
- Angie Ogden is created info graphics for the New Beginning program.
- The C&M Team worked with Ryan Burkett to send out a survey to community members for the Perkins Grant.
- The C&M Team worked with Lori on the Foundation Dinner, we assisted with set-up, A/V, decorations, and photos during the event.
- The C&M Team put the PTC Summer Camp info on social media and went live on our website with this information, April 1<sup>st</sup>. We have 37 already enrolled.
- 

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

### **Instructional Directors**

- Kendra Knight, Kahle Goff, and Dr. Ryan Burkett attended the PTC Graduation Committee Meeting.
- Kahle Goff, Dr. Ryan Burkett, and Kendra Knight attended the monthly Business and Industry Breakfast with a focus on the Networking and Cybersecurity industries.
- Dr. Ryan Burkett, Kahle Goff, and Kendra Knight attended a cost per program training conducted by Stacey Rush.
- Kendra Knight, Kahle Goff, and the Work Ready Ponca City team hosted a ribbon cutting at the new site.
- Kahle Goff, Traci Thorpe, Gary Vap, Tucker Hodgson, and Tom Burg met with the Kay County LEPC Committee to discuss hosting a tabletop exercise at PTC.
- Kahle Goff attended the Opportunity Center Board Meeting
- Kahle Goff, Ian Freeman, and Cindy Ivie met with Gary Harvey of MJ&H Fabrication to discuss the annual Weld for Work Competition.
- Kahle Goff attended Community Health day for Leadership Blackwell.
- Kendra Knight and Kahle Goff met with a representative of National Geographic Learning to discuss program curriculum.
- Dr. Ryan Burkett, Kahle Goff, and Kendra Knight hosted the annual Principal's Advisory Committee meeting.
- Dr. Ryan Burkett, Kahle Goff, and Kendra Knight attended PTC's Capital Planning Meeting.
- Kendra Knight, Kahle Goff, Molly Kyler, and Kellie Johnson conducted Culinary Services Coordinator Interviews.
- Kahle Goff worked with NOC to schedule Dr. Rick Edgington to discuss college credit options with PTC students.
- Dr. Ryan Burkett attended Tech Cent\$ at Tulsa Tech.
- Dr. Ryan Burkett helped with Shidler High School's Reality U event.

### **Practical Nursing**

- The March 24 cohort started on March 14<sup>th</sup> with 17 new students and 1 returning student. They attended a 2-day orientation and came back from spring break ready to start curriculum.
- The PN Select class is busy finishing up clinicals for Tri 1. They are enjoying getting out of the classroom and doing skills.
- Spring Pinning Ceremony is set for April 26<sup>th</sup> @ 6:00pm
- Health Career Fair April 24<sup>th</sup> 10-2 in the conference center. Everyone is welcome to attend.

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

#### Medical Services

- One student has been hired by Ponca City Urgent Care and Family Practice.
- Mock interviews are scheduled for April 18th with Mindy Meyer.
- Students will be finishing their clinical rotation next week. (4/8/24- 4/12/11/24)
- They will be taking their CareerTech certification exams May 6th in preparation for their National Certification exams after they receive their diploma.

#### Academic Math

- More students are completing their math/science courses so they can attend their CT class full-time. Or, they can come with help in other academic courses to stay eligible at their home sending school.
- Planning to learn how to update the IAPI form for next year for Anatomy/Physiology and Medical Terminology courses for the SY 2024-25.
- Still learning more Pre-Calc/Trig!

#### Teacher Prep

- The month of observations!
- Our students were visiting in the following schools for two weeks:
- Newkirk Middle School-3 Science teachers observed
- Washington Elementary- 11 4K Teachers and one Counselor observed
- Union Elementary- 4 Teachers Kindergarten, First Grade and Second observed
- East Middle School-1 Math Teacher observed
- Blackwell Middle School-1 History and 1 Science observed

#### Children's Lab and Preschool

- We hosted a Spring party before Good Friday with an egg hunt for the children! We had lots of family members show up for the party.
- Kylia Carlson start Manager's Toolbelt training

#### HCC

- Have completed our Anatomy and Physiology coursework and started the much-anticipated Long Term Care/Home Health Aide curriculum. It has started and continued at a fast and furious pace between learning material and practicing and checking off on skills.
- The students also participated in Hosa by testing in an event of their choosing and then those students scoring high enough will get to move on to compete in those events at the State Leadership Conference. Our class had 3 students who placed and are advancing to the next level.

#### ABE/HSE

127 students enrolled in the ABE and TANF programs

- 14 new students enrolled in the ABE and TANF programs
- 23 HiSET/GED tests were passed
- 6 students graduated and earned their high school equivalency diploma

#### ABE Staff attended virtual and face-to-face training:

- COABE Conference Online
- Bridging Education and Employability Goal-Based Instruction for Adult Learners
- Retention Anchors: Growing Professionally
- Teaching with Burlington Core
- Aztec's Newest Online Feature--Lecture
- Retention Anchors: Creating Culture—Fostering an Environment for Student Success
- Retention Anchors: Measuring Progress
- Retention Anchors: Getting Connected

#### SHARE

- new student starting this week and one more student that is trying to figure out how he can come

#### New Beginning

- New Beginning Program started at Meridian Technology Center on March 11<sup>th</sup>
- At the present time we are severing students in Payne, Noble, Osage counties. A total of 9 students

- As for students at PTC we have a total of 11 students
- New Beginning had a yearly review, it was a success.
- We have started parenting class with our students and it is every Friday.
- Referrals seem to be improving.

#### BITE

- The BITE programs recently competed in the State BPA contest. Tye Hiser and Will Duran took 3rd place in 3D Animation. Addison Gibson and Ben Daily took 4th in Podcast Production. Taylor Harrell was a top 20 finalist nationwide for Photography.
- Troy Buller just returned from the Adobe Summit in Las Vegas where he learned about the future of digital marketing in the era of generative AI.

