

Pioneer Technology Center Board of Education

Regular Meeting

Tuesday, June 9, 2026, 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

Small Business Development Centers (SBDC) — Ben Evans, Entrepreneurial Services Coordinator

5. Discussion and vote to approve or not approve the Minutes of the May 12, 2026 regular Board of Education meeting
6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (General Fund #61893-62017 in the amount of \$114,956.29; Building Fund #60089-60097 in the amount of \$130,551.67; Payroll #70191-70205 in the amount of \$34,203.21)
7. Administrative Reports and Anticipated Discussion by the Board and Staff regarding facilities, district policy issues, community issues and/or personnel or student needs
 - 7.A. Traci Thorpe, Superintendent/CEO
 - 7.B. Kahle Goff, Director of Full-Time Programs
8. Discussion and vote to approve or not approve the superintendent's travel to Charlotte, North Carolina, for the CTE Superintendents' OkACTE benchmarking trip on September 13–16, 2026
9. Discussion and vote to approve or not approve the 2026-27 Basic Peace Officer Certification handbook.
10. Discussion and vote to approve or not approve the annual contract with Adira for cybersecurity management in the amount of \$28,875

11. Discussion and vote to approve or not approve the Agreement for Representation between Pioneer Technology Center and its Board of Education and Rosenstein, Fist & Ringold. This is an agreement for legal services, including, but not limited to, legal advice, consultation and representation for FY27.
12. Discussion and vote to approve or not approve the FY27 contract with Burnett Security & Investigation to provide daily deposit services for an amount up to \$5,000
13. Discussion about moving forward with an architect and construction manager for the remodel of Precision Machining
14. Discussion and vote to approve or not approve a Resolution requesting FY27 Temporary Appropriations for General Fund and Building Fund: and a Resolution authorizing the school treasurer/deputy treasurer to invest excess funds during FY27.
15. Discussion and vote to approve or not approve the close out and transfer of balances from the following Activity Fund sub-accounts to the General Fund on June 30, 2026. (Petty cash, bookstore revenue, equipment sales, facilities rental, ABE testing fees, incubator rents, incubator utilities, miscellaneous, resale, shop revenue, day tuition, AT&D tuition, IT&D tuition, safety tuition, SHARE/Local).
16. Discussion and vote to approve and not approve the Activity Fund Subaccounts for FY27 as listed on Appendix A.
17. Discussion and vote to approve or not approve the adoption of the annual insurance resolution and proposed insurance policies renewal, for FY27, as listed on Appendix B.
18. Discussion and vote to approve or not approve the appointment of Aimee Snyder as School Treasurer and Purchasing Agent; Erin Mercer as Deputy Treasurer; Katy Mayer as Encumbrance Clerk and Activity Fund Custodian and Carol Cales as Activity Fund Clerk for FY27.
19. Proposed Executive Session to discuss the FY27 salary schedules and staffing plan per Okla. Stat. Title 25, 307(B)(1).
20. Vote to convene in Executive Session
21. Acknowledge return of the Board to Open Session
22. Board President statement of Executive Session minutes
23. Motion and vote to approve FY27 salary schedules and staffing plan.
24. Discussion and vote to approve or not approve individuals on part-time and temporary employment contracts, and addenda to contracts
25. Discussion and vote to approve or not approve hiring an AEFL(Adult Education Financial Literacy) Coordinator/Instructor

- 26. New Business
- 27. Board Comment
- 28. 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 Board of Education Regular Meeting
Tuesday, May 12, 2026 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

Absent- J.D. Soulek

Also in attendance were Traci Thorpe, Kendra Knight, Kahle Goff, Molly Kyler, Mike Orr, Terri Busch, Kellie Johnson, Jennifer Wehrenberg, Aimee Snyder, Shelly Shulanberger, Paytan Hodgson, Angela McClafin, and Joey Reinart

3. Flag salute and moment of silence
4. Reports and Presentations — Gateway/STEM Program Reports from Blackwell, Newkirk, Woodland, Tonkawa

Mrs. Shelly Shulanberger - Woodland Public Schools
Ms. Paytan Hodgson - Newkirk Public Schools
Mrs. Angela McClafin - Blackwell Public Schools
Mr. Reinart & Mrs. Kari Widener - Tonkawa Public Schools

Shelly S- Woodland Public Schools — Thank you for the continued support of the STEM Program. 66 students in High School and 64 middle school students. STEM has become more hands-on in the past due to your financial support of our schools. Purchased Chromebooks, and we have more hands-on activities in science classes. There are 3 Junior High Quiz Bowl teams, and they placed 2nd in the contests they competed in.
The computer teacher purchased media communication supplies and the students are learning to use the equipment. They are live-streaming the sporting events and parades, etc.

Payton Hodgson- Newkirk Public Schools-STEM Program — Thank you for helping us foster quality education for Newkirk Middle School and High School. (Wendy T). Peyton showed pictures of Newkirk's classroom. Before and After pictures to show the items that have been purchased by financial support from PTC. We purchased a vinyl banner printer with our funding, and we made new state championship banners for the gym and a backdrop for media day. We also got chrome books and a charging cart. New 3-D printers were also purchased, and we have been able to do fundraising to make more funds for the program.
Hands-on learning opportunities and Career Tech aligned learning opportunities and collaboration with CORE subjects for STEM curriculum. I like to teach in real life applications.

Angela M- Blackwell Public Schools — I was a graduate of PTC and I know the importance of the program and this is my first year in the program. Kari W. had been in the program before me

and she left huge shoes to fill. We have a large banner printer and 3-D printers. We are looking at ways to use those items. I currently teach 6–12 grade, and we teach STEM, Robotics, Engineering, etc. Kahle stated that Blackwell Middle school also tours PTC.

Mr. Reinart- Tonkawa Public Schools — Kari W. will be the leader of the new program for Tonkawa. In the High School there is 17 students in 2 different classes. We have a step program that students must complete before being in a Full STEM program such as robotics. This is our 2nd year to offer STEM, and we are still growing and learning. We are looking to add electronics next year. We are also looking at adding a program for our 7th graders. We had several students who attended OU Girls day in Engineering. We have 5 students who qualified for the National Conference.

5. Discussion and vote to approve or not approve the Minutes of the April 14, 2026 regular Board of Education meeting

Motion to approve the Minutes of the April 14, 2026 regular Board of Education meeting passed with a motion by Ms. Debbie Leaming and a second by Mr. Laurence Beliel.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Mrs Gay Norris: Abstain (Without Conflict)

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Absent

Yea: 3, Nay: 0, Absent: 1, Abstain (Without Conflict): 1

6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (General Fund #61695-61892 in the amount of \$211,564.83; Building Fund #60081-60088 in the amount of \$107,930.25; Payroll #70190 in the amount of \$3,582.60)

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

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Mrs Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Absent

Yea: 4, Nay: 0, Absent: 1

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

A. Traci Thorpe, Superintendent/CEO

Legislative session is looking to wrap up early this year. The budget bill has been passed through committee and is moving on for approval on the floor of each chamber, before final approval by the Governor. This is the earliest that has happened. This budget includes flat funding for Careertech, but they did protect Flex Benefit Allowance and added longevity pay for state employees as well as a teacher pay raise for CTE. We are waiting to hear from ODCTE how that may be rolled out, once final approval has been granted. There are still several other tax reduction measures making their way through the process. We have been in contact with our legislators to share concerns with the impact those may have on our future school budgets. Some that we're still monitoring closely are: potential SQ 843 – Homestead tax exemption, SB227 - flowlines for oil and gas, HJR1087 – manufactures' exemption and SJR39 – Ad Valorem growth caps.

Integrus Hospital staff met with PTC team members to discuss a pathway to assist more of our CNA completers toward employment opportunities in a hospital setting. Discussions centered around the development of a stackable credential for Patient Care Technician which will include some clinical rotations in a hospital and can be an add-on beyond CNA.

Mayor Kelsey Wagner has signed a proclamation in observance of National Apprenticeship Week, recognizing the vital role apprenticeships provide in creating opportunities for quality jobs and well-paying careers. PTC will be presented the proclamation on April 13 at the City of Ponca City Commission meeting. National Apprenticeship week will be observed April 26 - May 2. Several of our PTC team participated in the Central Technology Center CDL Statewide Program Advisory Committee meeting on April 8. The group met to discuss the statewide offering and network about what is working, needs/concerns, and what's next. PTC is one of the 18 technology centers partnering in the statewide offering. The drive around the BIS building and incubator facilities is underway and is anticipated to complete by early May.

Plans for a low water crossing have been received from the City of Ponca City and will be constructed this spring/summer.

The capital planning committee met to review upcoming Spring/Summer projects and priorities for future capital projects. Quotes for summer projects will be anticipated for approval at the May meeting.

Molly Kyler, Executive Director, Business & Industry Services

Graduation season is upon us, and we have been busy making it happen. We appreciate everyone who helps put these together. Incubator clients needed a bigger space and we have worked with them to get a bigger space available. We have other tenants that are applying and trying to get up and running. Terri lead the OKSPRA conference where she is the new President. We have had meetings about E-Sports and paramedic classes offered.

8. Discussion, Review and vote to approve or not approve policies CVFA-R- Fair Labor Standards Act- Regulation & DLE- Overtime and Compensation Time

Motion to approve policies CVFA-R- Fair Labor Standards Act- Regulation & DLE- Overtime and Compensation Time passed with a motion by Mr. Laurence Beliel and a second by Ms. Debbie Leaming.

Mr. Laurence Beliel: Yea

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

9. Discussion and vote to approve or not approve FY27 resource allocations to support Blackwell Gateway Partnership Program

Motion to approve FY27 resource allocations to support Blackwell Gateway Partnership Program 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: Yea
Ms. Rachel Shuey: Yea
Mr. J.D. Soulek: Absent
Yea: 4, Nay: 0, Absent: 1

10. Discussion and vote to approve or not approve FY27 resource allocations to support Newkirk Technology Education Partnership Program

Motion to approve FY27 resource allocations to support Newkirk Technology Education Partnership Program 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: Yea
Ms. Rachel Shuey: Yea
Mr. J.D. Soulek: Absent
Yea: 4, Nay: 0, Absent: 1

11. Discussion and vote to approve or not approve FY27 resource allocations to support Woodland STEM Partnership Program

Motion to approve FY27 resource allocations to support Woodland STEM Partnership Program 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: Yea
Ms. Rachel Shuey: Yea
Mr. J.D. Soulek: Absent
Yea: 4, Nay: 0, Absent: 1

12. Discussion and vote to approve or not approve FY27 resource allocations to support Tonkawa STEM Partnership Program

Motion to approve FY27 resource allocations to support Tonkawa STEM Partnership Program 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: Yea
Ms. Rachel Shuey: Yea
Mr. J.D. Soulek: Absent

Yea: 4, Nay: 0, Absent: 1

13. Discussion and vote to approve or not approve revised contracts for FY26 Audit and Financial Statement Services with S&B CPA's & Associates PLLC and Mary E. Johnson & Associates PLLC

Motion to approve revised contracts for FY26 Audit and Financial Statement Services with S&B CPA's & Associates PLLC and Mary E. Johnson & Associates PLLC passed with a motion by Mr. Laurence Beliel and a second by Ms. Rachel Shuey.

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

Yea: 4, Nay: 0, Absent: 1

14. Discussion and vote to approve or not approve a contract with the Gooden Group, Inc. to serve as the consultant for a joint marketing and public relations initiative involving multiple technology center districts for FY27 (\$5,526 same as FY26).

Motion to approve a contract with the Gooden Group, Inc. to serve as the consultant for a joint marketing and public relations initiative involving multiple technology center districts for FY27 (\$5,526 same as FY26). 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: Yea
Ms. Rachel Shuey: Yea
Mr. J.D. Soulek: Absent

Yea: 4, Nay: 0, Absent: 1

15. Discussion and vote to approve or not approve a contract with Statewide Marketing Cooperative Agreement for FY27 (\$13,750 — same as FY26).

Motion to approve a contract with Statewide Marketing Cooperative Agreement for FY27 (\$13,750) passed with a motion by Mrs Gay Norris and a second by Mr. Laurence Beliel.

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

16. Discussion and vote to approve or not approve the 2026-2027 Oklahoma State School Boards Association Membership (OSSBA) in the amount of \$3,665

Motion to approve the 2026-2027 Oklahoma State School Boards Association Membership (OSSBA) in the amount of \$3,665 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: Yea
Ms. Rachel Shuey: Yea
Mr. J.D. Soulek: Absent
Yea: 4, Nay: 0, Absent: 1

17. Discussion, Review and vote to approve or not approve purchases over \$10,000 as listed on Appendix A

Motion to approve purchases over \$10,000 as listed on Appendix A passed with a motion by Mr. Laurence Beliel and a second by Ms. Debbie Leaming.

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

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

Motion to approve individuals on part-time and temporary employment contracts, and addenda to contracts on Appendix B passed with a motion by Ms. Debbie Leaming and a second by Mrs Gay Norris.

Mr. Laurence Beliel: Yea
Ms. Debbie Leaming: Yea
Mrs Gay Norris: Yea

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

19. Discussion and vote to approve or not approve contract renewals for employees listed on Appendix C (Instructors & Facilitators)

Motion and vote to approve contract renewals for employees listed on Appendix C (Instructors & Facilitators) passed with a motion by Ms. Rachel Shuey and a second by Mr. Laurence Beliel.

