

Pioneer Technology Center Board of Education  
Regular Meeting  
Tuesday, March 11, 2025, 6:00 PM  
Seminar Center West  
2101 N. Ash St.  
Ponca City, Oklahoma 74601

The Board will meet for a snack supper in Seminar Center West 5:30 p.m. No school board action will be discussed or taken; therefore, no agenda items are listed in connection with this period prior to convening of the board of education meeting.

1. Call meeting to order
2. Roll call and establish a quorum
3. Flag salute and moment of silence
4. Reports and Presentations  
Presentation of FY24 audit report- Jay States, S & B CPA's and Associates
5. Discussion and vote to accept or not accept FY24 Audit report.
6. Discussion and vote to approve or not approve the Minutes of the February 11, 2025, regular Board of Education meeting
7. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (General Fund #51272-51393 in the amount of \$86,953.52; Building Fund #none in the amount of \$0.00; Payroll #70179-70182 in the amount of \$76,729.35)
8. Administrative Reports and Anticipated Discussion by the Board and Staff regarding facilities, district policy issues, community issues and/or personnel or student needs
  - 8.A. Traci Thorpe, Superintendent/CEO
  - 8.B. Kahle Goff, Executive Director Full-Time Programs
9. Discussion and vote to approve or not approve policy: EBA-School Calendar Hours
10. Discussion and vote to approve or not approve the school calendar for 2025-2026
11. Discussion and vote to approve or not approve contracts for FY25 Audit and Financial Statement Services with S&B CPA's & Associates PLLC and Mary E. Johnson & Associates PLLC
12. Discussion and vote to approve or not approve the ADPC software License and Support Agreement for FY26 (\$1,037 month / \$12,444 annual)

13. Discussion and vote to approve or not approve FY25 Building Fund Budget Appropriation changes as listed on Appendix A
14. Discussion and vote to approve or not approve purchases over \$10,000 as listed on Appendix B
15. Discussion and vote to approve or not approve proposed equipment purchases
16. Discussion and vote to approve or not approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix C
17. Vote to approve contract renewals for the employees listed on Appendix D (Coordinators/Counselors/Managers)
18. Vote to elect the President of the Board of Education
19. Vote to elect the Vice-President of the Board of Education
20. Vote to elect the Clerk of the Board of Education
21. Vote to elect the Deputy Clerk of the Board of Education
22. 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
23. New Business
24. Board Comment
25. 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 Kellie Johnson, Minutes Clerk

**PIONEER TECHNOLOGY CENTER  
DISTRICT #13----KAY COUNTY**

**AUDIT REPORT-----EXECUTIVE SUMMARY**

**FOR THE YEAR ENDED JUNE 30, 2024**

**---REPORT FORMAT---**

**Auditor’s Opinion:** The financial statements are fairly presented under the appropriate basis of accounting.

**Basis of Accounting:** The accrual basis (as required by the OK Department of Career & Technical Education.)

**Management’s Discussion and Analysis:** Is prepared by the District’s Management (and is “unaudited.”) (p. 4)

**Government-Wide Financial Statements:** (Two **summary** financial statements at the beginning of the report.) These statements show the District’s: (1) **Net Assets** (at June 30th), and (2) **Financial Activities** (for the entire year) on the accrual basis of accounting (when all of the District’s funds are combined.) (p. 11-12)

**Notes to the Financial Statements:** Provide narrative information to supplement all of the financial statements. (p.16)

**Supplementary Information:** Detailed financial statements--presented on the regulatory basis of accounting (which is prescribed for common schools by the Oklahoma State Department of Education.) (p. 33-43)

**Other Included Reports:** (1) **Internal Control and Compliance Report (p. 44)**  
(2) **Major Programs Internal Control and Compliance (p. 46)**  
(3) **Findings & Questioned Costs (p. 49)**

**---REPORT HIGHLIGHTS---**

	<u>Year Ending Fund Balance:</u>	<u>Increase (Decrease) in the Fund Balance during the year:</u>	<u>Year Ending Fund Balance GASB</u>
<b>General Fund:</b>	\$ 4,573,483	\$( 277,749)	\$ 6,561,909
<b>Building Fund:</b>	\$10,195,771	\$ 1,459,783	\$ 11,416,295
<b>Activity Fund:</b>	\$ 23,562	\$ 11,223	\$ 23,562

**Long Term Debt Outstanding:** None

**Federal Financial Assistance Receivable:** prior year: \$ 267,893.01  
this year: \$ 360,491.59

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

**AUDIT ACKNOWLEDGEMENT**

**Pioneer Technology Center District #13  
Kay County, Oklahoma  
Audit Year  
July 1, 2023 through June 30, 2024**

The annual independent audit for the Pioneer Technology Center, was presented to the Board of Education in an open board meeting on March 11, 2025, by S&B CPA's & Associates PLLC and Mary E. Johnson & Associates PLLC

The School Board acknowledges that as the governing body of the district responsible for the district's financial and compliance operations. The audit findings and exceptions have been presented to them.

A copy of the audit, including this acknowledgement form, will be sent to the Oklahoma Department of Career and Technology Education, and the State Auditor and Inspector within 30 days from its presentation to the district school board.

In accordance with administrative rule 780 O.A.C. 15-3-4(k), the Department shall be responsible for ensuring that audits are performed by independent auditors in a timely manner and are in accordance with applicable OMB circulars and guidance.

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Board of Education President

\_\_\_\_\_  
Board of Education Vice President

\_\_\_\_\_  
Board of Education Member

\_\_\_\_\_  
Board of Education Member

\_\_\_\_\_  
Board of Education Member

\_\_\_\_\_  
Board of Education Member

\_\_\_\_\_  
Board of Education Member

Subscribed and sworn to me this \_\_\_\_ day of \_\_\_\_\_. My commission expires on the \_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

*REPORT OF AUDIT*

*PIONEER TECHNOLOGY CENTER #13*

*KAY COUNTY - OKLAHOMA*

*JULY 1, 2023 TO JUNE 30, 2024*

**Pioneer Technology Center School District No 13**  
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*S & B CPA's & Associates, PLLC*  
*302 North Independence, Suite 103*  
*Enid, Oklahoma 73701*  
*580-265-8651*

INDEPENDENT AUDITOR'S REPORT

The Honorable Board of Education  
Pioneer Technology Center #V-13  
Kay County, Oklahoma

**Report on Financial Statements**

We have audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Pioneer Technology Center #V-13, Kay County, Oklahoma, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Pioneer Technology Center #V-13, as of June 30, 2024, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Basis for Opinions**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the "Auditor's Responsibilities for the Audit of the Financial Statements" section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

**Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance accounting principles generally accepted in the United States; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## INDEPENDENT AUDITOR'S REPORT

### Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures including examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

## INDEPENDENT AUDITOR'S REPORT

### Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison schedules, the schedules of the District's proportionate share of the net pension liability, and the schedule of the District's contribution to Teachers' Retirement system of Oklahoma, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The schedule of expenditures of federal awards as required by *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards*, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. This information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with the auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued my report dated March 11, 2025 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

**S&B CPA & Associates, PLLC**

S&B CPA & Associates, PLLC

March 11, 2025

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
JUNE 30, 2024**

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Our discussion and analysis of the Pioneer Technology Center School District No 13's, performance provides an overview of the School District's financial activities for the year ended June 30, 2024. Please read it in conjunction with the District's financial statements, which immediately follows this section.

**USING THIS ANNUAL REPORT**

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of the School District as a whole and present a longer-term view of the School District's finances. Fund financial statements report the School District's operations in more detail than the government-wide statements by providing information about the School District's most significant funds. For governmental activities, the fund statements tell how these services were financed in the short term as well as what remains for future spending.

**Pioneer Technology Center (the District)**

The District is a part of the public *CareerTech* system of Oklahoma, under the direction and control of the Oklahoma State Board of Career and Technology Education.

The District has three basic areas or types of instruction:

*Full-Time Programs* – The District offers 18 full-time programs. These programs are designed to lead to industry certifications, licenses, employment, and/or continuing education.

*Adult and Career Development* – These classes are designed around specific curriculum and are designed to provide an introduction to or enhance knowledge of specific topics.

*Business and Industry Services* – This division strives to meet the training and development needs of business and industry including their safety training needs.

**FINANCIAL HIGHLIGHTS**

The District's financial status improved from the last year. Total net position increased 10 percent. This increase is primarily due to increase in current assets.

- Overall revenues were \$17.6 million and overall expenses were \$16 million
- The District's share of the cost sharing retirement plan net pension obligation decreased long-term liabilities \$0.2 million.

**Reporting the School District as a Whole**

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
JUNE 30, 2024**

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**The Statement of Net Position and the Statement of Activities**

One of the most important questions asked about the School District's finances is, "Is the School District as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the School District as a whole and about its activities in a way that helps answer this question. These statements include *all* assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the School District's net position and changes in them. You can think of the School District's net position – the difference between assets and liabilities – as one way to measure the School District's financial health, or financial position. Over time, increases or decreases in the School District's net position are an indicator of whether its financial health is improving or deteriorating.

In the Statement of Net Position and the Statement of Activities, we report the following:

Governmental activities – The School District's basic services are reported here, including the educational activities for daytime high school and adults, short term training for adults, services and training for business and industry, and general administration. Also, the School District charges a fee to customers to help defray expenses involved in providing the services for Bookstore activities.

**Reporting the School District's Most Significant Funds**

**Fund Financial Statements**

Some funds are required to be established by State law and by bond covenants. All of the School District's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the School District's general operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the School District's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds in reconciliation at the bottom of the fund financial statements.

The financial statements also include notes that explain some of the information in the statements and provide more detailed data. The statements are followed by a section of required and other supplementary information that further explains and supports the financial statements with a comparison of the District's budget for the year.

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**  
**JUNE 30, 2024**

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**THE SCHOOL DISTRICT AS A WHOLE**

	<u>2023</u>	<u>2024</u>
Current and Other Assets	\$ 16,087,268	\$ 18,046,283
Capital Assets	<u>14,400,904</u>	<u>14,010,784</u>
Total Assets	<u>\$ 30,488,172</u>	<u>\$ 32,057,067</u>
Deferred Outflows of Resources	<u>2,550,855</u>	<u>2,126,200</u>
Long-term Liabilities	\$ 4,625,687	\$ 3,721,902
Other Liabilities	1,363,930	2,060,660
Net Pension Liability	<u>9,225,993</u>	<u>9,033,224</u>
Total Liabilities	<u>\$ 15,215,610</u>	<u>\$ 14,815,786</u>
Deferred Inflows of Resources	<u>859,933</u>	<u>780,961</u>
Net Position		
Invested in capital assets, net of debt	\$ 9,058,307	\$ 9,557,061
Restricted	9,305,457	10,758,921
Unrestricted	<u>(1,400,280)</u>	<u>(1,729,462)</u>
Total Net Position	<u>\$ 16,963,484</u>	<u>\$ 18,586,520</u>

**Net Position.** The District's combined net assets, were more on June 30, 2024, than the year before – increasing by 10% from \$17 million to \$19 million. Most of this increase is mainly due to the increase in capital assets.

For the years ended June 30, 2024 and 2023, net position changed as follows:

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**  
**JUNE 30, 2024**

	<u>2023</u>	<u>2024</u>	<u>Percent</u> <u>Change</u>
Beginning net position	\$ 14,461,267	\$ 16,963,484	
Revenues			
Program revenues			
Charges for services	1,302,527	1,516,658	
Operating Grants /contributions	726,620	838,564	
General revenues			
Property taxes	10,179,812	9,958,485	
Federal and State grants	3,857,136	4,494,371	
( Loss) Gain from disposals	(93,670)	(8,094)	
Investment earnings	514,686	800,104	
Other Revenue	<u>2,006</u>	<u>2,095</u>	
Total revenues	<u>\$ 16,489,117</u>	<u>\$ 17,602,183</u>	<u>6.75%</u>
Expenses			
Program expenses			
Instruction	\$ 5,564,023	\$ 5,992,073	
Support services	5,999,805	6,798,165	
Non-instruction	1,424,511	2,252,882	
Interest on long-term debt	122,443	107,771	
Depreciation-unallocated	<u>876,118</u>	<u>828,256</u>	
Total expenses	<u>\$ 13,986,900</u>	<u>\$ 15,979,147</u>	<u>14.24%</u>
Increase (Decrease) in net position	<u>2,502,217</u>	<u>1,623,036</u>	<u>35.14%</u>
	<u>\$ 16,963,484</u>	<u>\$ 18,586,520</u>	<u>9.57%</u>

**Changes in Net Position.** The District's total revenues increased 7 percent. Property taxes accounted for 57 percent of the District's collections. Another 9 percent came from tuition and fees.

Total revenues surpassed expenses, increasing net position \$1.6 million over the past year.

The District's total expenditures increased by 14 percent to \$16 million. The District's expenses are primarily related to education, training and support of students and business clients.

**Governmental Activities**

To aid in the understanding of the Statement of Activities some additional explanation is provided. Of particular interest is the format that is significantly different than a typical Statement of Revenues, Expenses, and Changes in Fund Balance. You will notice that expenses are listed in the first column with revenues from that particular program reported to the right. The result is a Net (Expense)/Revenue. The reason for this kind of format is to highlight the relative financial burden of each of the functions on the

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
JUNE 30, 2024**

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School District's taxpayers. It also identifies how much each function draws from the general revenues or if it is self-financing through fees and grants. Some of the individual line-item revenues reported for each function are:

District Sources of Revenue:

Ad Valorem property tax	Taxes for current year and prior years, revenue in lieu of taxes
Interest	Interest earning of investments and taxes.
Tuition and Fees	Tuition and fees for Full-time adult classes, Short-term adult classes, Safety Training, Industry Specific, Assessment and Health Certification.
Local Sources	Local grants, district contracts, rental of school facilities and property, sale of surplus equipment, bookstore revenue, reimbursement for insurance loss recoveries, damages to school property, and rebates.
State Revenue	Formula operation, Existing Industry Initiative, training for industry programs, Safety Training, Welfare to Work, and Firefighter Training.
Federal Revenue - Grants	TANF Grant and Carl Perkins Grants
Federal Revenue	- PELL Grants

**THE SCHOOL DISTRICT'S FUNDS**

The following schedule presents a summary of general, special revenue (building fund), other governmental fund (activity fund), and expenditures for the fiscal year ended June 30, 2024 and 2023.

Revenues:	2023		2024	
	Amount	Percent of Total	Amount	Percent of Total
Property Taxes	\$ 10,679,320	64.28%	\$ 9,954,623	58.31%
Interest	514,686	3.10%	800,104	4.69%
Tuition and Fees	787,704	4.74%	865,148	5.07%
State Revenue	2,607,972	15.70%	3,228,570	18.91%
Federal Sources	1,140,765	6.87%	1,044,812	6.12%
Miscellaneous	884,379	5.32%	1,177,423	6.90%
<b>Total Revenues</b>	<b><u>\$ 16,614,826</u></b>	<b><u>100%</u></b>	<b><u>\$ 17,070,680</u></b>	<b><u>100%</u></b>

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
JUNE 30, 2024**

**Expenditures**

Instruction	Expenditures for direct classroom activities
Support Services	Expenditures for administrative, technical and logistical support to facilitate and enhance education.
Non-Instructional Services	Activities concerned with providing non-instructional services to students, staff, or community.
Facilities	Activities involved with the acquisition of land buildings; remodeling buildings; the construction of buildings and additions to buildings; initial installation or extension of service systems and other built-in equipment; improvements to sites; and equipment. These expenditures are included below in capital outlay and debt service.

	<b>2023</b>	<b>Percent</b>	<b>2024</b>	<b>Percent</b>
<b>Expenditures:</b>	<b><u>Amount</u></b>	<b><u>of Total</u></b>	<b><u>Amount</u></b>	<b><u>of Total</u></b>
Instruction	4,623,436	27.56% <sup>▼</sup>	5,442,275	34.43%
Support Services	6,664,266	39.72% <sup>▼</sup>	6,732,837	42.60%
Non-Instructional Services	742,743	4.43% <sup>▼</sup>	1,104,645	6.99%
Capital Outlay and Debt Service	4,466,657	26.62% <sup>▼</sup>	2,224,315	14.07%
Other Outlays	<u>280,071</u>	<u>1.67% <sup>▼</sup></u>	<u>301,264</u>	<u>1.91%</u>
<b>Total Expenditures</b>	<b><u>\$ 16,777,173</u></b>	<b><u>100.00%</u></b>	<b><u>\$ 15,805,336</u></b>	<b><u>100.00%</u></b>

**GENERAL FUND BUDGETARY HIGHLIGHTS**

The District was able to have a \$4.6 million general fund budgetary balance at the end of the fiscal year. No amendments were filed to the budget for the year.

**CAPITAL ASSETS**

At the end of June 30, 2024, the School District had \$24.5 million invested in capital assets (see table below). This represents a net increase of \$0.3 million or 1 percent, over the previous fiscal year. This increase is primarily due to the recording of improvements financed with lease purchase.

	<b>2024</b>	<b>2023</b>
Land	\$ 105,000	\$ 105,000
Buildings and Improvements	19,152,166	19,152,166
Equipment & Autos	<u>978,291</u>	<u>919,820</u>
TOTALS	<b><u>\$ 24,461,999</u></b>	<b><u>\$24,228,225</u></b>

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
JUNE 30, 2024**

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See Note 7 for additional information on capital assets.

**LONG-TERM LIABILITIES**

**Lease Purchase**

On February 6, 2020, the District entered into a lease purchase agreement with RCB Bank. The agreement called for the bank to fund \$7,380,000 to finance new educational facilities. The proceeds were used to fund the renovation of the culinary serving area and production kitchen, an expansion of culinary arts program teaching classroom, a cosmetology program area and meeting spaces that will also serve as safe room spaces.

By the terms of the agreement, the lease payments are guaranteed with Building Fund ad valorem collections and security interest in all leased property. The payments are \$828,036 per year for 10 years. Annual payments were made in the year ended June 30, 2024. The amount of the capitalized lease at June 30, 2024 was \$4,453,723.

**Net Pension Liability**

The District's share of the Teachers' Retirement System's net pension liability as of June 30, 2024 was \$9,033,224. This was a decrease the prior year (2023). See Note 4 for additional information on the net pension liability.

**CONTACTING THE SCHOOL DISTRICT'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of Pioneer Technology Center School District No 13's financial position to show accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Finance Office at Pioneer Technology Center School District No 13, 2101 N. Ash Street, Ponca City, Oklahoma 74601.

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2024**

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Cash and cash investments	\$ 16,187,771
Property taxes receivable (net)	1,415,202
Due from other governments	357,410
Inventories	41,383
Nondepreciated capital assets	105,000
Depreciated capital assets, net of depreciation	13,905,784
Net OPEB Asset	<u>44,517</u>
 Total assets	 <u>32,057,067</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Deferred outflows of resources related to pensions	<u>2,126,200</u>
<b>LIABILITIES</b>	
Accounts payable and other current liabilities	1,146,442
Accrued interest payable	21,648
Long-term obligations	
Due within one year	892,570
Due beyond one year	<u>12,755,126</u>
 Total liabilities	 <u>14,815,786</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Deferred inflows of resources related to pensions	<u>780,961</u>
<b>NET POSITION</b>	
Net Investment in capital assets	9,557,061
Restricted for:	
Nonspendable	41,383
Buildings	10,623,088
School organizations	23,562
OPEB	70,888
Unrestricted	<u>(1,729,462)</u>
 <b>Total Net Position</b>	 <b><u>\$ 18,586,520</u></b>

See Notes to Financial Statements

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13  
STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2024**

	Expenses	Charges for Services	Operating Grants and Contributions	Net (Expense) Revenue and Changes in Net position Total Governmental Activities
Functions/programs				
Governmental activities:				
Instruction	\$ 5,992,073	\$ 865,148	\$ 558,469	\$ (4,568,456)
Support services	6,798,165	-	81,366	(6,716,799)
Non-instruction services	2,252,882	651,510	198,729	(1,402,643)
Interest on long-term debt	107,771	-	-	(107,771)
Depreciation - unallocated	828,256	-	-	(828,256)
Total school district	\$ 15,979,147	\$ 1,516,658	\$ 838,564	(13,623,925)
General revenues:				
Taxes				
Property taxes, levied for general purposes				6,685,937
Property taxes, levied for building purposes				3,272,548
Other taxes				1,659
State aid - formula grants				3,762,646
Federal aid - formula grants				731,725
Gain (loss) from asset disposal				(8,094)
Other revenue				436
Interest income				800,104
Total general revenues				15,246,961
Change in Net position				1,623,036
Net position, beginning of year, as restated				16,963,484
Net position, end of year				\$ 18,586,520

See Notes to Financial Statements

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13**  
**BALANCE SHEET - GOVERNMENTAL FUNDS**  
**JUNE 30, 2024**

	General Fund	Building Fund	Other Governmental Funds	Totals Governmental Funds
<b>ASSETS</b>				
Cash	\$ 311,433	\$ 95,000	\$ 23,562	\$ 429,995
Investments	4,870,296	10,887,480	-	15,757,776
Property taxes receivable, net	981,387	433,815	-	1,415,202
Other receivables	-	-	-	-
Due from other governments	357,410	-	-	357,410
Inventories	41,383	-	-	41,383
<b>Total assets</b>	<b>\$ 6,561,909</b>	<b>\$ 11,416,295</b>	<b>\$ 23,562</b>	<b>\$ 18,001,766</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>				
<b>Liabilities</b>				
Accounts payable and accrued liabilities	\$ 374,883	771,559	-	1,146,442
Compensated Absences	160,749	-	-	160,749
<b>Total liabilities</b>	<b>535,632</b>	<b>771,559</b>	<b>-</b>	<b>1,307,191</b>
<b>Deferred Inflows of resources:</b>				
Deferred property taxes	1,053,387	398,815	-	1,452,202
<b>Total deferred inflows of resources</b>	<b>1,053,387</b>	<b>398,815</b>	<b>-</b>	<b>1,452,202</b>
<b>Fund balances</b>				
Nonspendable	41,383	-	-	41,383
Restricted	-	9,405,608	-	9,405,608
Committed	-	-	23,562	23,562
Assigned	4,573,483	840,313	-	5,413,796
Unassigned	358,024	-	-	358,024
<b>Fund balances, end of year</b>	<b>4,972,890</b>	<b>10,245,921</b>	<b>23,562</b>	<b>15,242,373</b>
<b>Total liabilities, deferred inflows of resources and fund balances</b>	<b>\$ 6,561,909</b>	<b>\$ 11,416,295</b>	<b>\$ 23,562</b>	

Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds. The cost of the assets is \$24,461,998 and the accumulated depreciation is \$10,451,214 14,010,784

Property taxes receivable and other receivables will be collected after year-end, but are not available soon enough to pay for the current period's expenditures, and therefore are deferred in the funds 1,452,202

Net OPEB asset is not a financial resource so is not reported in the funds 44,517

Net pension obligation is not due and payable in the current period and, therefore is not reported in the funds (9,033,224)

Deferred outflows and inflows of resources related to pensions are applicable to future periods and therefore, are not reported in the funds. This includes deferred outflows of \$2,126,200 and deferred inflows of \$780,961 1,345,239

Long-term liabilities, including capital leases, are not due and payable in the current period and therefore are not reported as liabilities in the funds. Long-term liabilities at year-end consist of:

Capital lease payable	\$ (4,453,723)	
Accrued interest	(21,648)	(4,475,371)

Total net assets - governmental activities \$ 18,586,520

See Notes to Financial Statements

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS  
YEAR ENDED JUNE 30, 2024**

	General Fund	Building Fund	Other Governmental Funds	Totals Governmental Funds
<b>Revenues</b>				
Property taxes	\$ 6,682,904	\$ 3,271,719	\$ -	\$ 9,954,623
Interest	290,950	509,154	-	800,104
Tuition and fees	865,148	-	-	865,148
State revenue	3,227,860	710	-	3,228,570
Federal revenue	1,044,813	-	-	1,044,813
Other	746,131	56,182	375,110	1,177,423
<b>Total revenues</b>	<b>12,857,806</b>	<b>3,837,765</b>	<b>375,110</b>	<b>17,070,681</b>
<b>Expenditures</b>				
Current				
Instruction	5,328,405	113,870	-	5,442,275
Support services	6,125,164	243,786	363,887	6,732,837
Non-instruction services	1,104,645	-	-	1,104,645
Capital outlay	200,601	1,023,714	-	1,224,315
Other outlays	301,264	-	-	301,264
Debt service	-	111,126	-	111,126
Interest paid	-	888,874	-	888,874
Principal retirement	-	-	-	-
<b>Total expenditures</b>	<b>13,060,079</b>	<b>2,381,370</b>	<b>363,887</b>	<b>15,805,336</b>
<b>Net Change in Fund Balance</b>	<b>(202,273)</b>	<b>1,456,395</b>	<b>11,223</b>	<b>1,265,345</b>
<b>Beginning fund balance</b>	<b>5,175,163</b>	<b>8,789,526</b>	<b>12,339</b>	<b>13,977,028</b>
<b>Ending fund balance</b>	<b>\$ 4,972,890</b>	<b>\$ 10,245,921</b>	<b>\$ 23,562</b>	<b>\$ 15,242,373</b>

See Notes to Financial Statements

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13  
 RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL  
 FUNDS TO STATEMENT OF ACTIVITIES  
 YEAR ENDED JUNE 30, 2024**

Total net changes in fund balances - governmental funds \$ 1,265,345

The change in net assets reported in the statement of activities is different because:

Capital outlays to purchase or build capital assets are reported in governmental funds as expenditures. However, for governmental activities those costs are shown in the statement allocated over their estimated useful lives as annual depreciation expenses in the statement of activities. This is the amount by which depreciation exceed capital outlays during the period.

Capital Outlays	\$	443,230
Depreciation Expense		<u>(828,256)</u>
		(385,026)

Because the cost of capital assets acquired are reported in governmental funds as expenditures in the year of purchase, the proceeds from their sale are reported as revenue. However, the costs of these assets must be included as a reduction of the sales proceeds in the statement of activities.

(5,094)

Because some property taxes will not be collected for several months after the District's fiscal year ends, they are not considered as "available" revenues in the governmental funds and are, instead counted as deferred revenues. They are however, recorded as revenues in the statement of activities.

3,862

Governmental funds report district pension contributions as expenditures. However, the Statement of Activities reports the cost of pension benefits earned net of employee contributions as pension expense

(684,014)

Support for pension contributions from nonemployer contributing entities not in a special funding situation does not provide current financial resources so are not recorded in governmental funds but are recorded as revenue in the statement of activities

535,736

The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of principal of long-term debt consumes current financial resources. Some expenses do not require current financial resources so therefore are not reported as expenditures in the governmental funds

Accrued Interest	3,353
Payments on Debt	<u>888,874</u>
	892,227

Change in net position of governmental activities

\$ 1,623,036

See Notes to Financial Statements

## NOTES TO FINANCIAL STATEMENTS

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### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Pioneer Technology Center School District No 13 (the District) is a corporate body for public purposes created under Title 70 of the Oklahoma Statutes and accordingly is a separate entity for operating and financial reporting purposes. The District is part of the public school system of Oklahoma under the general direction and control of the State Board of Education and is financially dependent on the State of Oklahoma for support. The general operating authority for the public school system is the Oklahoma School Code contained in Title 70 of the Oklahoma Statutes.