#### Biomed

- First year students have been looking at different patient cases and discovering how genetic mutations can lead to both acute and chronic diseases. In these scenarios, the students are the healthcare providers and they have to come up with a plan of care for their assigned patient. This can be challenging, as many of them have never been put in a role to have to make decisions about someone else or choose the best method of care, moving forward. In these scenarios, we have also been discussing HIPAA regulations and telehealth options for their patients considering this has become an integral part of healthcare since Covid.
- Second year students just finished a lab using their own DNA! We made multiple copies using a process called polymerase chain reaction or PCR, then we created a DNA profile using gel electrophoresis. Students were able to look at their results and see if they had a specific taste gene. Students became really engaged being able to test their own DNA.
- We also took a field trip to OMRF (Oklahoma Medical Research Foundation) in Oklahoma City. This was a great experience! My students were able to observe biomedical science in action. We saw the state-of-the-art equipment they used and talked with a few of the research scientists that are developing new treatments for things like heart disease, lupus, and rheumatoid arthritis.
- Many students took a first round qualifying test for HOSA. Four biomed students were able to advance to the state competition being held in Norman in April. We are excited for them to be able to perform skills taught in the classroom or learn a new skill in a category that interests them!

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

##### Automotive

- Entering into Manual drivelines & axles for the final topic of the year.
- 8 students who have passed all 10 of their ASE exams & 116 total ASE exams passed this year.
- Field trip planned to CAT Engine building facility in OKC on the 18th of April.

##### Construction

- Metal building Concepts
- Door Installation
- Insulation R-values

##### Cosmetology

- March 4-8 we had an industry week and toured 24 salons in Kay County & Ark City.
- On March 13th we hosted a Joico hands-on bleaching class. All students got to learn 3 different bleaching techniques.

- Clips for Cause event raised \$875.00 for Veterans at the American Legion.

#### Criminal Justice

- Students are preparing for the Skills USA contest.
- Students have been training with the Kay County Detention Center on Jail Standards and Day to Day Operations.
- Students toured the U.S Federal Courthouse and U.S. Marshalls Service in Tulsa, where they learned about the Day to Day Operations of the Marshals Service and the Federal Court System.
- Officers from the Ponca City Police Department have been training with Students on Domestic, Fingerprints and Traffic Stops.

#### Culinary Arts

- PC Chamber came and did customer service training with the students.
- Took a high school senior to compete in Food Innovations for FCCLA Star Events.
- SkillsUSA competitors took their PDP and related topic tests.

#### Firefighter/EMT

- Bobby Crews accepted a position with the Tonkawa Fire Department.
- Students have completed EMT and are preparing for the National Registry Certification Exam. Bobby was the first to test so far and he passed.
- We began Firefighter 2 on 4/3. This will run through early May.
- Several students are in the testing processes with Ponca FD and other area agencies. Some have had interviews and I foresee several having jobs by mid to late May.

#### Mechatronics

- Approved for most of the new trainers I asked for.
- 14 students competing in State Skills next month.
- Adult student awarded the Industrial Maintenance Memorial Scholarship of \$200 (set of tools).

#### Precision Machining

- Students toured Dunsworth Engine Shop, Mertz, K&C Manufacturing, and Centerline.
- Kirk Brown from K&C Manufacturing conducted mock interviews for students.
- Plasma table moved from Mechatronics to Precision Machining.

#### Welding

- Modified Hartford gates to work with gate opener.
- Finished a project for Red Rock Ranch building spigot protectors.
- Getting almost every second-year student to program completion status.

### **Student Services**

#### Student Services

- Enrollment for next year is in full swing – we hope to finish up student interviews next week and start working the database for acceptance. It's a team effort!
- The Student Service Team was a HUGE help with The Golden Evening. It took most of Lori's time in the last couple weeks.
- NTHS and GG applications are now out for students. We hope you can join us May 9<sup>th</sup> at 6:00 for the induction ceremony.

- Jayme, Carol and I covered Parent Teacher Conferences at sending schools for all schools that wanted us there.

#### Career Center

##### WorkKeys:

- The Career Center has continued as a resource to those students who need extra support reaching eligibility in addition to providing additional seats so that instructors may schedule larger groups of students for certification testing. In March I was privileged to participate in Reality U at Shidler High School and also at PoHi at their Career Fair. The Career Center is also working on restricting curriculum and activities in anticipation for the upcoming changes for the 2024-2025 school year.

##### Employability Skills:

- Students are continuing to work on interviewing skills as those are starting in the month of April. Students are also working on Teamwork. One example, they were given 15 sheets of paper and had to work in a small group to build the tallest tower. They had no other resources but the paper. It was quite the challenge for some but it was also very interesting to see how they came up with a solution together

#### Career Development Facilitator

- Attended 'For Counselors Only' Professional Development
- Explored the following Career Clusters with district 8th graders:
  - Government and Public Administration
  - Health Science
- Made recruitment visits to district 9th graders
- Collaborated with area elementary schools regarding 3rd Grade Days Event
- Organized volunteer schedule for 3rd Grade Days Event

#### Counselor

- Met with students regarding attendance/grades
- Assisted students with high school classes/grades.
- Assisted students with college applications/scholarships/FAFSA
- Met with students regarding career goals
- Provided scholarship and job opportunities to students
- Attended Kanza College and Career Fair
- Attended Ponca City High School Career and Internship Fair
- Attended For Counselors Only Conference

#### Testing Specialist

- 240 tests were proctored this month
- 2,122 is our fiscal year total to date
- Visual Communications completed their first round of CareerTech assessments
- Automotive program continues to take their ASE tests. Several students have now passed all 10 ASE certification exams.
- We continue to have biweekly "Entrance Assessment WorkKeys" testing sessions for potential students.
- We kicked off SkillsUSA testing! 68 students will complete testing before the deadline 04/09/24

#### Disabilities Services Facilitator

- Attended and hosted IEP/504 meetings and completed the necessary paperwork.
- Progress Reports were sent to all sending schools for IEP/504 students.
- Various student/instructor conferences were held.

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

- Competitive bid in newspaper publication and Construct Connect website for the 2024 Parking Lot Project for a scheduled bid opening of May 6<sup>th</sup> at 12:30 p.m. in the BIS plan room.
- Purchased new Ford Expedition and traded the Ford Fusion in.
- Purchased new WRO vehicle.
- Awaiting approval from board to schedule the concrete polishing of the Construction Trades shop area. (to be done over summer).
- Awaiting approval from board to schedule the cellulous insulation removal in the Construction Trades shop area. (to be done over summer).
- Conducted 2 tornado drills.
- Conducted 2 intruder drills.
- Obtaining quotes for b-hallway restroom remodel/update.
- Working on getting HVAC quotes for C109, C110 and C111. Project will go out for competitive bid sometime later this month.
- Working on quotes for quotes for shop door replacement.