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

20. Discussion and vote to approve or not approve hiring a Career Development Facilitator

Motion to approve hiring Sage Langston as Career Development Facilitator passed with a motion by Mr. Laurence Beliel and a second by Ms. Rachel Shuey.

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

21. Discussion and vote to approve or not approve hiring an Academic Math Instructor

Motion to approve hiring Kelsey Fortney as Academic Math Instructor passed with a motion by Mr. Laurence Beliel and a second by Mrs Gay Norris.

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

22. Discussion and vote to approve or not approve hiring a Bid Assistance Coordinator

Motion to approve hiring LeeAnna Bowling as Bid Assistance Coordinator 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: Yea
Ms. Rachel Shuey: Yea
Mr. J.D. Soulek: Absent
Yea: 4, Nay: 0, Absent: 1

23. Discussion and vote to approve or not approve the transfer of Heather Underwood from Teacher Prep/BITE Teaching Assistant to Testing Specialist

Motion to approve or not approve the transfer of Heather Underwood from Teacher Prep/BITE Teaching Assistant to Testing Specialist passed with a motion by Ms. Debbie Leaming and a second by Mr. Laurence Beliel.

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

24. Discussion and vote to approve or not approve the transfer of Jennifer Wehrenberg from ABE/HSE Coordinator/Instructor to T&I Instructional Director

Motion to approve the transfer of Jennifer Wehrenberg from ABE/HSE Coordinator/Instructor to T&I Instructional Director passed with a motion by Mrs Gay Norris and a second by Ms. Debbie Leaming.

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

25. Discussion and vote to approve or not approve the transfer of Brisa Linnebur from ABE/HSE-Full Time programs Secretary to Administrative Assistant-Student Services

Motion to approve the transfer of Brisa Linnebur from ABE/HSE-Full Time programs Secretary to Administrative Assistant-Student Services 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: Yea
Ms. Rachel Shuey: Yea
Mr. J.D. Soulek: Absent

Yea: 4, Nay: 0, Absent: 1

26. New Business (None)

27. Board Comment (None)

28. Board Vice-President Gay Norris adjourned the meeting at 7:20 pm

Respectfully submitted,

Kellie Johnson

Kellie Johnson
Board Minutes Clerk

President, Board of Education

Clerk, Board of Education

Date of Approval

Motion:

Second:

Vote:

**PIONEER TECHNOLOGY CENTER**

From PO: 61893 to PO: 62017

Encumbrance For Board Approval
GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
61893	ARVEST BANK	MECHATRONIC - STAFF/ STUDENT TRAVEL	6,175.00	05/12/2026
61895	TAKE TEN	WRO- VEHICLE MAINTENANCE	121.44	05/12/2026
61896	AMAZON CAPITAL SERVICES	CHILD'S LAB & PRESCHOOL- SUPPLIES	505.13	05/12/2026
61897	A+ PRINTING	MARKETING/ADVERTISING	45.10	05/12/2026
61898	OSU FIRE SERVICE TRAINING	EMT/FF- SUPPLIES	19.00	05/12/2026
61899	ARVEST BANK	COMPUTER SERVICES - SUBSCRIPTIONS	16.19	05/12/2026
61900	ARVEST BANK	SUPT- TRAVEL	824.00	05/12/2026
61901	AMAZON CAPITAL SERVICES	GROUPS MAINT- REPAIRS	46.95	05/12/2026
61902	ARVEST BANK	PROFESSIONAL DEV.- REGISTRATION, AIRFARE,TRAVEL, MEALS, LODGING	2,704.50	05/12/2026
61903	THERMACUBE, LLC	CHILD'S LAB & PRESCHOOL- TRAVEL	20.00	05/12/2026
61904	JONES & BARTLETT LEARNING LLC	RESALE - BOOKS	2,772.53	05/12/2026
61905	JONES & BARTLETT LEARNING LLC	EMS/FF1 - BOOKS	2,772.53	05/12/2026
61906	AMERICAN LABORATORY TRAINING (ALT)	CRIM JUSTICE - EQUIPMENT UNDER \$10,000.00	1,830.00	05/12/2026
61907	WAL-MART	SNACKS FOR SUMMER CAMP- JUICE, GATORADE, ETC.	500.00	05/13/2026
61908	FORD AUDIO-VIDEO	COMPUTER SERVICES - REPAIRS	3,357.50	05/13/2026
61909	OSU FIRE SERVICE TRAINING	PN SUPPLIES	150.00	05/13/2026
61910	BEN E. KEITH FOODS- OKLAHOMA	MISC SNACKS FOR SUMMER CAMP- WATER, FRUIT CUPS, MUFFINS, ETC	1,056.70	05/13/2026
61911	OSU FIRE SERVICE TRAINING	AT&D - RESALE BOOKS	21.00	05/13/2026
61912	STANDLEY SYSTEMS	BID ASSISTANCE- EQUIPMENT	19,385.00	05/13/2026
61913	WAL-MART	WRO- BARRIER REMOVAL	126.84	05/14/2026
61914	KELLE REPAIR AND TIRE CENTER	VEHICLE MAINT- REPAIRS	135.00	05/14/2026
61915	JANIE SMITH	PROFESSIONAL SERVICES	75.00	05/14/2026
61916	NATIONAL CENTER FOR COMPETENCY TESTING	TANF-STUDENT ASSIST OTHER	119.00	05/14/2026
61917	OSU-OKLAHOMA CITY	TANF-STUDENT ASSIST OTHER	600.00	05/14/2026
61918	OSU FIRE SERVICE TRAINING	SAFETY - TRAVEL	21.00	05/14/2026
61919	A+ PRINTING	FINANCE-RECEIPT BOOKS FOR DEPOSITS	763.15	05/14/2026
61920	ONCUE	TANF-STUDENT ASSIST OTHER	360.00	05/15/2026
61921	KELLE REPAIR AND TIRE CENTER	BPOC SUPPLIES	1,579.20	05/19/2026

**PIONEER TECHNOLOGY CENTER**

From PO: 61893 to PO: 62017

Encumbrance For Board Approval
GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
61922	BOOTLEG HILL FIREARMS LLC	BPOC SUPPLIES	325.00	05/19/2026
61923	TAKE TEN	WRO- VEHICLE MAINTENANCE	115.06	05/19/2026
61924	FLEETPRIDE, INC	BUS MAINT- REPAIRS	500.00	05/19/2026
61925	OSBI	TANF-STUDENT ASSIST OTHER	40.00	05/19/2026
61926	AMAZON CAPITAL SERVICES	FINANCE- SUPPLIES	48.99	05/19/2026
61927	OKLAHOMA PRESS SERVICE	BIS - SUPPLIES - ENT SERV/INNOVATION MGR	99.00	05/19/2026
61928	AMAZON CAPITAL SERVICES	BUILDING- SUPPLIES	18.98	05/19/2026
61929	AMAZON CAPITAL SERVICES	INSTRUCTIONAL DIRECTOR- SUPPLIES	104.39	05/19/2026
61930	UCERTIFY	INFO TECH - BOOKS	7,680.00	05/19/2026
61931	FIRE PROTECTION PUBLICATIONS	EMS/FF1 - BOOKS	2,379.12	05/19/2026
61932	FIRE PROTECTION PUBLICATIONS	BOOKS - RESALE	2,379.12	05/19/2026
61933	AMAZON CAPITAL SERVICES	COMPUTER SERVICES - SUPPLIES	423.99	05/20/2026
61934	CUSTOM CRAFT AWARDS & ENGRAVING	MARKETING/ADVERTISING	49.57	05/20/2026
61935	A+ PRINTING	MARKETING/ADVERTISING	123.00	05/20/2026
61936	HEATWAVE SUPPLY CO.	BLDG MAINT- REPAIRS	110.00	05/20/2026
61937	A+ PRINTING	MARKETING/ADVERTISING	78.00	05/20/2026
61938	PONCA CITY HOUSING AUTHORITY	WRO- BARRIER REMOVAL	150.00	05/20/2026
61939	WAL-MART	HEALTH CAREERS SUPPLIES	100.22	05/20/2026
61940	OSBI	TANF-STUDENT ASSIST OTHER	20.00	05/20/2026
61941	AMAZON CAPITAL SERVICES	HEALTH CAREERS SUPPLIES	173.94	05/20/2026
61942	ARVEST BANK	SUPT- TRAVEL	140.00	05/20/2026
61943	OSU FIRE SERVICE TRAINING	SAFETY - RESALE SUPPLIES/MISC	1,617.00	05/20/2026
61944	AMAZON CAPITAL SERVICES	SAFETY - SUPPLIES	1,534.49	05/22/2026
61945	FIRST CAPITAL TROLLEY	TANF STUDENT ASST - OTHER	160.00	05/22/2026
61947	AMAZON CAPITAL SERVICES	AT&D COORD - SUPPLIES	578.73	05/22/2026
61948	AMAZON CAPITAL SERVICES	STUDENT SERVICES- SUPPLIES	301.08	05/22/2026
61949	AMAZON CAPITAL SERVICES	CHILD'S LAB & PRESCHOOL- SUPPLIES	685.39	05/22/2026
61950	ATWOODS	TANF-STUDENT ASSIST OTHER	193.72	05/22/2026
61951	WAL-MART	TANF-STUDENT ASSIST OTHER	100.00	05/22/2026
61953	AMAZON CAPITAL SERVICES	TANF-STUDENT ASSIST OTHER	572.29	05/22/2026

**PIONEER TECHNOLOGY CENTER**

From PO: 61893 to PO: 62017

Encumbrance For Board Approval
GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
61954	WAL-MART	TANF-STUDENT ASSIST OTHER	707.00	05/22/2026
61955	AMAZON CAPITAL SERVICES	AT&D - RESALE SUPPLIES	93.19	05/26/2026
61956	MED-VET INTERNATIONAL	PN SUPPLIES	439.98	05/26/2026
61957	POCKET NURSE	PN SUPPLIES	235.13	05/26/2026
61958	MEDICAL EQUIPMENT AFFILIATES	PN SUPPLIES	1,836.05	05/26/2026
61959	ARVEST BANK	STAFF DEVELOPMENT- TRAVEL/ REGISTRATION	115.00	05/26/2026
61960	QUADIENT, INC	FULL TIME PROGRAMS- SUPPLIES	205.75	05/26/2026
61961	WAL-MART	PN SUPPLIES	65.00	05/27/2026
61962	FAIRFIELD INN & SUITES MUSKOGEE	FINANCE TRAVEL - LODGING	400.00	05/27/2026
61963	SERVICE OKLAHOMA	TANF-STUDENT ASSIST OTHER	40.00	05/27/2026
61964	SKETCH CRAFTERS	BIS COORD-LEAD DEV- SUPPLIES	36.00	05/27/2026
61965	OK PACE	BIS COOR-LEAD DEV-REGISTRATION	140.00	05/27/2026
61966	AMAZON CAPITAL SERVICES	CENTRAL & SAFETY- SUPPLIES	326.28	05/27/2026
61967	WAL-MART	BIS COORD/ LEAD DVLP- SUPPLIES	47.37	05/27/2026
61968	PONCA IRON & METAL, INC.	WELDING (EVENING)- SUPPLIES	465.00	05/27/2026
61969	PIONEER FIRE SAFETY LLC	EMT/FF- SUPPLIES	300.00	05/27/2026
61970	AMAZON CAPITAL SERVICES	FINANCE - SUPPLIES	294.75	05/27/2026
61971	ARVEST BANK	TRAVEL SREB/TCTW PERKINS	10,250.00	05/28/2026
61972	AMAZON CAPITAL SERVICES	COMPUTER SERVICES - SUPPLIES	600.00	05/29/2026
61973	STANDLEY SYSTEMS	BID ASSISTANCE SUPPLIES	1,544.00	05/29/2026
61974	OK DEPT OF CAREERTECH	STUDENT SERVICES- TRAVEL/REGISTRATION	260.00	05/29/2026
61975	HOFFMAN AUTOMOTIVE EQUIPMENT	AUTO SERVICE - REPAIRS	500.00	06/01/2026
61976	WAL-MART	TANF-STUDENT ASSIST OTHER	150.00	06/01/2026
61977	WAL-MART	TANF-STUDENT ASSIST OTHER	250.00	06/01/2026
61978	PONCA CITY UTILITY AUTHORITY	TANF-STUDENT ASSIST OTHER	560.17	06/01/2026
61979	SUNSET VILLA APARTMENTS	TANF-STUDENT ASSIST OTHER	821.69	06/01/2026
61980	OK PACE	BIS COORD- STAFF TRAVEL	70.00	06/01/2026
61981	AUDIOMETRICS, INC	SAFETY - REPAIRS	4,270.00	06/01/2026
61982	OK PACE	BIS COORD-TRAVEL/REGISTRATION	70.00	06/01/2026
61983	INTERNATIONAL BUSINESS INNOVATION ASSOCIATION	BIS- TRAVEL/ REGISTRATION	2,000.00	06/01/2026