The District's financial statements are prepared in accordance with generally accepted accounting principles promulgated by The Governmental Accounting Standards Board (GASB).

#### *The Reporting Entity*

The District is a corporate body for public purposes created under Title 70 of the Oklahoma Statutes and accordingly is a separate entity for operating and financial reporting purposes. The governing body of the District is the Board of Education composed of elected members. The appointed superintendent is the executive officer of the District. There are no component units included within the reporting entity.

The School Education Foundation is not included in the reporting entity. The District does not appoint any of the board members or exercise any over sight authority over the Foundation.

#### *Basic Financial Statements – Government-Wide Statements*

The District's basic financial statements include both government-wide (reporting the District as a whole) and fund financial statements (reporting the District's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type. Governmental Activities include programs primarily supported by taxes, State aid, grants and other intergovernmental revenue. The District does not have any activities classified as business-type activities.

In the government-wide Statement of Net Position, the District's governmental activities are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The District's net position are reported in three parts – net investment in capital assets; restricted net position and unrestricted net position.

The government-wide Statement of Activities reports both the gross and net cost of each of the District's programs and functions. The functions are also supported by general government revenues. The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. Direct expenses are those that are clearly identifiable with a specific function. Program revenues must be directly associated with the function. Charges for services include charges and fees to students, or customers who purchase, use or directly benefit from the goods, services, or privileges provided by a given function. Operating grants include operating-specific and discretionary (either operating or capital) grants while the capital grants column reflects capital-specific grants.

The net costs are normally covered by general revenue (property taxes, State and Federal aid, other taxes etc.).

## NOTES TO FINANCIAL STATEMENTS

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The government-wide focus is more on the sustainability of the District as an entity and the change in the District's net position resulting from the current year's activities. Separate financial statements are provided for governmental funds. Major individual governmental funds are reported in separate columns in the fund financial statements.

### *Basic Financial Statements – Fund Financial Statements*

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets, current liabilities and fund balances are included on the balance sheet. The fund financial statements provide reports on the financial condition and results of operations of governmental fund category.

The District reports the following major governmental funds:

General Fund is the primary operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

Building Fund is used to account for monies derived from the building fund levy and rental of facilities to be used for erecting, remodeling, repairing or maintaining school buildings, paying energy and utility costs; paying fire and casualty insurance premiums for school facilities, security systems and personnel.

Additionally, the District reports the following fund:

Activity Fund is used to account for resources collected from student or extracurricular activities including admission fees, concession income, fund raising and dues. The Board of Education exercises control over all of these funds.

### *Basis of Accounting*

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

Accrual: The government-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when a liability is incurred. Property taxes are recognized as revenue in the year in which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Modified Accrual: The funds financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e. both measurable and available. "Available" means collectible within the current period or within 60 days after year-end. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception

## NOTES TO FINANCIAL STATEMENTS

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to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

### *Capital Assets*

Capital assets purchased or acquired with an original cost of \$2,500 or more are reported at historical cost or estimated historical cost. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

School buildings	25-40 years
Site improvements	7- 40 years
Business machines and computers	7-40 years
Vehicles	7 years

### *Compensated Absences*

The District's policies allow for payment for unpaid sick leave upon retirement (based on the OTRS rules for retirement and 10 years of services in the district) up to 60 days. The liability for these compensated absences is recorded as long-term debt in the government-wide statements. The current portion of this debt is estimated based on historical trends.

### *Budgets and Budgetary Accounting*

The District is required by state law to prepare an annual budget. No later than October 1, each board of education shall prepare a financial statement and estimate of needs to be filed with the applicable county clerk and the State Department of Education. Once the county excise board has approved the estimate of needs, the board shall adopt a final budget within 45 days or the second regularly scheduled board meeting. No later than 15 days prior to adoption of a final budget, the board must conduct a public hearing for the purposes of taking public comments. The final budget may be revised upon approval of the board of education in open meeting.

Under current Oklahoma Statutes a formal budget is required for general, building, sinking, child nutrition and coop funds, as applicable to the district. Budgets are presented include the originally approved budgeted appropriations for expenditures and final budgeted appropriations as adjusted for supplemental appropriations and approved transfers between budget categories. Budgets generally assume the expenditure of all available resources. Therefore, when the legal budget is prepared, it is assumed these funds will not have a carryover balance to subsequent year.

A budget is legally adopted by the Board of Education for the General Fund and Building Fund that includes revenues and expenditures.

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting -- under which purchase orders and other commitments of resources are recorded as expenditures of the applicable fund --is utilized in all governmental funds of the District.

## NOTES TO FINANCIAL STATEMENTS

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The unencumbered balance of current fiscal year appropriations and the unexpended reserve appropriations of the previous fiscal year are lapsed and become a part of the beginning fund balance for the succeeding fiscal year.

### *Cash*

The District considers all cash on hand, demand deposits, money market checking and certificates of deposit, held at an individual bank which are subject to early withdrawal penalties no matter what the maturity period, to be cash. State statutes require collateral for deposits in excess of insured amounts. The collateral's market value must exceed the insured deposit.

### *Investments*

The District's investment policies are governed by state statute. Permissible investments include:

1. Direct obligations of the United States Government and Agencies
2. Obligations to the payment of which the full faith and credit of the State of Oklahoma is pledged.
3. Certificates of deposit of savings and loan associations and bank and trust companies secured by acceptable collateral.
4. Savings accounts or savings certificates of savings and loan associations that are fully insured.
5. County, municipal and school district direct debt obligations
6. Money market mutual funds regulated by the Securities and Exchange Commission
7. Warrants, bonds or judgments of the school district
8. Qualified pooled investment programs

### *Inventories*

Inventories are valued at cost, which approximates market, using the average cost method. The District's inventories include various items consisting of school supplies, paper, books, transportation items, etc. Inventorial items are recorded as expenditures when shipped to schools and department offices (the consumption method). The nonspendable fund balance at the governmental fund level is equal to the amount of inventories at year-end to indicate the portion of the governmental fund balances that are nonspendable.

### *Property Tax Revenues*

The District is authorized by state law to levy property taxes, which consist of ad valorem taxes on real and personal property within the District. The County Assessor, upon receipt of the certification of tax levies from the county excise board, extends the tax levies on the tax roll for submission to the county treasurer prior to October 1. The county treasurer must commence tax collection within fifteen days of receipt of the tax rolls. The first half of taxes is due prior to January 1. The second half is due prior to April 1.

If the first payment is not made timely, the entire tax becomes due and payable on January 1. Second half taxes become delinquent on April 1 of the year following the year of assessment. If not paid for a period

## NOTES TO FINANCIAL STATEMENTS

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of three years or more as of the date such taxes first become due, the property is offered for sale for the amount of taxes due.

Property taxes receivable by the District include uncollected taxes assessed as of October 1, 2014 and earlier. Delinquent property tax receivable is recognized as revenue in the government-wide financial statements. Only the portion of the property taxes receivable that meets the revenue recognition criteria is reported as revenue in the fund financial statements.

Property tax receivables are net of an allowance for uncollectible taxes of \$41,300 in the general fund and \$17,819 in the building fund. The allowance represents the estimated amount that is deemed uncollectible based on past collection history.

### *Deferred Outflows of Resources*

The District reports decreases in net assets that related to future periods as deferred outflows of resources on the statement of net position. A deferred outflow is reported for (1) contributions made to Oklahoma Teacher Retirement System (TRS the Plan) between the measurement date of the net pension liabilities (June 30, 2023) and the end of the current fiscal year (June 30, 2024). (2) A loss from changes in assumptions used by the actuary is amortized to pension expense over the average expected remaining service life of the Plan (3) the actual pension plan investment earnings less than the expected amounts included in determining pension expense. This deferred inflow of resources is amortized to pension expense over a total of 5 years, including the current year (4) A loss in changes in the District's proportionate share is amortized to pension expense over the average expected remaining service life of the Plan.

No deferred outflows of resources affect the governmental funds financial statements in the current year.

### *Deferred Inflows of Resources*

The District's statements of net position and its governmental fund balance sheet report a separate section for deferred inflows of resources. This separate financial statement element reflects an increase in net assets that applies to a future period.

Deferred inflows of resources are reported in the statement of net position for (1) the actual pension plan investment earnings in excess of the expected amounts included in determining pension expense. This deferred inflow of resources is amortized to pension expense over a total of 5 years, including the current year. (2) the difference between expected and actual experience that the pension plan actuary uses to develop expectations such as future salary increases and inflation. This deferred inflow of resources is amortized to pension expense over the average expected remaining service life of the Plan. (3) The changes in assumptions used by the actuary is amortized to pension expense over the average expected remaining service life of the Plan.

In its governmental funds, the only deferred inflow of resources is for revenues not considered available. The District will not recognize the related revenues until available (collected no later than 60 days after the end of the District's fiscal year) under the modified accrual basis of accounting that qualifies to be reported in this category. Accordingly, deferred property taxes and grant revenues are reported in the governmental funds balance sheet.

## NOTES TO FINANCIAL STATEMENTS

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### *Pensions*

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Oklahoma Teacher Retirement System (TRS) and additions to/deductions from TRS's fiduciary net position have been determined on the same basis as they are reported to TRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

### *Other Postemployment Benefits (OPEB)*

For purposes of measuring the net OPEB asset, deferred outflows of resources, and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the District's OPEB plan) and additions to/deductions from the OPEB plans fiduciary net position have been determined on the same basis as they have been reported by the OPEB plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

### *State Revenues*

Revenues from state sources for current operations are primarily governed by the joint resolution of the Oklahoma House of Representatives and Senate. The Oklahoma Department of Career and Technical Education administers the allocation of state aid funds to school districts based on information accumulated from the districts.

After review and verification of reports and supporting documentation, the Oklahoma Department of Career and Technical Education may adjust subsequent fiscal period allocations of money for prior year errors disclosed by review. Normally, such adjustments are treated as reductions or additions of revenue of the year when the adjustment is made.

The District receives revenue from the state to administer certain categorical educational programs. Oklahoma Department of Career and Technical Education rules require that revenue earmarked for these programs be expended only for the programs for which the money is provided and require that the money not expended as of the close of the fiscal year be carried forward into the following year to be expended for the same categorical programs. The Oklahoma Department of Career and Technical Education requires that categorical educational program revenues be accounted for in the general fund.

### *Use of Estimates*

The preparation of financial statements in conformity with the basis of accounting referred to above requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

### *Net Position and Fund Balance*

## NOTES TO FINANCIAL STATEMENTS

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District-Wide Financial Statements – When the District incurs an expense for which it may use either restricted or unrestricted net position, it uses restricted net position first unless unrestricted net position will have to be returned because they were not used. Net position on the Statement of Net Position include the following:

Net Investment in Capital Assets– The component of net position that consists of the historical cost of capital assets less both the accumulated depreciation and the outstanding balance of debt, excluding unspent proceeds, that is directly attributable to the acquisition, construction or improvement of these capital assets.

Restricted for Nonspendable – The component of net position that reports the amounts held from inventory on hand.

Restricted for Debt Service – The component of net position that reports excess of property taxes and other revenue collected in excess of debt service requirements.

Restricted for Buildings – The component of net position that reports the excess of property taxes and other revenue collected in excess of expenses for operation of the District’s buildings.

Restricted for School Organizations – The component of net position that report the assets restricted for use by student organizations and extracurricular activities.

Restricted for OPEB – The component of net position that reports the assets restricted for use for the other postemployment benefit (OPEB) asset, including related deferred inflows and outflows.

Unrestricted – The difference between assets and liabilities that is not reported as restricted for any particular purpose.

### *Governmental Fund Financial Statements*

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the District is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

- Nonspendable: This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact.
- Restricted: This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation. The District has classified Building Fund revenue from levy as being restricted because the use is restricted by State Statute for capital expenditures. Sinking fund resources are restricted for debt service.
- Committed: This classification includes amounts that can be used only for specific

## NOTES TO FINANCIAL STATEMENTS

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purposes pursuant to constraints imposed by formal action of the Board of Education. These amounts cannot be used for any other purpose unless the Board removes or changes the specified use by taking the same type of action (resolution) that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements. The District has classified school program activities as being committed because their use is imposed by the Board of Education regarding use of the funds.

- Assigned: This classification includes amounts that are constrained by the District's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the Board or through the Board delegating this responsibility to the superintendent through the budgetary process. This classification also includes the remaining positive fund balance for all governmental funds except for the General Fund. The District has assigned interest earnings to the funds where earned for the purposes defined by the fund.
- Unassigned: This classification includes the residual fund balance for the General Fund. The Unassigned classification also includes negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting of Assigned fund balance amounts.

The District would typically use Restricted fund balances first, followed by Committed resources, and then Assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend Unassigned resources first to defer the use of these other classified funds.

### *On-behalf Payments*

The State of Oklahoma makes direct payments to Teachers' Retirement System of Oklahoma (TRS) on behalf participating schools. The pro rata portion of the payment attributable to the District is recognized in these financial statements as an addition to state revenues and recording the related expense.

### *Subsequent Events*

Management has evaluated subsequent events through the date of this report, which is the date the financial statements were available to be issued.

## NOTE 2 - CASH AND INVESTMENTS

### *Deposits*

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. State statutes require collateral for all deposits in excess of federally insured amounts. The District policy for custodial credit risk requires compliance with the provisions of state law. At June 30, 2024, the District was not exposed to custodial credit risk.

**NOTES TO FINANCIAL STATEMENTS**

**NOTE 3 - LONG-TERM LIABILITIES**

The long-term liability balances and activity for the year were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Amount Due Within One Year
Compensated absences	\$ 156,068	\$ 4,681	\$ -	\$ 160,749	\$ 160,749
Direct Placement					
2020 Financed Lease	5,342,597	-	888,874	4,453,723	731,821
	<u>\$ 5,498,665</u>	<u>\$ 4,681</u>	<u>\$ 888,874</u>	<u>\$ 4,614,472</u>	<u>\$ 892,570</u>
Net pension liability				9,033,224	
Total governmental activity long-term liabilities				<u>\$ 13,647,696</u>	

Payments on the financed lease are made through building fund with property taxes. Compensated absences are generally liquidated by the general fund.

The District’s interest expense for 2024 was \$107,771.

**NOTE 4 - EMPLOYEE RETIREMENT SYSTEM**

*Teachers’ Retirement Plan of Oklahoma*

Plan Description – The Oklahoma Teachers’ Retirement Plan is a cost-sharing multiple-employer defined benefit pension plan administered by the Oklahoma Teachers’ Retirement System (the System). The System provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. The ability to establish and amend benefit provisions is the responsibility of the state legislature. The System issues a publicly available financial report that includes financial statements and required supplementary information for the employees of the District. The System issues a publicly available financial report that can be obtained at <http://www.ok.gov/trs/>.

Benefits Provided – The System provides defined retirement benefits based on members’ final compensation, age, and term of service. In addition, the retirement program provides for benefits upon disability and to survivors upon the death of eligible members. Title 70 O.S. Sec. 17-105 defines all retirement benefits. The authority to establish and amend benefit provisions rests with the State Legislature.

Contributions – In accordance with *Oklahoma Statutes*, System members are required to contribute 7.00% of applicable compensation. For the year ended June 30, 2024, qualifying employee contributions were reduced by a retirement credit of \$38,850 provided by Enrolled House Bill 1873 and paid by the State of Oklahoma as on-behalf payments. For the year ended June 30, 2024, the District had a statutory contribution rate of 9.5% plus 7.7% as a match for salaries funded by federal programs. The contribution requirements of System members and the District are established and may be amended by the state legislature. For the year ended June 30, 2024, the District contributions to the System for were \$629,258.

**NOTES TO FINANCIAL STATEMENTS**

The State of Oklahoma, a non-employer contributing entity, provides funds through 5% of the State’s sales, use, corporate and individual income taxes collected. The System receives 1% of the cigarette taxes collected by the State and 5% of net lottery proceeds collected by the State. The District’s estimated share of these contributions based on their covered payroll for the measurement period was \$535,736.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources related to Pensions

At June 30, 2024, the District reported a liability of \$9,033,224 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District’s proportion of the net pension liability was based on a projection of the District’s long-term share of the contributions to the pension plan relative to the projected contributions of all participating school districts, actuarially determined. At June 30, 2023, the District’s proportion was 0.111480547%, which was an increase of its proportion measured as of June 30, 2022.

For the year ended June 30 2024, the District recognized pension expense (credit) of \$685,205. At June 30, 2024, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflow of Resources	Deferred Inflow of Resources
Differences between expected and actual experience	\$ 144,343	\$ 172,256
Changes of assumptions	359,426	-
Net difference between projected and actual earnings on pension plan investments	619,129	-
Changes in proportion and differences between District contributions and proportionate share of contributions	329,551	590,583
District contributions subsequent to the measurement date	629,258	-
	<u>\$ 2,081,707</u>	<u>\$ 762,839</u>

\$629,258 reported as deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

## NOTES TO FINANCIAL STATEMENTS

Year Ended	
2025	\$ 189,092
2026	(237,689)
2027	623,558
2028	(36,643)
2029	2,420
Thereafter	148,872
	<u>\$ 689,610</u>

Actuarial assumptions – The total pension liability in the June 30, 2023 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Actuarial Cost Method – Entry Age Normal

Inflation – 2.25%

Future Ad Hoc Cost-of living increases - None

Salary Increases – Composed of 2.25 % wage inflation, plus 0.75% productivity increase rate, plus step-rate promotional increases for members with less than 25 years of service.

Investment Rate of Return – 7.00%

Retirement Age – Experience-based table of rates based on age, service, and gender. Adopted by the TRS Board in July, 2020, in conjunction with five year experience study for the period ending June 30, 2019.

Mortality Rates after Retirement – Males: 2020 GRS Southwest Region Teacher Mortality Table. Generational mortality improvements in accordance with the Ultimate MP scales are projected from the year 2020. Females: 2020 GRS Southwest Region Teacher Mortality Table. Generational mortality improvements in accordance with the Ultimate MP scales are projected from the year 2010.

The long-term expected rate of return on pension plan investments was determined using a building block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expecting inflation.

The target asset allocation and best estimates of arithmetic expected real rates of return for each major asset class as of the measurement year, June 30, 2023, are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Domestic Fixed Income	22.00%	1.80%
Domestic Equity	38.30%	4.60%
International Equity	16.70%	5.20%
Real Estate	10.00%	4.40%
Private Equity	8.00%	7.30%
Private Debt	5.00%	5.30%
	<u>100.00%</u>	

Discount rate – A single discount rate of 7.00% was used to measure the total pension liability as of June 30, 2024. This single discount rate was based solely on the expected rate of return on pension plan

**NOTES TO FINANCIAL STATEMENTS**

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investments of 7.00%. Based on the stated assumptions and the projection of cash flows, the pension plan’s fiduciary net position and future contributions were projected to be available to finance all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The projections of cash flows used to determine this single discount rate assumed that plan member and employer contributions will be made at the current statutory levels and remain a level percentage of payrolls. The projection also assumed the state’s contribution plus the matching contributions will remain a constant percent of the projected member payroll based on the past five years of actual contributions.

Sensitivity of the District’s proportionate share of the net pension liability to changes in the discount rate – The following presents the District’s proportionate share of the net pension liability calculated using the discount rate of 7.0%, as well as what the District’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.0%) or 1-percentage-point higher (8.0%) than the current rate:

	1% Decrease <u>(6.0%)</u>	Current Discount Rate (7.0%)	1% Increase <u>(8.0%)</u>
District's Proportionate share of the net pension liability	<u>\$ 12,778,787</u>	<u>\$ 9,033,224</u>	<u>\$ 5,592,908</u>

Pension plan fiduciary net position – Detailed information about the pension plan’s fiduciary net position is available in the separately issued TRS financial report that can be obtained at <http://www.ok.gov/trs/>.

**NOTE 5 Other Post-Employment Benefits (OPEB)**

In addition to the retirement plan described in Note 4, the District participates in the state-administered Supplemental Health Insurance Program (OPEB Plan) within Teachers’ Retirement System of Oklahoma (the OPEB System), which is a cost-sharing multiple-employer defined benefit OPEB plan administered by the Teacher Retirement System (TRS).

Plan Description – The OPEB System provides pays a monthly health insurance premium supplement for each retired member who is enrolled in the health insurance plan provided by the State and Education Employees Group Health and Dental Insurance plan or in an insurance program provided by a participating education employer who provides health insurance coverage to former employees, provided the retired member had at least ten (10) years of Oklahoma service prior to retirement.

Benefits Provided –All retirees are eligible except for special retirees (as defined) and spouses and beneficiaries as long as they have at least 10 years of service. Retirees who elect such coverage receive the smaller of (i) a Medicare supplement benefit, if eligible, or (ii) an amount between \$100 and \$105 per month, depending on service and final average compensation. Payments made on the retirees’ behalf to the Employees Group Insurance Division of the Office of Management and Enterprise Services, if the member continues health coverage under that Plan, or (ii) to the member’s former employer, if the member retains health coverage under a plan maintained by the former employer.

**NOTES TO FINANCIAL STATEMENTS**

Contributions – Employer and employee contributions are made based upon the TRS Plan provisions contained in State Statute Title 70, as amended. However, the statutes do not specify or identify any particular contribution source to pay the health insurance subsidy. The cost of the subsidy averages 0.07% of normal cost, as determined by an actuarial valuation.

OPEB (Assets) Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources related to OPEB

At June 30, 2024, the District reported an asset of (\$44,517) for its proportionate share of the net OPEB asset. The net OPEB asset was measured as of June 30, 2023, and the total OPEB asset used to calculate the net OPEB asset was determined by an actuarial valuation as of that date. The District’s proportion of the net OPEB asset was based on a projection of the District’s long-term share of the contributions to the OPEB plan relative to the projected contributions of all participating school districts, actuarially determined. At June 30, 2023, the District’s proportion was 0.111480547%, which was an increase from proportion measured as of June 30, 2022

For the year ended June 30 2024, the District recognized OPEB expense (credit) of (\$1,191) At June 30, 2024, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflow of Resources	Deferred Inflow of Resources
Differences between expected and actual experience	\$ -	\$ 14,436
Changes of assumptions	10,411	-
Net difference between projected and actual earnings on pension plan investments	14,194	-
Changes in proportion and differences between District contributions and proportionate share of contributions	11,839	3,687
District contributions subsequent to the measurement date	8,050	-
	<u>\$ 44,494</u>	<u>\$ 18,123</u>

\$8,050 reported as deferred outflows of resources related to OPEB resulting from District contributions subsequent to the measurement date will be recognized as an increase of the net OPEB asset in the measurement year ended June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

Year Ended	
2025	\$ (2,146)
2026	(7,491)
2027	20,694
2028	1,442
2029	1,891
Thereafter	3,931
	<u>\$ 18,321</u>

## NOTES TO FINANCIAL STATEMENTS

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See Note 4. Employee pension plans for Actuarial assumptions, measurement, discount rate, long-term expected rate of return and target asset allocation

An assumption change was made to the OPEB Plan during the current valuation lowering the rate of participation in the supplemental insurance benefit from 100% to 50%, based on historical data. The benefits are only available to those retirees that participate and have at least 10 years of service credit at retirement.

Sensitivity of the District's proportionate share of the net OPEB asset to changes in the discount rate – The following presents the District's proportionate share of the net OPEB asset calculated using the discount rate of 7.0%, as well as what the District's proportionate share of the net OPEB asset would be if it were calculated using a discount rate that is 1-percentage-point lower (6.0%) or 1-percentage-point higher (8.0%) than the current rate:

	<u>1% Decrease (6.0%)</u>	<u>Current Discount Rate (7.0%)</u>	<u>1% Increase (8.0%)</u>
District's Proportionate share of the net pension liability	\$ (5,842)	\$ (44,517)	\$ (101,782)

Due to the structure of the OPEB plan, healthcare cost trend rate sensitivity analysis is not meaningful.

OPEB plan fiduciary net position – Detailed information about the OPEB plan's fiduciary net position is available in the separately issued TRS financial report that can be obtained at <http://www.ok.gov/trs/>.

### NOTE 6 – CONTINGENCIES AND COMMITMENTS

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the District expects such amounts, if any, to be immaterial.

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions and natural disasters for which the District carries commercial insurance. There have been no significant reductions in coverage from the prior year and settlements have not exceeded coverage in the past three years.

### NOTE 7 - RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions and natural disasters for which the District carries commercial insurance. There have been no significant reductions in coverage from the prior year and settlements have not exceeded coverage in the past three years.

### NOTE 8 - CAPITAL ASSETS

**NOTES TO FINANCIAL STATEMENTS**

Capital asset activity for the year ended June 30, 2024, was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
Capital assets not being depreciated:				
Land	\$ 105,000	\$ -	\$ -	\$ 105,000
Total capital assets not being depreciated	<u>105,000</u>	<u>-</u>	<u>-</u>	<u>105,000</u>
Capital assets being depreciated:				
Buildings and improvements	19,152,166	-	-	19,152,166
Equipment and furniture	4,051,239	290,867	115,564	4,226,542
Vehicles	919,820	152,363	93,892	978,291
Total capital assets being depreciated	<u>24,123,225</u>	<u>443,230</u>	<u>209,456</u>	<u>24,356,999</u>
Total accumulated depreciation	<u>9,827,321</u>	<u>828,256</u>	<u>204,362</u>	<u>10,451,215</u>
Total capital assets being depreciated, net	<u>14,295,904</u>	<u>(385,026)</u>	<u>5,094</u>	<u>13,905,784</u>
Governmental activity capital assets, net	<u>\$ 14,400,904</u>	<u>\$ (385,026)</u>	<u>\$ 5,094</u>	<u>\$ 14,010,784</u>

Depreciation expense was not allocated to the various functions because the District believes all functions are supported equally.

**Note 9 Tax Abatement**

The State of Oklahoma has authorized by Oklahoma Statutes 62-850 the creation of tax increment financing (TIF) districts. These districts are intended to provide incentives and exemptions from taxation within certain areas to encourage investment, development and economic growth. These TIF districts reduce the ad valorem taxes remitted to the District over the term of the agreements.

Oklahoma Statues title 31 offers a homestead exemption of up to 1 acre property in an urban area or 160 acres in a rural area. These homestead exemptions reduce the ad valorem taxes remitted to the District.

For the year ended June 30, 2024, abated property taxes were approximately \$193,000.