# **Paperclips**

## **March 2024**

# Friday

March 29, 2024

Vol. 131 - No. 127  
poncacitynews.com

## PTC workshop on beneficial ownership information

By **CALLEY LAMAR**  
calley@poncacitynews.com  
Pioneer Technology Center (PTC) Business & Industry Services will be hosting a free workshop on Tuesday, April 2 at 10 am to discuss beneficial ownership information.

As of Jan. 1, 2024, corporations and LLC's are required to report beneficial owners and those who have substantial control over a business to the Financial Crimes

Enforcement Network (FIN-CEN). There are exceptions to reporting, and not every business has to report the information.

This workshop will feature a presentation by Ben Evans, Entrepreneurial Services Coordinator at PTC; and Lauren Jech from Northcutt, Clark, Oldfield & Jech.

Those wishing to attend can RSVP via email at gailb@pioneertech.edu, or by calling 580-718-4222.

HIGH SCHOOL STUDENTS

**NOW ENROLLING**

FOR THE 2024-2025 SCHOOL YEAR

Start the process at [pioneertech.edu/pre-enrollment](http://pioneertech.edu/pre-enrollment) or see your high school counselor.

*Celebrating*  
50  
Pioneer Tech

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# Tuesday

March 19, 2024

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## B&I Breakfast on cyber security held at PTC

By CALLEY LAMAR  
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Pioneer Technology Center (PTC) hosted their Business and Industry Breakfast in the morning on Friday, March 15 to meet with various media and IT workers around the community.

Cyber attacks, hacking scams, and ransomware are some of the myriad of threats to one's valuable and sensitive information in the digital age. This was the chief talking point during the B&I Breakfast, and much of the discus-

sion was on the various ways to protect valuable data and signs to watch out for.

Those at the meeting stressed the importance that businesses educate and inform their employees of the various tactics that could be utilized to initiate a breach or hack, as well as steps to prevent such an occurrence.

For businesses, the primary means for a breach occurs via email. This tactic is known as "phishing", and is the fraudulent practice of sending emails purporting to be from a

reputable company or individual so as to have individuals reveal personal information. Hackers will sometimes pose as an important, high ranking member of a business or organization such as the director or president, and ask an employee to discreetly wire money or obtain gift cards, with the excuse that they are in a meeting and can't do so themselves.

The simplest advice is to not open an email that is from someone you don't know, but in the event that a bizarre

email from someone you do know comes through, look at the email address. This is often times the best way to spot if the account is one you have saved, or if someone is phishing.

Some organization hire hackers to test their security systems as a teaching tool for employees to learn what to look out for. There is also software available that sends out fake threats for the same purpose.

Aside from businesses, individuals can be at threat for hacks and ransomware as well. It isn't too uncommon, for example, for someone's social media account to be breached. This often occurs when a hacker breaks in by force with attempts to crack a password.

As such, a strong password is an important layer of protection for various accounts online with the minimum for what any password should contain being ten characters including numbers, lower and uppercase letters, and symbols.

The amount of time it takes to crack a password goes up as more characters are added, especially when they include numbers, upper and lowercase letters, and symbols. A 12-character password using all those characters would take an estimated 226 years to crack, for example.

It is important that you utilize variety in your passwords, and never have the same password for multiple different sites, as once a hacker has your password and username combination for one site, they will use that combination on a string of popular websites.

(See CYBER, Page 2)

## PTC's Cosmetology SkillsUSA Chapter provides no cost pedicures to seniors

In a heartwarming display of community service and skill, students from Pioneer Technology Center's Cosmetology SkillsUSA Chapter brought smiles and relaxation to the Ponca City Senior Center on Feb. 26. Offering their expertise with pedicures, the students provided twenty-six pedicures at no cost, leaving the seniors feeling pampered and appreciated. The event was led by cosmetology students, Hope Henderson, Danielle Hopkins, and Jessica Juhl.

The event, part of a community service project aimed at promoting career and technical education, proved to be a delightful experience for both the students and the senior citizens they served. The students attended to each individual, trimming, buffing, and massaging with care.

"I loved hearing the stories that they shared and listening to how much better they felt after the pedicure. It made me realize how a simple act of service can do so much good," said Jessica Juhl.

"Being able to use our skills to bring happiness to others is incredibly rewarding," shared Danielle Hopkins.

In addition to the pedicures, the students took the opportunity to engage with the senior citizens on a personal level, playing games and sharing stories. For

many of the seniors, the visit provided not only a chance for relaxation but also a welcome opportunity for social interaction and companionship.

"This event was about more than just providing pedicures," explained Kayla Randol, the Cosmetology instructor at Pioneer Technology Center. "It was about fostering connections between generations and showing our students the value of giving back to their community."

The collaboration between Pioneer Technology Center (PTC) and the Ponca City Senior Center exemplifies the positive impact that community partnerships can have. By combining practical skills training with meaningful community engagement, students are not only gaining valuable experience but also learning the importance of compassion and service. For the students, it was a chance to showcase their talents and make a difference in the lives of others. For the seniors, it was a day of relaxation, laughter, and connection—a reminder of the beauty of kindness and human connection.

"My class and I always love helping our community through various acts of service, we hope to get to go back soon. I loved being able to meet new people and hear their stories," said Hope Henderson, a Cosmetology student.

# Tuesday

March 26, 2024

Vol. 131 - No. 124  
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## Second of three legislative update forums held Friday, March 22

By CALLEY LAMAR

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The Ponca City Chamber of Commerce Ponca Politics Committee held the second of their three legislative update forums at 12 pm on Friday, March 22 at City Hall.

These meets serve as a means for the public to be informed of various happenings going on at the state capitol by listening to remarks from Ponca City's representatives in state government, and by asking questions of those representatives.

In attendance for Friday's forum were Senator Bill Coleman and Representative John Pfeiffer. The top of the meeting saw both share brief updates on the current legislative session.