PIONEER TECHNOLOGY CENTER
From PO: 61893 to PO: 62017

Encumbrance For Board Approval
GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
61984	REAL COLORS	IT&D RESALE- SUPPLIES	135.90	06/02/2026
61985	LABYRINTH LEARNING, INC	AT&D RESALE BOOKS	631.40	06/02/2026
61986	FARMERS COOPERATIVE ASSOC	SUPPLIES GROUNDS	41.90	06/02/2026
61987	AMAZON CAPITAL SERVICES	BLDG MAINT- SUPPLIES	150.58	06/02/2026
61988	360 OUTDOOR TURF	GROUND SUPPLIES	408.01	06/02/2026
61989	AMAZON CAPITAL SERVICES	EVENING WELDING SUPPLIES	170.77	06/02/2026
61990	SPARKLIGHT	WRO- BARRIER REMOVAL	65.00	06/02/2026
61991	AMAZON CAPITAL SERVICES	FINANCE SUPPLIES	90.00	06/02/2026
61992	LEARNING TO FAIL DR. DININ	STAFF TRAVEL - LEADERSHIP DEVELOPMENT	197.00	06/02/2026
61993	AMAZON CAPITAL SERVICES	GROUND MAINT- SUPPLIES	140.00	06/02/2026
61994	AMAZON CAPITAL SERVICES	WRO- BARRIER REMOVAL	255.00	06/02/2026
61995	AMAZON CAPITAL SERVICES	WRO- OFFICE AND CLASSROOM SUPPLIES	705.50	06/02/2026
61996	FLEETPRIDE, INC	BUS MAINT- REPAIRS	1,000.00	06/02/2026
61997	FLEETPRIDE, INC	BUS MAINT- REPAIRS	220.00	06/02/2026
61998	AZTEC SOFTWARE, LLC	BOOKS/CURRICULUM	703.93	06/02/2026
61999	OK PACE	SAFETY - TRAVEL	70.00	06/02/2026
62000	BRACE BOOKS & MORE	STAFF DEVELOPMENT- SUPPLIES	770.00	06/03/2026
62001	AMAZON CAPITAL SERVICES	STAFF DEVELOPMENT- SUPPLIES	100.00	06/03/2026
62002	ARVEST BANK	PN- TRAVEL/ LODGING	2,850.00	06/03/2026
62003	AMAZON CAPITAL SERVICES	AT&D - RESALE SUPPLIES	132.98	06/03/2026
62004	CLUTCH SOLUTIONS, LLC	TANF-DURABLE SUPPLIES STATE	1,690.00	06/04/2026
62005	CLUTCH SOLUTIONS, LLC	DURABLE SUPPLIES/ TANF	2,778.00	06/04/2026
62006	CLUTCH SOLUTIONS, LLC	STUDENT ASSISTANT -OTHER -TANF	602.00	06/04/2026
62007	AMAZON CAPITAL SERVICES	STUDENT ASSISTANT OTHER - TANF	409.98	06/04/2026
62008	ARVEST BANK	EVENING WELDING - STAFF TRAVEL	2,175.00	06/04/2026
62009	AMAZON CAPITAL SERVICES	BIS ADMIN- SUPPLIES	266.00	06/04/2026
62010	AMAZON CAPITAL SERVICES	AT&D COORD - SUPPLIES	225.54	06/04/2026
62011	STAPLES ADVANTAGE	ABE- SUPPLIES	1,997.22	06/04/2026
62012	AMAZON CAPITAL SERVICES	BLDG MAINT- SUPPLIES	440.10	06/04/2026
62013	PIONEER TECHNOLOGY CENTER	TUITION -TANF	215.00	06/04/2026
62014	PIONEER TECHNOLOGY CENTER	TUITION - TANF	215.00	06/04/2026
62015	SHERIDON MILLER	WRO- PRE CLASS NEEDS	432.00	06/04/2026



PIONEER TECHNOLOGY CENTER

From PO: 61893 to PO: 62017

Encumbrance For Board Approval GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
62016	VITAL CHECK	WRO- BARRIER REMOVAL	30.00	06/04/2026
62017	AMAZON CAPITAL SERVICES	CHILD'S LAB & PRESCHOOL- SUPPLIES	647.28	06/04/2026
(11) GEN FUND-FOR OPERAT Current Encumbered:			114,956.29	

**PIONEER TECHNOLOGY CENTER**

From 09 May 2026 to 04 Jun 2026

CHANGE ORDER REPORT
GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
60002	ARMSTRONG MCCALL	BLANKET PO	-5.01	7/1/2025
60004	AT&T LONG DISTANCE	BLANKET PO	60.00	7/1/2025
60006	AUTOZONE INC	BLANKET PO	-70.61	7/1/2025
60007	BEN E. KEITH FOODS- OKLAHOMA	BLANKET PO	-369.21	7/1/2025
60009	BRANDTS ACE HARDWARE	BLANKET PO	-179.15	7/1/2025
60011	BUMPER TO BUMPER AUTO PARTS	BLANKET PO	-733.81	7/1/2025
60013	BURMAX COMPANY, INC.	BLANKET PO	-105.99	7/1/2025
60017	COCA-COLA SOUTHWEST BEVERAGES LLC	BLANKET PO	600.00	7/1/2025
60021	FARHA WHOLESALE COMPANY INC	BLANKET PO	2,650.00	7/1/2025
60023	FIRST NATIONAL BANK OF OMAHA	BLANKET PO	-2,000.00	7/1/2025
60028	HUDSON AUTO SUPPLY, LLC	BLANKET PO	-270.67	7/1/2025
60032	LOWE'S HOME CENTER INC	BLANKET CONSTRUCTION TECH - SUPPLIES	-20.80	7/1/2025
60033	MSC INDUSTRIAL SUPPLY CO	BLANKET PO	-14.98	7/1/2025
60036	O'REILLY AUTOMOTIVE INC	BLANKET PO	-54.81	7/1/2025
60041	ONENET	BLANKET PO	1,000.00	7/1/2025
60043	OSBI	BLANKET PO	300.00	7/1/2025
60044	OSU FIRE SERVICE TRAINING	BLANKET PO	390.00	7/1/2025
60046	PONCA CITY NEWS	BLANKET PO	-0.05	7/1/2025
60048	PTC STAFF REIMBURSEMENTS	BLANKET PO	990.00	7/1/2025
60049	RK BLACK INC - LOCKBOX	BLANKET PO	1,200.00	7/1/2025
60053	SGC FOODSERVICE	BLANKET PO	1,033.70	7/1/2025
60055	SALON CENTRIC - STILLWATER	BLANKET PO	-7.38	7/1/2025
60058	STUDENT CERTIFICATIONS	BLANKET PO	833.00	7/1/2025
60060	TANF STUDENT ASSISTANCE	BLANKET PO	-2,266.38	7/1/2025

60081	AIR FORCE ASSOCIATION	BITE INFO TECH STUDENT TRAVEL REGISTRATION	-500.00	7/1/2025
60090	CAINS LAWN CARE	LAWN CARE SERVICES GROUNDS	3,000.00	7/1/2025
60092	CENTRAL OKLA WORKFORCE INN. BOARD (COWIB)	ABE OTHER PURCHASE SERIVCES	-69.04	7/1/2025
60094	CLUTCH SOLUTIONS, LLC	COMPUTER SERVICES SUBSCRIPTION/LICENSE/ SOFTWARE	-2,456.00	7/1/2025
60097	CRYSTAL CLEAN	AST/PRECISION MACHINING WASTE REMOVAL	-1,500.00	7/1/2025
60115	FLORIDA VIRTUAL SCHOOL	SHARE CURRICULUM	-824.30	7/1/2025
60122	JOHN F KRAMER, CPA	FINANCE PROFESSIONAL SERVICES	-900.00	7/1/2025
60139	MODERN SALON	COSMO SUBSCRIPTION	-45.00	7/1/2025
60147	ODAT (OK DRUG & ALCOHOL TESTING)	RESALE SUPPLIES	-2,025.00	7/1/2025
60155	OKLAHOMA SCHOLASTIC ESPORTS	INFO TECH ESPORTS - STUDENT REGISTRATION	-500.00	7/1/2025
60167	POSTER COMPLIANCE CENTER	SUPERINTENDENT SUBSCRIPTION	-15.05	7/1/2025
60194	WOODLAND PUBLIC SCHOOLS	PROFESSIONAL SERVICES GATEWAY PROGRAM	-2,000.00	7/1/2025
60281	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	-77.68	7/9/2025
60455	OKLA ASBO	FINANCE - TRAVEL REGISTRATION	-20.00	8/8/2025
60623	GRAINGER	MECHATRONICS - REPAIRS	-27.54	9/2/2025
60867	MY MEDIA MATTERS	WRO - GEN ADV & WORKLAHOMA ADV	245.00	10/7/2025
61009	RAINMAKER SPRINKLERS	GROUND'S REPAIRS	-200.00	11/10/2025
61083	316 RENTALS: PROPERTY MGMT WICHITA	WRO- PARTICIPANT BARRIER REMOVAL	-750.00	12/2/2025
61094	PIONEER TECHNOLOGY CENTER	WRO- PARTICIPANT TUITION	-665.00	12/4/2025
61151	OKLAHOMA BPA	VISUAL COMMUNICATION - TRAVEL REGISTRATION	-50.00	12/11/2025
61160	MY MEDIA MATTERS	WRO- GENERAL & WORKLAHOMA ADVERTISING	-1,195.00	12/16/2025
61174	PONCA CITY REC PLEX	BASIC PEACE OFFICER - RESALE SUPPLIES/MISC	-938.40	12/19/2025
61175	DEPARTMENT OF PUBLIC SAFETY	BASIC PEACE OFFICER - TUITION	-3,200.00	12/19/2025
61194	ARVEST BANK	INFO TECH - SUPPLIES	-753.16	1/6/2026

61212	OKLAHOMA DEPARTMENT OF CORRECTION- FEE COLLECTION	WRO-BARRIER REMOVAL FOR PARTICIPANT	-480.00	1/7/2026
61273	AMAZON CAPITAL SERVICES	BASIC PEACE OFFICER CERT - SUPPLIES	-248.76	1/20/2026
61299	OKLAHOMA FCCLA	CULINARY ARTS - STAFF/STUDENT TRAVEL REGISTRATION	-850.00	1/23/2026
61307	ARVEST BANK	FINANCE- TRAVEL LODGING	-364.79	1/28/2026
61308	STAPLES ADVANTAGE	STUDENT SERVICES/COUNSELING CNTR- SUPPLIES	265.41	1/29/2026
61310	AMAZON CAPITAL SERVICES	AUTO SERVICE - SUPPLIES	-20.00	1/29/2026
61325	UNIVERSITY OF TEXAS AT ARLINGTON OSHA EDUCATION	SAFETY - RESALE SUPPLIES/MISC	-50.00	2/2/2026
61327	MEEKS HOLDINGS LLC	BLDG MAINT- SUPPLIES	-0.01	2/2/2026
61346	AMAZON CAPITAL SERVICES	CHILD'S LAB & PRESCHOOL- SUPPLIES	-23.06	2/3/2026
61347	AMAZON CAPITAL SERVICES	WRO- CLASSROOM SUPPLIES	-28.31	2/3/2026
61350	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	-31.60	2/4/2026
61400	M&M'S	WRO- WORKLAHOMA	-229.97	2/18/2026
61403	PIONEER TECHNOLOGY CENTER	WRO- PARTICIPANT CERTIFICATION TRAINING	-665.00	2/19/2026
61410	SPARKLIGHT	WRO- BARRIER REMOVAL	-90.00	2/19/2026
61418	FARHA WHOLESALE COMPANY INC	WRO-PROGRAM SUPPORT	-16.44	2/20/2026
61422	WORLD PAC	AUTO SERVICE - STAFF TRAVEL	-26.35	2/20/2026
61457	LOWE'S HOME CENTER INC	PRECISION MACHINING SUPPLIES	-91.00	2/26/2026
61473	LOWE'S HOME CENTER INC	AT&D - RESALE SUPPLIES	-68.21	3/3/2026
61475	ARVEST BANK	BIS ADMIN - STAFF TRAVEL LODGING	-16.00	3/3/2026
61476	AMAZON CAPITAL SERVICES	BPOC SUPPLIES	-33.37	3/3/2026
61479	ARVEST BANK	BIS COORDINATOR- TRAVEL	-32.90	3/3/2026
61494	MED-VET INTERNATIONAL	PN- SUPPLIES	-12.74	3/6/2026
61500	JAMECO ELECTRONICS	MECHATRONICS - SUPPLIES	-27.05	3/6/2026
61507	ARVEST BANK	STUDENT AMBASSADOR- TRAVEL	-253.00	3/10/2026
61512	OK PACE	STAFF TRAVEL - BIS ADMIN, BIS COORDINATOR, ENT.SERV/INNOVATION, SBM/ BIS SOLUTION, AT&D COORD AND TRAVEL- SAFETY	100.00	3/10/2026