**NOTE 10 – Fund Balances – Governmental Funds**

As of June 30,2024, fund balances, other than unassigned are composed of the following:

**NOTES TO FINANCIAL STATEMENTS**

	General	Building	Other Governmental Funds
Nonspendable			
Inventory	\$ 41,383	\$ -	\$ -
Restricted			
Building	-	9,405,608	-
Committed			
Student Activities	-	-	16,913
Assigned			
Building	-	840,313	-
Next year's budget	4,573,483	-	-
Unassigned	358,024	-	-
	<u>\$ 4,972,890</u>	<u>\$ 10,245,921</u>	<u>\$ 16,913</u>

**NOTE 11 – New GASB Standards**

The District implemented the following GASB Statements:

- GASBS Statement No. 99, *Omnibus 2022*, enhances comparability in accounting and financial reporting and improves the consistency of authoritative literature by addressing practice issue that have been identified during implementation and application of certain GASB statements. Provision related to certain transactions are effective when issued. Requirements for leases, PPPs and SBITAs are effective for fiscal years beginning after June 15, 2022. Requirements related to financial guarantees and the classification of derivative instruments are effective beginning June 15, 2023
- GASBS Statement No. 100, *Accounting Changes and Error Corrections* – an amendment of GASB Statement No. 62, defines accounting changes and corrections of errors. The statement prescribes accounting and financial reporting for each type of accounting change and error corrections. The provisions of this statement are effective reporting periods beginning after June 15, 2023.

The following pronouncements will be effective in the future: Management has evaluated these statements as having an impact on the District or potential impact in the future.

- GASBS Statement No. 101, *Compensated Absences*, updates the recognition and measurement guidance for compensated absences. The provisions of this statement are effective reporting periods beginning after December 15, 2023.
- GASBS Statement No. 102, *Certain Risk Disclosures*, objective is to provide users of government financial statements essential information about risks related to a government’s vulnerabilities due to certain concentrations or constraints. The provisions of this statement are effective reporting periods beginning after June 15, 2024.
- GASBS Statement No. 103, *Financial Reporting Model Improvements*, objective is to improve key components of the financial reporting model to enhance the effectiveness in providing information that is essential for decision making and assessing a government’s accountability. The provisions of this statement are effective reporting periods beginning after June 15, 2025.

## NOTES TO FINANCIAL STATEMENTS

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- GASBS Statement No. 104, *Disclosure of Certain Capital Assets*, objective is to provide users of government financial statements with essential information about certain types of capital assets. The provisions of this statement are effective reporting periods beginning after June 15, 2025.

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13  
 BUDGETARY COMPARISON SCHEDULE -- GENERAL FUND (UNAUDITED)  
 YEAR ENDED JUNE 30, 2024**

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with Final Budget Positive(Negative)	
	Original	Final		Original to Final	Final to Actual
Budgetary fund balance, July 1	4,851,232	4,851,232	4,851,232	-	\$ -
Resources (inflows)					
Local sources	7,573,803	7,573,803	8,585,330	-	1,011,527
State sources	2,632,703	2,632,703	3,189,010	-	556,307
Federal Sources	889,200	889,200	936,419	-	47,219
Other	-	-	117,131	-	117,131
Total resources	<u>11,095,706</u>	<u>11,095,706</u>	<u>12,827,890</u>	-	<u>1,732,184</u>
Amounts available for appropriation	<u>15,946,938</u>	<u>15,946,938</u>	<u>17,679,122</u>	-	<u>1,732,184</u>
Charges to appropriations (outflows)					
Instruction	4,991,553	4,991,553	5,329,614	-	(338,061)
Support services	7,478,331	7,478,331	6,333,041	-	1,145,290
Non-instruction services	1,120,943	1,120,943	979,043	-	141,900
Capital outlay	268,610	268,610	154,130	-	114,480
Other outlays	2,087,501	2,087,501	309,810	-	1,777,691
Total charges to appropriations	<u>15,946,938</u>	<u>15,946,938</u>	<u>13,105,638</u>	-	<u>2,841,300</u>
Budgetary fund balance, June 30	\$ -	\$ -	\$ 4,573,484	-	\$ 4,573,484
Accounts receivable not recognized as revenue for budgetary basis			1,338,798		
Inventory recognized as expenditures for budgetary basis			41,383		
Compensated absences not recognized as expenditures for budgetary basis			(160,749)		
Accounts Payable not recognized as expenditures for budgetary basis			(374,880)		
Revenue Deferred for GAAP Basis			(1,053,389)		
Encumbrances not recognized as expenditures for GAAP basis			608,243		
Fund Balance, End of year GAAP Basis			<u>\$ 4,972,890</u>		

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13  
 BUDGETARY COMPARISON SCHEDULE – BUILDING FUND (UNAUDITED)  
 YEAR ENDED JUNE 30, 2024**

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with Final Budget Positive(Negative)	
	Original	Final		Original to Final	Final to Actual
Budgetary fund balance, July 1	\$ 8,735,988	\$ 8,735,988	\$ 8,735,988	\$ -	\$ -
Resources (inflows)					
Local sources	3,268,983	3,268,983	3,836,947	-	567,964
State sources	-	-	710	-	710
Federal sources	-	-	-	-	-
Other	-	337	22,124	337	21,787
Total resources	3,268,983	3,269,320	3,859,781	337	590,461
Amounts available for appropriation	12,004,971	12,005,308	12,595,769	337	590,461
Charges to appropriations (outflows)					
Instruction	-	-	113,870	-	(113,870)
Support services	1,220,000	1,220,000	275,528	-	944,472
Non-instruction services	-	-	-	-	-
Capital outlay	8,475,308	8,475,308	1,010,599	-	7,464,709
Other Outlays	1,500,000	1,500,000	1,000,002	-	499,998
Total charges to appropriations	11,195,308	11,195,308	2,399,999	-	8,795,309
Budgetary fund balance, June 30	\$ 809,663	\$ 810,000	\$ 10,195,770	\$ 337	\$ 9,385,770
Accounts receivable not recognized as revenue for budgetary basis			433,816		
Accounts Payable not recognized as expenditures for budgetary basis			(771,559)		
Encumbrances not recognized as expenditures for GAAP basis			786,710		
Deferred Revenue for GAAP basis			(398,816)		
Fund Balance, End of year GAAP Basis			10,245,921		

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13  
SCHEDULE OF THE DISTRICT'S PROPORTIONATE SHARE OF THE  
NET PENSION LIABILITY (UNAUDITED)  
TEACHERS' RETIREMENT PLAN  
YEAR ENDED JUNE 30, 2024**

Measurement Year	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
District's portion of the net pension liability (a)	0.11480547%	0.11012069%	0.12601370%	0.119891080%	0.120177790%	0.115542660%	0.114667580%	0.11298937%
District's proportionate share of the net pension liability	9,033,224	9,225,993	6,456,383	11,377,943	7,953,366	6,983,528	7,592,503	9,467,540
District's covered employee payroll	6,623,768	6,093,568	5,750,389	5,826,453	5,698,474	5,544,863	4,898,242	4,676,063
District's proportionate share of the net pension liability as a percentage of payroll	136.38%	151.41%	112.28%	195.28%	139.57%	125.95%	155.00%	202.47%
Plan fiduciary net position as a percentage of total covered payroll	72.57%	70.05%	80.80%	63.47%	71.54%	72.71%	69.92%	62.24%



**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13  
SCHEDULE OF THE DISTRICT'S PROPORTIONATE SHARE OF THE  
NET OPEB ASSET (UNAUDITED)  
YEAR ENDED JUNE 30, 2024**

	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Measurement Year							
District's portion of the net OPEB liability (asset)	0.11480547%	0.12601370%	0.12601370%	0.11989108%	0.12017779%	0.11554266%	0.11466758%
District's proportionate share of the net OPEB liability (asset)	(44,517)	(39,881)	(147,537)	(4,529)	(66,961)	(67,322)	(51,135)
District's covered employee payroll	6,623,768	6,093,568	5,750,389	5,826,453	5,698,474	5,544,863	4,898,242
District's proportionate share of the net OPEB liability (asset) as a percentage of its covered employee payroll	0.67%	0.65%	2.57%	0.08%	1.18%	1.21%	1.04%
Plan fiduciary net position as a percentage of the total OPEB asset	112.01%	110.31%	129.91%	102.30%	115.07%	115.41%	110.40%

Information to present a 10-year schedule is not currently available

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13  
 SCHEDULE OF DISTRICT'S CONTRIBUTION (UNAUDITED)  
 OPEB PLAN  
 YEAR ENDED JUNE 30, 2024**

	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Contractually required contribution	\$ 8,050	\$ 7,405	\$ 5,962	\$ 1,165	\$ 1,140	\$ 3,327	\$ 7,347
Contributions in relation to the contractually required contribution	8,050	7,405	5,962	1,165	1,140	3,327	7,347
Contribution deficiency (excess)	-	-	-	-	-	-	-
District's covered payroll	6,623,768	6,093,568	5,750,389	5,826,453	5,698,474	5,544,863	4,898,242
Contributions as a percentage of Covered employee Payroll	0.12%	0.12%	0.10%	0.02%	0.02%	0.06%	0.15%

Information to present a 10-year schedule is not currently available

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13**  
**NOTE TO REQUIRED SUPPLEMENTARY INFORMATION**  
**YEAR ENDED JUNE 30, 2024**

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Note 1: Budgeting and Budgetary Control

The District is required by state law to prepare an annual budget. No later than October 1, each board of education shall prepare a financial statement and estimate of needs to be filed with the applicable county clerk and the State Department of Education. Once the county excise board has approved the estimate of needs, the board shall adopt a final budget within 45 days or the second regularly scheduled board meeting. No later than 15 days prior to adoption of a final budget, the board must conduct a public hearing for the purposes of taking public comments. The final budget may be revised upon approval of the board of education in open meeting.

Under current Oklahoma Statutes a formal budget is required for general, building, sinking, child nutrition and coop funds, as applicable to the district. Budgets are presented include the originally approved budgeted appropriations for expenditures and final budgeted appropriations as adjusted for supplemental appropriations and approved transfers between budget categories. Budgets generally assume the expenditure of all available resources. Therefore, when the legal budget is prepared, it is assumed these funds will not have a carryover balance to subsequent year.

A budget is legally adopted by the Board of Education for the General Fund and Building Fund that includes revenues and expenditures.

Note 2: Changes of Assumptions

The assumption changes in fiscal year 2015 is attributable to the new assumptions adopted by the TRS board in May 2015.

The assumption changes in fiscal year 2016 is attributable to the new economic assumptions adopted by the TRS board in September 2016.

The assumption changes in fiscal year 2017 is attributable to the change in assumed election rate for the assumed election rate for the Supplemental Medical Insurance benefit adopted by the TRS board in August 2017.

The assumption change in fiscal year 2020 is attributable to the new assumptions adopted by the Board in July, 2020.

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
JUNE 30, 2024**

Federal Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	Program or Award Amount	Deferred Revenue (Accounts Receivable) 6/30/23	Federal Grant Receipts	Total Grant Expenditures	Federal Grant Expenditures	Deferred Revenue (Accounts Receivable) 6/30/24
<u>U.S. Department of Education</u>							
Direct Programs-							
CARES - HEERF II - Student Financial Aid	84.425E	314,000	(21,041)	28,412	76,990	76,990	(69,619)
Total Student Financial Aid & Institutional Stimulus Funds			(21,041)	28,412	76,990	76,990	(69,619)
Student Financial Aid	84.063	\$ 296,168	\$ (28,007)	\$ 308,911	\$ 296,168	\$ 296,168	\$ (15,264)
Federal Pell Grant Program	84.063	265	(85)	350	265	265	-
Pell Admin Fee	84.007	4,080	-	4,080	4,080	4,080	-
Federal Supplemental Educational Opportunity Grant	84.033	272	-	272	272	272	-
FSEOG Admin Fee			(28,092)	313,613	300,785	300,785	(15,264)
Total Student Financial Aid Cluster							
Passed through Oklahoma Department of Career Technology Education							
Carl Perkins Secondary	84.048	84,249	(24,395)	90,664	106,369	106,369	(40,100)
Tech Centers That Work	84.048	15,000	(6,924)	141,925	265,466	265,466	(130,465)
Passed through Oklahoma Department of Education							
Adult Basic Education	84.002	181,606	(32,177)	94,471	122,205	122,205	(59,911)
Total Pass Through Programs			(31,319)	232,589	371,835	371,835	(230,476)
Total U.S. Department of Education			(112,629)	669,085	871,815	871,815	(315,359)
<u>U.S. Department of Health and Human Services</u>							
Passed through Oklahoma Department of Career Technology Education and Oklahoma Department of Education							
TANF	93.558	344,630	(7,238)	65,288	54,968	54,968	3,082
Total U.S. Department of Health and Human Services			(7,238)	65,288	54,968	54,968	3,082
<u>U.S. Department of Agriculture</u>							
Passed through Oklahoma Department of Education							
Child and Adult Care Food Program	10.558	29,485	-	22,068	-	29,485	(7,417)
<u>U.S. Department of Defense</u>							
Passed through Oklahoma Department of Career Technology Education							
Procurement Technical Assistance Program	12.002	73,041	(11,699)	43,652	-	69,668	(37,715)
Total Expenditures of Federal Awards		\$ 1,028,796	\$ (131,566)	\$ 800,093	\$ 926,783	\$ 1,025,936	\$ (357,409)

**PIONEER TECHNOLOGY CENTER SCHOOL DISTRICT NO 13**  
**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**JUNE 30, 2024**

---

**Note A: Basis of Presentation**

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of Pioneer Technology Center, District No. 13 under programs of the federal government for the year ended June 30, 2024. The information in this Schedule is presented in accordance with the requirements of *Title 2 U.S. Code of Federal Regulations Part 220, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of Pioneer Technology Center, District No. 13 it is not intended to and does not present financial position, changes in financial position or cash flows.

**Note B: Summary of Significant Accounting Policies**

Expenditures reported on the Schedule are reported on using the cash basis of accounting. Some amounts presented in the schedule may differ from amounts presented in, or used in the preparation of the basic financial statements. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, where certain types of expenditures are not allowable or are limited as to reimbursement.

**Note C: Indirect Cost Rate**

Pioneer Technology Center, District No. 13 has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

**Note D: Subrecipients**

Pioneer Technology Center, District No. 13 did not have any awards that have been passed through to sub recipients.

PIONEER TECHNOLOGY CENTER DISTRICT NO. 13  
COUNTY - OKLAHOMA  
COMBINING STATEMENT OF ASSETS, LIABILITIES AND  
FUND EQUITY - REGULATORY BASIS - FIDUCIARY FUND  
07/01/23 TO 06/30/24

<u>DEPOSITORY</u>	<u>DETAIL</u>	<u>TOTALS</u>
CASH	<u>\$182,623.73</u>	
TOTAL DEPOSITORY		<u><u>\$182,623.73</u></u>
 <u>FUND</u>		
LEDGER BALANCE	\$23,561.73	
ADD: 2023-24 OUTSTANDING	<u>159,062.00</u>	
TOTAL FUND BALANCE		<u><u>\$182,623.73</u></u>

PIONEER TECHNOLOGY CENTER DISTRICT NO. 13  
COUNTY - OKLAHOMA  
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES -  
REGULATORY BASIS - FIDUCIARY FUND  
07/01/23 TO 06/30/24

ACCOUNT	07/01/2022	REVENUES	TRANSFERS	EXPENDITURES	06/30/23
INTEREST	\$ 3,416.85	\$ 5,345.00	(\$7,760.08)	\$0.00	\$ 1,001.77
PETTY CASH	0.00	500.00	0.00	500.00	0.00
STUDENT COUNCIL	6,543.94	20,986.05	7,760.08	13,981.05	21,309.02
VENDING MACHINES	2,275.57	2,821.90	0.00	3,949.03	1,148.44
BOOKSTORE REVENUES	0.00	184,761.71	0.00	184,761.71	0.00
EQUIPMENT SALES (SURPLUS)	0.00	57,728.82	0.00	57,728.82	0.00
FACILITIES RENTAL	0.00	825.00	0.00	825.00	0.00
ABE TESTING FEES	0.00	247.50	0.00	247.50	0.00
INCUBATOR RENTS	0.00	5,062.84	0.00	5,062.84	0.00
INCUBATOR UTILITIES	0.00	1,596.56	0.00	1,596.56	0.00
MISC REIMBURSEMENTS	0.00	13,406.00	0.00	13,406.00	0.00
RESALE (CAFETERIA, COSMO)	0.00	187,909.26	0.00	187,909.26	0.00
SHOP REVENUES (CHILD CARE)	0.00	223,647.75	0.00	223,647.75	0.00
TUITION-DAY	0.00	541,220.47	0.00	541,220.47	0.00
TUITION-AT&D	0.00	73,033.96	0.00	73,033.96	0.00
TUITION-IT&D	0.00	58,736.89	0.00	58,736.89	0.00
TUITION-SAFETY	0.00	219,011.88	0.00	219,011.88	0.00
SHARE LOCAL	0.00	74,836.09	0.00	74,836.09	0.00
ABE SCHOLARSHIP	102.50	0.00	0.00	0.00	102.50
	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
TOTALS	\$12,338.86	\$1,671,677.68	\$0.00	\$1,660,454.81	\$23,561.73

*S & B CPA's & Associates, PLLC*  
*302 North Independence, Suite 103*  
*Enid, Oklahoma 73701*  
*580-265-8651*

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT*  
*AUDITING STANDARDS*

Honorable Board of Education  
Pioneer Technology Center #V-13  
Kay County, Oklahoma

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Pioneer Technology Center #V-13, Kay County, Oklahoma, as listed in the Table of Contents, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated March 11, 2025.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

## ***S&B CPA & Associates, PLLC***

S&B CPA & Associates, PLLC

March 11, 2025

*S & B CPA's & Associates, PLLC*  
*302 North Independence, Suite 103*  
*Enid, Oklahoma 73701*  
*580-265-8651*

Honorable Board of Education  
Pioneer Technology Center #V-13  
Kay County, Oklahoma

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR  
FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN  
ACCORDANCE WITH THE UNIFORM GUIDANCE**

**Opinion on Each Major Federal Program**

We have audited Pioneer Technology Center #V-13, Kay County, Oklahoma compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of the District's major federal programs for the year ended June 30, 2024. The District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, Pioneer Technology Center #V-13 complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major federal programs for the year ended June 30, 2024.

**Basis for Opinion on Each Major Federal Program**

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (Government Auditing Standards); and the audit requirements of *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the "Auditor's Responsibilities for the Audit of Compliance" section of our report.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the District's compliance with the compliance requirements referred to above.

**Responsibilities of Management for Compliance**

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules provisions of contracts or grant agreements applicable to the District's federal programs.

### **Auditor's Responsibility for the Audit of Compliance**

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the District's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material non-compliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the District's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS and, and the Uniform Guidance we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the District's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the District's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### **Report on Internal Control over Compliance**

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the "Auditor's Responsibilities for the Audit of Compliance" section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed. The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

***S&B CPA & Associates, PLLC***

S&B CPA & Associates, PLLC

March 11, 2025

**PIONEER TECHNOLOGY CENTER, SCHOOL DISTRICT NO. 13  
KAY COUNTY, OKLAHOMA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2024**

**Section I – Summary of Auditors’ Results**

***Financial Statements***

Type of auditors’ report issued: Unqualified

Internal control over financial reporting:

\* Material weakness(es) identified? \_\_\_\_\_ Yes   X   No

\* Significant Deficiency(ies) identified  
not considered to be material weakness(es)? \_\_\_\_\_ Yes   X   None Reported

Noncompliance material to financial statement noted? \_\_\_\_\_ Yes   X   No

***Federal Awards***

Internal control over major programs:

\* Material weakness(es) identified? \_\_\_\_\_ Yes   X   No

\* Significant Deficiency(ies) identified  
not considered to be material weakness(es)? \_\_\_\_\_ Yes   X   None Reported

Type of auditors’ report issued on compliance for  
Major programs: Unmodified

Any audit findings disclosed that are required to  
be reported in accordance with  
the Uniform Guidance? \_\_\_\_\_ Yes   X   No

Identification of major programs:

<u>CFDA Number</u>	<u>Name of Federal Program</u>
93.558	TANF
84.002	Adult Basic Education

Dollar threshold used to distinguish between type  
A and type B programs \$750,000

Auditee qualified as low-risk auditee?   X   Yes \_\_\_\_\_ No

**PIONEER TECHNOLOGY CENTER, SCHOOL DISTRICT NO. 13  
KAY COUNTY, OKLAHOMA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2024**

**Section II – Findings Relating to the Financial Statements**

None

**Section III – Findings and Questioned Costs for Federal Awards**

None

**Section IV – Status of Prior Year Audit Findings**

None related to the financial statements or questioned costs for federal awards.

**Section V – Management’s Corrective Action Plan**

N/A

PIONEER TECHNOLOGY CENTER #V-13  
KAY COUNTY - OKLAHOMA  
JULY 1, 2023 TO JUNE 30, 2024

DISPOSITION OF PRIOR YEAR FINDINGS  
JUNE 30, 2024

No reportable conditions were noted during the 2023-24 fiscal.

PIONEER TECHNOLOGY CENTER #V-13  
KAY COUNTY, OKLAHOMA

SCHEDULE OF ACCOUNTANTS' PROFESSIONAL LIABILITY INSURANCE AFFIDAVIT  
FOR THE YEAR ENDING JUNE 30, 2024

STATE OF OKLAHOMA )

County of GARFIELD ) ss  
)

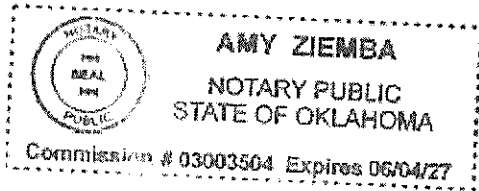
The undersigned auditing firm of lawful age, being first duly sworn on oath, says that said firm had in full force and effect Accountant's Professional Liability Insurance in Accordance with the "Oklahoma Public School Audit law" at the time of audit contract and during the entire audit engagement with Pioneer Technology Center #V-13 for the audit year 2023-2024.

***S&B CPAs & ASSOCIATES, PLLC***

Subscribed and sworn to before me on this 11<sup>th</sup> day of March, 2025.  
My commission expires on 4<sup>th</sup> day of June, 2027.

***AMY ZIEMBA***

Notary Public  
Commission No. 03003504



Pioneer Technology Center Board of Education Regular Meeting  
Tuesday, February 11, 2025 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 Knight, Kahle Goff, Stacey Rush, Molly Kyler, Terri Busch, Aimee Snyder and Kellie Johnson.

3. Flag salute and moment of silence

4. Reports and Presentations - Pioneer Technology Center Staff Satisfaction Survey

Molly Kyler spoke about the Pioneer Technology Staff Satisfaction Survey results. The overall results of the survey are that the employees that work at Pioneer Technology Center really like it here. This survey is completed every other year, and we use this information to decide on training topics and how we can make improvements for employees. We use the data to identify suggestions we can act on/or implement, recognize areas for improvement and input to help with future professional development planning.

5. Discussion and vote to approve or not approve the Minutes of the January 14, 2025, regular Board of Education meeting

Motion to approve minutes of the January 14, 2025 regular Board of Education Meeting passed with a motion by Ms. Rachel Shuey and a second by Ms. Debbie Leaming.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Mrs Gay Norris: Absent

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Absent: 1

6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (General Fund #51114-51271 in the amount of \$221,172.79; Building Fund #50031-50036 in the amount of \$35,581.85; Payroll #70177-70178 in the amount of \$26,283.75)

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

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

7. Discussion, review and vote to approve or not approve the lease agreement with TOMCO Metal Fabrication for temporary classroom space for the PTC welding program during the remodel project.

Motion to approve the lease agreement with TOMCO Property Management for the temporary classroom space during the welding remodel. passed with a motion by Ms. Debbie Leaming and a second by Ms. Rachel Shuey.

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

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

Traci Thorpe, Superintendent/CEO

Ilana Brown, January Student of the Month from Blackwell and a PN student, has been recognized by her employer as the Best Nursing Home Employee. Her recognition was recently posted in the Blackwell Journal. Not only is she a great student, but she is also a fantastic employee. It is great to see our students' outstanding accomplishments in their careers!

Traci, Kahle Goff, Molly Kyler, Janet Schwabe, Cortney Horne and Ian Freeman along with Jordan Gross-Jackson, with ODCTE, attended the Peak Innovation Center Workforce Pipeline Summit in Ft. Smith, AR. It was an event hosted by PEAK and participants ranged from other schools wanting to learn best practices, business and industry partners, local and state economic development partners. They hosted a variety of sessions that were beneficial and offered some excellent resources to bring back to our region.

Janet Schwabe, Mike Orr, Molly Kyler, Johnny Thornburgh and Traci have been working on the specifications for a USDA grant to assist in updating infrastructure for the driveway and access to the BIS building and incubator spaces. This grant would assist in paying a portion of the project to extend the drive and access to the north side of the BIS building.

Traci and John Thorpe conducted a phone conference with Senator Lankford's field representative to discuss federal requirements for Class A and B licenses and the impact of recent regulations on Class A and Class B (bus driver) licenses. Discussion centered around the possibility to get bus driver licenses separated from the federal Entry Level Driver Training requirements that all CDL drivers are now required and the option to have a bus driver and passenger endorsement on Class D licenses instead.

The CM has installed a work trailer in the back lot and is scheduled to begin the exterior work the last few weeks of February. We have been moving the welding equipment and working on vacating the PTC shop, so the students can begin classes at Tomco Metal Fab the week of the 18th. The early access will assist in providing some additional time for the contractors and hopefully allow a bit of cushion for the project to complete before the end of July.

The ONEGas fence has been removed, and the radio tower is enclosed. We are working with a surveyor to provide the boundary and legal description of the buffer zone parcel that the city is willing to donate to PTC. Mike Orr is working with the TOPS group on preparing for an upgrade project to concrete in the north parking lot. We hope to have that approval ready for you at the March board meeting. Estimates for that have come in at just over one million to replace all of the remaining asphalt in the north parking area.

#### Kahle Goff- Executive Director Full-Time Programs

The calendar is going to look a bit different this year. We are going to make the transition from counting days of instruction, to counting hours of instruction. This will add 17 minutes to the day and we have been communicating with our partner schools to make sure we can align with them.

9. Discussion and vote to approve or not approve the Resolution authorizing Pioneer Technology Center to apply and administer the RBEG/RBOG and authorizing Traci Thorpe, Superintendent/CEO, to sign documents for the USDA Grant

Motion to approve authorizing Pioneer Technology Center to apply and administer the RBEG/RBOG and authorizing Traci Thorpe, Superintendent/CEO, to sign documents for the USDA Grant passed with a motion by Mr. J.D. Soulek and a second by Ms. Rachel Shuey.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Mrs Gay Norris: Absent  
Ms. Rachel Shuey: Yea  
Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Absent: 1

10. Discussion and vote to approve or not approve individuals on part-time and temporary employment 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 Ms. Debbie Leaming and a second by Mr. J.D. Soulek.

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

11. Discussion and vote to approve or not approve contract renewals as listed on Appendix B (Executive Directors/Admin Team Directors)

Motion to approve or not approve contract renewals as listed on Appendix B (Executive Directors/Admin Team Directors) passed with a motion by Mr. J.D. Soulek and a second by Ms. Debbie Leaming.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Mrs Gay Norris: Absent  
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 hiring of a Children's Lab & Preschool Teacher.

Motion to approve hiring Laynee Johnstone as the new Children's Lab & Preschool Teacher passed with a motion by Ms. Rachel Shuey and a second by Mr. J.D. Soulek.