The following are the opening remarks:

**Coleman:** "All Senate bills that are going to be heard in the House are off the floor, and 272 Senate bills went off the floor in one resolution and is across the rotunda to the House. The House has been busier than we have, they sent us 423 bills to be considered in the Senate. So Monday begins committee work all over again, just like when we started in early February, only this time, our committees will be hearing House bills. I've got a full agenda on Monday's Business Commerce Committee, got 15 bills already we're going to hear week one. We got through this committee process for three weeks and at the end of three weeks, if those bills didn't make it out of committee, they are considered dead. And we'll take bills that came out of committee, and by April 25, we will have to have all House bills off the Senate floor and all Senate bills will be heading off the House floor. So this is a lot of time to get a good workout running back and forth between the two chambers watching how our bills go, or in some cases, don't go. As far as the Senate goes, this session, one of



THE SECOND of three legislative update forums hosted by the Ponca City Chamber of Commerce Ponca Politics Committee was held at City Hall on Friday, March 22. Pictured are Representative John Pfeiffer, Ponca Politics Committee Chair Dawn Brakey, and Senator Bill Coleman. (Photo by Calley Lamar)

the things that Pro Tem Treat wanted to accomplish in his final year was to have an open and transparent budget conversation and have a budget set by the middle of March. We did achieve that this year. What happens is, instead of floor work on Wednesdays, Wednesdays were dedicated totally to the Appropriations Committee. There was one meeting that took a day and a half as the Senate went through the budget of 55 different agencies. Very openly, very transparently. Voted on those in our committee and sent it to the Senate floor. So the Senate has its budget adopted already. Here it is early March, and that is something that usually doesn't happen till May. But it's something different we wanted to do this year. Now the House is going to fully see what the Senate wants in our budget. And it's open to them, they

already know. And those budget negotiations will start taking place much quicker than they usually have in the past. The Senate budget is basically flat, with some extra spending in certain areas and that was to see what our friends over at the House think about that, and see what their priorities are."

**Pfeiffer:** "Like [Senator Coleman] said, the House has passed 427 bills roughly. So to put that into perspective, we started with 2000 bills, narrowed that down to 505 that came out of committee, and now we're down to about 427. All those went over to the Senate, the Senate bills came over to us. Senate bills go assigned in committee. We'll be second read and assigned a committee Monday, and we'll start working our way through that. The House had its open budget hearings, we start our budget hearings in January. Still working on the budget now that we have the Senate's proposal. Our House budget meeting was similar this year, we'll figure out where we want to go. As I said last month, and it continues to be true: the state of Oklahoma

is in a very, very sound shape financially. We have \$5 billion in savings, we also allowed us to get the largest tax cut in the state's history just here about a month ago...all in all, the economy of the state of Oklahoma is rocking along pretty hot. Some of that is boosted just a little bit by the federal money, but still, all in all, the state of Oklahoma is in a really good shape."

The following are the questions that were asked during the forum. The question will be featured first, followed by the answers in the order in which the representatives spoke.

**Q:** Would you support a change to the rules for the Oklahoma State Legislator to make sure all legislators have the

(See LEGISLATIVE, Page 3)



# Small Town **BIG DREAMS**

**A Guide to Starting Your Own Business**

**Saturday, April 6**  
**9:30-11:30 a.m.**  
**Mezzanine on Main**  
**227 N. Main**  
**Fairfax, OK**

Pioneer Technology Center's Business and Industry Services Team is coming to Fairfax! Join us for this **FREE COURSE**.

Participants will learn to develop a business plan that identifies and outlines:

- Looking ahead from idea to business concept
- Defining your customers
- Marketing basics
- Business structure
- Registering your business
- Finances

**RSVP REQUIRED TO SAVE YOUR SPOT!**  
Scan the QR Code or contact [galib@pioneertech.edu](mailto:galib@pioneertech.edu)



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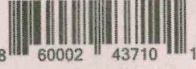
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# Friday

March 15, 2024

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THE PONCA City Chamber of Commerce held a ribbon cutting ceremony for Work Ready Ponca City, located at 400 E. Central, Suite 307 on Thursday, March 14 at 10 am. Contracted by the Oklahoma Department of Human Services, and headed by a team from Pioneer Technology Center (PCT), Work Ready Ponca City is a workforce development initiative that aims to transform local employment opportunities for diverse populations including low-income families, unemployed individuals, and those seeking to re-enter the workforce after periods of unemployment or incarceration. Cutting the ribbon is Work Ready Ponca City Coordinator Dondi Rowe. (Photo by Calley Lamar)

# Tuesday

March 12, 2024

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## Centerline presented top award from CareerTech

Ponca City, OK — At the annual Partners in Progress celebration hosted by the Oklahoma Association of Career and Technology Education (OkACTE) and Oklahoma Association of Technology Centers (OATC), 27 businesses were honored for their exceptional contributions to the advancement of career and technology centers in Oklahoma. Among the distinguished recipients, Pioneer Technology Center (PTC) proudly named Centerline in Ponca City as its Partner in Progress.

Centerline, Inc., renowned for its innovative spindle repair services and manufacturing solutions, reaffirms its unwavering dedication to excellence in the manufacturing industry through its enduring collaboration with Pioneer Tech.

Established in 1994 by the Engster Family, Centerline,

Inc. has grown into the largest and one of the oldest independently owned spindle repair companies in the United States. Its journey began in the PTC Business Incubator, and since then, the company has thrived under the leadership of Michael, Stephan, and Martin Engster, establishing its headquarters in the Ponca City Industrial Park.

Committed to minimizing machine downtime and delivering unmatched customer service, Centerline, Inc. has maintained a steadfast focus on spindle repair, driving the expansion of its precision machine shop and elevating the quality of its offerings.

The strategic partnership between Centerline, Inc. and Pioneer Technology Center underscores a shared commitment to shaping the future of manufacturing workforce development. Together, the two entities have pioneered

initiatives such as the registered Industrial Manufacturing Technician apprenticeship program, providing students with invaluable hands-on experience in the manufacturing sector.

Furthermore, Centerline, Inc. has not only mentored students but also extended employment opportunities to numerous interns from Pioneer Tech's manufacturing programs, solidifying its commitment to talent cultivation.

"Pioneer Tech values its relationship with Centerline and the collaboration that creates fresh opportunities for individuals in the workforce. Partnerships such as this play a pivotal role in providing the education and training necessary to address the evolving needs of the industry," remarked Traci Thorpe, Superintendent/CEO.