61524	EMERGENCY VEHICLE RESOURCES LLC	EMS/FF - EQUIPMENT OER \$10,000	-5,000.00	3/11/2026
61531	AMAZON CAPITAL SERVICES	SAFETY - SUPPLIES	-2.55	3/12/2026
61534	SIMPLE MODERN	WRO- WORKLAHOMA	-342.69	3/12/2026
61537	VILLAGE SCREEN PRINT	WRO- WORKLAHOMA	-216.00	3/12/2026
61547	CAROLINA BIOLOGICAL SUPPLY CO	HEALTH CAREERS SUPPLIES	-70.74	3/13/2026
61562	TONKAWA NEWS	WRO- INFO SESSION AD	-1.00	3/24/2026
61570	AMAZON CAPITAL SERVICES	CHILD'S LAB & PRESCHOOL- SUPPLIES	-57.83	3/25/2026
61571	WAL-MART	MARKETING/SUPPLIES	-129.81	3/25/2026
61582	AMAZON CAPITAL SERVICES	WELDING (EVENING) - SUPPLIES	-70.24	3/26/2026
61592	EMBI TEC	BIOMED SUPPLIES	3.00	3/27/2026
61595	AMAZON CAPITAL SERVICES	SUPPLIES - BIS COORD., LEADERSHIP DEVELOPMENT, SAFETY AND CENTRAL	-39.98	3/27/2026
61599	MAKEKINGS	BUILDING MAINT SUPPLIES	60.00	3/27/2026
61603	ARVEST BANK	WELDING- STAFF TRAVEL	810.00	3/27/2026
61607	OMNI OKLAHOMA CITY HOTEL	SUPT, DIRECTORS, BOARD-TRAVEL	1.20	3/27/2026
61612	A+ PRINTING	MARKETING/SUPPLIES	-3.56	3/30/2026
61646	WAL-MART	CAREER DEVELOPMENT- SUPPLIES	-31.72	4/2/2026
61648	ARVEST BANK	AUTO SERVICE - STAFF TRAVEL	-15.45	4/2/2026
61651	ARVEST BANK	VISUAL COMM/INFO TECH - STAFF STUDENT TRAVEL	1,449.37	4/6/2026
61652	ARVEST BANK	T&I PROGRAMS - STAFF/STUDENT TRAVEL	-1,552.05	4/6/2026
61657	ELITE ADVERTISING, LLC	EMS/FIREFIGHTER- SUPPLIES	-14.00	4/6/2026
61664	SERVICE OKLAHOMA	TANF-STUDENT ASSIST OTHER	1.41	4/7/2026
61665	THE ALPAUGH FAMILY ECONOMICS CENTER FOR	ADMIN GENERAL- PROF SERVICES	-2,175.00	4/7/2026
61670	AMAZON CAPITAL SERVICES	WRO- BARRIER REMOVAL	4.35	4/9/2026
61676	LAMPTON WELDING SUPPLY	WELDING (EVENING)- SUPPLIES	-234.00	4/9/2026
61682	AMAZON CAPITAL SERVICES	FULL-TIME PROGRAMS - SUPPLIES	-20.00	4/9/2026
61683	ARVEST BANK	HCC / BIO MED/ PN SELECT - STAFF/ STUDENT TRAVEL	80.00	4/9/2026
61689	AMAZON CAPITAL SERVICES	COSMETOLOGY SUPPLIES	-50.35	4/9/2026

61694	REDLANDS OFFICE SOLUTIONS	CENTRAL SUPPLIES- BLANKET PO	-1,103.57	4/9/2026
61699	KAYLA BLAES PHOTOGRAPHY	WRO- WORKLAHOMA	-480.00	4/13/2026
61701	AMAZON CAPITAL SERVICES	TANF-STUDENT ASSIST OTHER	-21.85	4/13/2026
61702	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	-25.47	4/13/2026
61704	AMAZON CAPITAL SERVICES	WRO- SUPPLIES	-2.02	4/14/2026
61706	ADAMS PLUMBING	BUILDING MAINT REPAIRS	-55.80	4/14/2026
61708	ARVEST BANK	FINANCIAL AID- TRAVEL/ LODGING	-158.90	4/14/2026
61716	AMAZON CAPITAL SERVICES	TANF-STUDENT ASSIST OTHER	-10.09	4/15/2026
61717	AMAZON CAPITAL SERVICES	TANF-STUDENT ASSIST OTHER	-59.23	4/15/2026
61719	WAL-MART	WRO- BARRIER REMOVAL	-100.00	4/16/2026
61723	AMAZON CAPITAL SERVICES	VISUAL COMM- SUPPLIES	-254.29	4/16/2026
61728	AMAZON CAPITAL SERVICES	TANF-STUDENT ASSIST OTHER	-4.97	4/16/2026
61729	AMAZON CAPITAL SERVICES	COSMETOLOGY SUPPLIES	-49.60	4/16/2026
61730	ARVEST BANK	TANF- TRAVEL LODGING MEALS PARKING	-201.67	4/16/2026
61733	AMAZON CAPITAL SERVICES	GROUPS SUPPLIES	-70.00	4/17/2026
61737	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	-61.30	4/21/2026
61738	AMAZON CAPITAL SERVICES	CHILD'S LAB & PRESCHOOL- SUPPLIES	-50.00	4/21/2026
61745	WAL-MART	WRO- BARRIER REMOVAL	-70.11	4/21/2026
61746	MEEKS HOLDINGS LLC	MARKETING/PRINTING	-357.57	4/21/2026
61751	BEN E. KEITH FOODS- OKLAHOMA	WRO- WORKLAHOMA	-34.84	4/22/2026
61757	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	-42.49	4/23/2026
61758	JAMECO ELECTRONICS	MECHATRONICS - SUPPLIES	-12.63	4/23/2026
61764	WARDS SCIENTIFIC	BIOMED SUPPLIES	-160.26	4/24/2026
61766	STICKER MULE	MARKETING/ADVERTISING	-1.00	4/24/2026
61767	REVOLUTIONARY SCIENCE	BIOMED-SUPPLIES	6.40	4/24/2026
61768	VITAL CHECK	TANF-STUDENT ASSIST OTHER	-21.00	4/24/2026
61771	WAL-MART	HEALTH CAREERS SUPPLIES	-4.49	4/27/2026
61773	AMAZON CAPITAL SERVICES	WELDING (EVENING) - SUPPLIES	-139.37	4/27/2026
61776	AMAZON CAPITAL SERVICES	WRO- CLASS AND JOB FAIR NEEDS	0.98	4/27/2026
61777	CATO FASHIONS	TANF-STUDENT ASSIST OTHER	-12.08	4/27/2026
61778	ATWOODS	TANF-STUDENT ASSIST OTHER	-10.06	4/27/2026

61779	CATO FASHIONS	TANF-STUDENT ASSIST OTHER	-7.09	4/27/2026
61780	AUTOZONE INC	WELDING SUPPLIES	22.22	4/27/2026
61782	WAL-MART	TANF-STUDENT ASSIST OTHER	-0.09	4/27/2026
61786	OKLAHOMA SKILLS USA	COSMO - STUDENT/STAFF TRAVEL	-300.00	4/27/2026
61794	BROTHER SUPPLY STORE	VISUAL COMM SUPPLIES	-0.76	4/30/2026
61795	WAL-MART	TANF-STUDENT ASSIST OTHER	-193.76	4/30/2026
61801	AMAZON CAPITAL SERVICES	TANF-STUDENT ASSIST OTHER	-10.01	4/30/2026
61803	WARRENS MASSAGE & BODY WORK	WRO- WORKLAHOMA	-5.00	4/30/2026
61804	CUSTOM CRAFT AWARDS & ENGRAVING	MARKETING/ADVERTISING	-0.81	4/30/2026
61806	WAL-MART	WRO- BARRIER REMOVAL	-62.12	4/30/2026
61808	GED TESTING SERVICE	TANF-STUDENT ASSIST OTHER	-3.00	4/30/2026
61809	AMAZON CAPITAL SERVICES	TANF-STUDENT ASSIST OTHER	-16.25	4/30/2026
61811	AMAZON CAPITAL SERVICES	VISUAL COMM SUPPLIES	-3.14	4/30/2026
61812	WAL-MART	TANF-STUDENT ASSIST OTHER	-17.12	4/30/2026
61813	HUGHES LUMBER CO.	BUILDING MAINT SUPPLIES	-328.80	4/30/2026
61816	AMAZON CAPITAL SERVICES	CHILD'S LAB & PRESCHOOL- SUPPLIES	-28.76	4/30/2026
61817	AMAZON CAPITAL SERVICES	BUILDING MAINT- SUPPLIES	75.98	4/30/2026
61819	ODCTE	WELDING (EVENING)- STAFF TRAVEL	-154.30	5/1/2026
61820	AMAZON CAPITAL SERVICES	HEALTH CAREERS SUPPLIES	-25.44	5/1/2026
61822	AMAZON CAPITAL SERVICES	CONSTRUCTION TECH- REPAIRS	4.44	5/1/2026
61823	AMAZON CAPITAL SERVICES	CAREER DEVELOPENT SUPPLIES	13.36	5/1/2026
61824	AES WAVE	AUTO SERVICE - SUPPLIES	-35.00	5/1/2026
61825	SNAP-ON INDUSTRIAL TOOLS	AUTO SERVICE - SUPPLIES	-13.79	5/1/2026
61828	STAPLES ADVANTAGE	HEALTH CAREERS SUPPLIES	-13.58	5/1/2026
61830	AMAZON CAPITAL SERVICES	WRO- BARRIER REMOVAL	-11.87	5/1/2026
61831	ARVEST BANK	PN STAFF TRAVEL	-80.00	5/4/2026
61834	AMAZON CAPITAL SERVICES	MEDICAL SERVICES SUPPLIES	-0.03	5/4/2026
61835	HEATWAVE SUPPLY CO.	BUILDING MAINT SUPPLIES	-0.01	5/4/2026
61836	AMAZON CAPITAL SERVICES	COSMETOLOGY SUPPLIES	-19.41	5/4/2026
61845	GOODHEART-WILLCOX COMPANY	BOOKS - TEACHER PREP	-2,638.30	5/5/2026

61848	HARTMAN PUBLISHING INC	BOOKS - HCC	-186.00	5/5/2026
61849	GOODHEART-WILLCOX COMPANY	BOOKS - HCC	-122.70	5/5/2026
61851	ELSEVIER	BOOKS - BIOMED	0.29	5/5/2026
61853	ELSEVIER	BOOKS - MEDICAL SERVICES	0.15	5/5/2026
61855	BWS-DBA TEACH CONSTRUCTION	SUBSCRIPTION - CONSTRUCTION	-1,825.00	5/5/2026
61856	AUTOZONE INC	WELDING SUPPLIES	-101.94	5/5/2026
61857	WAL-MART	CRIMINAL JUSTICE- SUPPLIES	-116.40	5/5/2026
61858	DTK NAIL SUPPLY	COSMETOLOGY SUPPLIES- RESALE	-118.55	5/5/2026
61860	AMAZON CAPITAL SERVICES	CRIMINAL JUSTICE- SUPPLIES	27.49	5/5/2026
61861	ARMSTRONG MCCALL	COSMETOLOGY SUPPLIES- RESALE	-106.84	5/5/2026
61862	UMAREX USA	CRIMINAL JUSTICE- SUPPLIES	-34.99	5/5/2026
61863	AMAZON CAPITAL SERVICES	FINANCE SUPPLIES	-18.03	5/5/2026
61864	REAL COLORS	RESALE BOOKS IT&D	-0.71	5/5/2026
61866	CENGAGE LEARNING	BOOKS - COSMO	-439.00	5/6/2026
61867	REDLANDS OFFICE SOLUTIONS	WRO- OFFICE SUPPLIES	-0.01	5/6/2026
61869	AMAZON CAPITAL SERVICES	CAREER CENTER- SUPPLIES	-5.24	5/6/2026
61870	SERVICE OKLAHOMA	TANF-STUDENT ASSIST OTHER	-4.54	5/6/2026
61871	SERVICE OKLAHOMA	TANF-STUDENT ASSIST OTHER	-8.63	5/6/2026
61872	NATIONAL HEALTHCAREER ASSOCIATION	TANF-STUDENT ASSIST OTHER	-21.00	5/6/2026
61874	WAL-MART	WRO- BARRIER REMOVAL	-54.08	5/6/2026
61875	LOWE'S HOME CENTER INC	SUMMER CAMP SUPPLIES	-5.51	5/6/2026
61880	GREASEBUSTERS	CULINARY SERVICES VENT HOOD CLEANING	-50.00	5/6/2026
61882	THE GENERAL INSURANCE	TANF-STUDENT ASSIST OTHER	-3.92	5/6/2026
61883	PIONEER TECHNOLOGY CENTER	STUDENT ASSISTANCE OTHER - TANF	-1,211.00	5/6/2026
61886	WAL-MART	SUMMER CAMP SUPPLIES	-0.08	5/8/2026
61887	LOWE'S HOME CENTER INC	SUMMER CAMP SUPPLIES	-12.63	5/8/2026
61888	WAL-MART	SUMMER CAMP SUPPLIES	-100.00	5/8/2026
61890	RK BLACK INC - LOCKBOX	SUPPLIES FOR TEACHER WORKROOM	17.25	5/8/2026
61891	AMAZON CAPITAL SERVICES	COMPUTER SERVICES - SUPPLIES	-93.01	5/8/2026

(11) GEN FUND-FOR OPERAT Total:

-35,433.46

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PIONEER TECHNOLOGY CENTER
From PO: 60089 to PO: 60097