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

13. New Business- NONE

14. Board Comment

15. President Beliel adjourned the meeting at 7:11 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: 51272 to PO: 51393

## Encumbrance For Board Approval GEN FUND-FOR OPERAT

<u>PO</u>	<u>Vendor Name</u>	<u>General Description</u>	<u>Amount</u>	<u>Date</u>
51272	AMAZON CAPITAL SERVICES	CULINARY ARTS--SUPPLIES	242.51	02/10/2025
51273	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	170.02	02/10/2025
51274	DIGI-KEY 1448646	MECHATRONICS - SUPPLIES	72.41	02/10/2025
51275	COURTYARD BY MARRIOTT	BIS ADMIN/AT&D COORD/SAFETY - TRAVEL LODGING	480.00	02/10/2025
51276	OKACTE SUPPORT STAFF DIVISION	BIS ADMIN/AT&D COORD/SAFETY - TRAVEL REGISTRATION	260.00	02/10/2025
51277	AMAZON CAPITAL SERVICES	TANF - STUDENT ASSIST OTHER	302.89	02/10/2025
51278	KELLE REPAIR AND TIRE CENTER	VEHICLE MAINT - REPAIRS	201.61	02/10/2025
51279	PACE	BIS STAFF - TRAVEL REGISTRATION	1,950.00	02/10/2025
51280	AMAZON CAPITAL SERVICES	BLDG MAINT - SUPPLIES	56.07	02/10/2025
51281	SHERWIN WILLIAMS CO	BUIDING MAINT REPAIRS	29.45	02/10/2025
51282	AMAZON CAPITAL SERVICES	WELDING SUPPLIES	335.18	02/10/2025
51283	STUEVER DIRTWORKS LLC	BLDG MAINT - SUPPLIES	475.00	02/10/2025
51284	WAL-MART COMMUNITY CARD	CAREER DEVELOPMENT FAC - SUPPLIES	97.58	02/10/2025
51285	KEATHLYS	GROUNDS SUPPLIES	519.60	02/10/2025
51286	OASFAA	FINANCIAL AID - REGISTRATION	200.00	02/10/2025
51287	STAPLES ADVANTAGE	MARKETING/SUPPLIES	91.59	02/10/2025
51288	DDS DENTURES & IMPLANT SOLUTIONS	TANF - STUDENT ASSISTANCE OTHER	1,810.00	02/13/2025
51289	4 IMPRINT INC	WRO- ADVERTISING	4,240.00	02/13/2025
51290	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	255.07	02/13/2025
51291	CENTRAL TECHNOLOGY CENTER	WRO- PARTICIPANT ASSISTANCE TUITION	8,600.00	02/13/2025
51292	AMAZON CAPITAL SERVICES	CHILD'S LAB & PRESCHOOL - SUPPLIES	1,011.45	02/13/2025
51293	KAPLAN EARLY LEARNING COMPANY	CHILD'S LAB & PRESCHOOL - SUPPLIES	234.30	02/13/2025
51294	B&H PHOTO-VIDEO	OETT GRANT EQUIP & VISUAL COMM SUPPLIES	2,233.67	02/13/2025
51295	AMAZON CAPITAL SERVICES	OETT GRANT EQUIP & VISUAL COMM SUPPLIES	190.46	02/13/2025
51296	TEACHERSPAYTEACHERS.COM	CHILD'S LAB & PRESCHOOL - SUPPLIES	103.89	02/13/2025
51297	AMAZON CAPITAL SERVICES	AT&D RESALE BOOKS	699.12	02/13/2025
51298	STAPLES ADVANTAGE	FULLTIME PROGRAM - SUPPLIES	133.49	02/13/2025
51299	AMAZON CAPITAL SERVICES	BLDG MAINT - REPAIRS	1,688.00	02/13/2025
51300	OSU FIRE SERVICE TRAINING	AT&D - RESALE SUPPLIES	84.00	02/13/2025
51301	FIRST NATIONAL BANK OF OMAHA	TCTW - TRAVEL LODGING	1,500.00	02/13/2025



**PIONEER TECHNOLOGY CENTER**

From PO: 51272 to PO: 51393

**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>
51302	AMAZON CAPITAL SERVICES	WRO- OFFICE SUPPLIES	1,091.33	02/13/2025
51303	OKLAHOMA FCCLA	CULINARY STUDENT TRAVEL REGISTRATION	90.00	02/13/2025
51304	PIONEER TECHNOLOGY CENTER	WRO- PARTICIPANT CERTIFICATION FEES	120.00	02/20/2025
51305	FIRST NATIONAL BANK OF OMAHA	TANF - STUDENT ASSIST OTHER	35.00	02/20/2025
51306	PONCA CITY DEVELOPMENT AUTHORITY	WRO- BLDG MAINT REPAIRS	700.00	02/20/2025
51307	AMAZON CAPITAL SERVICES	SAFETY - SUPPLIES	708.00	02/20/2025
51308	MEEKS HOLDINGS LLC	MARKETING/PRINTING	870.38	02/20/2025
51309	AMAZON CAPITAL SERVICES	STUDENT SERV/COUNSELING - SUPPLIES	191.68	02/20/2025
51310	AMAZON CAPITAL SERVICES	BUILDING MAINT - SUPPLIES	25.27	02/20/2025
51311	FLEETPRIDE, INC	BUS MAINT. REPAIRS	1,000.00	02/20/2025
51312	JUNIOR'S LOCK & ALARM	BUILDING MAINT REPAIRS	12.00	02/20/2025
51313	X-CEL BADGE & ENGRAVING C	MARKETING/ADVERTISING	13.85	02/20/2025
51314	DISPLAYS2GO	MARKETING/SUPPLIES	3,367.19	02/20/2025
51315	SHERWIN WILLIAMS CO	BUILDING MAINT REPAIRS	55.45	02/20/2025
51316	C4 INDUSTRIAL IN	PRECISION MACHINING SUPPLIES	3,379.39	02/20/2025
51317	PIONEER FIRE SAFETY LLC	BUILDING MAINT. REPAIRS	300.00	02/20/2025
51318	WAL-MART COMMUNITY CARD	COSMETOLOGY SUPPLIES	98.52	02/20/2025
51319	THERMACUBE, LLC	CHILD'S LAB & PRESCHOOL - TRAVEL REGISTRATION	60.00	02/21/2025
51320	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	97.78	02/21/2025
51321	THERMACUBE, LLC	CHILD'S LAB & PRESCHOOL - TRAVEL REGISTRATION	20.00	02/21/2025
51322	KAPLAN EARLY LEARNING COMPANY	CHILD'S LAB & PRESCHOOL - SUPPLIES	299.95	02/21/2025
51323	DR. WILLIAM STUEVER	TANF - STUDENT ASSIST OTHER	130.00	02/21/2025
51324	WAL-MART COMMUNITY CARD	TANF - STUDENT ASSIST OTHER	631.60	02/21/2025
51325	WAL-MART COMMUNITY CARD	TANF - STUDENT ASSIST OTHER	583.60	02/21/2025
51326	OKLA RESTAURANT ASSOCIATION	CULINARY SERVICES - TRAVEL REGISTRATION	540.00	02/21/2025
51327	AMAZON CAPITAL SERVICES	CAREER CENTER/TESTING - SUPPLIES	55.10	02/21/2025
51328	STAPLES ADVANTAGE	FINANCE SUPPLIES	82.84	02/21/2025
51329	S&K DIRECT STEEL	WELDING SUPPLIES	1,132.56	02/24/2025
51330	S&K DIRECT STEEL	WELDING SUPPLIES	660.00	02/24/2025



**PIONEER TECHNOLOGY CENTER**

From PO: 51272 to PO: 51393

**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>
51331	S&K DIRECT STEEL	AT&D RESALE SUPPLIES	2,183.20	02/24/2025
51332	KEATHLYS	GROUNDS SUPPLIES	519.60	02/24/2025
51333	AMAZON CAPITAL SERVICES	AT&D - RESALE SUPPLIES	65.99	02/24/2025
51335	QUALITY LOGO PRODUCTS	MARKETING/ADVERTISING	939.21	02/24/2025
51336	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSIST OTHER	266.00	02/24/2025
51337	AMAZON CAPITAL SERVICES	TANF - CONSUMABLE SUPPLIES	1,381.29	02/25/2025
51338	CLUTCH SOLUTIONS, LLC	ABE - DURABLE SUPPLIES/TECHNOLOGY	1,647.00	02/25/2025
51339	AMC URGENT CARE PLUS	TANF - STUDENT ASSIST OTHER	30.00	02/25/2025
51340	FIRST NATIONAL BANK OF OMAHA	TANF - STUDENT ASSIST OTHER	16.00	02/25/2025
51341	AMAZON CAPITAL SERVICES	COMPUTER SERVICES - SUPPLIES	350.00	02/25/2025
51342	FIRST NATIONAL BANK OF OMAHA	TANF - STUDENT ASSIST OTHER	12.00	02/25/2025
51343	EARNHEART STATIONS	TANF STUDENT ASSISTANCE OTHER	3,000.00	02/25/2025
51344	SHANGRI-LA RESORT	INNOV MGR - TRAVEL LODGING	220.00	02/26/2025
51345	AMAZON CAPITAL SERVICES	CHILD'S LAB & PRESCHOOL - SUPPLIES	466.43	02/26/2025
51346	GALAXIE BUSINESS EQUIPMENT INC	FINANCE SUPPLIES	293.67	02/26/2025
51347	THE PERK BEVERAGE COMPANY	AT&D - PROF SERVICES	715.00	02/27/2025
51348	NEW & RELATED SERVICES DIV OF OKACTE	MARKETING - TRAVEL REGISTRATIONS	100.00	02/27/2025
51349	VILLAGE SCREEN PRINT	TEACH OK & EDUC RISING - SUPPLIES	797.80	02/27/2025
51350	THERMACUBE, LLC	CHILD'S LAB & PRESCHOOL - TRAVEL REGISTRATION	20.00	02/27/2025
51351	LABYRINTH LEARNING, INC	AT&D RESALE BOOKS	677.79	02/27/2025
51352	CONSULTING AND FIELD SERVICES LLC	COMPUTER SERV - TECH PROF SERVICES	135.00	02/27/2025
51353	ADAMS PLUMBING	BUILDING MAINT REPAIRS	500.00	02/28/2025
51354	IPG PHOTONICS CORP	IT&D INSTRUCT - REPAIRS	1,260.00	02/28/2025
51355	WAL-MART COMMUNITY CARD	CAREER DEVELOPMENT - SUPPLIES	11.93	02/28/2025
51356	AMAZON CAPITAL SERVICES	WELDING SUPPLIES	579.84	02/28/2025
51357	AMAZON CAPITAL SERVICES	PRECISION MACHINING SUPPLIES	13.90	02/28/2025
51358	OSSBA	SUPT - TRAVEL REGISTRATION	175.00	02/28/2025
51359	S&K DIRECT STEEL	WELDING SUPPLIES	168.81	02/28/2025



# PIONEER TECHNOLOGY CENTER

From PO: 51272 to PO: 51393

## Encumbrance For Board Approval GEN FUND-FOR OPERAT

<u>PO</u>	<u>Vendor Name</u>	<u>General Description</u>	<u>Amount</u>	<u>Date</u>
51360	FIRST NATIONAL BANK OF OMAHA	PN REGISTRATION	3,995.00	03/03/2025
51361	FIRST NATIONAL BANK OF OMAHA	TANF - STUDENT ASSIST OTHER	189.00	03/03/2025
51362	FIRST NATIONAL BANK OF OMAHA	PN - TRAVEL LODGING	5,764.60	03/03/2025
51363	AMAZON CAPITAL SERVICES	CHILD'S LAB & PRESCHOOL - SUPPLIES	139.30	03/03/2025
51364	WAL-MART COMMUNITY CARD	TANF - STUDENT ASSIST OTHER	50.00	03/03/2025
51365	DR. WILLIAM STUEVER	TANF - STUDENT ASSIST OTHER	270.00	03/03/2025
51366	OSSBA	PROF DEVELOPMENT - STAFF TRAVEL REGISTRATION	175.00	03/03/2025
51367	PO HI YEARBOOK	MARKETING/ADVERTISING	125.00	03/03/2025
51368	LOWE'S HOME CENTER INC	GROUNDS SUPPLIES	430.49	03/03/2025
51369	WARDS SCIENTIFIC	HEALTH CAREERS - SUPPLIES	708.18	03/04/2025
51370	OKSPRA	MARKETING - TRAVEL REGISTRATIONS	600.00	03/04/2025
51371	HILTON GARDEN INN - BARTELSVILLE	MARKETING - TRAVEL LODGING	258.00	03/04/2025
51372	AMAZON CAPITAL SERVICES	FINANCE SUPPLIES	257.23	03/04/2025
51373	UNIVERSITY OF TEXAS AT ARLINGTON OSHA EDUCATION	SAFETY - TRAVEL REGISTRATION	650.00	03/04/2025
51374	NEW & RELATED SERVICES DIV OF OKACTE	MARKETING - TRAVEL REGISTRATIONS	100.00	03/04/2025
51375	AMAZON CAPITAL SERVICES	WELDING SUPPLIES	380.24	03/05/2025
51376	AMAZON CAPITAL SERVICES	AUTO SERV TECH - SUPPLIES	135.95	03/05/2025
51377	MSC INDUSTRIAL SUPPLY CO	WELDING SUPPLIES	112.95	03/05/2025
51378	MAYER EYE CARE	TANF - STUDENT ASSIST OTHER	210.00	03/05/2025
51379	WAL-MART COMMUNITY CARD	WRO- PARTICIPANT DIRECT COST/ASSISTANCE	250.00	03/05/2025
51380	AES WAVE	AUTO SERVICE - SUPPLIES	250.00	03/05/2025
51381	AMAZON CAPITAL SERVICES	TANF - CONSUMABLE SUPPLIES	915.00	03/05/2025
51382	LOWE'S HOME CENTER INC	BLDG MAINT - SUPPLIES	912.20	03/05/2025
51383	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSIST- OTHER	189.00	03/05/2025
51384	OKLAHOMA ASSOCIATION FOR PUPIL TRANSPORTATION	AT&D INSTRUCTOR - TRAVEL REGISTRATION	150.00	03/05/2025
51385	SAFELITE FULFILLMENT INC	VEHICLE MAINT - REPAIRS	1,000.00	03/05/2025
51386	MAYER EYE CARE	TANF - STUDENT ASSIST OTHER	350.00	03/05/2025
51387	AMAZON CAPITAL SERVICES	TANF - CONSUMABLE SUPPLIES	693.00	03/06/2025



**PIONEER TECHNOLOGY CENTER**

From PO: 51272 to PO: 51393

**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>
51388	OKLAHOMA SKILLS USA	STAFF / STUDENT TRAVEL SKILLS USA REGISTRATION	4,750.00	03/06/2025
51389	AMAZON CAPITAL SERVICES	COMPUTER SERVICES - SUPPLIES	156.00	03/06/2025
51390	LOWE'S HOME CENTER INC	MECHATRONICS - SUPPLIES	105.00	03/06/2025
51391	AMAZON CAPITAL SERVICES	MECHATRONICS- SUPPLIES	665.07	03/06/2025
51392	CENTRICITY, AN E GROUP COMPANY	MECHATRONICS - SUPPLIES	103.00	03/06/2025
51393	KELLE REPAIR AND TIRE CENTER	VEHICLE MAINT - REPAIRS	750.00	03/06/2025
<b>(11) GEN FUND-FOR OPERAT Current Encumbered:</b>			<b>86,953.52</b>	



**PIONEER TECHNOLOGY CENTER**

From 07 Feb 2025 to 06 Mar 2025

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

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
50009	BRANDTS ACE HARDWARE	BLANKET PO	800.00	7/1/2024
50013	BURMAX COMPANY, INC.	BLANKET PO	800.00	7/1/2024
50019	EVCO	BLANKET PO	-3,745.46	7/1/2024
50024	FIRST NATIONAL BANK OF OMAHA	BLANKET PO	500.00	7/1/2024
50032	NEXTIVA INC	BLANKET PO	200.00	7/1/2024
50041	OSU FIRE SERVICE TRAINING	BLANKET PO	2,000.00	7/1/2024
50056	PTC STAFF REIMBURSEMENTS	BLANKET PO	2,507.95	7/1/2024
50070	ZULTYS, INC	WRO BLANKET PO	810.00	7/1/2024
50101	FIRST NATIONAL BANK OF OMAHA	MARKETING SUBSCRIPTIONS	-92.00	7/1/2024
50122	MARY E JOHNSON & ASSOCIATES, PLLC	AUDITING FEES	-600.00	7/1/2024
50178	FIRST NATIONAL BANK OF OMAHA	MARKETING TRAVEL LODGING	-260.48	7/1/2024
50335	FIRETROL PROTECTION SYSTEMS INC	BLDG MAINT - REPAIRS	-350.00	7/31/2024
50357	LOWE'S HOME CENTER INC	BLANKET CONSTRUCTION TECH - SUPPLIES	4,000.00	8/7/2024
50691	EARNHEART STATIONS	TANF - STUDENT ASSISTANT OTHER	-3,000.00	10/1/2024
50712	FIRST NATIONAL BANK OF OMAHA	TANF - STUDENT ASSISTANCE OTHER	-12.00	10/2/2024
50816	J & P SUPPLY, INC.	BUILDING MAINT/ SUPPLIES	-61.08	10/23/2024
50865	SOUTHWESTERN STATIONERY & BANK SUPPLY, INC	WRO - PARTICIPANT SUPPLIES/CURRICULUM	4.87	11/5/2024
50904	FIRST NATIONAL BANK OF OMAHA	TANF - STUDENT ASSISTANCE OTHER	-25.00	11/13/2024
50931	MY MEDIA MATTERS	WRO- GENERAL ADVERTISEMENT	1,231.00	11/20/2024
50940	AMC URGENT CARE PLUS	TANF - STUDENT ASSISTANCE OTHER	-5.00	11/21/2024
50943	PACE	LEADERSHIP DEVELOP COORD - TRAVEL REGISTRATION	-425.00	11/22/2024
50947	NEWKIRK HERALD JOURNAL	WRO- GENERAL ADVERTISING	36.00	11/22/2024
50963	MEDICAL WASTE SERVICES	GARBAGE WASTE DISPOSAL	-5.25	12/4/2024

50981	AMAZON CAPITAL SERVICES	CHILDRENS LAB - BOOKS/ CURRICULUM	-11.99	12/9/2024
51024	DATA RECOGNITION CORP	ABE/HSE - SUPPLIES	-0.25	12/12/2024
51025	NORTHERN OKLAHOMA COLLEGE	BIOMED - TUITION COLLEGE ALGEBRA/ BIOLOGY	-21.40	12/12/2024
51038	FIRST NATIONAL BANK OF OMAHA	CULINARY STAFF/STUDENT TRAVEL LODGING	-50.00	12/16/2024
51041	WAL-MART COMMUNITY CARD	TANF - STUDENT ASST OTHER	-17.28	12/16/2024
51044	CENTRAL TECHNOLOGY CENTER	WRO- PARTICIPANT CERTIFICATION FEES	-200.00	12/17/2024
51049	FIRST NATIONAL BANK OF OMAHA	SUPT & BIS ADMIN - TRAVEL LODGING	-5.04	12/18/2024
51059	FIRST NATIONAL BANK OF OMAHA	SUPT, BIS, CAREER DEVELOP - STAFF TRAVEL MEALS	-527.04	12/19/2024
51077	WAL-MART COMMUNITY CARD	TANF - STUDENT ASSIST OTHER	-200.00	1/6/2025
51078	FIRST NATIONAL BANK OF OMAHA	TANF - STUDENT ASSIST OTHER	-35.00	1/6/2025
51103	BLACKWELL CHAMBER OF COMMERCE	MARKETING - CHAMBER REGISTRATIONS	-40.00	1/8/2025
51108	GRAVES FOODS	BLANKET PO	3,745.46	1/8/2025
51158	BEST WESTERN - CHOCTAW	RECEPTIONIST TRAVEL LODGING	-46.00	1/22/2025
51159	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	-7.99	1/22/2025
51164	OKLAHOMA CENTER FOR NONPROFITS	CONSULTING SERVICES	-107.50	1/22/2025
51167	AMAZON CAPITAL SERVICES	AT&D - RESALE SUPPLIES	-73.98	1/22/2025
51174	AMAZON CAPITAL SERVICES	BLDG MAINT - SUPPLIES	-46.33	1/24/2025
51178	BEST WESTERN PLUS - CHOCTAW	FINANCE- LODGING	-25.00	1/24/2025
51180	AMC URGENT CARE PLUS	BUS PHYSICAL	5.00	1/24/2025
51186	LOWE'S HOME CENTER INC	PRECISION MACHINING SUPPLIES	-14.16	1/24/2025
51188	AMAZON CAPITAL SERVICES	WELDING SUPPLIES	-40.01	1/24/2025
51204	WAL-MART COMMUNITY CARD	TANF - STUDENT ASST OTHER	-34.23	1/29/2025
51207	SAFELITE FULFILLMENT INC	VEHICLE MAINT - REPAIRS	-158.58	1/29/2025
51211	WAL-MART COMMUNITY CARD	STUDENT SERVICES/COUNSELING - SUPPLIES	39.01	1/29/2025

51212	JUNIOR'S LOCK & ALARM	BUIDING MAINT REPAIRS	-8.00	1/29/2025
51216	OKLAHOMA HOSA	HEALTH STAFF/STUDENT TRAVEL REGISTRATION - HOSA	-65.00	1/29/2025
51219	AMAZON CAPITAL SERVICES	WELDING SUPPLIES	-29.43	1/30/2025
51222	STAPLES ADVANTAGE	STUDENT SERVICES/COUNSELING - SUPPLIES	-21.13	1/30/2025
51231	ELSEVIER	PN BOOKS RESALE	-233.57	1/30/2025
51232	F A DAVIS COMPANY	PN BOOKS RESALE	-103.71	1/30/2025
51234	WOLTERS KLUWER	PN BOOKS RESALE	-124.80	1/30/2025
51235	WAL-MART COMMUNITY CARD	TANF - STUDENT ASSISTANCE OTHER	-3.14	1/31/2025
51236	AMAZON CAPITAL SERVICES	VISUAL COMM SUPPLIES	-4.04	1/31/2025
51237	AMAZON CAPITAL SERVICES	WELDING SUPPLIES	-20.00	1/31/2025
51239	LAKE MURRAY LODGE	FULL TIME PROGRAMS - TRAVEL LODGING	20.00	1/31/2025
51246	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	-24.99	2/3/2025
51252	EMBASSY SUITES MEDICAL	FULLTIME/DIR OF INSTR - TRAVEL LODGING	-130.00	2/3/2025
51255	X-CEL BADGE & ENGRAVING C	MARKETING/ADVERTISING	0.35	2/5/2025
51259	AMAZON CAPITAL SERVICES	INFO TECH - SUPPLIES	-24.65	2/6/2025
51263	WAL-MART COMMUNITY CARD	TANF - STUDENT ASST OTHER	-17.64	2/6/2025
51264	WAL-MART COMMUNITY CARD	TANF - STUDENT ASST OTHER	-0.14	2/6/2025
51265	TOTAL COM INC	BUS MAINT REPAIRS	-25.50	2/6/2025
51268	FLEETPRIDE, INC	REPAIRS BUS MAINT.	180.97	2/6/2025
51271	HIGHWAY 60 TIRE & SERVICE	BUS MAINT - REPAIRS	-300.76	2/6/2025

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**(11) GEN FUND-FOR OPERAT Total:**

**5,501.06**



**PIONEER TECHNOLOGY CENTER**

From 07 Feb 2025 to 06 Mar 2025

**X CHANGE ORDER REPORT**  
**BUILDING FUND**

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
50002	OKLAHOMA NATURAL GAS COMPANY	BLANKET PO	3,000.00	7/1/2024
50004	UMB BANK NA	LOAN REPAYMENT/TRUST FEES	37.74	7/1/2024
50034	TOMCO METAL FAB LLC	BUILDING LEASE - WELD SHOP	13,130.00	1/17/2025
<b>(21) BUILDING FUND Total:</b>			<b>16,167.74</b>	



**PIONEER TECHNOLOGY CENTER**

From PO: 70179 to PO: 70182

**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>
70179	JOHNSTONE, LAYNEE	PAYROLL ENCUMBRANCE	50,341.38	02/18/2025
70180	SEYMOUR, KATHLEEN R	PAYROLL ENCUMBRANCE	12,415.00	03/01/2025
70181	ABE/EMPOWER	BLANKET PAYROLL ENCUMBRANCE	12,918.00	03/01/2025
70182	BRANSON, AMEY D	PAYROLL ENCUMBRANCE	1,054.97	03/01/2025
<b>(11) GEN FUND-FOR OPERAT Current Encumbered:</b>			<b>76,729.35</b>	



**PIONEER TECHNOLOGY CENTER**

From 07 Feb 2025 to 06 Mar 2025

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

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
70007	ABE / TANF INSTRUCTORS	BLANKET PAYROLL ENCUMBRANCE	-37,677.50	7/1/2024
70137	EVANS, LORI L	PAYROLL ENCUMBRANCE	1,034.48	7/1/2024
<b>(11) GEN FUND-FOR OPERAT Total:</b>			<b>-36,643.02</b>	

# Superintendent Report – March 2025

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## Meetings and Activities

- **February**– 12 – Snow Day
- 13 – PTC Preview Night; Blackwell Chamber Banquet
- 14 – K20 Training on campus
- 17 – Martin Luther King, Jr. Day
- 18 – Snow Day
- 19 – Snow Day
- 20 – Leadership Tonkawa at PTC; RCB Bank Community Advisory Board meeting; PTC Welding Remodel Construction meeting; PEAK Innovation Center Zoom meeting regarding student outreach programs
- 21-27 – Vacation
- 28 – B&I Breakfast – Healthcare Sector; PTC Mid-year team goals review; January/February birthday luncheon; Helix Intel platform Room/Fleet Scheduling pilot Zoom meeting
- **March 3** – Admin team meeting; PTC Mid-year team goals review; CTE Legislative Committee Zoom with Skye McNeill and Director Haken
- 4 – Senate Education Committee meeting; EMS Accreditation Zoom meeting about Kiamichi Paramedic Distance Learning program; ODCTE Accreditation team meeting; Call with Chris Mendoza, Integris CEO, about joining the hospital board
- 5 – Legislative engagement presentation and Oklahoma Capitol visit with TechCAP participants
- 6 – PTC Welding Remodel Construction meeting UC Board meeting; Blackwell PD MOU meeting; OkACTE Legislative Bill review
- 7 – Life Launch; Coordinator annual performance reviews
- 10 –OkACTE Legislative Committee meeting; PTC Foundation Board meeting
- 11 – Pre-Accreditation visit - Financial Aid; ODCTE Accreditation team meeting; PTC Board meeting

## Full-Time Programs

- Competition season is in full swing, and we have had many students competing in district and regional events with some moving on to their respective state competitions. Mr. Ladner's group has attended their state event, and he had several winners:
  - Management, Marketing and HR Concepts - Ben Dailey - 1st Place (Advances to Nationals)
  - Digital Communication and Design Concepts (Secondary) - David Derrick - Finalist
  - Visual Design Team—Pilot (Post-Secondary) - Ben Daily and Emma Pena - Finalist
  - Digital Marketing Concepts—Open (PS) - Ben Dailey - 3rd Place
  - Podcast Production Team (S) - Hunter Wilson, Jackson Reimer, Jacob Espinoza, David Derrick - Finalist
  - Banking and Finance (S) - Rodrigo Navarro - Finalist
  - Podcast Production Team (PS) - Tyler Busby, Andrew Rodriguez, Addison Gibson - Finalist
  - Interview Skills (PS) - Tyler Busby – Finalist
- Mrs. Pollack's culinary teams participated in the Spring ProStart competition. The post-secondary team of Chad Chrisco, Stephanie Sims and Ray Kirk placed first, but unfortunately, there is no national event for their group.
- SkillsUSA, HOSA and FCCLA state conventions will be upcoming in April

## Business and Industry Services

- PTC graduated several Class B students in February from the City of Blackwell and in March from the City of Ponca City.
- The Partners in Progress celebration and recognition event scheduled for February 18<sup>th</sup> was postponed due to weather. John Adams, with Adams Plumbing, is this year's award winner. We will be celebrating his recognition at the First Americans Museum on April 7<sup>th</sup>.