By actively participating in PTC advisory boards for

Mechatronics and Precision Machining programs, Centerline, Inc. ensures that curriculum aligns with industry standards and anticipates emerging trends. Collaborative endeavors with fellow manufacturers, such as K&C Manufacturing, underscore Centerline's commitment to fostering innovation and excellence in manufacturing practices.

Through its enduring partnership with Pioneer Tech, Centerline, Inc. is laying the foundation for a dynamic and mutually beneficial relationship that will continue to elevate education standards and industry practices in Mechatronics and Precision Machining programs. For more information about Pioneer Technology Center's programs and services, call 580-762-8336 or visit their website [www.pioneertech.edu](http://www.pioneertech.edu).



THE OKLAHOMA Association of Career Technology Education recognized top industry partners for training thousands of workers through CareerTech programs at the annual Partners in Progress awards in Oklahoma City. Pioneer Technology Center (PTC) proudly named Centerline in Ponca City as its Partner in Progress. Pictured left to right Skye McNeil, OKACTE Executive Director; Senator Bill Coleman; Laurence Beliel, Director of Business Retention & Expansion for Ponca City Development Authority; Michael Engster, Retired Senior Engineer; Martin Engster, Vice President; Stephan Engster, President; Traci Thorpe, PTC Superintendent/CEO; and Brent Haken, Oklahoma CareerTech State Director. (Photo provided)



## APPRENTICESHIP TRAINING COORDINATOR

Pioneer Technology Center, an engaging and supportive workplace providing high quality programs and services, is looking for an Apprenticeship Training Coordinator.

Are you someone who is motivated by planning, organizing, developing, and implementing Department of Labor Apprenticeships and internship/training programs? To be successful in this position, you must be results focused, flexible, detail and action-oriented. This position is designed for a unique person who excels at collaborating with a diverse group of clients to provide high quality training opportunities. Additionally, to excel in this role, you must be supportive, productive, goal-oriented, team-focused, reliable, responsible, and self-motivated.

This position is designed for a unique person who has excellent skills in the following areas:

- Confidentiality, integrity and credibility
- Working in a team environment
- Managing several projects simultaneously
- Work-based learning
- Relationship building with students, staff, customers, and agencies
- Presentation and verbal/written communication skills
- Continuous and lifelong learning
- Organizational skills
- Curriculum development
- Instructional strategies and learning styles
- Computer technology and software

The successful applicant must have a bachelor's degree, master's degree preferred. Extensive experience within the Career Tech system may be considered in lieu of a degree. Experience and licensure in a skilled trade, as well as past teaching experience and teacher certification is preferred.

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 if you meet our performance and abilities guidelines. Find our application information at [www.pioneertech.edu](http://www.pioneertech.edu) or scan the QR Code below

Salary is commensurate with experience and qualifications.

Open until a suitable applicant is found.

Pioneer Technology Center considers all qualified applicants for each position and does not discriminate on the basis of race, color, national origin, sex/gender, age, religion, disability or veteran status.

Oklahoma State Bureau of Investigation records check required upon employment.



## PART-TIME CUSTODIAN

Pioneer Technology Center, an engaging and supportive workplace providing high quality programs and services, is looking for a Part-Time Custodian for the facilities department. This position is temporary part-time, working up to 29 hours a week.

Pioneer Technology Center 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.

Pioneer Technology Center considers all qualified applicants for each position and does not discriminate on the basis of race, color, national origin, sex/gender, age, religion, disability or veteran status.

Oklahoma State Bureau of Investigation records check required upon employment.

Salary is commensurate with experience and qualifications. A full job description, list of duties, and application may be found at [pioneertech.edu/about](http://pioneertech.edu/about) or scan the QR Code.



# Friday

March 8, 2024

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## Deadline for PCDA Business Pitch-Off is March 18

By CALLEY LAMAR  
calley@poncacitynews.com

Ponca City Development Authority (PCDA) will be hosting their annual PCDA Business Plan Pitch-Off on Tuesday, April 2.

This event is an opportunity for start-up and micro businesses to pitch their business plans for \$5000 in cash and incentives. Several businesses that got their start from the Business Plan Pitch-Off include Aesthetic State of Mind, Sizzle Sauce Media, Paws on the Pavement and Nena Tacos.

Those wishing to participate should draft a business plan that will be no more than 10 pages (up to 20 pages with Appendix attachments), and will need to include the following:

- Cover page with name of the participant(s), business name, address, phone number, and email.
- Up to one page company summary.
- Pages must be numbered
- Business Plan needs to include elements such as an executive summary, a company description, strategy and implementation, management summary, financial plan, and an appendix.
- A business pitch that is five (5) minutes in length.

- Financial projections.

Following submission of all these factors, a business plan will be evaluated by judges. Judges will be evaluating the plans based on the following:

- Content of the plan, and how it relates to the presentation.
- Clear communication of the business plan pitch.
- Effective use and impact of the prize and equipment/advertising money.
- Probability of successful launch or business growth.
- Community impact and job creation potential.
- Quality and effectiveness of final presentation.

The winner of Business Pitch-Off will receive the following:

- \$2000 check
- \$1000 funding for equipment including computers, software, machines, training, advertising, or office supplies.
- One year of rent free in the Pioneer Technology Business Incubator (if available), or The Link Co-Work space.
- \$1000 for marketing/advertising or market analysis for company and/or services.

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## Business Pitch-Off...

Con't from Page 1

- Marketing and customer recruitment consultation with PCDA, as well as access to ongoing small business training programs at Pioneer Technology Center.
- One year free membership to the Ponca City Chamber of Commerce for the business.

Pitch-Off participants should submit business plans by Monday, March 18 by 5 pm. Plans will be accepted via email to klong@goponca.com, or a copy may be dropped off by the PCDA office at 400 E. Central Ave., Suite #200.

Those wishing for more information can contact Katherine Long at 580-765-7070 or 580-761-3028.

# Thursday

## March 7, 2024

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## 1 Million Cups hosts Sizzle Sauce Media founder

By CALLEY LAMAR  
calley@poncacitynews.com

The monthly 1 Million Cups meeting was held at Pioneer Technology Center (PTC) on Wednesday, March 6 at 8:30 am in the cafeteria atrium. This meeting is held on the first Wednesday of the month, and sees business owners and entrepreneurs in the community to come together and share their stories.