Encumbrance For Board Approval
BUILDING FUND

PO	Vendor Name	General Description	Amount	Date
60089	RAINMAKER SPRINKLERS	BUILDING MAINT MAJOR REPAIR/REMODEL	9,501.18	05/13/2026
60090	ACOUSTIMAC	CONST SERVICES- MAJOR REPAIR/REMODEL	6,778.75	05/13/2026
60091	SNAP-ON INDUSTRIAL TOOLS	PRECISION MACHINING- EQUIPMENT	63,549.92	05/13/2026
60092	STUEVER DIRTWORKS LLC	BUILDING MAINT- MAJOR REPAIR/REMODEL	31,432.00	05/13/2026
60093	NIEMANN FENCING CO.	MAJOR REPAIRS/REMODEL - BLDG FUND	2,566.35	05/22/2026
60094	BLOYER & SONS INC	CONSTRUCTION SERVICES- MAJOR REPAIR/ REMODEL	2,600.00	05/28/2026
60095	AMAZON CAPITAL SERVICES	CONSTRUCTION SERVICES- MAJOR REPAIR/ REMODEL	4,816.47	06/01/2026
60096	STOLHAND-WELLS GROUP	CONSTRUCTION SERVICES- MAJOR REPAIR/ REMODEL	4,375.00	06/03/2026
60097	STUEVER DIRTWORKS LLC	CONSTRUCTION SERVICES- MAJOR REPAIR/ REMODEL	4,932.00	06/03/2026
(21) BUILDING FUND Current Encumbered:			130,551.67	



PIONEER TECHNOLOGY CENTER

From 09 May 2026 to 04 Jun 2026

CHANGE ORDER REPORT BUILDING FUND

PO	Vendor Name	General Description	Amount	Date
60003	PONCA CITY UTILITY AUTHORITY	BLANKET PO	4,000.00	7/1/2025
60067	CARDIAC LIFE PRODUCTS	BLDG MAINT - EQUIPMENT UNDER \$10,000	-30.00	3/11/2026
60080	LOWE'S HOME CENTER INC	BUILDING MAINT MAJOR REPAIRS / REMODEL	-122.80	4/9/2026
60087	SPIVA PAINTING & DRYWALL LLC	BUILDING MAINT MAJOR REPAIRS/REMODEL	2,024.67	5/1/2026
(21) BUILDING FUND Total:			5,871.87	

6/4/2026

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PIONEER TECHNOLOGY CENTER
From PO: 70191 to PO: 70205

Encumbrance For Board Approval
GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
70191	LANGSTON, SAGE B	PAYROLL ENCUMBRANCE	1,008.12	05/15/2026
70192	RUSH, STACEY D	PAYROLL ENCUMBRANCE	5,702.95	05/18/2026
70193	BOWLING, LEEANNA	PAYROLL ENCUMBRANCE	8,189.58	05/22/2026
70194	BODICK, CARALYN E	PAYROLL ENCUMBRANCE	4,917.46	06/01/2026
70195	BULLER, TROY J	PAYROLL ENCUMBRANCE	1,662.40	06/01/2026
70197	DAY, HANNAH	PAYROLL ENCUMBRANCE	481.63	06/01/2026
70198	ELLER, KINDAL R	PAYROLL ENCUMBRANCE	960.61	06/01/2026
70199	EVANS, BRENNYN A	PAYROLL ENCUMBRANCE	1,291.80	06/01/2026
70200	EVANS, TYLER E	PAYROLL ENCUMBRANCE	1,017.58	06/01/2026
70201	GOFF, EMILY F	PAYROLL ENCUMBRANCE	1,291.80	06/01/2026
70202	MUNGER, JOHN R	PAYROLL ENCUMBRANCE	4,616.43	06/01/2026
70203	SMITH, LACEY D	PAYROLL ENCUMBRANCE	560.15	06/01/2026
70204	SMITH, LACEY D	PAYROLL ENCUMBRANCE	1,120.30	06/01/2026
70205	VALERIUS, BUD	PAYROLL ENCUMBRANCE	1,382.40	06/01/2026

(11) GEN FUND-FOR OPERAT Current Encumbered:

34,203.21

**PIONEER TECHNOLOGY CENTER**

From 09 May 2026 to 04 Jun 2026

CHANGE ORDER REPORT
GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
70001	AT&D INSTRUCTORS	BLANKET PAYROLL ENCUMBRANCE	31,347.99	7/1/2025
70009	ADJUNCT CRIMINAL JUSTICE INSTRUCTORS	BLANKET PAYROLL ENCUMBRANCE	410.25	7/1/2025
70012	ADJUNCT PRACTICAL NURSING	BLANKET PAYROLL ENCUMBRANCE	2,463.54	7/1/2025
70014	HCC - CNA SKILLS TESTING	BLANKET PAYROLL ENCUMBRANCE	215.30	7/1/2025
70022	SUBS - INFORMATION TECHNOLOGY	BLANKET PAYROLL ENCUMBRANCE	53.83	7/1/2025
70023	SUBS - VISUAL COMMUNICATIONS	BLANKET PAYROLL ENCUMBRANCE	69.98	7/1/2025
70032	SUBS - CRIMIINAL JUSTICE	BLANKET PAYROLL ENCUMBRANCE	102.29	7/1/2025
70035	SUBS - BUS DRIVERS	BLANKET PAYROLL ENCUMBRANCE	200.00	7/1/2025
70036	SUBS - CUSTODIAL WORKERS	BLANKET PAYROLL ENCUMBRANCE	2,153.00	7/1/2025
70037	SUBS/TEMP - CHILDREN'S LAB	BLANKET PAYROLL ENCUMBRANCE	9,701.12	7/1/2025
70038	WRO - PT TEMP RESUME WRITERS (FEDERAL)	BLANKET PAYROLL ENCUMBRANCE	178.49	7/1/2025
70044	PTC STAFF/EMPLOYEES	BLANKET PAYROLL ENCUMBRANCE	15,924.77	7/1/2025
70073	EVANS, BENJAMIN A	PAYROLL ENCUMBRANCE	4,679.14	7/1/2025
70082	GODLEY, LARRY B	PAYROLL ENCUMBRANCE	4,305.44	7/1/2025
70102	LINNEBUR, BRISA Y	PAYROLL ENCUMBRANCE	289.88	7/1/2025
70169	LADNER, ZACHARY L	PAYROLL ENCUMBRANCE	0.08	10/1/2025
70186	RAMHORST, MIRANDA	PAYROLL ENCUMBRANCE	1,703.06	11/1/2025
70187	BRADEN, VICKI A	PAYROLL ENCUMBRANCE	-5,210.21	1/30/2026
(11) GEN FUND-FOR OPERAT Total:			68,587.95	

Superintendent Report – June 2026

Meetings and Activities

- **May 13** – PTC Special Olympics Send-Off; After Board Meeting Report to Staff
- 14 – Standard Reunification Method Seminar – I Love You Guys.org; PTC Graduation
- 15 – Sending School Graduations – Blackwell, Newkirk, Woodland
- 16 – Tonkawa Graduation
- 18 – Gubernatorial Forum – Leisa Mitchell Haynes; CTE Legislative Committee Zoom
- 19 – Student Ambassador planning meeting
- 20 – Capital Planning meeting – Machine Tool Remodel Discussion; ODCTE State Director Zoom with CTE Superintendents – CTE State Board May meeting recap
- 21 – RCB Community Advisory Board meeting
- 22 – PC Chamber – Ponca Politics forum – SQ 832 Info Session and Senate Candidate debate; Integris CHO meeting; Ponca City Graduation
- 25 – Memorial Day
- 26 – PTC Summer Camp; 2nd Interview staff position
- 27 – PTC Summer Camp; Director Team luncheon
- 28 – PTC Summer Camp; Karen Ware Retirement Celebration; Integris PC Hospital Board meeting; PTC Olympic Committee planning meeting
- 29 – B&I Breakfast – Healthcare Services Sector; PTC End of the Year Goals Report and Staff Celebration
- **June 2** – Oklahoma Supreme Court oral argument – SQ843
- 3 – 1Million Cups with – Travis Bush - Ponca City MegaBurger; PTC Supervisor Group planning meeting
- 4 – Area superintendent meeting with Kay County Assessor; Meeting with Skyland 3d
- 8 – Nursing and STEM Biotech Summer Academy; PTC Supervisor Group meeting
- 9 – Executive Team meeting with Solomon Strategic Advisors on PTC Supervisors' Leadership Development Academy; PTC Board meeting

Full-Time Programs

- Summer camp for incoming 5th and 6th grades was held on May 26-28, with 118 campers participating.
- We will be holding summer academies for 8-10th graders throughout June and July.
- SJR39 – a reduction of caps on ad Valorem increases -- passed and will move forward to a vote of the people as SQ 847 on the November ballot.
- SQ 843 – Homestead tax exemption oral arguments were held with the Oklahoma Supreme Court June 2nd. We're waiting for the final decision of the supreme court on the ability to move forward for signatures.

Business and Industry Services

- Johnny Thornburgh facilitated a meeting with Traci Thorpe and Skyland 3D representatives, Sara Yanez and Ryan Cox, to discuss the potential for short-term adult training courses for Skyland employees as well as opportunities to connect with high school students in learning about emerging technology occupations available locally.
- The May B&I Breakfast hosted the healthcare sector, with 32 participants attending. Discussion focused on programming offered at PTC as well as current issues or concerns from area healthcare providers and resource agencies: Integris, Bradbury Commons, Campbell Family Vision Care; PC Fire Department and Community Health Foundation.

Capital Planning

- The south access from Ash is currently undergoing replacement of asphalt to concrete. This is the last portion of asphalt we needed to remove and is scheduled for completion by the end of the month.
- We have submitted a claim to our insurance group (Oklahoma State Insurance Group). The adjuster has inspected the property and is working to collect information on the HVAC units to finalize the report for the claim allowances. It is expected to be a multi-million dollar claim in damages to the roofing and exterior of the facilities.
- Other summer maintenance projects are underway – FTP Office facelift and furniture update for workflow optimization, furniture delivery from equipment request orders and sound panel installation in Welding shop to lessen sound issues in that area.

Retirements/Resignations/Staff Changes

- We are working through the process of identifying candidates for the PTC receptionist and the WRO Job Specialist open positions. Ian Freeman, Apprenticeship Training Coordinator, has submitted a letter of resignation effective June 26, 2026, and we will be opening that position for re-hiring.

Upcoming Events

June 11 – Carl and Carol Lynes' Retirement Reception @ 11am
June 18 – Ponca City Chamber – Elected Officials' Picnic
June 19 – Juneteenth
June 22-24 – CTE Superintendent June Planning Meeting
July 3rd – Independence Day Holiday

Directors' Report to the PTC Board of Education – June 2026
(Alphabetic by Area)

Business & Industry Services & Safety

- The BIS team served 91 different in-district and 30 out-of-district businesses in May.
- Three hundred and thirty (330) services were rendered by the team last month. These activities include Community Development & Involvement, Curriculum & Program Development, Apprenticeships, Marketing Visits, Adult Training & Development Classes, Safety Training, Customized Training, Consulting, Personal Enrichment, Ag Business advisement, Team & Professional Development and OK APEX Accelerator access, and Firefighter Training.
- The BIS team conducted 70 one-on-one consultations for 94.30 counseling hours.
- The BIS team also logged:
 - 1026 Safety Training Contact Hours
 - 513 Customized Training Contact Hours
 - 666 AT&D/Open Enrollment Contact Hours
- AT&D offered 5 on-campus classes: 4 were held, 1 was canceled, and registrations filled 39 seats and 1 online class enrollment. Two classes offered certification in Fast Track Phlebotomy and BLS CPR.
- The May B&I Breakfast was healthcare and we had 32 participants attend.
- Janet Schwabe onboarded our newest incubator tenant, Jeff Williams with ADT Precision Machining.
- Jenn Miller wrapped up the spring Manager's Tool Belt program.
- The BIS Team welcomed the new APEX Accelerator Coordinator to the team on May 26. She is training with Dawn for the next couple weeks.
- The strategic planning core team met to plan the end of year celebration and goal report out.
- Molly attended the quarterly BIS/WED Directors' meeting in Lawton at Great Plains Technology Center, along with Pioneer Tech's graduation celebration. She also represented PTC at Blackwell's graduation ceremony.

On the horizon in June for BIS and AT&D...

- Funday Sundaes - Parent/Child
- Cell Phone Photography
- Beginning Welding
- School Bus Driver
- Beginning Knitting
- Resin Art-Cutting Board
- Beautiful Junk: The art of Creative Journaling
- Taco Tuesday
- Summer Sides
- Intro to Product Photography
- CPR and First Aid
- Painting - Cherry Blossom Trees
- Basic Sourdough
- Patient Care Technician
- Yoga
- Sourdough Discard
- Non-Profit Workshop-Open Meetings Act
- DAWN BRAKEY'S RETIREMENT PARTY - June 17 at 11:30

Communications & Marketing

- Angie Ogden attended the State Communications and Marketing Meeting in Stillwater with other marketing professionals, June 3rd.
- Terri Busch completed New Employee Onboarding for LeeAnna Bowling.
- The C&M team assisted with the PTC Student Awards Assembly with photos and videos.
- Angie Ogden did a great job with Social Media while Terri was gone and while Terri was taking care of her mother in the hospital.
- Terri Busch attended the General Conference of the Wesleyan Church and volunteered.
- The C&M team continues to facilitate the clean uniform website for all staff to order recruitment shirts.
- Terri Busch assisted with BBQ w/BIS photos.
- The C&M Team assisted with Summer Camp registration, pictures were placed on social media.
- Terri Busch attended a special meeting for the Marland Foundation as a representative from the Marland Estate Commission.
- The C&M Team assisted with all graduation's activities and events. BPOC grad, NTHS/Guaranteed Grad, and the Graduation in May.
- Numerous press releases were sent during the month of May by Terri Busch.
- Terri Busch is leading the Officers Training for OKSPRA at the Hilton in Edmond.
- Angie Ogden attended the State Communications and Marketing Meeting in Stillwater with other marketing professionals, June 3rd.
- Several eblasts were sent in the month of May for BIS, AT&D, Work Ready by Angie Ogden.
- Terri Busch is attending the Directors Retreat in Newkirk, led by Kahle Goff.
- Angie Ogden helped make several flyers for BIS and AT&D.
- This semester the C&M Team surpassed 7700 LIKES on Facebook.
- Several updates were made to the website by Angie Ogden.
- Terri Busch met with Markesha, Kahle, and Anthony to discuss Evening Welding promotion.
- The C&M Team continues to help fill Summer Academies.
- The C&M Team helped with the End of The Year Report out and Terri Busch assisted the Olympic Committee with graphics and art for the end of the Celebration
- Terri Busch attended the monthly BIS Meeting.
- The C&M Team is working with other leaders to get the Catalog ready.
- Terri Busch worked with Speak Now to make several videos during the month of May, they were featured on Instagram, Youtube, and TikTok.
- Angie Ogden worked with Kahle Goff to assist with Teacher Appreciation goodies.