- We met with the healthcare sector for the B&I Breakfast in February. We had a full house with 31 participants, and the conversation broached topics such as staffing challenges, customer service and de-escalation training, recruitment and healthcare promotion initiatives.

## Capital Planning

The renovation for the welding area has started. The interior walls have been removed and some patching of the walls where the ventilation system exited to the exterior has been completed. The exterior foundation work is underway for the tool room addition and the pad for the gas manifold and new ventilation systems. They are in process of pouring the footings for the pads and will run the slabs next week. The CMU block for the tool room has been delivered. Things are progressing as planned, and the timeline continues to hold for the end of July as completion of the project.

## Retirements/Resignations/Staff Changes

- We are in the process of finalizing candidates to interview for the receptionist replacement who will assume that position with Katie Mayer's relocation to Accounts Payable we have received over 120 applications for this position. We have an evening custodial position open as we are seeking a replacement for Jim Kelly, with his upcoming retirement in June.

## Upcoming Events

- March 17-19 – Spring Break
- April 10 – PTC Foundation Roast (Shelley Arrott, honoree)
- April 17 – OSSBA Region 3 Meeting in Blackwell
- April 22-23 – CTE Superintendent Meeting – Metro Tech
- April 25 – Spring PN Pinning Ceremony

**Directors' Report to the PTC Board of Education – March 2025  
(Alphabetic by Area)**

**Business & Industry Services & Safety**

- The BIS team conducted 140 one-on-ones/consults for 156.25 counseling hours.
- Ben Evans and Jeff Lockett provided technical assistance to clients, saving approximately \$31,723.
- The BIS team also logged
  - 728 Safety Contact Hours
  - 1,807 AT&D/Open Enrollment Contact Hours
  - 585 Customized Contact Hours (Type 31)
- AT&D offered 17 on-campus classes: 9 were made, eight were canceled, 122 registrations were fulfilled, and two enrolled in online courses.
- Three of the nine on-campus classes starting this month offer certification: CNA, CPR/FA, and Automotive Diagnostics.
- Ben Evans advised clients in the areas of business registrations, forming an LLC, business plans, marketing, time management, financials review, sales tax, loan applications and funding options.
- Brook Lindsay assisted clients in the areas of branding, website development, social media, photos for electronic marketing, and logos.
- Dawn Brakey had 10 different clients use the plan room or her government contracting services.
- Heather Smith has been working with clients and collaborating with teammates on creating custom Breakout rooms, Chat/Canva training, and training resources. She provided an outreach class on AI Productivity with Chat and Canva in Blackwell (2/10/25) and in Newkirk (3/6/25).
- Ian Freeman visited with four young people about participating in an apprenticeship. He visited with eight different business leaders regarding apprenticeship occupations in the areas of construction, leadership, HVAC, plumbing, CNC, dispatcher and hiring operations.
- Janet Schwabe worked with clients in the areas of apprenticeship support, intern referrals, new business start-up, incubator recruitment, OIEP support, energy audit referral and exploring industry needs.
- Jeff Lockett supported his clients this past month by helping them navigate FSA loan applications (repackaging), the OHLAP program and personal finance.
- Jenn Miller supported her leadership development clients through assisting them with accountability meetings, staff safety/security, team development, HR training support, technology implementation, and leadership transitions.
- Johnny Thornburgh has been working with some of our industry partners in making introductions across the county (PC business to Blackwell business). He also assisted in helping clients with addressing workforce and equipment issues.

- Sylvia has been working with the leadership of three of our local tribes on training plans for the spring. Topics explored are related computers, leader development, strategic planning and youth activities.

**On the horizon for AT&D...**

- |  |   |
|--|---|
| 3/4-5/1-Phlebotomy   | 4/7-Raising Chicken 101                                 |
| 3/4-5/1-Gentle Yoga  | 4/7-9-AAA Defensive Driving                             |
| 3/14-CMA Continuing Ed   | 4/7-21-School Bus                                       |
| 3/24-4/4-CMA-Certified Medication Aide                                     | 4/14-Raising Chickens 201                               |
| 3/25-Face and Neck-Lymph Self Massage                                      | 4/14-16- Resin Art - FAMILY                             |
| 3/10-13-Creating a Peaceful and Clutter Free Environment                   | 4/14-5/7-CNA-Long Term Care Nurse Aide                  |
| 3/11-13-Development Disabilities Ser. Medication Administration Technician | 4/21-5/7-Digital Photography Mastering Manual Mode      |
| 3/25-5/1-Intro To American Sign Language                                   | 4/23-30-Resin Art - Cutting Board                       |
| 3/26-4/23-Construction Documents 101                                       | 4/24-Carpal Tunnel Release                              |
| 3/31-Trusting Trusts for Your Estate                                       | 4/28-Landlord/Tenant Law ZOOM CLASS                     |
| 4/1-Beginning CHAT GPT   | 4/30-Watercolor 101                                     |
| 4/3-17-Family Tree Genealogy   | 5/5-7-Resin Art - HOME                                  |
| 4/3-Intermediate CHAT GPT  | 5/5-13- Excel 2019 - Level 3                            |
| 4/7-15-Excel 2019 Level 2  | SAT/ACT Prep Course - Part 1 & 2 Offered Monthly Online |
|  | DDS MAT- <b>NEW!</b> Call for Information               |

**On the horizon for BIS...**

- Kaufmann FastTrack! (Business Start-up)
- 3/27-Preparing to Meet Your Government Buyers
- 2/20-3/19-Class A CDL
- 3/17-28-Class B CDL
- 3/27-Branding Beyond the Logo: Creating Cohesive Brand Identity - Blackwell Chamber
- 3/27-Tonkawa-Beginner Prompting for Chat GPT
- 4/3-5/22-Manager's Tool Belt

**Communications & Marketing**

- The C&M Team assisted with Tonkawa Leadership, Speaker Bags, and Counselors Retreat to name just a few.
- Terri Busch filmed Facebook live for 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, Full-Time Programs, BIS, Admin, and more.
- Terri Busch assisted the Professionals Today group with website changes to the cook-off for the September event.
- The C&M Team attended the Quarterly OKSPRA meeting at Deer Creek High School. Terri Busch was chair for the day.
- Terri Busch boosted all March short term class events on Facebook to help with enrollment.
- February Students of the month were placed on all social media, newsprint and throughout the campus displays by the C&M Team.

- Terri Busch attended a conference in Branson assisting with Audio/Visual equipment.
- Travel plans were made for the OKSPRA conf to be attended in April.
- Terri Busch was a guest host on the Morning Buzz with Larry King. Markesha Duggan also was featured the same week.
- The C&M Team created and posted all media for CareerTech Month from dress-up days, to ads, to State-Wide marketing media. It was a busy month.
- Terri Busch is on the panel to interview the future receptionist.
- Angie Ogden ordered promo items to replenish our closet and made several goodie bags for speakers and guests.
- Terri Busch met with the Admin team for Mid-Year Check-in's and she completed her performance review with Traci Thorpe.
- Laynee Johnstone received her new employee onboarding with Terri Busch and Angie Ogden completed her photo, adding it to the website along with other new employee items.
- Terri Busch attended the B&I Breakfast and added photos to social media for the event.
- Angie Ogden took numerous photos to be posted to social media.
- Terri Busch has been working on the OKSPRA Spring Conference all month as president elect she is in charge of the April Event to be hosted in Bartlesville.
- The C&M Team met with Lori Evans to discuss the Foundation Dinner, held April 10<sup>th</sup>. Press Releases have been written and events have been created to promote the event with Shelley Arrott as the Roastee.
- Terri Busch released a poll for the BIS Team, to collect data.
- The C&M Team attended the annual NRS Spring Conference at EOC Tech.

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

### **Instructional Directors**

- Dr. Ryan Burkett attended Tech Cap at Mid Del Technology Center.
- Dr. Ryan Burkett attended the Pioneer Woman Museum Board meeting.
- Kahle Goff, Kendra Knight, and Dr. Ryan Burkett helped with Leadership Tonkawa's tour of PTC.
- Kahle Goff, Kendra Knight, and Dr. Ryan Burkett worked on the SNAP E&T application.
- Kahle Goff, Kendra Knight, and Dr. Ryan Burkett participated in the equipment, furniture, and technology request meeting.
- Dr. Burkett and Kendra Knight participated in PTC's PTC Preview Night.
- Kendra Knight and Dr. Ryan Burkett attended the K20 Center PD for instructors and hosted an Apptegy/Thrillshare training session for instructors.
- Kahle Goff, Kendra Knight, and Dr. Ryan Burkett worked with the Admin Team on ODCTE Accreditation updates.
- Kahle Goff attended the Blackwell Chamber of Commerce Banquet.
- Kahle Goff attended and participated in a Blackwell Career Fair planning meeting.
- Kahle Goff attended a Workforce Summit at the PEAK Innovation Center in Ft. Smith Arkansas.
- Kahle Goff was selected for Jury Duty for Kay County.
- Kahle Goff attended the Opportunity Center Board Meeting.
- Kahle Goff assisted Jenn Miller with a team building event for Buchanan Fam Dentistry Teambuilding retreat.

- Dr. Burkett, Kendra Knight, and Kahle Goff attended PTC's Business and Industry Breakfast focusing on the health industry.
- Kendra Knight, Kahle Goff, and Dr. Burkett with the assistance of Troy Buller completed the March Video Faculty Meeting.
- The Instructional Directors and multiple team members participated in a pre-accreditation visit to identify any potential concerns with the upcoming accreditation visit.

### **Practical Nursing**

- Robbin Seymour retired on Feb 1<sup>st</sup>. Congratulations!
- The March 25 cohort starts March 13<sup>th</sup>. 14 students enrolled
- Spring Pinning Ceremony will be held on April 25<sup>th</sup> @ 6:00 PM in the Conference Center
- The students are busy in theory and attending clinicals two days a week. The PN Select students are finishing Fundamentals of Nursing and starting clinicals this month.
- PN and Workready OK are partnering to host a career fair on May 6<sup>th</sup> from 10-2
- Tessa, Shonda, Ashley, and Alisa are doing great getting the students to clinicals, completing skills, and helping the students with math.
- Michelle attended the Joint Directors meeting on Feb 28<sup>th</sup>.

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

#### Medical Services

- Clinical rotations are off to a great start! Despite the weather delays in our first week, the Medical Assisting students have been excelling. Our new clinical partner, DLO, provided an exceptional learning experience, with one student completing 26 live blood draws!
- In just four days, students have gained valuable hands-on experience in a variety of skills, including vitals, eye exams, x-rays, injections, and various lab tests (COVID/strep/flu, urinalysis, fecal occult blood). They've also been practicing administrative tasks like patient intake, faxing, and assisting staff.
- I'm incredibly proud of how the students have represented PTC and our program as I've received nothing but positive feedback from our clinical partners. We're continuing to build on their success in class with simulation charting, skills review, medical terminology review, and focused certification preparation

#### Academic Math

- Students are all progressing at the required pace or ahead. Many students have completed their course, which for welding students is a huge convenience.
- Some students have been approved by sending school for an additional science or math class

#### Teacher Prep

- Rick Edgington (NOC) came to speak to our class on the teacher education programs.
- Students attended a Future Teacher Academy in Alva at NWOSU.
- Jayme Elam from NOC/OSU presented to our class on the Scholars For Excellence program

- February 24th through March 6th students completed their student observations in various places. Students observed at the Child Development Center, Washington Center, Allison Allensworth's Learning Tree home care, Lincoln Elementary, and Blackwell High School.

#### Children's Lab and Preschool

- We hosted spring parent-teacher conferences.
- We hosted a Valentine's Day party for the children and parents.
- The Children's Lab has met the criteria to become a Certified Healthy Early Childhood Program!
- We hired a preschool teacher, Laynee Johnstone who is a former PTC student

#### HCC

- We are busy in HCC right now. We have continued to practice our skills in the skills lab in preparation for clinicals next month. Discussion topics have included Home Health Aide care, Hospice, residents with Dementia, and Alzheimer's. We have again covered the importance of Infection Control and self-care within the health care career.
- Guest speakers included: Jarrod Weir and Laynee Johnstone.
- Jarrod is a 25+ year veteran CNA. He went back to school to earn his degree and is currently working in a rural hospital as Quality Director and Risk Management Director.
- Laynee is previous Pioneer Tech Share student that also completed Health Careers classes 1 & 2. As a new hire here at Pioneer Tech, she was getting a tour to meet all the departments. The HCC students slowed the progress of her tour with some questions and requests for advice. The students enjoyed meeting her.
- Lastly, we had to postpone our tour of the Ponca City Nursing and Rehab Center due to the snow. We were finally able to go the last day of February. Clinicals begin March 3, we will have a great time and learn a lot!

#### WRO

- Our back-to-back workshops had good attendance. While this kept staff busy with direct support in the classroom, putting other tasks aside, it was a nice benefit to offer such quick turnaround for Jan participants to join the Feb class for make-up sessions that they missed due to illness or poor weather conditions. 27 participants graduated for those past 2 classes.
- Signify and CVS partners for a remote training specific for their company. We had 6 participants complete that, with 1 individual landing a position with them to start March 10<sup>th</sup> earning \$15/hour with immediate benefits and bonus incentives. She will be located at our WRO site for the first few months to allow her time and income to prepare an office at home. This is the 6<sup>th</sup> person to land Remote Employment and the 1<sup>st</sup> who plans to office with us.
- Community engagements included having a booth at PTC Preview Night, a parent presentation in Newkirk Highschool and joining BIS with in-house and community lunches to improve awareness of supports PTC offers the community. Ponca Tribal Head Start presentation has been rescheduled for March due to bad weather.
- Fiscal year budget was submitted for approval for the upcoming 2025-26 year at the request of \$1,341,219.67 which is an increase to the budget we are operating from this current year.

#### AEFL

- February Data
  - 17 new students enrolled in the AEFL and TANF programs
  - 117 students total enrolled
  - 18 high school equivalency tests passed this month

- 7 students have graduated and earned their high school equivalency diploma
- 33 students have made an EFL gain (Educational Functioning Level)

- AEFL Staff attended virtual and face-to-face training:
  - What Story Does this Graph Tell? Training with COABE
  - LACES Training
  - IXL Training
  - Integrating AI into English Language Learning
  - Accelerate Learning with Personalized IXL Action Plans
  - Foundational Math Skills for Academic Success
  - Tackling Test Prep: Strategies to Teach Adult Students How to Test
  - Skill Gains in Science: Preparing Adult Students to Pass GED and HiSET Science
  - Math Masters: Empowering Adult Students to Pass GED and HiSET Math
  - Virtual Leadership in Action: Students as Leaders Summit 2025
  - AI-Literacy Preparing Students for Success in a Digital Age

#### SHARE

- Karl Lynes visited Canadian Valley Tech. and observed the Connect Program that is similar to the SHARE program. Brought back a few good ideas such as the Citizenship App that allow students to study for the State Citizenship test if they have not taken it.
- We had one more student finish all his course work for graduation.

#### New Beginning

- 1 new student
- Total of 20 students at this time
- 4 students completed CPR
- 1 student employed
- 2 students in follow up
- Attended the Marland's Place board meeting
- Helped several students with Resumes
- Students continue in their short term and full time programs

#### BITE

- The BITE students have been working hard preparing for the BPA State Competition in Tulsa on March 3-5.
- We have a total of 14 students competing across multiple events.
- Our grant is starting to be implemented as well. Streaming of esport events are happening every Tuesday through Thursday. Other events being broadcast are One Million Cups and the monthly faculty meeting.

#### Biomed

- Students are diving deep into the fascinating world of human health!
- Last week, second-year students embarked on an exploration of the human ear and the intricacies of hearing. They learned about various causes of hearing loss, methods for diagnosing it, and the medical interventions available to help those affected. In anatomy and physiology, students had a hands-on experience testing their own blood to discover their blood types! In our biomed sessions, we focused on the importance of understanding patients in the role of a medical provider, emphasizing how to obtain a thorough medical history.
- A highlight of this month was our tour of the lab at Ponca City Hospital! Students had the opportunity to see the tests we've been studying, in action, and gain insight into the daily

operations of a medical lab. It was an eye-opening experience that brought our classroom learning to life!

- Looking ahead, our second-year students will be diving into the world of vaccines, exploring their different types and understanding their vital role in public health. Meanwhile, our first-year students will be learning how to take vital signs, an essential skill for any aspiring healthcare professional!

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

#### Automotive

- Mr. Haas attended the KC Vision Automotive Conference.
- Students are preparing for the second round of ASE exams.
- Finishing brakes curriculum and starting steering and suspension.

#### Cosmetology

- Antonia Lopez earned a spot as Northwest SkillsUSA District Officer.
- Students and industry partners conducted the “Clips for a Cause” fundraiser for local veterans.
- Students also provided 50 free haircuts for low income Blackwell elementary and middle school students.
- Andi Massey earned 1<sup>st</sup> place and Jordyn Smith won 2<sup>nd</sup> place in the regional SkillsUSA secondary Cosmetology competition.
- Carma Roller won 2<sup>nd</sup> in post-secondary and Carlee Mayfield won 2<sup>nd</sup> in secondary for Barbering.
- Jenna Waggoner won 2<sup>nd</sup> in Nails for secondary.
- All of these students will advance to State competition.

#### Construction Trades

- Students learning to wire 3-way switches.
- Plumbing theory will start this week.
- Working on team builds for SkillsUSA practice.

#### Criminal Justice

- Students attended a murder jury trial at Kay County Courthouse in Newkirk.
- Students competed in the SkillsUSA Leadership Contest in OKC.
- Students toured the United States Marshall Service in Tulsa.
- Students are training for the SkillsUSA Skills Contests in Tulsa in April.

#### Culinary Arts

- Adult team took first at the ProStart competition.
- Took 2 adults, and 3 high school students to FCCLA State Star events. Patiently waiting for the State Convention to see how they did.
- Working on placing all 2nd year students in industry for WBL.

#### Firefighter/EMT

- Firefighter students’ certification testing for Hazmat Ops is Tuesday, the 11th.
- EMT students will take their NREMT skills check off Thursday, the 13th.
- Working with local LEPC committee to develop a mass casualty training exercise with area agencies. Early May is tentative date.

#### Mechatronics

- Mr. Rector attended an online Torque Fundamentals with Snap-On. PD certificate coming.
- Student won 2nd place in Job Demo “O” at Regionals.
- Student applying for an Internship at P66.

### Precision Machining

- Mr. Lesemann Visited Asbury Machine shop in Tonkawa for a possible apprenticeship.
- Students earned more certificates out of PMI Kit.
- Visited Meridian Tech and Autry Tech per Full-Time Program goals.

### Welding

- Implementing fabrication with hands on projects for students.
- Students are working on aluminum welding.
- Students are working to Learn how to read Weld symbols on blueprints.

## Student Services

### Student Services

- The Team helped with planning and all attended PTC Preview Night to kick off next year enrollment
- All current students have completed reenrollment requests
- New student interviews have been completed at Medford, Woodland, Frontier
- All others schools are scheduled and will be completed before spring break with the exception of PoHi right after break
- Planned and Hosted the annual area Counselor Retreat in February
- It's been a true team effort with Jayme and Carol helping at all schools to complete interviews in a timely manner

### Career Center

- Student portfolios have been started and each student will have a personal binder
- Completed Ethics in the Workplace and checkbook balancing
- Began preparation for mock interviews with industry partners

### Career Development Facilitator

- Hosted a group of students from Blackwell Middle School to visit PTC's Construction and Fire/EMT programs
- Attended a BIS Outreach Lunch
- Explored the Marketing Career Cluster with district 8th graders
- Explored the Finance Career Cluster with district 8th graders
- Explored the Business Management and Administration Career Cluster with district 8th graders

### Counselor

- Met with students/instructors regarding grades and attendance
- Presented at Life Launch about Oklahoma Promise
- Organized military and college representatives for PTC Preview Night

### Testing Specialist

- 176 tests were administered in February, bringing the total to 1,585 for the year.
- 2nd-year Culinary students completed *Culinary Arts - Advanced* and several earned their competency certifications.
- EMT students continue to take the EMT practice test once a week.
- A community member utilized our facility to earn Phase I & II, Phase III, Phase IV, and Phase V CLEET licenses.
- Two individuals registered and passed their *Medical Micropigmentation* exam.
- One individual took the *Tattoo & Body Piercing Artist* exam.

- PSI testing continues to be offered, most commonly for the OK Department of Agriculture and OK Construction Industries Board.
- Students from NOC and Rose State took their midterms at our center.

#### Disability Services Facilitator

- Continued to attend and host IEP/504 meetings with sending schools.
- Hosted the North Central Transition Fair in conjunction with PTC Preview Night.
- Continued career conferences with Senior IEP/504 students.
- Assisted in Testing Center as needed

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

- Mike and Jason attended the annual OSSBA Safety and Security Summit on Feb. 26<sup>th</sup>, 2025.
- Working with TOPS competitive procurement process for the North Parking Lot project.
- Assisted in the grant for the Service Road Project for the BIS building back lot area.
- An evening custodian will be off 8 weeks for a surgery, so we will be using some short-term contract helpers to help.
- Installed and connected welding machines at the TOMCO building.
- Presented mid-year goals for Facilities to admin group.
- Burglar alarm and access control installation at the ADPC building.

# **Paperclips**

## **Feb 2025**

# Congratulations Seniors!

**Montana Brackett** is a senior at Woodland High School. Her favorite subject in school is history, and her favorite teacher is Coach Wright. Montana has been at Woodland since she was in Kindergarten.

Outside of school, she likes to hang out with friends and show her cattle. Montana attended Pioneer Tech where she received her CNA certification. She plans to attend The University of Central Oklahoma as a Biology major. She would like to be a cardiovascular sonographer.

Montana describes her last four years of high school as fast, but fun. She would like to be remembered for her kindness to others. Her advice to next year's seniors is, "Show up to class and turn in your work."

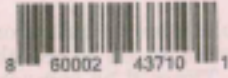


*Sponsored by Fairfax Feed and Ranch*

# Friday

February 21, 2025

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poncacitynews.com



**UNITED WAY** Board of Directors, from left to right: Zack Trantham, Steve Kelley, Bailey Kelly, Manny Vazquez, Jeff Beets, Lisa Re  
Fettters Bryanna Lewis, Katie Larsen, Ian Freeman & Emily Thompson Back row left to right: Sophia Williams, Jenny Creech, R  
panter & Chad Scantlin. Not pictured: Jennifer Dye, Jerod Helling, Dustin Fisher, Talia Ivie, Nancy Zimmerschied, Tiffanie LeCl  
Hurst & Spencer Grace. (Photos provided)

# Arrott named roasteer for the 2025 PTC Foundation dinner

## Press Release

The 2025 Pioneer Technology Center Foundation Dinner and Roast will take place on April 10, honoring Shelley Arrott, a lifelong educator and dedicated Ponca City community leader. Arrott, known for her outstanding service in public education and her commitment to local organizations, will be the subject of a lighthearted roast in recognition of her remarkable career and ongoing contributions to the community.

Arrott retired as Superintendent of Ponca City Public Schools on June 1, 2023, after a distinguished 40-year career in education. Over the years, she served in numerous roles, including teacher, instructional coach, principal, and central office administrator in curriculum and human resources. For 28 years, she worked within Ponca City Public Schools, a district she describes as near and dear to her heart. Arrott's leadership and advocacy for education

of being named District 4 Oklahoma Superintendent of the Year in both 2020 and 2023.

Following her retirement from public education, Arrott assumed the role of President and CEO of the Ponca City Chamber of Commerce on June 5, 2023. Her deep connections and decades of service to Ponca City have made her transition to Chamber leadership seamless, allowing her to continue fostering growth and engagement in the community. Arrott is also an active member of several local and state boards, including Hospice of North Central Oklahoma, United Way of North Central Oklahoma, Ponca City Public School Foundation, University Center Foundation and Ponca Theatre Board.

The Pioneer Tech Foundation, established in 1997, hosts the Dinner and Roast as its

primary fundraiser to support scholarships and educational opportunities for students. The Foundation's mission is to remove financial barriers that often prevent students from pursuing their educational goals. Through donations from individuals, families, and corporations, the Foundation provides funding for student tuition, teacher development, and student organization trips and institutes.

Proceeds from the Dinner and Roast will go toward advancing the Foundation's mission of making education and training accessible to all. The 2025 Dinner and Roast promises to be an evening filled with laughter, memories, and community celebration as friends, family, and colleagues honor Shelley Arrott's dedication and many achievements.



Arrott



**Dirty Dogs**  
Pet Grooming and Boarding  
Call Chrissy today! 580-362-0221

Conveniently Located Between Ark City and Newkirk  
Mon-Fri 8am-6pm (By Appointment Only)

The advertisement features a photograph of a woman smiling next to a dog, and a photograph of the interior of a pet grooming facility with several grooming stations.

## PTC welding students win top prize

The Pioneer Technology Center (PTC) Welding Fabrication team claimed 1st place at the regional competition last week, showcasing their exceptional skills and teamwork. Team members Colton Clink from Medford, Danner Lessert from Fairfax, and Adrian Perez from Ponca City worked



Courtesy Photo

Adrian Perez, Colton Clink, and Danner Lessert worked together to take home the top prize at the regional welding competition.

together to take home the top honor. Under the guidance of instructor Tyler Foster, the team excelled in multiple aspects of welding fabrication, demonstrating advanced techniques and precision. This achievement highlights the dedication and hard work of both the students and their instructor. The Welding Fabrication program at PTC offers hands-on experience and real-world skills that prepare students for careers in welding, fabrication, and related industries. For more information about the Welding Fabrication program at Pioneer Technology Center, visit [www.pioneerotech.edu](http://www.pioneerotech.edu) or call 580-762-8336.