The speaker for this month was Andy Hicks, owner and founder of Sizzle Sauce Media.

Sizzle Sauce Media LLC works with companies to assist them in creating digital content for their websites and social media.

"Google defines media as the main source of mass communication, and that's really what I do, I'm in the business of mass communication," said Hicks. "I don't just want to talk to one person, I want to talk to thousands. And so being a digital content creator affords me that."

Hicks began his career initially as a music journalist covering various concerts. After about a decade in this field, Hicks noticed the shift in reader focus as websites and internet media became more relevant.

This resulted in Hicks having to learn the skills for website layout and design to evolving with the changing media landscape.

"Back in the 90s, it was very easy. Websites were super simple, but as time progressed, they got more and more complex," said Hicks. "So my skills had to advance to keep up with those changing times."

Hicks became more involved with graphic design, and in 2001, started his

first magazine.

Hicks also worked for a national fitness corporation as an art director managing clients throughout the country. This experience provided Hicks with more skills to hone his craft.



ANDY HICKS (left) is the owner and founder of Sizzle Sauce Media LLC and was the speaker for the 1 Million Cups meeting held on Wednesday, March 6 at the cafeteria atrium at Pioneer Technology Center. Hick was presented with an orange cup by Brook Lindsay (right), these cups are presented to all speakers at 1 Million Cups meetings. (Photo by Calley Lamar)

After this, he worked for as an art director for an oil and gas company with a global marketing team.

"All of a sudden I was having to dealing with people in Ireland, and people in Japan. You know, make sure they had the right market materials and posters they needed for trade shows. So I started doing trade show graphics,"

said Hicks.

After this, Hicks began to notice the ever increasing presence of videos and went back to college to get a degree in broadcast journalism and videography.

After this return to college, Hicks worked for a major radio station taking photos and video.

"That is where I started to combine all these different skills. The writing, the photography, the website, the design. Everything started to come, sort of, together," said Hicks.

After moving to Ponca City, Hicks moved to doing freelance work. Hicks began working for a cooking school in Tulsa to create a website, blog, and videos.

Hicks also works with the Ponca City Monthly doing layout for the magazine.

The business's name, Sizzle Sauce Media, is a reference to a sizzle reel, a term that refers to short promotional videos that showcase someone's previous work in filmmaking, particular what is their best work. The name is also in reference to the "secret sauce" in marketing that is a term for the mix of creativity, planning, and branding.

"Media is always changing, and if you are in the business where you rely on media to get you message out, you have to change with it," said Hicks. "Having multiple marketing ways, whether it is a newsletter, whether its an email that goes out, or flyer. Having all that together is really important for your business."

Those wishing to learn more, or reach out to the business can check out the website at [www.sizzlesaucemedia.com](http://www.sizzlesaucemedia.com), the business also has a Facebook page, YouTube channel, and is on Instagram.

# Friday

## March 1, 2024

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A TIME capsule was buried at Pioneer Technology Center (PTC) on Thursday, Feb. 29 by the Power of Thought statue located on the west end of the building. This time capsule was buried on a day marking 50 years of PTC history, and was stashed full of memorabilia and various items from the different PTC departments. The event was also live streamed via Facebook Live and can be viewed there. The capsule will not be opened until the 100th anniversary celebrations at PTC 50 years from now. (Photos by Calley Lamar)



## Pioneer Tech February Students of the Month

Ponca City, OK — Pioneer Technology Center (PTC) proudly announces Ethan Vap and Joey Ryan as the February Students of the Month. These outstanding individuals have demonstrated exceptional dedication, skill, and commitment to their career programs, earning them this recognition.

Ethan Vap, an adult student from Newkirk, has excelled in the Firefighter/EMT program at PTC. In his second year at the center, Ethan's instructor commends his remarkable work ethic and passion for learning. Having obtained

his Firefighting certifications last year as a Senior, Ethan has returned this year to pursue EMT certification. His focus, dedication, and readiness to learn every day exemplify his determination to achieve his goals, making him a promising future firefighter.

Joey Ryan, a senior also hailing from Newkirk, has distinguished himself in the Precision Machining program. Throughout his two years at PTC, Joey has exhibited unwavering

(See PIONEER, Page 2)



**Mr. Brent Haken**  
**State Director**  
**Oklahoma Department of Career and Technology Education**  
**1500 W 7<sup>th</sup> Avenue, Stillwater, OK 74074**

**CONTRACT FOR AUDIT OF TECHNOLOGY CENTERS**  
**2023-24 SCHOOL YEAR**

The Audit reports are to be made in accordance with Oklahoma Statutes and the Rules and Regulations of the State Board of Career and Technology Education. The contracting auditing firm stipulates that the audit will include a financial and compliance examination in accordance with the standards for financial and compliance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; when applicable, the provisions of the Uniform Administrative Requirements Cost Principles, and Audit Requirements for Federal Awards, also known as 2 C.F.R Part 200. The contracting auditing firm is currently included on the State Board of Education's list of approved public school auditors.

We, the undersigned, do hereby further stipulate that we have entered into an agreement to provide an annual audit of the financial affairs and transactions of all funds and activities of the technology center district specified below. The audit period shall cover the 2023-24 fiscal year beginning July 1, 2023, and ending June 30, 2024.

This audit contract was approved by the Board and entered in the minutes of its meeting on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**ATTEST:**

\_\_\_\_\_  
**CLERK**

Pioneer Technology Center, V - 13  
**DISTRICT**

36/V-13  
**COUNTY/DISTRICT NO.**

**APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024.**

**S & B CPAs and Associates, PLLC**  
**AUDITING FIRM**

  
\_\_\_\_\_  
**SIGNATURE OF AUTHORIZED REPRESENTATIVE OF AUDITING FIRM**

**PLEASE EXECUTE THIS FORM IN TRIPLICATE:**

- (1) Copy for the school file
- (1) Copy for the contracting auditing firm
- (1) Copy to be submitted to the Department of Career and Technology Education

**SEND DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION COPY TO:**

Lisa Batchelder, Chief Financial Officer  
Department of Career and Technology Education  
1500 W. 7<sup>th</sup> Avenue  
Stillwater, OK 74074

**MUST BE FILED NO LATER THAN JUNE 30, 2024**  
Contracts which do not contain all of the above provisions will **not** be accepted.