Instructional Directors / Full Time Programs

Instructional Directors

- The Full-Time Program Team and many other PTC volunteers planned, organized, and held PTC's Annual Graduation Ceremony.
- PTC organized a Kay County Special Olympics Team Sendoff. Keith Burge drove the team to Stillwater.
- Kahle Goff attended Woodland Public Schools Graduation.
- Molly Kyler attended Blackwell Public Schools Graduation.
- Kendra Knight attended Newkirk Public Schools Graduation.
- Traci Thorpe attended Tonkawa Public Schools and Ponca City Public Schools Graduation.

- Kahle Goff submitted all Career Major and courses to the ODCTE for approval.
- Jennifer Wehrenberg, Kahle Goff, and Kendra Knight conducted interviews for the Adult Education Family Literacy (AEFL) Coordinator position.
- Kahle Goff, Kendra Knight, Hannah Day, Zac Ladner, and Troy Buller met to discussed not replacing the vacated Teaching Assistant position that supported their program.
- Kahle Goff and Kendra Knight met with Zac Ladner and Kevin Bell, Esports Advisors, to discuss not offering the Esports as a Student Organization next school year.
- Kahle Goff, Kendra Knight, Jennifer Wehrenberg, and the Student Ambassador Advisors met with many of PTC's Student Ambassadors in an effort to seek feedback on methods to improve the student experiences at PTC.
- Kendra Knight, Kahle Goff, and Kyla Carlson met to discuss the Children's Lab and Preschool Calendar for the 2026-2027 School Year.
- The Full-Time Program Team and many other PTC volunteers planned, organized, and held a staff end of year party and Employee Olympics.
- The Full-Time Program Team and many other PTC volunteers planned, organized, and held a three-day Summer Camp.
- Kahle Goff attended the Blackwell Chamber of Commerce Board Meeting.
- The Full-Time Programs Leadership Team participated in the Annual Directors Retreat. This year the event was held at the Newkirk Senior Center.

Practical Nursing

- PN Select Cohort: transitioned June 1st to the adult full-time program. The PN Select program has a 100% first time pass rate across all cohorts.
- March 2025 Cohort: These students are entering their final phase, actively wrapping up their predictor exams and completing their preceptorships to finish the program.
- September 2025 cohort: These students are working on Tri III curriculum and getting ready to start the Team Leader portion of clinicals. They are on track to complete the program in September and October.
- March 2026 Cohort: Six students are finishing up LTC and this cohort is busy learning skills and starting Basic 8 clinicals. It will be a busy summer for them!
- Curriculum Alignment & Summer Planning: our PN faculty will shift their focus toward strategic planning and development. A primary objective for the faculty this summer is actively aligning our current coursework with the new State PN Curriculum that was adopted in January. This dedicated preparation time will ensure a seamless and successful implementation of the new curriculum starting in August. Our program will shift from 1463 to 1450 hours starting in August 2026.

Health, BITE and Special Programs

Medical Services

- All students became CareerTech Certified!
- We had 7 students pass their Clinical Assistant Competency.
- Three students passed their national certification. More students will be taking the test in June.
- Received several calls to hire Medical Assisting students.
- A student passed her OKVMA exam and was employed by Dr. Shuey.

Academic Math

- All students completed their math/Science classes.
- All adult MA students finished their clinical courses.

Teacher Prep

- Teacher Prep Program graduated 7 seniors!
- All but one first year will be returning.
- Our tentative enrollment for next year is at capacity—which is very exciting!

HCC

- We had a successful graduation, with 5 seniors.
- Summer camp just concluded, with a total of 58 middle schoolers coming through and learning about what our blood does and making simulated soap blood.
- 25 AM student and 28 afternoon students successfully finished the semester with their CNA certification.

AEFL

- 4 new students enrolled in the AEFL and TANF programs
- 92 students currently enrolled
- 9597 total attendance hours for all students
- 22 high school equivalency tests passed this month
- 24 students have graduated and earned their high school equivalency diploma
- 41 students have made an EFL gain (Educational Functioning Level)

AEFL Staff attended virtual and face-to-face training:

- The Human Spark: Teaching Grammar in the Age of AI
- Ignited: Teaching Language in the AI Era

SHARE

- New Beginning has 20 students for May.
- 2 new students for May
- I had 4 students graduate from full time programs.
- 3 students have employment in their field
- Several students are attending work sites through the summer.

BITE

- We had many Career Major Completers this school year.
- Zac Ladner and Troy Buller have wrapped up the year and are looking forward to welcoming kids back in the fall.

Biomed

- This last month has been a whirlwind! We started off with third grade tours. The third graders were able to look at different microorganisms in the microscopes and also make different bacterial creatures out of clay!
- Biomed is finishing up the year by learning how to recognize different bacteria by observing colony growth and Gram staining the bacteria to determine its morphology.

- In anatomy and physiology, we delved deep into the organ systems during our pig dissection. While some students fully embraced the experience, others were a little more timid, but either way, they all did great!
- Meanwhile, our second-year students continued their important work on understanding cancer, exploring various tests and screenings for early detection. Their dedication to making a difference in patient outcomes is truly inspiring!
- A few of our students also had the wonderful opportunity to volunteer at the Special Olympics Summer Games in Stillwater. We helped with the corn hole event. We were actually fortunate enough to award the winners with their medals for this event. It was a heartwarming experience for everyone involved, and we are so proud of their commitment and spirit!
- Once again, Pioneer Tech will be doing a Biotech Summer academy for 8th and 9th grade students this summer! Brenlyn Evans, a middle school science teacher at Newkirk, has graciously offered to step in and teach this academy in June!
- Before I can blink, this summer will be over and we will be ready to take on another crazy, fun year of learning about science to improve human health!

WRO

- May workshop was skipped this month as we are meeting numbers and allowed to skip up to 2 months per fiscal year. We will also skip August. We reopened the Job Coach position with 2 more interviews hopeful to schedule before deciding ASAP.
- PO's for participants include 1 partial rent, and 2 individuals needing work clothing. Other WR expenditures include oil change maintenance for both Work Ready cars. Spring WORKlahoma partnering with Heath Careers was held on May 7th as a success with great feedback! Attendance of 38 area businesses, 136 students and and additional 196 job seekers registered.
- Community engagements included Info Session in Blackwell and Tonkawa and doing a staff development activity with Billings Fairchild (employment partner) to introduce 3 concepts of our curriculum as we look forward to that leading to referrals as a support to their household. Dondi was out for vacation for the last week of May, Fae is set for a week out in June and Summer adjusted schedule will be someone practiced as we cannot have adjusted hours for our workshop weeks. The office will remain open for all business hours with staff choosing different days on 2 weeks in June and 3 weeks in July.

Children's Lab and Preschool

- Cheyanne Herring has graduated from Oklahoma State University with her bachelor's degree.
- We have finalized our summer schedule, including all field trips planned for June and July.
- We hired four teacher prep students to assist during the summer, and they will begin on June 1st.
- We have completed Conscious Discipline training.

T&I and Service Programs

Automotive

- New lifts being installed on Monday, June 1
- Tyler going to NC3 certification training this summer to teach Precision Measurement
- Traveling to Indian Capital Tech to help other instructors learn about the Pico scope on June 24

Cosmetology

- April 27
Pretty in a Minute provided a platform artist who conducted a hands-on hot tools training class for students.
- May 8
Students participated in a Skin Script virtual educational class.
- May 7
 - Eight cosmetology students traveled to Oklahoma City to complete their Practical State Board Examination.
 - Fourteen first-year cosmetology students completed their Blow Dry Certification Examination.
- May 11, 13, 15, and 18
Cosmetology students participated in industry tours of the following salons, spas, and a college visit:
 - SmartStyle
 - Supercuts
 - The Beauty Shop
 - Monarch Beauty
 - DeeZign
 - Serenity Salon & Spa
 - Evolve Hair Lounge
 - Aftershave
 - The Lost Gent
 - Design Hair Studio
 - The Nail Nook
 - KRS
 - Beauty Studio 214
 - Genesis
 - Hair Haven
 - VIBE Salon
 - Transformations
 - Ionic
 - Cowley College

These tours provided students with valuable opportunities to explore career opportunities, observe professional salon environments, and network with industry professionals.

Construction Trades

- Built car port for the school.
- Built the new table tops for the shop.
- Built new electrical trainer.

Criminal Justice

- Criminal Justice Students completed their forklift training and certification.
- Students received NTHS and Guaranteed Graduate Honors.
- I observed the Criminal Justice Program at Meridian Tech and the Forensic Science Class at Ponca City High School.
- Criminal Justice Students have been training with the Ponca City Police Department on Crime Scene Investigation, Lifting Latent Prints and collecting and packaging evidence at crime scenes.

Culinary Arts

- Students shut down our classroom by scrubbing down equipment.
- Summer camp kiddos made pizza dough and their own pizzas.
- Starting to work on curriculum and preparing for the culinary summer academy.

Firefighter/EMT

- We will host "Toxicology and Overdose Emergencies" training for area EMS agencies on the 17th, 18th, 19th.
- Hosting "Advanced Medical Life Support" on the 24th and 25th.
- We have taken delivery of our new (to us) fire engine.
- We will conclude Hazmat operations on June 7 we are hosting through our partnership with OSU-FST. This training was provided for area firefighters free of charge.

Mechatronics

- Summer Camp completed
- Will attend SkillsUSA Nationals next week
- Working with Dorada—Teaching their current staff, and setting up an Apprenticeship program (along with Ian).

Precision Machining

- Summer camp is completed.
- Discussion for process and timeline on remodeling the shop area.

Welding

- Prepare for welding academy
- Maintenance shop and equipment for upcoming school year
- Complete CWI (certified welding inspector) course

Student Services

Student Services:

- Attended IEP/504 meetings
- Provided testing accommodations for students
- Interviewed and hired for the positions of Career Development Facilitator, Administrative Assistant in Student Services, and Testing Specialist
- Assisted and cross trained in the testing center
- May was a busy month and I learned the processes of several firsts
- NTHS/GG process and ceremony – May 5th
- Graduation on May 14th
- Assisted with 3rd Grade Days
- Worked through enrollment/placement of students in programs for next year
- Assisted with 3rd Grade days
- Assessed attendance process in a meeting with SS staff and directors
- Counseled with students as needed

Career Development Facilitator:

- Organized PTC's 3rd Grade Days Event
- Organized PTC's Summer Camp
- Assisted with PTC Graduation

Counselor

- Continued to work through enrollment/placement
- Met with students, instructors and directors regarding attendance and grades
- Assisted students with scholarship and college applications
- Assisted students with FAFSA
- Managed the planning of NTHS/GG Ceremony
- Attended the NTHS/GG Ceremony on May 5th
- Assisted with 3rd Grade Days
- Attended and assisted with Graduation
- Assisted with Summer Camp
- Attended Attendance meeting – May 28th

Disability Services Facilitator

- IEP/504 end of the year grades and attendance to all sending schools.
- Cross Training with Cortney.
- Assisted with 3rd Grade Days and Summer Camp.
- Provided IEP/504 Testing Accommodations for WorkKeys and Certification Testing
- Hosted and attended IEP/504 meetings
- Collected all Assistive Tech devices that were checked out to students
- Collected all Orange Binders from Instructors
- Moved Cortney into my office

Employability Skills:

-

Testing Specialist

-

WorkKeys:

-

Plant/Facilities/Maintenance

- BIS road complete- awaiting reimbursement form the USDA federal grant.
- Installation of new sod at BIS for the service road construction project.
- Installation for sprinkler repairs due to service road construction project.
- South entrance repair, widening, and new concrete installation started on 5/3/2026 and estimated completion is end of June.
- Estimated delivery of new furniture (partial order) on 6/10/2026, with the remaining to be delivered on 6/22/26.