# Thursday

February 20, 2025

Vol. 132 - No. 99  
[poncacitynews.com](http://poncacitynews.com)



FIRST PLACE winners of the Tablescape Challenge at Marland's Grand Home celebrated with dinner at the Grand dining table. Dinner was hosted by E.W. Marland reenactor, Rob Bodick and his wife Cara Bodick. Pictured in front row from left to right, Deborah Holland, Cara Bodick and Dr. Margaret Bowman. Back row, Gene Holland, Rob Bodick and Brian Lebeda. (Photo provided)



### PTC WELDING STUDENTS WIN TOP PRIZE

The Pioneer Technology Center (PTC) Welding Fabrication team claimed 1st place at the regional competition last week, showcasing their exceptional skills and teamwork. Team members Colton Cink from Medford, Danner Lessert from Fairfax, and Adrian Perez from Ponca City worked together to take home the top honor. Under the guidance of instructor Tyler Foster, the team excelled in multiple aspects of welding fabrication, demonstrating advanced techniques and precision. This achievement highlights the dedication and hard work of both the students and their instructor. The Welding Fabrication program at PTC offers hands-on experience and real-world skills that prepare students for careers in welding, fabrication, and related industries. For more information about the Welding Fabrication program at Pioneer Technology Center, visit [www.pioneertech.edu](http://www.pioneertech.edu) or call 580-782-8336.



## JOIN OUR TEAM! RECEPTIONIST

Pioneer Technology Center, an engaging and supportive workplace providing high quality programs and services, is looking for a

### Receptionist.

Are you someone who is motivated by helping students and customers, as well as developing and maintaining positive working relationships with other professionals? To be successful in this position, you must be dependable, kind, cooperative, positive, and team focused. You must also possess a high school diploma, or equivalency.

Experience in quality customer service and proficiency with computer technology is required. Additionally, you must have the ability to multi-task, build relationships, and be able to pass a criminal background check. You must be able to work in a team that values people, innovation, character, learning, and economic development. This is you, and you can prove it, you could be a great fit for our team.

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

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**Thursday**  
**February 6, 2025**

Vol. 132 - No. 89  
poncacitynews.com

## Farha Wholesale shares story at 1 Million Cups

By CALLEY LAMAR  
calley@poncacitynews.com

The monthly 1 Million Cups meeting was held in the cafeteria atrium at Pioneer Technology Center (PTC) on Wednesday, Feb. 5 at 8:30 am. 1 Million Cups sees area entrepreneurs gather to share their stories on the first Wednesday of the month. This month's speakers were Brad Beaty and Kaitly Beaty to speak about Farha Wholesale Company.

While 1 Million Cups often showcases new and upcoming businesses, this session decided to spotlight a company that has had a long history in Ponca City.

The story of Farha first begins with Fowler Vending.

"My dad was a chemical engineer down at Conoco, and the story he always told me was that you couldn't own a business and work for Conoco at the same time," said Brad Beaty. "So him and some of his pals bought a little vending company called Fowler Vending."

This occurred in the mid-1960s, and the company had cigarette vending machines. Fowler Vending became the largest customer of a local candy and tobacco wholesaler known as Farha Wholesale, located at 1st and Central at the time.

In 1972, the Farha family decided to retire, and Fowler Vending purchased the company.

As cigarette vending machines fell out of style, the decision was made to not sell tobacco anymore, and instead moved into video games in the early 80s.

The company as grown and changed throughout the decades, moving away from video games and back into vending. They also purchased a janitorial supply company in 1994.

"The vending machine business is now changing quite a bit. We have micro-markets now instead of vending locations a lot of times," said Beaty. "Wholesale-wise, we're very fortunate to sell janitorial supplies to the casinos, which are large customers; vo-tech schools; Dorada."

Presently, the company sells janitorial supplies such as disinfectant sprays, facial tissues, bath tissue, bleach, and floor cleaners; personal care items like sanitizers, lotions, shampoo, and soap; as well as food service items such as beverages, bowls, film wrap, napkins, straws, cutlery, trays, and more.



1 MILLION CUPS

The company has made a point of becoming involved with the community as part of its growth by networking with other businesses in Ponca City.

"I got really, really involved in the community. And with me being out in the community, it has allowed us word of mouth and seeing different businesses to buy things," said Kaitly Beaty. "Instead of going on Amazon and ordering it, or going to Sam's or running to Walmart, a lot of people kind have changed that to where they now support us."

Farha Wholesale also supports non-profits in the area through donations and discounts as part of their community involvement efforts. They also have been involved in growing the surrounding areas of commerce including those in Ponca City, Perry, Blackwell, and Arkansas City.

"We want to support everything we can do for the community and business and help them grow. And if they don't grow, we don't grow," said Kaitly Beaty. "We do our best to accommodate our customers, and I think that's huge. It comes to supporting local, rather than pushing a button on Amazon or going to Walmart. We try to be as customer service oriented as possible."

Following their presentation, speakers were presented with a 1 Million Cup. These cups are given to speakers at various 1 Million Cups meetings.



THE 1 Million Cups meeting held on Wednesday, Feb. 5 showcased Farha Wholesale Company with speakers Brad Beaty and Kaitly Beaty (left of the sign) presenting their story. The orange cups were given to speakers at 1 Million Cups events. The people pictured left to right are Brad Beaty, Kaitly Beaty, and Brook Lindsay. (Photo by Calley Lamar)

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# WR WORK READY PONCA CITY

## Soft Skills Employment Education

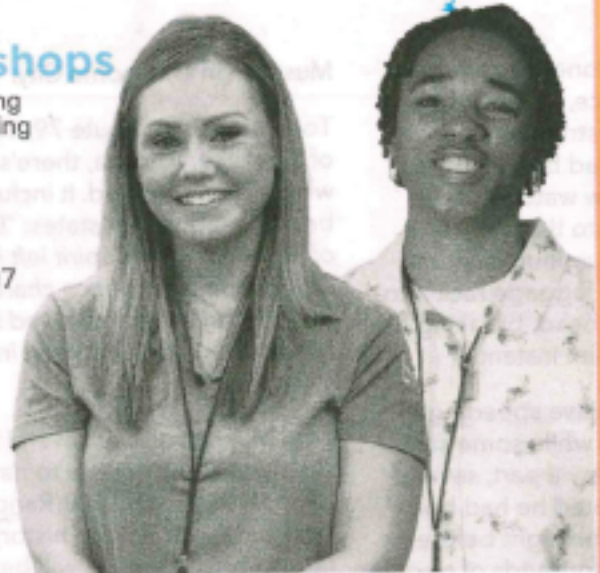
### Monthly Workshops

Job coaching, resume writing and employment skills training

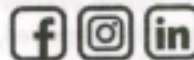
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**SCHOOL CALENDAR HOURS**

SCHOOL HOURS

The school year shall consist of not less than one thousand eighty (1,080) hours of classroom instruction. Not more than thirty (30) of these hours shall be used for professional meetings. In addition, parent-teacher conferences may be held during the school day and counted as classroom instruction for no more than six (6) hours per semester, for a total of twelve (12) hours per school year.

Notification of this policy shall be provided to the State Board of Education prior to October 15 of the applicable school year.

REFERENCE: 70 O.S. §1-109



# Draft 2025-2026 Calendar

## Pioneer Technology Center



JULY 2025						
S	M	T	W	T	F	S
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30	31		

AUGUST 2025						
S	M	T	W	T	F	S
					1	
	4	5	6	7	8	
	11	12	13	14	15	11
	18	19	20	21	22	
	25	26	27	28	29	

SEPTEMBER 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	20
	22	23	24	25	26	
	29	30				

OCTOBER 2025						
S	M	T	W	T	F	S
			1	2	3	
	6	7	8	9	10	
	13	14	15	16	17	20
	20	21	22	23	24	
	27	28	29	30	31	

NOVEMBER 2025						
S	M	T	W	T	F	S
	3	4	5	6	7	
	10	11	12	13	14	15
	17	18	19	20	21	
	24	25	26	27	28	

DECEMBER 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	15
	22	23	24	25	26	
	29	30	31			

JANUARY 2026						
S	M	T	W	T	F	S
				1	2	
	5	6	7	8	9	
	12	13	14	15	16	18
	19	20	21	22	23	
	26	27	28	29	30	

FEBRUARY 2026						
S	M	T	W	T	F	S
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	18
	23	24	25	26	27	

MARCH 2026						
S	M	T	W	T	F	S
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	17
	23	24	25	26	27	
	30	31				

APRIL 2026						
S	M	T	W	T	F	S
			1	2	3	
	6	7	8	9	10	
	13	14	15	16	17	21
	20	21	22	23	24	
	27	28	29	30		

MAY 2026						
S	M	T	W	T	F	S
					1	
	4	5	6	7	8	
	11	12	13	14	15	12
	18	19	20	21	22	
	25	26	27	28	29	

JUNE 2026						
S	M	T	W	T	F	S
	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
	29	30				

\* **Holiday/ Campus Closed** \* **In-Service/Staff Development** \* **Student Break/HWS** \* **Conferences** \* **See List**

2025	
<b>July</b>	4 Fourth of July Holiday/ Closed
<b>August</b>	1 Welcome & Professional Development 4-5 OKACTE Oklahoma Summit 6-14 In-Service / Professional Days 7 Evening—Back to School Event 15 First Day of School
<b>September</b>	1 Labor Day Holiday/ Closed 15 Professional Day / No Classes
<b>October</b>	14 Evening P/T Conferences 16 P/T Conference Day / No Classes 10 End of First Grading Period 17 & 20 Fall Break / No Classes
<b>November</b>	24-28 Thanksgiving Holiday / Closed
<b>December</b>	19 End of Second Grading Period 22 Winter Break / No Classes 23-31 Christmas Holiday / Closed

2101 N. Ash, Ponca City, OK

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Learning, and Economic

**Draft - 1080 Hour Calendar**

6.24 Hours of Instruction/Day

Days/Hours Semester 1 - 81/505.44  
Days/Hours Semester 2 - 86/536.64  
PD Days/Hours - 5 x 6 - 30 Hours  
P-T-C Days/Hours - 2 x 6 - 12 Hours  
Days of Instruction: 167 - 1042.08  
**Total Days: 174**  
**Total Hours: 1084.08**

2026	
<b>January</b>	1 New Year's Holiday / Closed 2 Winter Break / Closed 5 Winter Break / No Classes 6 First Day of Second Semester 19 Martin Luther King Jr Day Holiday / Closed
<b>February</b>	13 P/T Conference Day / No Classes 16 Presidents' Day Holiday / Closed
<b>March</b>	13 End of Third Grading Period 17-21 Spring Break / No Classes
<b>April</b>	3 Good Friday Holiday / Closed
<b>May</b>	18 Last Day of School 25 Memorial Day Holiday / Closed
<b>June</b>	19 Juneteenth Holiday Summer Camp and Summer Academies Inclement weather make-up days: April 3, May 22, 26, 27, 28, 29

**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**  
**2024-2025 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 2024-2025 fiscal year beginning July 1, 2024, and ending June 30, 2025.

This audit contract was approved by the Board and entered in the minutes of its meeting on the  
11th Day of March 2025

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**ATTEST:**

---

**CLERK**

**BOARD PRESIDENT**

---

**PIONEER TECHNOLOGY CENTER, V-13**

**DISTRICT**

**COUNTY**

---

**KAY COUNTY 36/V-13**

**COUNTY/DISTRICT NO.**

---

**APPROVED THIS 6TH**

**DAY OF MARCH**

**2025**

---

**S&B CPA & ASSOCIATES, PLLC**

---

**AUDITING FIRM**



---

**SIGNATURE OF AUTHORIZED REPRESENTATIVE OF AUDITING FIRM**

**A copy of this completed form should be maintained in the school's files and at the contracting audit firm and a copy sent to:**

Lisa Batchelder, Chief Financial Officer  
Oklahoma Department of Career and Technology Education  
1500 W. 7<sup>th</sup> Ave.  
Stillwater, OK 74074  
lisa.batchelder@careertech.ok.gov

**MUST BE FILED NO LATER THAN JUNE 30, 2025**

Contracts which do not contain all of the above provisions **will not** be accepted.

---

# ADPC Software License and Support Agreement

For Fiscal Year: 2026

ADPC AGREES TO PROVIDE SERVICES AND SOFTWARE TO THE BOARD OF EDUCATION OF:

## PIONEER TECHNOLOGY CENTER

STARTING IN JULY 2025, ADPC SHALL PROVIDE THE FOLLOWING SOFTWARE TO YOUR DISTRICT:

Financial Accounting	\$517.00
ADPC Cloud Hosting	\$375.00
Activity Fund	\$40.00
Treasury	\$40.00
Inventory	\$30.00
Trends Offsite Backup	\$25.00
Activity Fund Offsite Backup	\$10.00

1. WITH THIS LICENSE, YOU ARE PERMITTED TO INSTALL THE SOFTWARE ON A SINGLE COMPUTER OR A FILE SERVER. UNLIMITED ON-PREMISE USERS WITHIN YOUR DISTRICT ARE ALLOWED. ADDITIONAL USERS ON OUR CLOUD PLATFORM MAY BE SUBJECT TO INCREASED HOSTING COSTS.
2. THIS AGREEMENT INCLUDES SOFTWARE UPDATES, TAX-RELATED CHANGES, AND SCHOOL LAW UPDATES. CUSTOM PROGRAMMING IS NOT INCLUDED AND MAY INCUR AN ADDITIONAL CHARGE.
3. THIS AGREEMENT INCLUDES PROGRAM UPDATES, EMAIL AND PHONE SUPPORT FOR TECHNICIANS AND USERS, AND WORKSHOP ATTENDANCE.
4. THE SCHOOL AGREES TO PAY ADPC FOR THE REQUIRED CHECKS FOR THE FISCAL YEAR.
5. ADPC RETAINS ALL OWNERSHIP AND INTELLECTUAL PROPERTY RIGHTS TO THE SOFTWARE. THE SCHOOL DISTRICT RECEIVES A LIMITED LICENSE TO USE IT UNDER THIS AGREEMENT.
6. ADPC RESERVES THE RIGHT TO SUSPEND OR TERMINATE ACCESS IF PAYMENT IS NOT MADE PER SECTION 8. BILLING WILL CONTINUE UNTIL THE SOFTWARE IS FULLY REMOVED FROM THE DISTRICT'S SYSTEMS OR A MAINTENANCE AGREEMENT IS PUT IN PLACE.
7. ADPC IS NOT LIABLE FOR DELAYS, SECURITY BREACHES RESULTING FROM DISTRICT ACTIONS, OR OTHER ISSUES BEYOND ITS CONTROL. THE DISTRICT IS RESPONSIBLE FOR MAINTAINING DATA SECURITY AND AGREES TO HOLD ADPC HARMLESS FROM CLAIMS RELATED TO MISUSE OR UNAUTHORIZED ACCESS.
8. THE SCHOOL AGREES TO PAY ADPC FOR THE USE OF THE SOFTWARE AND SUPPORT, THE SUM OF \$12,444.00 PAYABLE IN 12 EQUAL PAYMENTS OF \$1,037.00.

**PLEASE SPECIFY HOW YOU WOULD LIKE TO BE BILLED**

- 12 PAYMENTS OF \$1,037.00       1 FULL PAYMENT OF \$12,444.00

9. UPON EARLY TERMINATION OF THIS AGREEMENT, A NINETY-DAY WRITTEN NOTICE IS REQUIRED. ADPC WILL CONTINUE BILLING FOR SOFTWARE AND SUPPORT UNTIL THE SOFTWARE IS REMOVED FROM THE DISTRICT.

ADPC \_\_\_\_\_ *Angie French* \_\_\_\_\_

Date Submitted: February 01, 2025

SUPERINTENDENT \_\_\_\_\_

Date Accepted: \_\_\_\_/\_\_\_\_/\_\_\_\_

**PIONEER TECHNOLOGY CENTER  
FY 2024-2025 APPROPRIATIONS  
March 11, 2025**

<u>General Fund Appropriations</u>	<u>CURRENT</u>	<u>CHANGES</u>	<u>REVISED</u>
1000 Instruction	6,357,447.88	0.00	<b>6,357,447.88</b>
2000 Support Services	7,561,485.95	0.00	<b>7,561,485.95</b>
3000 Noninstructional Services	1,125,771.01	0.00	<b>1,125,771.01</b>
4000 Facilities & Construction Services	656,629.00	0.00	<b>656,629.00</b>
5000 Nonrevenue & Clearing Accounts	3,500.00	0.00	<b>3,500.00</b>
7000 Other Uses	<u>2,084,000.00</u>	<u>0.00</u>	<b><u>2,084,000.00</u></b>
Total General Fund	\$17,788,833.84	\$0.00	<b>\$17,788,833.84</b>

Building Fund Appropriations

1000 Instruction	900,000.00	+100,000.00	<b>1,000,000.00</b>
2000 Support Services	1,234,500.00	0.00	<b>1,234,500.00</b>
3000 Noninstructional Services	20,000.00	0.00	<b>20,000.00</b>
4000 Facilities & Construction Services	2,950,000.00	+550,000.00	<b>3,500,000.00</b>
5100 Debt Service	1,500,000.00	-500,000.00	<b>1,000,000.00</b>
7000 Other Uses	<u>7,100,648.43</u>	<u>-150,000.00</u>	<b><u>6,950,648.43</u></b>
Total Building Fund	\$13,705,148.43	\$0.00	<b>\$13,705,148.43</b>

**APPENDIX A**

**PIONEER TECHNOLOGY CENTER**  
**PURCHASES OVER \$10,000**  
 Equipment/Furniture/Remodel or Repairs/Technology  
 March 11, 2025

<u>Program/Area</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Welding Program	S&K Direct Steel*	Torchmat3 4X4 CNC Plasma Table	\$ 27,499.00
		4000 TC Tube & Pipe Cutter	\$ 24,499.00
		Plateguard Marking Tool	\$ 230.00
		Flexcut Consumable Starter Kit	\$ 1,200.00
		Torchmate CAD CAM v9 Educational Pkg	\$ 2,999.00
		Torchmate Success Package Silver Training	\$ 1,500.00
		Shipping	<u>\$ 4,600.00</u>
		TOTAL	\$ 62,527.00

\*This was approved in December and is a vendor change only. Lincoln Electric said they cannot sell these items directly, but have to sell through a Distributor. Price is actually less than the original quote of \$63,527.

**SUMMARY OF PTC PROGRAM EQUIPMENT REQUESTS - PROPOSED**

**2025**

	REQUESTED	GENERAL	BUILDING	NO or HOLD	GRANT FUNDS
<b>OTHER EQUIPMENT:</b>					
AUTO TECH (pg 2)	65,029.34	0.00	54,992.34	10,037.00	0.00
CHILDREN'S LAB & PRESCHOOL (pg 2)	6,274.58	0.00	6,274.58	0.00	0.00
WELDING (pg 2)	0.00	0.00	0.00	0.00	0.00
HEALTH: NURSING, MA, BIOMED, HCC (pg 2-3)	6,516.30	0.00	5,192.35	1,323.95	0.00
PLANT / FACILITIES / GROUNDS (pg 3)	28,983.91	14,799.99	14,183.92	0.00	0.00
CONSTRUCTION TECH (pg 4)	60,400.00	0.00	60,400.00	0.00	0.00
SAFETY TRAINING (pg 4)	11,905.00	0.00	11,905.00	0.00	0.00
FLEET VEHICLES / BUSES (pg 4)	182,264.18	103,458.18	0.00	78,806.00	0.00
BUSINESS & INDUSTRY DEVELOPMENT (pg 4-5)	229,123.16	20,686.00	152,941.00	55,496.16	0.00
PRECISION MACHINING (pg 5)	114,274.96	0.00	87,774.96	26,500.00	0.00
MECHATRONICS (pg 5-6)	198,272.01	0.00	107,363.67	90,908.34	0.00
MARKETING (pg 6)	0.00	0.00	0.00	0.00	0.00
CRIMINAL JUSTICE (pg 6)	0.00	0.00	0.00	0.00	0.00
BASIC PEACE OFFICER CERTIFICATION (pg 6)	23,150.00	0.00	3,150.00	20,000.00	0.00
CULINARY SERVICES (pg 6)	0.00	0.00	0.00	0.00	0.00
FIREFIGHTER / EMS (pg 7)	62,352.85	0.00	58,240.00	4,112.85	0.00
COSMETOLOGY (pg 7)	9,592.61	0.00	9,592.61	0.00	0.00
<b>COMPUTER/TECHNOLOGY - All Areas (pg 8-10)</b>					
	214,059.58	0.00	206,691.58	7,368.00	0.00
Health Careers 1,747.00		Systems 6,388.00			
Administration 6,930.00		Teacher Work Room 367.00			
Nursing 2,154.00		Mechatronics 2,700.00			
Finance / Financial Aid 10,772.00		Cosmo 6,940.00			
SHARE 31,886.00		Career Center 5,040.00			
BIS / AT&D 22,092.22		Lobby 2,776.00			
Safety 8,210.00		Fulltime Programs 8,687.00			
Precision Machining 12,764.00		Information Tech 34,018.95			
BPOC 1,388.00		Visual Communications 41,857.41			
Student Services 3,206.00		Welding 3,136.00			
<b>FURNITURE - All Areas (pg 11-14)</b>					
	242,314.59	0.00	242,314.59	0.00	0.00
AT&D 27,165.15		Info Tech / Visual Comm 38,881.15			
BIS Center 25,303.44		IT Systems 1,315.75			
BioMed 8,167.65		Marketing 2,008.90			
Basic Peace Officer 481.96		Safety 4,305.26			
Career Center 18,589.22		Superintendent / HR 26,541.39			
Counseling Center 28,447.32		Teacher Prep 4,167.01			
Culinary Services 4,316.26		Testing Center 8,398.37			
Financial Aid 10,788.65		Welding 33,437.11			
<b>TOTAL</b>	<b>1,454,513.07</b>	<b>138,944.17</b>	<b>1,021,016.60</b>	294,552.30	0.00
	<b>DRAFT 03/06/25</b>	General Fund	Building Fund		

**2025 "OTHER" EQUIPMENT REQUESTS**

	Program / Name	Vendor	Description	Justification	Priority	Quantity	Price	Total	GEN-Equip	BLDG-Equip	NO or HOLD	GRANT FUNDS	PO Number
1	<b>AUTO TECH:</b>												
2	Brett Haas	BG Products	Coolant Flush Machine	Replacement	1	1	3,700.00	3,700.00	0.00	3,700.00	0.00	0.00	
3			Shipping				0.00	0.00	0.00	0.00	0.00	0.00	
4		BG Products	Multi-Port Injection Fuel Tool and Adaptors	Addition	1	1	995.00	995.00	0.00	995.00	0.00	0.00	
5			Shipping				0.00	0.00	0.00	0.00	0.00	0.00	
6		BG Products	Platinum GDI Fuel Tool and Adaptors	Addition	1	1	1,395.00	1,395.00	0.00	1,395.00	0.00	0.00	
7			Shipping				0.00	0.00	0.00	0.00	0.00	0.00	
8		BG Products	Rev-It Accelerator Tool- used with GDI Tool	Addition	1	1	1,195.00	1,195.00	0.00	1,195.00	0.00	0.00	
9			Shipping				0.00	0.00	0.00	0.00	0.00	0.00	
10		Consulab	GM 1.4L Engine trainer, AC & Stop- Start Trainer	Addition	1	1	46,899.00	46,899.00	0.00	46,899.00	0.00	0.00	
11			Shipping				0.00	0.00	0.00	0.00	0.00	0.00	
12		Matco Tools	Ball Joint Press	Addition	1	1	808.34	808.34	0.00	808.34	0.00	0.00	
13			Shipping				0.00	0.00	0.00	0.00	0.00	0.00	
14		BG Products	Electronic Transmission Exchanger & Adaptors	Addition	2	1	10,037.00	10,037.00	0.00	0.00	10,037.00	0.00	
15	<b>SUBTOTAL (AUTO TECH)</b>							<b>65,029.34</b>	<b>0.00</b>	<b>54,992.34</b>	<b>10,037.00</b>	<b>0.00</b>	
16													
17	<b>CHILDREN'S LAB &amp; PRESCHOOL</b>												
18	Kylia Carlson	AMAZON	Laminator rolling work station	Addition	1	1	309.00	309.00	0.00	309.00	0.00	0.00	
19			Shipping				20.00	20.00	0.00	20.00	0.00	0.00	
20		AMAZON	USI CSL 2700 Thermal (Hot) Roll Laminator Kit	Addition	1	1	1,749.95	1,749.95	0.00	1,749.95	0.00	0.00	
21			Shipping				30.00	30.00	0.00	30.00	0.00	0.00	
22		MARKET SOURCE INC	2-Door Freezer	Replacement	1	1	3,990.63	3,990.63	0.00	3,990.63	0.00	0.00	
23			Shipping	Shipping			175.00	175.00	0.00	175.00	0.00	0.00	
24	<b>SUBTOTAL (CHILDREN'S LAB &amp; PRESCHOOL)</b>							<b>6,274.58</b>	<b>0.00</b>	<b>6,274.58</b>	<b>0.00</b>	<b>0.00</b>	
25													
26	<b>WELDING:</b>												
27	Tyler Foster	NONE	NONE	None			0.00	0.00	0.00	0.00	0.00	0.00	
28	<b>SUBTOTAL (WELDING)</b>							<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
29													
30	<b>HEALTH:</b>												
31	BIOMED (Bodick)	NONE	NONE	None			0.00	0.00	0.00	0.00	0.00	0.00	