April 2, 2024

Stacey Rush  
Pioneer Technology Center  
2101 N. Ash  
Ponca City, OK 74601

We are pleased to confirm our acceptance and our understanding of the services we are to provide to the Pioneer Technology Center for the year ended June 30, 2024.

You have requested that we perform the following services:

- 1) We will prepare the financial statements and related notes to the financial statements of the Pioneer Technology Center as of June 30, 2024, in accordance with generally accepted accounting principles based on information provided by you, for audit by the District's external auditors

### **Our Responsibilities**

The objective of the preparation engagement is to -

- 1) prepare financial statements in accordance with generally accepted accounting principles, for audit by the District's external auditors, based on information provided by you and
- 2) apply accounting and financial reporting expertise to assist you in the presentation of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for them to be in accordance with the modified cash basis of accounting

We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARs) promulgated by the Accounting and Review Services Committee of the AICPA and comply with applicable professional standards, including the AICPA's *Code of Professional Conduct*, and its ethical principles of integrity, objectivity, professional competence, and due care when performing the bookkeeping services and preparing the financial statements.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

### **Management Responsibilities**

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your financial statements in accordance with SSARSS:

- a. The selection of accounting principles generally accepted in the United States of America as the financial reporting framework to be applied in the preparation of the financial statements
- b. The preparation and fair presentation of financial statements in accordance with accounting principles generally accepted in the United States of America and the inclusion of all informative disclosures that are appropriate under accounting principles generally accepted in the United States of America.
- c. The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.
- d. The prevention and detection of fraud
- e. To ensure that the entity complies with the laws and regulations applicable to its activities
- f. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements
- g. To provide us with:
  - i. Documentation and other related information that is relevant to the preparation and presentation of the financial statements,
  - ii. Additional information that may be requested for the purpose of the preparation of the financial statements, and
  - iii. Unrestricted access to persons within the companies of whom we determine necessary to communicate.

As part of our engagement, we will issue a disclaimer that will state that the financial statements were not subjected to an audit, review, or compilation engagement by us, and, accordingly, we do not express an opinion, a conclusion, or provide any assurance on them.

Other consulting services our firm can provide on an as needed basis include:

- **Accounting System Implementation Assistance** - Assist the District on system set up, design changes, and training on accounting software.
- **Internal Control Implementation** – Advise the District on the adequacy of the design of internal control policies and procedures, and assist with the implementation of recommendations for improvement of the design of internal control policies.
- **General Accounting and Reconciling Assistance** – Assist in posting transactions, reconciling account balances and identifying any adjustments needed.

- **Internal Audit or Monitoring Services** – Assist management in monitoring compliance with internal control policies as well as compliance with laws and regulations on a year round ongoing basis.
- **Agreed Upon Procedures** – Performing agreed upon procedures over specific assertions and subject matters, such as debt service compliance.
- **Compliance Advisory Assistance** – Provide research of finance related laws and regulations applicable to the District and provide compliance advice to the District.
- **Payroll and Other Regulatory Report Assistance** – Assist in the preparation or correction of federal and state tax and other regulatory forms or reports, as well as Fair Labor Standards issues and compliance.

**Other Relevant Information**

We estimate our fees to be as follows:

1. Preparation of the annual financial statements and footnotes will be \$4,400, plus out of pocket expenses (such as report reproduction, postage, travel, etc.), if any.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

Our fees for the other consulting services requested would be at our hourly rates as follows plus, out of pocket expenses (such as report reproduction, postage, travel, etc.):

- Partner Level \$155
- CPA Staff \$105
- Degreed Accounting Staff \$ 85
- Bookkeeping Staff \$ 70

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you acknowledge and agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us

Sincerely,

MARY E. JOHNSON & ASSOCIATES , PLLC



Mary E Johnson, CPA

**ACKNOWLEDGEMENT:**

This letter correctly sets forth the understanding of Pioneer Technology Center for services as of June 30, 2024.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PIONEER TECHNOLOGY CENTER**  
**PURCHASES OVER \$10,000**  
 Equipment/Furniture/Remodel or Repairs/Technology  
 April 9, 2024

<u>Program/Area</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Building Maintenance	Decorative Concrete by Northcutt	Concrete polishing in Construction Trades shop area	<u>\$49,814.42</u>
		TOTAL	\$49,814.42

*Other quotes:*  
*Owens Concrete Staining LLC \$56,764.*

Building Maintenance	Decorative Concrete by Northcutt	Ceiling Scraping and haul off of insulation in Construction Trades shop area	<u>\$15,980.00</u>
		TOTAL	\$15,980.00

*Other quotes:*  
*Owens Concrete Staining LLC \$18,000.*

**PIONEER TECHNOLOGY CENTER**  
**Part-Time & Temporary Employment Contracts and/or Addenda to Contracts**  
**April 09, 2024 FY 2023/2024**