- Sound panel order to arrive in the next week, then maintenance will start installing the sound absorbing panels in the welding shop this month.
- Insurance adjuster completed assessment and payment received for hail damage to 15 fleet vehicles, and we are working with a local paint less dent repair business for repairs.
- OSIG claim for hail damage to the campus building roof, HVAC, EPHIS, metal etc. complete, but awaiting adjusters report. Working with a roofing contractor to assist in the damage and will work together throughout the process for quotes, and repairs. Up-dates as we know more.
- Admin group participated in a 4 hr. webinar for the “I Love U Guys” Standard Reunification Method (SRM) on 4/14/26.
- Mike attended annual ODCTE maintenance updates in Stillwater for SDS, safety compliance and common best practices.
- Mike to attend the “I love U Guys” reunification 2-day workshop in Worchester MA on June 29th – 30th.

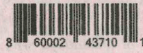
Paperclips

May 2026

Tuesday

May 26, 2026

Vol. 133 - No. 168
poncacitynews.com



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Senate District 10 Primary Candidate Forum held at PTC

By CALLEY LAMAR

calley@poncacitynews.com

The Ponca Politics Committee held a candidate forum for the Senate District 10 primary on Friday, May 22 at Pioneer Technology Center (PTC) at 12 pm. This forum featured incumbent candidate Senator Bill Coleman and candidate Jadan Terrazas to answer questions from the audience. The election will be held on Tuesday, June 16.

Ponca Politics forums allow attendees the opportunity to ask questions via the use of index cards, that are then reviewed by a panel of moderators to ensure that they remain on topic for the office, and relevant.

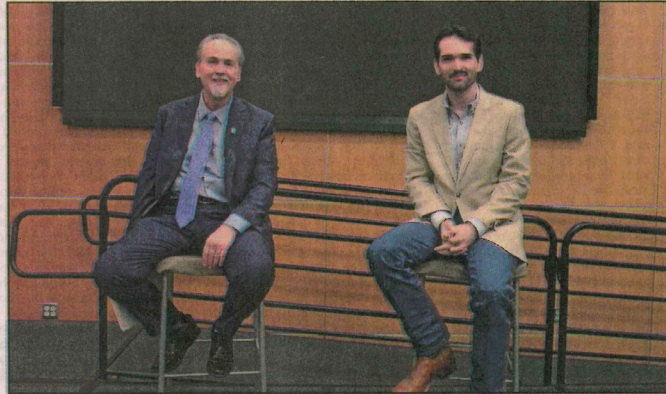
Each candidate had two minutes to answer a question, and would alternate between who would answer the question first.

The following are several of the questions asked during the forum, presented in the order in which the candidates answered:

Q: With all the talk of eliminating the state income tax and cutting at the ad valorem taxes, what are alternative state funding sources?

Terrazas: "Yeah, this has been a hot topic because I think every person running for governor on the Republican ticket has said they want to do this. And I think it's the right thing to do. When we approach how the government makes decisions, we shouldn't ask first, what is that gonna do for me, or how's that gonna impact something, we should first ask, is it the right thing to do? And I believe the answer is yes when it comes to getting rid of the state income tax. You can look at other states in the country who've already done it. A lot of them have oceanfront property, and so it's a lot easier to rake in tax dollars through other ways. I believe Oklahoma can do this. I don't think it's gonna be overnight, but I do believe that we can do it in a period of five to six years. You've heard several governor candidates and other people talk about their plans. I'm willing to work with anybody who has a real plan to get it done. I think we can do it five to six years, drop the income tax at the state level to zero. What that does is it gives more of your money back to you, and over that series of questions, I would encourage all of you to ask yourselves, in the past year or two, what government service have you truly needed and used? And I would venture to say that for most of you, the answer is, none or not many. And so when you look at the state budget of \$12.8 billion, you have to ask, I'm paying into this. What am I taking out of it? And so, on the ad valorem piece, that's a whole nother [sic] can of worms. It impacts public education funding, impacts roads and bridges funding, infrastructure. I think the first pursuit needs to be the state income tax. I think once we accomplish that, you'll see so much fruit from it that the cost of living in other benefits from that will be so great that that, the ad valorem piece, people will realize we don't necessarily need to attack that and take it down right away."

Coleman: "Well, the alternative state funding source is the consumption tax. That's the only alternative we had. When I was on the committee for the tax reform in Oklahoma, we looked at eliminating the state income tax. We were built a spreadsheet, and when you hit that income tax to zero, everything else goes, da, da, da, da—he makes a gesture going down—. So we decided, let's take a look at taxing services to replace the income tax. We took



A CANDIDATE forum for the Senate District 10 primary was held at Pioneer Technology Center (PTC) on Friday, May 22 featuring incumbent candidate Senator Bill Coleman (left) and candidate Jadan Terrazas (right). The primary will be held on Tuesday, June 16. (Photos by Calley Lamar)

service, such as a funeral, such as a hairdresser. I just couldn't do that. So what we did is Senator Bergstrom came up with a bill, and we are on a path to zero income tax in the state of Oklahoma. I voted yes on that bill to take us to a zero income tax in the state of Oklahoma. It's not gonna take five to six years. It's gonna take a lot longer, but as long as we continue to grow our economy, we will be able to grow the path to zero, which is already in law. And I am just not a fan of taxing services. So that's how we'd have to replace it, except with growth and income, which the bill I'm talking about was tied to."

Q: Where do you stand on State Question 832, which, as you know, is the mandatory minimum wage increase?

Coleman: "Well, I'm a hard no on it. It's not about \$15 an hour. It's about \$30 an hour. There's an automatic accelerator in that bill that's tied to the consumer price index, which has nothing to do with the state of Oklahoma. So, I'm a hard no one that. I'm a businessman. I pay people in some cases, \$8 to \$10 an hour to voice track my radio stations, and if that goes to \$30 an hour, guess who might have to look at artificial intelligence? And there's other business men like me that that would force them to do."

Terrazas: "Yeah, I would just say, my first job was minimum wage working at Wentz Camp around as a maintenance guy, cutting trees and grass, and I worked that job for two weeks, because I got that first paycheck. I thought, I can mow three yards in one day and make more money than I just made here in two weeks. And so I told Tara, I said, Tara, I'm gonna quit. She said, what? I said, so, yeah, I'm gonna go make money working for myself, pushing a lawnmower in the back of my truck, and talking to people and gaining customers, and that's what I did. So, government is never the solution to this type of problem. It's a famous Ronald Reagan quote is, the most dangerous 9 words in the human languages...I'm from the government, and I'm here to help. That's never the solution. And so, the market should determine the minimum wage. When we open the warehouse in Owasso for Amazon, we needed to hire 2,000 people out of that market. You think Tulsa's a big city? Finding 2,000 people is not an easy task, even in a city that size. And so we knew that we were gonna have to pay more than even the market rate at that point. And so we started

the minimum wage to do that. So this is a hard no, and this is a Republican primary. If you're a true conservative, you already know this is a hard no. So I would just levy that to you all who are Republicans in the room."

Q: Do you support giving state IDs to undocumented immigrants?

Coleman: "There was a bill in 2022 that I supported, and what I was supporting was law enforcement, who asked that this bill be run. They wanted to be able to track illegal aliens in the state of Oklahoma. The people that complained about this bill probably never read the bill. Inside the bill, you will find all kinds of guardrails. This thing would have been so limited in the amount of people that could have actually gotten it. You hear a lot of wording that goes around, and it keeps saying, giving state IDs, giving, giving, giving. There's no damn giving to it, folks. They had to earn it. They had to be a certain category. It was so few, I can't believe, it still made into something that it is."

Terrazas: "Well, I'm familiar with the bill. I did read it, and I watched the debate on it, and I did watch my opponent vote in favor of it, not just once, but twice. What I will tell you is, if the state has the capacity to give an illegal immigrant a state ID, we have the capacity right then and there to deport that illegal immigrant. And at the state of the country today, with the mass invasion we saw, particularly in the Biden years, but it's been going on for decades. As a young man in his 20s, I look at millions and millions of people in our country taking my job, taking my housing, taking my opportunity, that my ancestors came here, carved out of the wilderness, and built over the last 250 years. And I will not sit by and let a Republican win this office, or any office, for that matter, that would give this type of handout to an illegal immigrant in our country. And so, I would not support giving them IDs, and if we have the capacity to give them IDs, we have the capacity to deport them, and law enforcement would 100% agree with that stance over the other one."

Q: Oklahoma communities often face aging infrastructure needs. What are your priorities for improving roads, bridges, and water systems in rural areas for District 10?

Terrazas: "Yeah, I was actually in Osage County, two weeks ago, and talked to some of the county commissioners over there. Unfortunately, one of our county

the needs they're having. I have several relatives who work for ODOT (Oklahoma Department of Transportation), and so there's multiple ways to approach this problem. The first one is looking at the funding districts. And so there are certain instances where there's pieces of Oklahoma City in the same ODOT district as pieces of Blackwell and Bristow. Well, I don't know if you've come back from Wichita and I-35 recently, but you know when you get to Oklahoma, because your car starts doing this—he makes a gesture implying a bumpy road—. And so, Oklahoma City and Bristow and Blackwell should not be sharing the same tax districts when it comes to funding for the roads and bridges in our areas. Other than that, I would just say that any amount of regulation that we can cut, to make building our infrastructure easier for the businesses we're going to source to do it, is an A-okay plan with me. Like I said, government should not be the solution. It should be removing the problems that government itself has put in place already. And so, I don't think we need a tax increase. I don't think we need any type of special funding initiative at the city or county level. We just need to work with our state and local partners together, and make sure that the funds we're already getting are being used efficiently, but also appropriated correctly throughout the state, for the different population densities or regions, without forgetting rural Oklahoma. Because Bristow and Blackwell are not exactly metropolitan areas, but that's a major corridor to get in and out of our state on a daily basis. And so, we can't forget them looking at some of the ODOT reforms and then tax incentives through cutting regulation is the best way to do that."

Coleman: "I'm not gonna talk about roads or anything else. The only thing I'm gonna talk about is what keeps me up at night, and that's water. Water infrastructure is crucial to the state of Oklahoma. We've got Rural Water District #21 over in Osage County, just collapsing. We've got the town of Hominy, a town of 4,000...They need to rebuild their whole system. \$30 million is what that's gonna cost. We saw Tonkawa lose water last year. So the water infrastructure is what really keeps me up at night. We're gonna have to continue to fund it best we can. We did pass a good bill last session that will consolidate the rural water districts. We've got so many of those, and every one of them treats it like their own

PTC recognizes guaranteed graduates

In a ceremony held last week, Pioneer Technology Center proudly recognized the outstanding accomplishments of its 2025-26 Guaranteed Graduates. Now in its tenth year, the Guaranteed Graduate Initiative continues to highlight PTC's commitment to high standards in education and workforce readiness, benefiting both students and area employers.

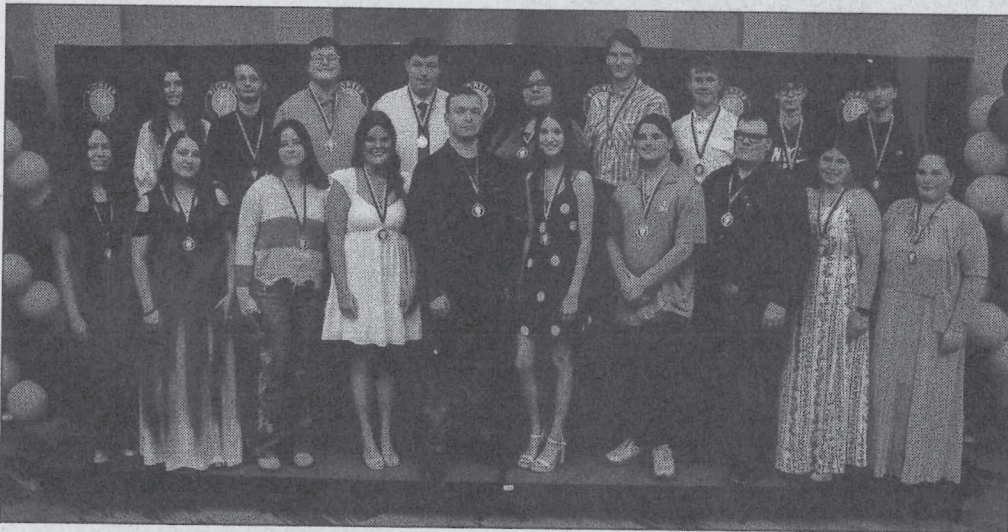
The Guaranteed Graduate Initiative has played a pivotal

role in fostering a culture of excellence across campus and among industry partners. Traci Thorpe, Superintendent/CEO of Pioneer Technology Center, noted that the initiative was developed to support businesses throughout the district.

"By setting high expectations for students, we're helping create a workforce that is dependable and well-prepared," Thorpe said. "Employers can trust

that Guaranteed Graduates are job-ready, and in the rare case they aren't, we back that promise with retraining."

To qualify for the guarantee, students must demonstrate excellent attendance, maintain a high GPA, complete their training program, and earn an industry-recognized credential or certification, ensuring they enter the workforce with the skills and knowledge required to succeed.



FRONT ROW, FROM LEFT: Alexes Herrera, Ponca City; Sarah Custer, Blackwell; Elizabeth Mitchell, Fairfax; Kennedy Brown, Ponca City; Joshua Bonewell, Blackwell; Taylor Willard, Tonkawa; Zayne Gaytan, Ponca City; Trevor Bedore, Newkirk; Katrina Drake, Newkirk; Leanne Robb, Newkirk.