	Program / Name	Vendor	Description	Justification	Priority	Quantity	Price	Total	GEN-Equip	BLDG-Equip	NO or HOLD	GRANT FUNDS	PO Number
32													
33	MED SERV (Koch)	Rebel GT Simulators by Glot Technologies	Blood Pressure Simulator	Addition	1	1	1,479.95	1,479.95	0.00	1,479.95	0.00	0.00	
34			Shipping				0.00	0.00	0.00	0.00	0.00	0.00	
35		Rebel GT Simulators by Glot Technologies	New born nurse training baby	Replacement	2	1	1,047.00	1,047.00	0.00	1,047.00	0.00	0.00	
36			Shipping				0.00	0.00	0.00	0.00	0.00	0.00	
37		Rebel GT Simulators by Glot Technologies	Ear Examination Simulator	Addition	3	1	1,323.95	1,323.95	0.00	0.00	1,323.95	0.00	
38			Shipping				0.00	0.00	0.00	0.00	0.00	0.00	
39													
40	NURSING (Tripp)	NONE	NONE	None			0.00	0.00	0.00	0.00	0.00	0.00	
41													
42	HCC (Bathurst)	MEDICAL EQUIPMENT AFFILIATES	Medication Cart	Addition	1	1	2,462.90	2,462.90	0.00	2,462.90	0.00	0.00	
43			Shipping	Shipping			202.50	202.50	0.00	202.50	0.00	0.00	
44	<b>SUBTOTAL (HEALTH)</b>							<b>6,516.30</b>	<b>0.00</b>	<b>5,192.35</b>	<b>1,323.95</b>	<b>0.00</b>	
45													
46	<b>PLANT / FACILITIES / GROUNDS:</b>												
47	Jeff Robbins	AMAZON CAPITAL SERVICES	Jackery Portable Power Station	Addition	1	1	798.99	798.99	0.00	798.99	0.00	0.00	
48			Shipping	Shipping			150.00	150.00	0.00	150.00	0.00	0.00	
49		KEELER EQUIPMENT	Top Hat DO 14k 2-7 axles flat deck trailer	Addition	1	1	7,000.00	7,000.00	0.00	7,000.00	0.00	0.00	
50			Shipping	Shipping			0.00	0.00	0.00	0.00	0.00	0.00	
51		BOBCAT OF OKC	Snow Plow Attachment for L 28 Bobcat	Addition	2	1	2,881.93	2,881.93	0.00	2,881.93	0.00	0.00	
52			Shipping	Shipping			145.00	145.00	0.00	145.00	0.00	0.00	
53	Keith Burge	WHITTON SUPPLY	10" Dewalt Job Site Table Saw	Addition	1	1	549.00	549.00	0.00	549.00	0.00	0.00	
54			Shipping	Shipping			0.00	0.00	0.00	0.00	0.00	0.00	
55		WHITTON SUPPLY	DeWalt 12" Cordless Sliding Miter Saw	Addition	2	1	849.00	849.00	0.00	849.00	0.00	0.00	
56			Shipping	Shipping			0.00	0.00	0.00	0.00	0.00	0.00	
57													
58	Random Massey	NAPA	GearWrench MegaMod 1268 pieced Mechanics Tool Set	Addition	1	1	14,799.99	14,799.99	14,799.99	0.00	0.00	0.00	
59			Shipping	Shipping			0.00	0.00	0.00	0.00	0.00	0.00	
60		NAPA	Portacool Portable Evaporative Cooling Unit Jetstream 230	Addition	2	1	1,810.00	1,810.00	0.00	1,810.00	0.00	0.00	
61			Shipping	Shipping			0.00	0.00	0.00	0.00	0.00	0.00	
62	<b>SUBTOTAL (PLANT/FACILITIES)</b>							<b>28,983.91</b>	<b>14,799.99</b>	<b>14,183.92</b>	<b>0.00</b>	<b>0.00</b>	
63													
64													

	Program / Name	Vendor	Description	Justification	Priority	Quantity	Price	Total	GEN-Equip	BLDG-Equip	NO or HOLD	GRANT FUNDS	PO Number
65	<b>CONSTRUCTION</b>												
66	Cody Tabor	LOWES	Dewalt Compound Miter Saw	Replacement	1	2	600.00	1,200.00	0.00	1,200.00	0.00	0.00	
67			Shipping	Shipping			0.00	0.00	0.00	0.00	0.00	0.00	
68			Shipping	Shipping			0.00	0.00	0.00	0.00	0.00	0.00	
69		LAGUNA TOOLS	CNC Router	Addition	2	1	58,000.00	58,000.00	0.00	58,000.00	0.00	0.00	
70			Shipping	Shipping			1,200.00	1,200.00	0.00	1,200.00	0.00	0.00	
71	<b>SUBTOTAL (CONSTRUCTION)</b>								<b>60,400.00</b>	<b>0.00</b>	<b>60,400.00</b>	<b>0.00</b>	<b>0.00</b>
72													
73	<b>SAFETY:</b>												
74	Carl Storm	OHD	Fit Test Machine with Adaptors	Addition	1	1	11,830.00	11,830.00	0.00	11,830.00	0.00	0.00	
75			Shipping	Shipping			75.00	75.00	0.00	75.00	0.00	0.00	
76	<b>SUBTOTAL (SAFETY)</b>								<b>11,905.00</b>	<b>0.00</b>	<b>11,905.00</b>	<b>0.00</b>	<b>0.00</b>
77													
78	<b>FLEET:</b>												
79	Mike Orr	VANCE FLEET, GUTHRIE OK	2025 Ford Explorer	Replacement & Addition	1	3 1	39,403.00	118,209.00	39,403.00	0.00	78,806.00	0.00	
80													
81	Mike Orr	GREAT WESTERN TRAILER	Snow Plow Attachment for F-250 Pickup Truck	Addition	2	1	8,533.98	8,533.98	8,533.98	0.00	0.00	0.00	
82													
83	Mike Orr	VANCE FLEET, GUTHRIE OK	F-350 4 Door Pickup single rear axle, gas engine & snow plow	Replacement	3	1	55,521.20	55,521.20	55,521.20	0.00	0.00	0.00	
84													
85	<b>SUBTOTAL (FLEET)</b>								<b>182,264.18</b>	<b>103,458.18</b>	<b>0.00</b>	<b>78,806.00</b>	<b>0.00</b>
86													
87	<b>BIS</b>												
88	Molly Kyler	LEGACY SIGNS	Re-wrap of Freightliner	Replacement	2	1	5,836.00	5,836.00	5,836.00	0.00	0.00	0.00	
89													
90	Ian Freeman	ADVANCED TECHNOLOGIES CONSULTANTS	Motor Control Trainer with various ad ons	Addition	1	1	13,723.00	13,723.00	0.00	13,723.00	0.00	0.00	
91			Shipping	Shipping			528.00	528.00	0.00	528.00	0.00	0.00	
92		TECHNICAL LABORATORY SYSTEMS INC.	Collection of Trainers and Tools for Apprenticeships **** NEED DETAILED LIST	Addition	1	1	50,920.00	50,920.00	0.00	50,920.00	0.00	0.00	
93			Shipping	Shipping			2,010.00	2,010.00	0.00	2,010.00	0.00	0.00	
94													
95	Johnny Thornburgh	SERRA LASER	Fanuc CRX Model 10iAL Co Robot for IPG Lightwelder	Addition	1	1	75,750.00	75,750.00	0.00	75,750.00	0.00	0.00	
96			Shipping	Shipping			500.00	500.00	0.00	500.00	0.00	0.00	
97		MAKEKINGS	New Wrap for Class B Freightliner	Addition	2	1	14,850.00	14,850.00	14,850.00	0.00	0.00	0.00	

	Program / Name	Vendor	Description	Justification	Priority	Quantity	Price	Total	GEN-Equip	BLDG-Equip	NO or HOLD	GRANT FUNDS	PO Number
98			Shipping	Shipping			0.00	0.00	0.00	0.00	0.00	0.00	
99		AIRGAS	Valtra 48"X30"X36" Steel Fixture Welding Table for Flex Lab	Addition	2	3	3,020.00	9,060.00	0.00	9,060.00	0.00	0.00	
100			Shipping	Shipping			450.00	450.00	0.00	450.00	0.00	0.00	
101		SCIAPS INC	SciAps X-550 Element Analyzer	Addition	2	1	41,175.00	41,175.00	0.00	0.00	41,175.00	0.00	
102			Shipping	Shipping			175.00	175.00	0.00	0.00	175.00	0.00	
103		SEHORN YAMAHA	2025 Yamaha 4 Person Golf Cart	Addition	3	1	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	
104			Shipping	Shipping			0.00	0.00	0.00	0.00	0.00	0.00	
105		MCMASTER-CARR	3793T81 Mobile Hoppers for Flex Lab	Addition	3	2	1,823.08	3,646.16	0.00	0.00	3,646.16	0.00	
106			Shipping	Shipping			500.00	500.00	0.00	0.00	500.00	0.00	
107	<b>SUBTOTAL (BIS)</b>							<b>229,123.16</b>	<b>20,686.00</b>	<b>152,941.00</b>	<b>55,496.16</b>	<b>0.00</b>	
108													
109	<b>PRECISION MACHINING</b>												
110	Morgan Lesemann	MACHINE SOLUTIONS	Sump Vacuum	Addition	1	1	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00	
111			Shipping	Shipping			1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	
112		BADASS WORKBENCHES	Work Benches (very strong)	Addition	1	3	11,000.00	11,000.00	0.00	0.00	11,000.00	0.00	
113			Shipping	Shipping			2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	
114		ADVANCED TECHNOLOGIES CONSULTANTS	Mobile Machine Tending Workstation	Addition	1	1	42,000.00	42,000.00	0.00	42,000.00	0.00	0.00	
115			Shipping	Shipping			2,000.00	2,000.00	0.00	2,000.00	0.00	0.00	
116		ADVANCED TECHNOLOGIES CONSULTANTS	Cobot arm for CNC machine tending	Addition	1	1	38,000.00	38,000.00	0.00	38,000.00	0.00	0.00	
117			Shipping	Shipping			3,000.00	3,000.00	0.00	3,000.00	0.00	0.00	
118		TIMCO	Pneumatic Self-Centering Vise Kit for Haas VMC	Addition	1	1	2,774.96	2,774.96	0.00	2,774.96	0.00	0.00	
119			Shipping	Shipping			0.00	0.00	0.00	0.00	0.00	0.00	
120	<b>SUBTOTAL (PRECISION MACHINING)</b>							<b>114,274.96</b>	<b>0.00</b>	<b>87,774.96</b>	<b>26,500.00</b>	<b>0.00</b>	
121													
122	<b>MECHATRONICS</b>												
123	Chuck Rector	ADVANCED TECHNOLOGIES CONSULTANTS	ControlCo Motor Control Trainer	Addition	1	1	12,195.00	12,195.00	0.00	12,195.00	0.00	0.00	
124			Shipping	Shipping			528.00	528.00	0.00	528.00	0.00	0.00	
125		BUILDVOLUME 3D PRINTER	Bambu 3D Printer	Replacement	1	1	1,522.00	1,522.00	0.00	0.00	1,522.00	0.00	
126			Shipping	Shipping			130.00	130.00	0.00	0.00	130.00	0.00	
127		ADVANCED TECHNOLOGIES CONSULTANTS	Universal Robot 3e	Addition	1	3 1	43,710.67	131,132.01	0.00	43,710.67	87,421.34	0.00	
128			Shipping	Shipping			2,750.00	2,750.00	0.00	915.00	1,835.00	0.00	
129		TECH LABS (AMATROL)	Portable Mechanical Drive	Addition	1	1	17,485.00	17,485.00	0.00	17,485.00	0.00	0.00	
130			Shipping	Shipping			1,005.00	1,005.00	0.00	1,005.00	0.00	0.00	

	Program / Name	Vendor	Description	Justification	Priority	Quantity	Price	Total	GEN-Equip	BLDG-Equip	NO or HOLD	GRANT FUNDS	PO Number
131		TECH LABS (AMATROL)	Hydraulic Trainer- Basic & Intermediate	Addition	1	1	30,520.00	30,520.00	0.00	30,520.00	0.00	0.00	
132			Shipping	Shipping			1,005.00	1,005.00	0.00	1,005.00	0.00	0.00	
133	<b>SUBTOTAL (MECHATRONICS)</b>							198,272.01	0.00	107,363.67	90,908.34	0.00	
134													
135	<b>MARKETING</b>												
136	Terri Busch	NONE	NONE	None			0.00	0.00	0.00	0.00	0.00	0.00	
137	<b>SUBTOTAL (MARKETING)</b>							0.00	0.00	0.00	0.00	0.00	
138													
139	<b>CRIMINAL JUSTICE</b>												
140	Tom Burg	NONE	NONE	None			0.00	0.00	0.00	0.00	0.00	0.00	
141													
142	<b>SUBTOTAL (CRIMINAL JUSTICE)</b>							0.00	0.00	0.00	0.00	0.00	
143													
144	<b>BASIC PEACE OFFICER CERTIFICATION</b>												
145	Tucker Hodgson												
146		TO BE DETERMINED	Vehicle for LEDT	Addition	1	1	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	
147			Shipping	Shipping			0.00	0.00	0.00	0.00	0.00	0.00	
148		BLAUER TACTIVAL	XL DT suit for defensive tactics	Addition	1	1	2,900.00	2,900.00	0.00	2,900.00	0.00	0.00	
149			Shipping	Shipping			250.00	250.00	0.00	250.00	0.00	0.00	
150	<b>SUBTOTAL (BASIC PEACE OFFICER CERT)</b>							23,150.00	0.00	3,150.00	20,000.00	0.00	0.00
151													
152	<b>CULINARY SERVICES</b>												
153	Mandy Farmer		NONE	None			0.00	0.00	0.00	0.00	0.00	0.00	
154													
155	<b>SUBTOTAL (CULINARY SERVICES)</b>							0.00	0.00	0.00	0.00	0.00	
156													
157	<b>FIREFIGHTER / EMERGENCY SERVICES</b>												
158	Gary Vap	WHITTON SUPPLY CO	Handheld Blower 60V	Addition	1	1	399.00	399.00	0.00	0.00	399.00	0.00	
159			Shipping	Shipping			50.00	50.00	0.00	0.00	50.00	0.00	
160		WHITTON SUPPLY CO	Work Light, 20V LED w/ tripod	Addition	1	1	349.00	349.00	0.00	0.00	349.00	0.00	
161			Shipping	Shipping			50.00	50.00	0.00	0.00	50.00	0.00	
162		DINGES FIRE CO	Fire Nozzle 2.5" HEN	Addition	1	1	1,244.95	1,244.95	0.00	0.00	1,244.95	0.00	
163			Shipping	Shipping			100.00	100.00	0.00	0.00	100.00	0.00	

	Program / Name	Vendor	Description	Justification	Priority	Quantity	Price	Total	GEN-Equip	BLDG-Equip	NO or HOLD	GRANT FUNDS	PO Number
164		DINGES FIRE CO	Hydro Shutoff for HEN Nozzle	Addition	1	1	1,474.95	1,474.95	0.00	0.00	1,474.95	0.00	
165			Shipping	Shipping			50.00	50.00	0.00	0.00	50.00	0.00	
166		DINGES FIRE CO	Pressure reducer for HEN nozzle	Addition	1	1	344.95	344.95	0.00	0.00	344.95	0.00	
167			Shipping	Shipping			50.00	50.00	0.00	0.00	50.00	0.00	
168		BANNER FIRE EQUIPMENT	Fire Turnout Gear	Replacement	1	10	3,844.00	38,440.00	0.00	38,440.00	0.00	0.00	
169			Shipping	Shipping			0.00	0.00	0.00	0.00	0.00	0.00	
170		PYROSOFT	Fire Simulator (Fire Extinguisher)	Addition	1	1	19,500.00	19,500.00	0.00	19,500.00	0.00	0.00	
171			Shipping	Shipping			300.00	300.00	0.00	300.00	0.00	0.00	
172	SUBTOTAL (FIREFIGHTER/EMS)							62,352.85	0.00	58,240.00	4,112.85	0.00	
173													
174	<b>COSMETOLOGY</b>												
175													
176	Kayla Randol	BURMAX	Clipper Tool Kits: clippers, trimmers, shaver & case	Replacement	1	24	320.00	7,680.00	0.00	7,680.00	0.00	0.00	
177			Shipping	Shipping			0.00	0.00	0.00	0.00	0.00	0.00	
178		HYDRAFACIAL	Lightstim Elipsa Black Facial Light	Addition	2	1	1,899.00	1,899.00	0.00	1,899.00	0.00	0.00	
179			Shipping	Shipping			13.61	13.61	0.00	13.61	0.00	0.00	
180	SUBTOTAL (COSMETOLOGY)							9,592.61	0.00	9,592.61	0.00	0.00	

**2025 Computer and Technology Requests**

	<b>Program / Name</b>	<b>Vendor</b>	<b>Description</b>	<b>Justification</b>	<b>QTY</b>	<b>Price</b>	<b>Total</b>	<b>GENERAL</b>	<b>BUILDING</b>	<b>NO or HOLD</b>	<b>GRANT FUNDS</b>	<b>PO Number</b>
1	FINANCIAL AID / JACKSON	CLUTCH SOLUTIONS	Desktop Computers	Annual rotation	1	\$1,388.00	1,388.00	0.00	\$1,388.00	0.00	0.00	
2	FULLTIME PROG / GOFF	CLUTCH SOLUTIONS	Desktop Computers	Annual rotation	1	\$1,388.00	1,388.00	0.00	\$1,388.00	0.00	0.00	
3	FULLTIME PROG / KNIGHT	CLUTCH SOLUTIONS	Desktop Computers	Annual rotation	1	\$1,388.00	1,388.00	0.00	\$1,388.00	0.00	0.00	
4	FULL TIME PROG/ KNIGHT	CLUTCH SOLUTIONS	Monitor	Annual rotation	1	\$359.00	359.00	0.00	\$359.00	0.00	0.00	
5	FULLTIME PROG / BURKETT	CLUTCH SOLUTIONS	Desktop Computers	Annual rotation	1	\$1,388.00	1,388.00	0.00	\$1,388.00	0.00	0.00	
6	FULLTIME PROGRAMS/ B117	CLUTCH SOLUTIONS	Desktop Computers	Annual rotation	3	\$1,388.00	4,164.00	0.00	\$4,164.00	0.00	0.00	
7	ADMIN/ THORPE A110-113	CLUTCH SOLUTIONS	Desktop Computers	Annual rotation	3	\$1,388.00	4,164.00	0.00	\$4,164.00	0.00	0.00	
8	ADMIN/ THORPE A111	CLUTCH SOLUTIONS	Surface with 3 docks	Annual rotation	1	\$2,025.00	2,025.00	0.00	\$2,025.00	0.00	0.00	
9	ADMIN/ THORPE A111	CLUTCH SOLUTIONS	Surface Docks	Annual rotation	3	\$247.00	741.00	0.00	\$741.00	0.00	0.00	
10	LOBBY & STAFF DISPLAY	CLUTCH SOLUTIONS	Desktop Computers	Annual rotation	2	\$1,388.00	2,776.00	0.00	\$2,776.00	0.00	0.00	
11	TEACHER WORK RM/TIME CLOCK	CLUTCH SOLUTIONS	Chromebook	Annual rotation	1	\$367.00	367.00	0.00	\$367.00	0.00	0.00	
12	BPOC/ DISPLAY PC	CLUTCH SOLUTIONS	Desktop Computer	Addition	1	\$1,388.00	1,388.00	0.00	\$1,388.00	0.00	0.00	
13	INFO TECH / C102A	CLUTCH SOLUTIONS	Desktop Computers	Annual rotation	17	\$1,388.00	23,596.00	0.00	\$23,596.00	0.00	0.00	
14	INFO TECH / TEACHING ASST	CLUTCH SOLUTIONS	High End PC	Annual rotation	1	\$1,947.00	1,947.00	0.00	\$1,947.00	0.00	0.00	
15	VISUAL COMM C102B	CLUTCH SOLUTIONS	High End PC's	Annual rotation	17	\$1,947.00	33,099.00	0.00	\$33,099.00	0.00	0.00	
16	SHARE/ STAFF B129	CLUTCH SOLUTIONS	Desktop Computers	Annual rotation	2	\$1,388.00	2,776.00	0.00	\$2,776.00	0.00	0.00	
17	SHARE/ STUDENTS B129	CLUTCH SOLUTIONS	Desktop Computers	Annual rotation	20	\$1,388.00	27,760.00	0.00	\$27,760.00	0.00	0.00	
18	SHARE/ B129	CLUTCH SOLUTIONS	Laptop	Annual rotation	1	\$1,350.00	1,350.00	0.00	\$1,350.00	0.00	0.00	
19	FINANCE/ RUSH A106-109	CLUTCH SOLUTIONS	Desktop Computers	Annual rotation	3	\$1,388.00	4,164.00	0.00	\$4,164.00	0.00	0.00	
20	FINANCE/ RUSH	CLUTCH SOLUTIONS	Printer	Annual rotation	1	\$2,610.00	2,610.00	0.00	\$2,610.00	0.00	0.00	
21	FINANCE/ PEREZ	CLUTCH SOLUTIONS	Printer	Annual rotation	1	\$2,610.00	2,610.00	0.00	\$2,610.00	0.00	0.00	
22	AT&D/ B108	CLUTCH SOLUTIONS	Desktop Computers	Annual rotation	4	\$1,388.00	5,552.00	0.00	\$5,552.00	0.00	0.00	
23	AT&D/ DUGGAN	CLUTCH SOLUTIONS	Laptop	Annual rotation	1	\$1,350.00	1,350.00	0.00	\$1,350.00	0.00	0.00	
24	SYSTEMS/ BELL	CLUTCH SOLUTIONS	Desktop Computers	Annual rotation	1	\$1,388.00	1,388.00	0.00	\$1,388.00	0.00	0.00	
25	COSMO/ B203	CLUTCH SOLUTIONS	Desktop Computers	Annual rotation	5	\$1,388.00	6,940.00	0.00	\$6,940.00	0.00	0.00	
26	HEALTH CAREERS / ELLER	CLUTCH SOLUTIONS	Desktop Computers	Addition	1	\$1,388.00	1,388.00	0.00	\$1,388.00	0.00	0.00	
27	HEALTH CAREERS / ELLER	CLUTCH SOLUTIONS	Monitor	Annual rotation	1	\$359.00	359.00	0.00	\$359.00	0.00	0.00	
28	STUDENT SERV/ EVANS	CLUTCH SOLUTIONS	Monitor	Annual rotation	1	\$359.00	359.00	0.00	\$359.00	0.00	0.00	
29	STUDENT SERV/ EVANS	CLUTCH SOLUTIONS	Monitor	Annual rotation	1	\$359.00	359.00	0.00	\$359.00	0.00	0.00	
30	STUDENT SERV/ WARE	CLUTCH SOLUTIONS	Printer	Annual rotation	1	\$2,488.00	2,488.00	0.00	\$2,488.00	0.00	0.00	
31	CAREER CENTER	CLUTCH SOLUTIONS	Chromebooks	Annual rotation	20	\$252.00	5,040.00	0.00	\$5,040.00	0.00	0.00	

	Program / Name	Vendor	Description	Justification	QTY	Price	Total	GENERAL	BUILDING	NO or HOLD	GRANT FUNDS	PO Number
32	PRECISION MACHINING/ MORGAN	CLUTCH SOLUTIONS	Monitors	Annual rotation	18	\$359.00	6,462.00	0.00	\$6,462.00	0.00	0.00	
33	PRECISION MACHINING/ MORGAN	CLUTCH SOLUTIONS	Laptops	Annual rotation	6	\$1,217.00	7,302.00	0.00	\$2,434.00	4,868.00	0.00	
34	PN/ TRIPP	CLUTCH SOLUTIONS	Monitors	Annual rotation	6	\$359.00	2,154.00	0.00	\$2,154.00	0.00	0.00	
35	BIS/ MILLER	CLUTCH SOLUTIONS	Monitor	Annual rotation	1	\$359.00	359.00	0.00	\$359.00	0.00	0.00	
36	BIS Office	CLUTCH SOLUTIONS	HP LaserJet Printer	Annual rotation	1	\$2,059.00	2,059.00	0.00	\$2,059.00	0.00	0.00	
37	BIS/ KYLER	CLUTCH SOLUTIONS	Laptop	Addition	1	\$1,350.00	1,350.00	0.00	\$1,350.00	0.00	0.00	
38	SAFETY/ STORM	CLUTCH SOLUTIONS	Laptop	Addition	3	\$1,217.00	3,651.00	0.00	\$3,651.00	0.00	0.00	
39	SAFETY/ HOUSTON	CLUTCH SOLUTIONS	HP LaserJet Printer	Addition	1	\$2,059.00	2,059.00	0.00	\$2,059.00	0.00	0.00	
40	MECHATRONICS/ RECTOR	CLUTCH SOLUTIONS	Laptops	Annual rotation	2	\$1,350.00	2,700.00	0.00	\$2,700.00	0.00	0.00	
41	WELDING/ KIMBREL	CLUTCH SOLUTIONS	Monitors	Annual rotation	3	\$359.00	1,077.00	0.00	\$1,077.00	0.00	0.00	
42	WELDING/ KIMBREL	CLUTCH SOLUTIONS	Printer	Annual rotation	1	\$2,059.00	2,059.00	0.00	\$2,059.00	0.00	0.00	
43	SUBTOTAL						177,903.00	0.00	173,035.00	4,868.00	0.00	
44												
45	VISUAL COMM / BULLER	BABYLOCK	Baby Lock Capela Embroidery Machine	This machine will enable us to create custom designs and transfer them onto hats and shirts, as well as produce personalized swag for PTC and our esports team. By integrating this technology into our program, we will enhance our students' skill sets, broadening their career opportunities and equipping them to pursue employment in the community or launch their own entrepreneurial ventures.	1	6,599.00	6,599.00	0.00	6,599.00	0.00	0.00	
46	VISUAL COMM/ BULLER	BABYLOCK	Palette 11 Embroidery Software	This software will allow us to take the things we make in Photoshop and Illustrator and convert it to embroider on various items	1	1,679.00	1,679.00	0.00	1,679.00	0.00	0.00	
47	VISUAL COMM/ BULLER	BABYLOCK	SHIPPING				100.00	0.00	100.00	0.00	0.00	
48	SUBTOTAL						8,378.00	0.00	8,378.00	0.00	0.00	
49												
50	AT&D/ Denoya	Benco Dental	MobileX Handheld Generator (x-ray)	To provide the Dental Assisting class with more necessary equipment to provide the best education to our students	1	\$3,262.98	3,262.98	0.00	\$3,262.98	0.00	0.00	
51	AT&D/ Denoya	Benco Dental	Vision XR IO Sensor #2 adult (x-ray sensor)	To provide the Dental Assisting class with more necessary equipment to provide the best education to our students	1	\$4,959.24	4,959.24	0.00	\$4,959.24	0.00	0.00	
52	SUBTOTAL						8,222.22	0.00	8,222.22	0.00	0.00	
53												
54	BIS/ KYLER	Amazon	Mobile Projector	We have been to multiple sites this year and needed an updated projector that is compatible with typical laptops.	1	\$700.00	700.00	0.00	\$700.00	0.00	0.00	
55	VISUAL COMM / BULLER	Amazon	Shure SM7b Microphone	With condensed mics we are picking up background hiss. This mic is used in most podcast productions. We plan on using this for competition (Podcast Production) as well as studio production that we have for my Audio Production class	1	\$355.41	355.41	0.00	\$355.41	0.00	0.00	
56	VISUAL COMM / BULLER	Amazon	Shipping	Shipping estimate		\$25.00	25.00	0.00	\$25.00	0.00	0.00	
57	INFO TECH/ LADNER	Amazon	Next Level Racing® F-GT Elite iRacing® Edition	Setup for esports	1	\$1,099.99	1,099.99	0.00	\$1,099.99	0.00	0.00	
58	INFO TECH/ LADNER	Amazon	Elite ES1 Sim Racing Seat	Setup for esports	1	\$399.99	399.99	0.00	\$399.99	0.00	0.00	
59	INFO TECH/ LADNER	Amazon	ELITE QUAD MONITOR STAND	Setup for esports	1	\$699.99	699.99	0.00	\$699.99	0.00	0.00	