<u>Name</u>	<u>Position/Class Taught</u>	<u>Dates</u>	<u>Contract amount</u>
Carol Bottoms	ABE/TANF Instructor	04/01 – 04/30 (56 hrs)	1,400.00
Vicki Braden	ABE/HSE Instructor	04/01 – 04/30 (14 hrs)	364.00
Mark Busch	Basic Computer Training	03/07 – 03/08 (8 hrs)	240.00
Aimee Clark	ABE/HSE Instructor	04/01 – 04/30 (35 hrs)	875.00
Caitlyn Clark	CSO Skills Check-off	03/13 (1.25 hrs)	31.25
Joshua Conaway	Trusts for Your Estate Plan	03/25 (4 hrs)	200.00
Tessa Cramer	CSO Skills Check-off	03/11 – 03/14 (5.5 hrs)	137.50
Tom Duroy	Security Guard Make-up Class	03/27 (2 hrs)	60.00
Kathy Farmer	CSO Training	03/07 – 03/14 (3.5 hrs)	87.50
Diana Foxworthy	Resume/Cover Letter Writer	04/04 – 04/09 (up to 4 students)	500.00
Sheila Foxworthy	Resume/Cover Letter Writer	04/04 – 04/09 (up to 7 students)	875.00
Larry Godley	ABE/HSE Instructor	04/01 – 04/30 (42 hrs)	1,260.00
Sean Grigsba	Foundations of Leadership	04/01 – 04/15 (7 hrs)	175.00
Cory Hanebrink	Adjunct Firefighting Instructor	03/13 – 05/24 (up to 20 hrs/wk)	20.00/hr
Elaine Harman	ABE/HSE Instructor	04/01 – 04/30 (28 hrs)	700.00
Elaine Harman	ABE/TANF Instructor	04/01 – 04/30 (14 hrs)	350.00
Tonya Jackson	ABE/HSE Instructor	04/01 – 04/30 (45.5 hrs)	1,183.00
Aletha Kearney	Couples Date Night	03/14 (3 hrs)	90.00
Aletha Kearney	Homemade Dog Treats	03/28 (3 hrs)	90.00
Julie Lawrence	ABE/Corrections Instructor	04/01 – 04/30 (17.5 hrs)	437.50
Allyson Leonard	ABE/HSE Instructor	04/01 – 04/30 (26.5 hrs)	662.50
Steven Long	Paramedic Skills	06/16 – 06/30 (up to 40 hrs)	1,000.00
Steven Long	EMT Basic Instructor	06/16 – 06/30 (up to 40 hrs)	1,000.00
Alisa McCleary	CSO Skills Check-off	03/07 (4.5 hrs)	112.50
Joni Murphy	ABE/HSE Instructor	04/01 – 04/30 (21 hrs)	525.00
Ashley O'Hara	CSO Skills Check-off	03/11 (3.5 hrs)	87.50
Pamela Powers	ABE/HSE Instructor	04/01 – 04/30 (56 hrs)	1,400.00
Pamela Powers	ABE/TANF Instructor	04/01 – 04/30 (70 hrs)	1,750.00
Chuck Rector	Resin Art Instructor	03/26 (3 hrs)	84.00
Kristi Reed	CMA Cont. Ed	03/15 (8 hrs)	184.00
Kristi Reed	CMA Instructor	03/25 – 04/08 (40 hrs)	920.00
Joby Sadler	Phlebotomy	03/26 – 04/30 (24 hrs)	672.00
Joby Sadler	Phlebotomy	05/01 – 05/31 (24 hrs)	672.00
Terri Salyer	Culinary Service Asst.	03/29 – 05/31 (up to 29 hrs/wk)	13.00/hr
Brooke Stanton	Adjunct Firefighting Instructor	03/13 – 05/24 (up to 20 hrs/wk)	20.00/hr
Arlene Stauffer	Effective Business Writing	03/01 – 03/08 (5 hrs)	125.00
Arlene Stauffer	Motivating Matters	04/29 – 05/13 (7 hrs)	175.00
Rebecca Stephens	ABE/HSE Instructor	04/01 – 04/30 (49 hrs)	1,225.00
Rebecca Stephens	ABE/TANF Instructor	04/01 – 04/30 (7 hrs)	175.00
Mary Ann Sudbury	ABE/HSE Instructor	04/01 – 04/30 (17.5 hrs)	437.50
Kami Threlkeld	Couples Date Night Assistant	03/14 (4.5 hrs)	67.50
Kami Threlkeld	Homemade Dog Treats	03/24 (4.5 hrs)	67.50

**APRIL BOARD MEETING CONTRACT RENEWALS****Support Staff FY25**

<b>POSITION/TITLE</b>	<b>EMPLOYEE NAME</b>
Administrative Assistant, ABE/HSE- FT Programs	Brisa Medrano
Administrative Assistant, New Beginning	Phylisha Kimbrel
Administrative Assistant, Student Services	Karen Ware
Assistant Financial Officer	Erin Mercer
Assistant Manager, Plant/Facilities	Jason Kubik
BIS Administrative Assistant/Registrar	Gail Boswell
Bursar/Activity Fund Clerk	Carol Cales
Career Center Specialist	Lacey Smith
Career Center Specialist	Denise Tyson
Children's Lab & Preschool Teacher	Kaitlynn Clark
Children's Lab & Preschool Teacher	Courtney Getman
Children's Lab & Preschool Teacher	Lindsey McGee
Children's Lab & Preschool Teacher	Jessica LaBlue
Cook, Culinary Services	Mandy Farmer
Cook, Culinary Services	Dwayne Bass
Custodian/Bus Driver	Connie Steele
Custodian/Inventory Clerk	Debbie Johnstone
Employment Specialist, New Beginning	Katie Holman
Evening Custodian	James Kelly
Evening Custodian	Michael Assidio
Evening Custodian	Lori Copeland
Evening Custodian	Darlene Anderson
Evening Custodian/Bus Driver	John Maupin
Financial Aid Officer	Lisa Jackson
Fleet Maintenance/Bus Driver	Random Massey
Graphic Design/Marketing Specialist	Angela Ogden
Human Resources Manager/Administrative Assistant	Kellie Johnson
Kitchen/Teaching Asst, Children's Lab & Preschool/Teacher Prep	Cheyenne Herring
Maintenance Technician/Bus Driver	Jeff Robbins
Maintenance/Bus Driver	Keith Burge
Network Administrator	Kevin Bell
Network Administrator	Scott Overman
Payroll Clerk/Administrative Assistant, Finance	Amanda Perez-Vargas
Receptionist	Katy Mayer
Registrar, AT&D	Marcie Close
Registrar-Full-Time Programs	Holly Farmer
Safety Registrar	Shelly Houston
Secretary (Evening), AT&D	Dolor Assidio
Teaching Assistant, Cosmetology	Kari Officer

Teaching Assistant, Health Programs	Kindal Eller
Teaching Assistant, Practical Nursing	LaRhonda Rudd
Teaching Assistant, SHARE	Celeste Hardiman
Work Ready Oklahoma- Employment & Job Specialist	Fae Rabb
Work Ready Oklahoma- Administrative & Prgoram Support	Hannah Patrick
Teaching Assistant, T&I	Melinda Phillips
Teaching Assistant, T&I	Cindy Ivie
Teaching Assistant, T&I	Tyler Evans
Teaching Assistant, Teacher Prep/BITE	Heather Underwood
Testing Specialist	Laura Fields
Appendix C	