	Program / Name	Vendor	Description	Justification	QTY	Price	Total	GENERAL	BUILDING	NO or HOLD	GRANT FUNDS	PO Number
60	INFO TECH/ LADNER	Amazon	Moza R12 Direct Drive	Setup for esports	1	\$549.99	549.99	0.00	\$549.99	0.00	0.00	
61	INFO TECH/ LADNER	Amazon	Moza Rs V2 Steering Wheel	Setup for esports	1	\$439.00	439.00	0.00	\$439.00	0.00	0.00	
62	INFO TECH/ LADNER	Amazon	MOZA SR-P Pedals Set of Brake, Throttle and Clutch	Setup for esports	1	\$262.99	262.99	0.00	\$262.99	0.00	0.00	
63	INFO TECH/ LADNER	Amazon	SAMSUNG 43" Odyssey Neo G7 Series 4K UHD Smart Gaming Monitor, 144Hz, 1ms, VESA Display HDR600,	Setup for esports	4	\$569.00	2,276.00	0.00	\$2,276.00	0.00	0.00	
64	INFO TECH/ LADNER	Amazon	5090 Graphics card	Upgrade GPU	1	\$1,999.00	1,999.00	0.00	\$1,999.00	0.00	0.00	
65	INFO TECH/ LADNER	Amazon	5070 TI Graphics card	Upgrade GPU	1	\$749.00	749.00	0.00	\$749.00	0.00	0.00	
66	SUBTOTAL						9,556.36	0.00	9,556.36	0.00	0.00	
67												
68	SAFETY/ STORM	WALMART	TV - for Safety Training Room	Current one does not work properly	1	\$2,500.00	2,500.00	0.00	2,500.00	0.00	0.00	
69	SYSTEMS/ BELL	WALMART	Larger Display - For B120	For B120	1	\$2,500.00	2,500.00	0.00	2,500.00	0.00	0.00	
70	SYSTEMS/ BELL	WALMART	Larger Display - For B131	For B131	1	\$2,500.00	2,500.00	0.00	2,500.00	0.00	0.00	
71	BIS/ MILLER	WALMART	TV - for the back of Flex Lab Classroom	It would be extremely helpful to have a tv in the back of the flex lab classroom that mirrors the front TV not only for the students in the back of the room but also for the instructors so they don't have to turn around every time to see if the slides have moved along with them or if the video is starting, etc. It would help for ease of use for facilitators and for participants as if the room is full it can be tough to see the details from the back of the room on the tv in the front of the room	1	\$2,500.00	2,500.00	0.00	0.00	2,500.00	0.00	
72	SUBTOTAL						10,000.00	0.00	7,500.00	2,500.00	0.00	
73												
74												
75		<b>TECHNOLOGY TOTAL</b>					214,059.58	0.00	206,691.58	7,368.00	0.00	

**2025 FURNITURE REQUESTS**

	<b>Program / Name</b>	<b>Vendor</b>	<b>Description</b>	<b>Quantity</b>	<b>Price Each</b>	<b>Total</b>	<b>GEN - EQUIP</b>	<b>BLDG - EQUIP</b>	<b>NO or HOLD</b>	<b>GRANT FUNDS</b>	<b>PO Number</b>
1	TEACHER PREP / BRADEN	<b>GALAXIE</b>	DESK, RETURN, CENTER DRAWER	1	1,325.52	1,325.52	0.00	1,325.52	0.00	0.00	
2	TEACHER PREP / BRADEN	<b>GALAXIE</b>	4 DRAWER LATERAL FILE	2	1,102.92	2,205.84	0.00	2,205.84	0.00	0.00	
3	TEACHER PREP / BRADEN	<b>GALAXIE</b>	<i>DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF</i>			635.65	0.00	635.65	0.00	0.00	
4	INFO TECH CLASS / LADNER	<b>GALAXIE</b>	TASK-FLEX BACK CHAIRS	5	273.90	1,369.50	0.00	1,369.50	0.00	0.00	
5	INFO TECH CLASS / LADNER	<b>GALAXIE</b>	RECT TABLES	7	694.48	4,861.36	0.00	4,861.36	0.00	0.00	
6	INFO TECH CLASS / LADNER	<b>GALAXIE</b>	RECT TABLES	4	725.17	2,900.68	0.00	2,900.68	0.00	0.00	
7	INFO TECH CLASS / LADNER	<b>GALAXIE</b>	DESK, RETURN, CENTER DRAWER	1	1,325.52	1,325.52	0.00	1,325.52	0.00	0.00	
8	INFO TECH CLASS / LADNER	<b>GALAXIE</b>	COMPUTER DESKS	18	328.86	5,919.48	0.00	5,919.48	0.00	0.00	
9	INFO TECH CLASS / LADNER	<b>GALAXIE</b>	<i>DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF</i>			2,944.78	0.00	2,944.78	0.00	0.00	
10	VISUAL COMM / BULLER	<b>GALAXIE</b>	COMPUTER DESKS	17	328.86	5,590.62	0.00	5,590.62	0.00	0.00	
11	VISUAL COMM / BULLER	<b>GALAXIE</b>	RECT TABLES	4	725.18	2,900.72	0.00	2,900.72	0.00	0.00	
12	VISUAL COMM / BULLER	<b>GALAXIE</b>	TASK-FLEX BACK CHAIRS	12	273.91	3,286.92	0.00	3,286.92	0.00	0.00	
13	VISUAL COMM / BULLER	<b>GALAXIE</b>	DESK, RETURN, CENTER DRAWER	1	1,325.51	1,325.51	0.00	1,325.51	0.00	0.00	
14	VISUAL COMM / BULLER	<b>GALAXIE</b>	RECT TABLES	5	694.47	3,472.35	0.00	3,472.35	0.00	0.00	
15	VISUAL COMM / BULLER	<b>GALAXIE</b>	<i>DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF</i>			2,983.71	0.00	2,983.71	0.00	0.00	
16	BIOMED / BODICK	<b>GALAXIE</b>	DESK, RETURN	1	612.87	612.87	0.00	612.87	0.00	0.00	
17	BIOMED / BODICK	<b>GALAXIE</b>	NARROW PED	2	354.71	709.42	0.00	709.42	0.00	0.00	
18	BIOMED / BODICK	<b>GALAXIE</b>	ROLL CALL LECTERN RECT TOP	14	399.96	5,599.44	0.00	5,599.44	0.00	0.00	
19	BIOMED / BODICK	<b>GALAXIE</b>	<i>DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF</i>			1,245.92	0.00	1,245.92	0.00	0.00	
20	SUPT / JOHNSON	<b>GALAXIE</b>	4 DRAWER LATERAL FILE	2	1,102.92	2,205.84	0.00	2,205.84	0.00	0.00	
21	SUPT / JOHNSON	<b>GALAXIE</b>	2 DRAWER LATERAL FILE	1	510.66	510.66	0.00	510.66	0.00	0.00	
22	SUPT / JOHNSON	<b>GALAXIE</b>	BOOKCASE HUTCH	1	300.17	300.17	0.00	300.17	0.00	0.00	
23	SUPT / JOHNSON	<b>GALAXIE</b>	DESK/CREDENIA COMBO	1	2,939.09	2,939.09	0.00	2,939.09	0.00	0.00	
24	SUPT / JOHNSON	<b>GALAXIE</b>	<i>DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF</i>			1,072.04	0.00	1,072.04	0.00	0.00	
25	SUPT / ADMIN HALLWAY	<b>GALAXIE</b>	4 DRAWER LATERAL FILE	2	1,102.92	2,205.84	0.00	2,205.84	0.00	0.00	
26	SUPT / ADMIN HALLWAY	<b>GALAXIE</b>	<i>DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF</i>			397.06	0.00	397.06	0.00	0.00	
27	SUPT / THORPE	<b>GALAXIE</b>	DESK SUITE - FOR OFFICE	1	7,119.29	7,119.29	0.00	7,119.29	0.00	0.00	
28	SUPT / THORPE	<b>GALAXIE</b>	CREDENZA - FOR OFFICE	1	1,260.88	1,260.88	0.00	1,260.88	0.00	0.00	
29	SUPT / THORPE	<b>GALAXIE</b>	DESK & STORAGE CABINET UNIT - FOR STORAGE ROOM	1	5,950.92	5,950.92	0.00	5,950.92	0.00	0.00	
30	SUPT / THORPE	<b>GALAXIE</b>	<i>DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF</i>			2,579.60	0.00	2,579.60	0.00	0.00	
31	MARKETING / OGDEN	<b>GALAXIE</b>	CABINETS	2	603.58	1,207.16	0.00	1,207.16	0.00	0.00	
32	MARKETING / OGDEN	<b>GALAXIE</b>	LAMINATE TOP	1	495.29	495.29	0.00	495.29	0.00	0.00	

	Program / Name	Vendor	Description	Quantity	Price Each	Total	GEN - EQUIP	BLDG - EQUIP	NO or HOLD	GRANT FUNDS	PO Number
33	MARKETING / OGDEN	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			306.45	0.00	306.45	0.00	0.00	
34	AT&D / OFFICE	GALAXIE	2 DRAWER LATERAL FILE	1	536.92	536.92	0.00	536.92	0.00	0.00	
35	AT&D / OFFICE	GALAXIE	DESK 1	1	3,006.16	3,006.16	0.00	3,006.16	0.00	0.00	
36	AT&D / OFFICE	GALAXIE	DESK 2	1	2,161.80	2,161.80	0.00	2,161.80	0.00	0.00	
37	AT&D / OFFICE	GALAXIE	CREDENZA	1	2,006.26	2,006.26	0.00	2,006.26	0.00	0.00	
38	AT&D / OFFICE	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			1,388.01	0.00	1,388.01	0.00	0.00	
39	AT&D / DUGGAN	GALAXIE	DESK & CRENDEZA SUITE	1	4,294.11	4,294.11	0.00	4,294.11	0.00	0.00	
40	AT&D / DUGGAN	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			772.94	0.00	772.94	0.00	0.00	
41	AT&D / DENOYA	GALAXIE	DESK SUITE	1	2,555.70	2,555.70	0.00	2,555.70	0.00	0.00	
42	AT&D / DENOYA	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			460.03	0.00	460.03	0.00	0.00	
43	STUDENT SERV / LYNES	GALAXIE	DESK	1	1,813.15	1,813.15	0.00	1,813.15	0.00	0.00	
44	STUDENT SERV / LYNES	GALAXIE	CREDENZA	1	3,020.30	3,020.30	0.00	3,020.30	0.00	0.00	
45	STUDENT SERV / LYNES	GALAXIE	BOOKCASE	1	432.68	432.68	0.00	432.68	0.00	0.00	
46	STUDENT SERV / LYNES	GALAXIE	4 DRAWER LATERAL FILE	1	1,102.92	1,102.92	0.00	1,102.92	0.00	0.00	
47	STUDENT SERV / LYNES	GALAXIE	ROUND TOP TABLE & PEDESTAL	1	691.25	691.25	0.00	691.25	0.00	0.00	
48	STUDENT SERV / LYNES	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			1,270.86	0.00	1,270.86	0.00	0.00	
49	STUDENT SERV	GALAXIE	STORAGE CABINET WITH DOORS	1	486.40	486.40	0.00	486.40	0.00	0.00	
50	STUDENT SERV	GALAXIE	LAMINATE TOP FOR LATERAL FILE	4	334.92	1,339.68	0.00	1,339.68	0.00	0.00	
51	STUDENT SERV	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			328.70	0.00	328.70	0.00	0.00	
52	STUDENT SERV / L EVANS	GALAXIE	DESK	1	2,582.78	2,582.78	0.00	2,582.78	0.00	0.00	
53	STUDENT SERV / L EVANS	GALAXIE	CREDENZIA	1	3,419.05	3,419.05	0.00	3,419.05	0.00	0.00	
54	STUDENT SERV / L EVANS	GALAXIE	ROUND TOP TABLE & PEDESTAL	1	665.79	665.79	0.00	665.79	0.00	0.00	
55	STUDENT SERV / L EVANS	GALAXIE	BOOKCASE 5-SHELF	1	432.68	432.68	0.00	432.68	0.00	0.00	
56	STUDENT SERV / L EVANS	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			1,278.06	0.00	1,278.06	0.00	0.00	
57	STUDENT SERV / J EVANS	GALAXIE	DESK	1	2,259.57	2,259.57	0.00	2,259.57	0.00	0.00	
58	STUDENT SERV / J EVANS	GALAXIE	CREDENZA	1	1,826.48	1,826.48	0.00	1,826.48	0.00	0.00	
59	STUDENT SERV / J EVANS	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			735.49	0.00	735.49	0.00	0.00	
60	STUDENT SERV / C HORNE	GALAXIE	DESK	1	2,259.57	2,259.57	0.00	2,259.57	0.00	0.00	
61	STUDENT SERV / C HORNE	GALAXIE	CREDENZA	1	1,134.84	1,134.84	0.00	1,134.84	0.00	0.00	
62	STUDENT SERV / C HORNE	GALAXIE	ROUND TOP TABLE & PEDESTAL	1	640.74	640.74	0.00	640.74	0.00	0.00	
63	STUDENT SERV / C HORNE	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			726.33	0.00	726.33	0.00	0.00	
64	B109 / FIELDS	GALAXIE	DESK	1	624.18	624.18	0.00	624.18	0.00	0.00	
65	B109 / FIELDS	GALAXIE	STORAGE CABINET WITH DOORS	1	486.41	486.41	0.00	486.41	0.00	0.00	
66	B109 / FIELDS	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			199.91	0.00	199.91	0.00	0.00	

	Program / Name	Vendor	Description	Quantity	Price Each	Total	GEN - EQUIP	BLDG - EQUIP	NO or HOLD	GRANT FUNDS	PO Number
67	TESTING CENTER / B109	GALAXIE	STUDENT DESKS	11	328.86	3,617.46	0.00	3,617.46	0.00	0.00	
68	TESTING CENTER / B109	GALAXIE	DESK	1	1,205.89	1,205.89	0.00	1,205.89	0.00	0.00	
69	TESTING CENTER / B109	GALAXIE	CREDENZA	1	1,183.32	1,183.32	0.00	1,183.32	0.00	0.00	
70	TESTING CENTER / B109	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			1,081.20	0.00	1,081.20	0.00	0.00	
71	CAREER CENTER / B112	GALAXIE	STUDENT DESKS	17	328.86	5,590.62	0.00	5,590.62	0.00	0.00	
72	CAREER CENTER / B112	GALAXIE	DESK	1	1,373.54	1,373.54	0.00	1,373.54	0.00	0.00	
73	CAREER CENTER / B112	GALAXIE	BOOKCASE	2	432.68	865.36	0.00	865.36	0.00	0.00	
74	CAREER CENTER / B112	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			1,409.32	0.00	1,409.32	0.00	0.00	
75	CAREER CENTER / KEELER	GALAXIE	DESK	1	2,471.26	2,471.26	0.00	2,471.26	0.00	0.00	
76	CAREER CENTER / KEELER	GALAXIE	CREDENZA	1	1,490.76	1,490.76	0.00	1,490.76	0.00	0.00	
77	CAREER CENTER / KEELER	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			713.17	0.00	713.17	0.00	0.00	
78	CAREER CENTER / SMITH	GALAXIE	DESK	1	2,471.26	2,471.26	0.00	2,471.26	0.00	0.00	
79	CAREER CENTER / SMITH	GALAXIE	CREDENZA	1	1,490.76	1,490.76	0.00	1,490.76	0.00	0.00	
80	CAREER CENTER / SMITH	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			713.17	0.00	713.17	0.00	0.00	
81	FINANCIAL AID / JACKSON	GALAXIE	DESK	1	2,535.10	2,535.10	0.00	2,535.10	0.00	0.00	
82	FINANCIAL AID / JACKSON	GALAXIE	CREDENZA	1	1,804.26	1,804.26	0.00	1,804.26	0.00	0.00	
83	FINANCIAL AID / JACKSON	GALAXIE	4 DRAWER LATERAL FILE	1	1,102.92	1,102.92	0.00	1,102.92	0.00	0.00	
84	FINANCIAL AID / JACKSON	GALAXIE	BOOKCASE CABINET	1	409.66	409.66	0.00	409.66	0.00	0.00	
85	FINANCIAL AID / JACKSON	GALAXIE	BOOKCASE HUTCH	1	300.16	300.16	0.00	300.16	0.00	0.00	
86	FINANCIAL AID / JACKSON	GALAXIE	ROUND TOP TABLE & PEDESTAL	1	615.30	615.30	0.00	615.30	0.00	0.00	
87	FINANCIAL AID / JACKSON	GALAXIE	CHAIRS	4	593.88	2,375.52	0.00	2,375.52	0.00	0.00	
88	FINANCIAL AID / JACKSON	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			1,645.73	0.00	1,645.73	0.00	0.00	
89	BPOC / HODGSON	GALAXIE	PILLOWSOFT EXEC HIGH-BACK CHAIR	1	408.44	408.44	0.00	408.44	0.00	0.00	
90	BPOC / HODGSON	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			73.52	0.00	73.52	0.00	0.00	
91	WELDING / FOSTER	GALAXIE	STAINLESS STEEL TABLES	14	1,805.07	25,270.98	0.00	25,270.98	0.00	0.00	
92	WELDING / FOSTER	GALAXIE	4-LEG STOOLS	28	109.484	3,065.55	0.00	3,065.55	0.00	0.00	
93	WELDING / FOSTER	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			5,100.58	0.00	5,100.58	0.00	0.00	
94	SAFETY / HOUSTON	GALAXIE	DESK	1	1,844.26	1,844.26	0.00	1,844.26	0.00	0.00	
95	SAFETY / HOUSTON	GALAXIE	CREDENZA	1	1,804.26	1,804.26	0.00	1,804.26	0.00	0.00	
96	SAFETY / HOUSTON	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			656.74	0.00	656.74	0.00	0.00	
97	BID ASST CENTER / BRAKEY	GALAXIE	DESK	1	2,970.61	2,970.61	0.00	2,970.61	0.00	0.00	
98	BID ASST CENTER / BRAKEY	GALAXIE	CREDENZA	1	923.14	923.14	0.00	923.14	0.00	0.00	
99	BID ASST CENTER / BRAKEY	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			700.88	0.00	700.88	0.00	0.00	
100	BIS ADMIN / KYLER	GALAXIE	DESK	1	3,558.43	3,558.43	0.00	3,558.43	0.00	0.00	

	Program / Name	Vendor	Description	Quantity	Price Each	Total	GEN - EQUIP	BLDG - EQUIP	NO or HOLD	GRANT FUNDS	PO Number
101	BIS ADMIN / KYLER	GALAXIE	TABLE	1	320.37	320.37	0.00	320.37	0.00	0.00	
102	BIS ADMIN / KYLER	GALAXIE	BOOKCASE HUTCH	2	300.17	600.34	0.00	600.34	0.00	0.00	
103	BIS ADMIN / KYLER	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			806.25	0.00	806.25	0.00	0.00	
104	BIS / THORNBURGH	GALAXIE	ROUND TOP TABLE & PEDESTAL	1	640.74	640.74	0.00	640.74	0.00	0.00	
105	BIS / THORNBURGH	GALAXIE	DESK	1	892.44	892.44	0.00	892.44	0.00	0.00	
106	BIS / THORNBURGH	GALAXIE	CREENZA	1	782.14	782.14	0.00	782.14	0.00	0.00	
107	BIS / THORNBURGH	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			416.76	0.00	416.76	0.00	0.00	
108	BIS	GALAXIE	STORAGE CABINET	3	1,113.83	3,341.49	0.00	3,341.49	0.00	0.00	
109	BIS	GALAXIE	STOOL	1	914.64	914.64	0.00	914.64	0.00	0.00	
110	BIS	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			601.47	0.00	601.47	0.00	0.00	
111	SYSTEMS	GALAXIE	TASK CHAIRS	3	371.68	1,115.04	0.00	1,115.04	0.00	0.00	
112	SYSTEMS	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			200.71	0.00	200.71	0.00	0.00	
113	CULINARY SERV / FARMER	GALAXIE	MOBILE EPOXY WIRE SHELVING FREEZER 12X36X60	2	186.29	372.58	0.00	372.58	0.00	0.00	
114	CULINARY SERV / FARMER	GALAXIE	MOBILE WIRE SHELVING 24X36X74	1	138.77	138.77	0.00	138.77	0.00	0.00	
115	CULINARY SERV / FARMER	GALAXIE	MOBILE WIRE SHELVING 24X48X74	8	164.68875	1,317.51	0.00	1,317.51	0.00	0.00	
116	CULINARY SERV / FARMER	GALAXIE	MOBILE EPOXY WIRE SHELVING FREEZER 18X60X74	8	218.68875	1,749.51	0.00	1,749.51	0.00	0.00	
117	CULINARY SERV / FARMER	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			737.89	0.00	737.89	0.00	0.00	
118	BIS / SCHWABE	GALAXIE	HEAVY DUTY STORAGE CABINET 48X24X72	3	2,212.92	6,638.76	0.00	6,638.76	0.00	0.00	
119	BIS / SCHWABE	GALAXIE	DESIGN, SHIPPING, INSTALLATION, TRASH HAUL OFF			1,194.98	0.00	1,194.98	0.00	0.00	
120			SUBTOTAL - GALAXIE			232,331.37	0.00	232,331.37	0.00	0.00	
121											
122	AT&D / DeNoya	BENCO DENTAL	N7125-P TREATMENT CENTER (DENTAL CABINET W/EQUIPMENT)	1	9,983.22	9,983.22	0.00	9,983.22	0.00	0.00	
123			SHIPPING AND HANDLING		0.00	0.00	0.00	0.00	0.00	0.00	
124			SUBTOTAL - BENCO DENTAL			9,983.22	0.00	9,983.22	0.00	0.00	
125											
126			<b>TOTAL</b>			242,314.59	0.00	242,314.59	0.00	0.00	

**PIONEER TECHNOLOGY CENTER**  
**Part-Time & Temporary Employment Contracts and/or Addenda to Contracts**  
**March 11, 2025 FY 2024/2025**

<u>Name</u>	<u>Position/Class Taught</u>	<u>Dates</u>	<u>Contract amount</u>
Keri Bartley	ABE/HSE Instructor	03/01 – 03/31 (15.5 hrs)	387.50
Carol Bottoms	ABE/HSE Instructor	03/01 – 03/31 (7 hrs)	175.00
Amey Branson	Clinical Skills Check-off	03/10 – 03/13 (28 hrs)	980.00
David Cheek	Become a Beekeeper	02/20 – 03/10 (18 hrs)	450.00
Aimee Clark	ABE/HSE Instructor	03/01 – 03/31 (19 hrs)	475.00
Joshua Conaway	Drafting Your Will	02/24 (4 hrs)	200.00
Tanner Crawford	CPR Instructor	02/25 (3 hrs)	90.00
Diane Foxworthy	Resume Writer	01/06 – 06/29 (up to 26 resumes)	2,000.00
Sheila Foxworthy	Resume Writer	01/06 – 06/29 (up to 26 resumes)	2,000.00
Larry Godley	ABE/HSE Instructor	03/01 – 03/31 (14 hrs)	420.00
Elaine Harman	ABE/HSE Instructor	03/01 – 03/31 (42 hrs)	1,092.00
Katheryn Johnson	CSO Skills Check-off	02/10 – 02/20 (2.25 hrs)	78.75
Phylisha Kimbrel	Welding Asst.	02/25 – 03/15 (up to 66 hrs)	1,000.00
Phylisha Kimbrel	Welding Asst.	03/16 – 04/15 (up to 66 hrs)	1,000.00
Phylisha Kimbrel	Welding Asst.	04/16 – 05/15 (up to 66 hrs)	1,000.00
Michiel Landers	Family Tree Genealogy	02/25 – 03/11 (9 hrs)	225.00
Julie Lawrence	ABE/Corrections Instructor	03/01 – 03/31 (6 hrs)	150.00
Allyson Leonard	ABE/HSE Instructor	03/01 – 03/31 (21.5 hrs)	537.50
Sandy May	ABE/HSE Instructor	03/01 – 03/31 (22.5 hrs)	562.50
John Munger	School Bus Training	03/03 – 03/14 (40 hrs/5-9pm)	1,200.00
Joni Murphy	ABE/HSE Instructor	03/01 – 03/31 (11.5 hrs)	287.50
Angela Neufeld	CSO Skills Check-off	02/07 – 02/20 (3 hrs)	105.00
Ashley O'Hara	CSO Skills Check-off	02/06 – 02/20 (3 hrs)	105.00
Eric Payne	Class B ELDT	03/04 (8 hrs)	240.00
Eric Payne	Class B ELDT	03/17 – 04/01 (96 hrs)	2,880.00
Pam Powers	ABE/HSE Instructor	03/01 – 03/31 (45 hrs)	1,125.00
Kristi Reed	CNA Skills	02/06 (8 hrs)	240.00
Kristi Reed	CNA Instructor	02/10 – 02/20 (95.5 hrs)	2,865.00
Jeremy Sacket	Excel Level 1	03/04 – 03/11 (10 hrs)	300.00
Brenna Scott	Adjunct Culinary Arts	02/24 – 02/28 (up to 20 hrs)	400.00
Robbin Seymour	PN Adjunct Instructor	04/01 – 06/30 (up to 24 hrs/wk)	40.00/hr
Rebecca Stephens	ABE/HSE Instructor	03/01 – 03/31 (56 hrs)	1,400.00
Mary Ann Sudbury	ABE/Corrections Instructor	03/01 – 03/31 (6 hrs)	150.00
Anthony Valentin	Welding Instructor	02/25 – 03/15 (24 hrs)	720.00
Anthony Valentin	Welding Instructor	03/16 – 04/15 (24 hrs)	720.00
Anthony Valentin	Welding Instructor	04/16 – 05/20 (24 hrs)	720.00
Gary Vap	CPR Instructor	02/25 – 02/26 (6 hrs/6-9pm)	180.00
Lora Walton	Child Development Class	02/16 – 03/15 (30 hrs)	750.00
Crystal Warren	Reflexology	02/24 (2 hrs)	100.00
Michelle Whetstone	Cloud Based Quickbooks	03/03 – 03/06 (8 hrs)	320.00

**MARCH BOARD MEETING CONTRACT RENEWALS**  
**Coordinators/Counselors/Managers**  
**For FY26**

POSITION/TITLE	EMPLOYEE NAME
Bid Assistance Coordinator, BIS	Dawn Brakey
BIS Coordinator	Sylvia Urioste
BIS Coordinator, Program Developer	Heather Smith
BIS Safety Coordinator & Trainer	Carl Storm
Business Solutions Coordinator	Brook Lindsay
Career & Guidance Counselor	Jayne Evans
Communications & Marketing Coordinator	Terri Busch
Coordinator, Apprenticeship Training	Ian Freeman
Coordinator, AT&D	Markesha Duggan
Coordinator, Basic Peace Officer Certification	Tucker Hodgson
Coordinator, Children's Lab & Preschool	Kylia Carlson
Coordinator, Culinary Services	Mandy Farmer
Training Navigator, New Beginning	Wendy Burg
Coordinator, Practical Nursing	Michelle Tripp
Coordinator, Work Ready Oklahoma	Dondi Rowe
Coordinator/Instructor, ABE/HSE	Jennifer Wehrenberg
Counselor/Student Services Coordinator	Lori Evans
Deputy Chief Financial Officer	Aimee Snyder
Entrepreneurial Services Coordinator, BIS	Benjamin Evans
Industrial Coordinator	Johnny Thornburgh
Innovation & Incubator Manager	Janet Schwabe
Leadership Development Coordinator, BIS	Jennifer Miller
Manager, Plant/Facilities	Mike Orr
Manager, Work Ready Oklahoma	Cena O'Driscoll