BACK ROW: Dawn Hogue, Ponca City; Chaise Davisson, Ponca City; Declan Hull, Ponca City; Javier Rizzi, Ponca City; Analeigh Hopkins, Ponca City; William Miller, Tonkawa; Max Culver, Ponca City; Brayden Trousdale, Ponca City; Dalton Trousdale, Ponca City.

Not pictured: Tucker Chavez, Braman; Kingston Edwards, Medford; Blake Lovell, Blackwell; Wyatt Magnus, Ponca City; Bryce Rexford, Red Rock; Zadyn Stoll, Ponca City; Christopher Wynn, Ponca City. (Courtesy photo)

Friday
May 22, 2026

Vol. 133 - No. 166
ponccitynews.com

Tech Talk at PTC set for May 26

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

A Tech Talk event that will discuss AI in business including real-world applications such as chatbots, agents, and workflow automation on Tuesday, May 26 at 11:30 am at Pioneer Technology Center (PTC).

This Tech Talk is designed to help local businesses learn realistic and practical information on what AI can do for their business in a guided discussion.

There is not cost for the Tech Talk, and it will be held in Room B120 at PTC.

Lunch will not be provided, but participants are welcome to bring their own or grab lunch at the PTC cafeteria.

Those wishing to register for the Tech Talk can contact Gail Boswell at 580-718-4222.

For more information, contact Heather Smith at heathers@pioneertech.edu or 580-718-4350.

The Newkirk Herald Journal
Thursday, May 21, 2026 • PAGE 6
www.newkirkherald.com

Perry makes PTC honor society

Last week, Pioneer Technology Center (PTC) recognized National Technical Honor Society (NTHS) members for the 2025–2026 school year during an induction ceremony held on campus. Among the inductees is Baylee Perry, of Newkirk.

NTHS inductees were awarded certificates and honor cords to wear at graduation in recognition of their academic excellence, leadership, and commitment to career and technical education. The National

Technical Honor Society honors students have demonstrated achievement in workforce training programs while maintaining strong academic performance and leadership qualities. Students inducted into NTHS represent a commitment to skill development and future career success.

PTC celebrates graduation of BPOC class

Pioneer Technology Center recently celebrated the graduation of its Basic Peace Officer Certification (BPOC) class with a ceremony and reception honoring the accomplishments of the newest law enforcement professionals entering the field.

Family members, friends, instructors, and community leaders gathered to

recognize the graduates and the dedication required to complete the demanding training program. Brian Hermanson, Kay County District Attorney, served as the evening's keynote speaker, encouraging graduates as they begin their careers in public service.

Graduates of the class include Beau Brumley of Ponca City, who serves with the Kay County

Detention Center; Russell Leffew of Winfield, Kansas, with the Kay County Detention Center; Greg Thomas of Ponca City, non-commissioned; Brett Haney of Ponca City with the Ponca City Police Department; and Zakari Sharp of Blackwell with the Blackwell Police Department.

(See BPOC, Page 6)

BPOC

From Page 5

Throughout the program, students participated in intensive classroom instruction and hands-on scenario-based training designed to mirror real-life law enforcement situations. Under the guidance of experienced instructors, cadets developed practical skills in communication, response tactics, professionalism, and decision-making while meeting high standards of competency and accountability.

Pioneer Tech's BPOC program prepares individuals for careers in law enforcement through comprehensive training focused on service, leadership, and community safety.



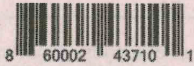
From Left: Beau Brumley, Kay County Detention Center, Ponca City; Russell Leffew, Kay County Detention Center, Winfield, Kansas; Greg Thomas, Non-Commissioned, Ponca City; Brett Haney, Ponca City Police Department, Ponca City and Zakari Sharp, Blackwell Police Department, Blackwell.
(Courtesy photo)

Tuesday

May 19, 2026

Vol. 133 - No. 163
poncacitynews.com

Ponca City New



Serving the Ponca City community since



THE PONCA City Area Chamber of Commerce held a ribbon cutting ceremony for Hair Haven Salon, located at 222 E. Grand Ave., Suite 305, on Thursday, May 14 at 2 pm. Hair Haven Salon offers custom hair color and blonding, extension installs, men and women's haircuts, fades, wax and straight razor shaves with hot towels. (Photo Provided)

Built Here: From classroom to career in Ponca City

By the time Lynkon Davis walks across the stage, his career will already be underway.

In two weeks, the Ponca City High School senior will receive his diploma after years spent building the skills, relationships, and work ethic that helped get him there.

At 18, Lynkon is stepping into a project management track at a local manufacturing company, an opportunity many don't see until years into their careers. His path wasn't perfectly planned. It took shape through hands-on learning, persistence, and relationships with people who recognized his potential and chose to invest in it.

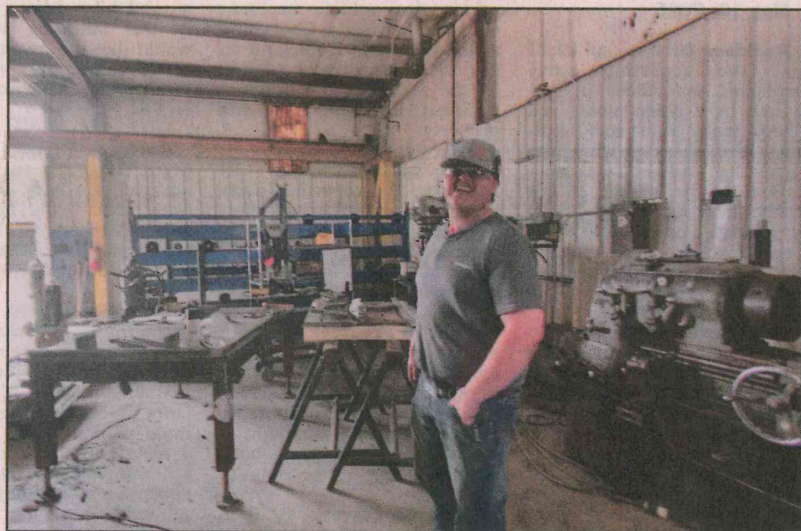
As a student, Lynkon worked through academic challenges with the support of teachers like Bethany Fredricks.

"He closed the gaps. He worked hard," Fredricks said. "I knew I was going to love this kid and cry when he graduates."

He still stops by her classroom, sometimes for help, sometimes just to check in.

Outside of school, Lynkon started welding in a backyard shop, learning through trial, error, and curiosity. That interest led him to Pioneer Technology Center, where he developed technical skills and something more important.

Tom Riley, owner of Tomco Metal Fab,



noticed him when Pioneer Tech temporarily held classes at his facility.

"He made an impression on me the first day," Riley said. "Extremely cordial, outgoing. I don't know if he's ever met anybody that's not a friend."

Lynkon asked questions. He sought feedback. He learned from anyone willing to teach.

His welding improved. But what stood

(See BUILT HERE, Page 2)



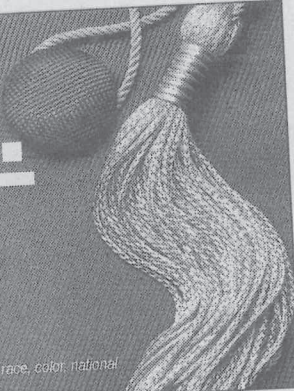
Earn
Your
FUTURE.

CONGRATULATIONS
CLASS OF 2026



pioneertech.edu

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



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2026 Graduation Edition

Blackwell High School Class of 2026

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THE FAIRFAX CHIEF
FAIRFAX, OKLAHOMA

PAGE 4
THURSDAY, MAY 7, 2026

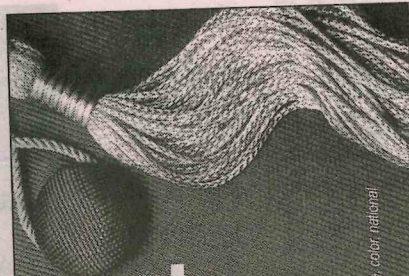
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PIONEER TECH



Summer Adult Short-Term Classes at Pioneer Tech

ENROLLING MAY 18TH

pioneertech.edu/page/short-term-courses

AUTOMOTIVE

School Bus Training

6/8-6/12	M-F	8 am-5 pm	\$399
7/6-7/17	M-F	5-9 pm	\$399

Permit must be acquired prior to start date to receive hands-on driving instruction.

In-Service School Bus Training - Registration Required

7/14	T	5-9 pm	Free
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AAA Defensive Driving

7/29	W	9-4 pm	\$25
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TO REGISTER CALL 580-749-9031

Class B CDL

FOR CLASS B DATES/TIMES CALL 580-718-4222

COMPUTERS, BUSINESS, & TECHNOLOGY

Intro to Product Photography

6/22-6/29	M/W	6 pm-9 pm	\$85
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Cell Phone Photography

6/8-6/17	M/W	6 pm-9 pm	\$45
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Iphone 11 or newer, Samsung S21 or newer, Google Pixel 7 or newer for this course.

Excel Level 1

7/6-7/9	M-Th	5:30-8:30 pm	\$85
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Excel Level 2

7/20-7/23	M-Th	6-8:30 pm	\$85
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CULINARY ARTS

Basic Sourdough

6/23	T	6-9 pm	\$39
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Learn how to maintain, store and feed your starter.

Sourdough Discard Class - NEW!

6/30	T	6-9 pm	\$39
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Funday Sundaes!! Parent/Child - NEW!

6/4	Th	6-8 pm	\$45
7/9	Th	6-8 pm	\$45

Make brownies and homemade shaken ice cream. Children must be at least 8 yrs old.

Charcuterie 101

7/16	Th	6-9 pm	\$45
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Summer Sides

6/17	W	6-9 pm	\$39
7/15	W	6-9 pm	\$39

Taco Tuesday Parent/Child Class - NEW!

6/16	T	6-8 pm	\$45
7/21	T	6-8 pm	\$45

Children must be at least 8 yrs. Old

HEALTH, MEDICAL & WELLNESS

Yoga

6/29-7/23	M-Th	12 pm-1 pm	\$135
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Basic Life Support

CALL FOR DATES/TIMES

CMA - Certified Medication Aide

8/17-8/28	M-F	8:30 am-2:30 pm	\$435
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Cost does not include test fee.

CMA Continuing Ed

8/14	F	8 am-4:30 pm	\$45
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CNA-Long Term Care Nurse Aide

6/1-6/24	M-F	8:30 am-2:30 pm	\$665
7/6-7/28	M-F	8:30 am-2:30 pm	\$665

Cost does not include testing fees, OSBI check or TB test.

Patient Care Tech - NEW!

6/29-7/2	M-Th	8:30 am-2:30 pm	\$215
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CPR-/First Aid/AED American Heart Association

6/23-6/24	T/W	5-8 pm	\$65
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For non health care providers

DDMAT, MAT, & MAT Update

For times/dates call - 580-718-4324

Dental Assisting Course

STARTS AUGUST 18- Call 580-718-4324 for more information

EMT Course

STARTS AUGUST 20 - Call 580-718-4324 for more information

Paramedic Training

Starts August 2026 Applications open May 1st.
Call 580-718-4234 for more information

HOSPITALITY

Meat Certification Programs - Online

AMSA Food Safety and Science Certification \$75

AMSA Meat Evaluation Certification \$75

AMSA Culinary Meat Selection/Cookery Certification \$75

For more information or to enroll contact: James Gordon

James.gordon@careertech.ok.gov or 800-522-5810.

SPECIAL INTEREST

Beginning Knitting

6/9-6/25	T/Th	6-7 pm	\$45
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Learn cast techniques, knitting and purling.

Container Gardening - Vegetables, Plants and Flowers

7/20	M	6-9 pm	\$55
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Painting - Cherry Blossom Trees - NEW!

6/23	T	6-9 pm	\$35
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Painting - Sunset and Island Landscapes - Parent/Child - NEW!

7/7	T	6-9 pm	\$35
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Child must be at least 8 yrs. old.

Beautiful Junk: The Art of Creative Journaling - NEW!

6/16-6/30	T	6-8:30:55	
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Soap Making

CALL 580-718-4296 FOR DATES	6-9 pm	\$55	
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Resin Art - Cutting Board - FINAL CLASS!

6/11-6/18	Th	6-7:30 pm	\$45
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Resin Word Art - Choose Your Word 6 Letters - FINAL CLASS!

7/2-7/9	Th	6-7:30 pm	\$55
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TRADE AND INDUSTRY

Beginning Welding

6/8-7/29	M/W	6 pm-9 pm	\$415
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Electrical Contractor CE Renewal - anytimecertification.com

Industrial Technology Career Training

Call for details 6-9 pm varies

PIONEER TECH



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For non health care providers

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For times/dates call - 580-718-4324

Dental Assisting Course

STARTS AUGUST 18- Call 580-718-4324 for more information

EMT Course

STARTS AUGUST 20 - Call 580-718-4324 for more information

Paramedic Training

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HOSPITALITY

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6/9-6/25	T/Th	6-7 pm	\$45
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Learn cast techniques, knitting and purling.

Container Gardening - Vegetables, Plants and Flowers

7/20	M	6-9 pm	\$55
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6/23	T	6-9 pm	\$35
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Painting - Sunset and Island Landscapes - Parent/Child - NEW!

7/7	T	6-9 pm	\$35
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Child must be at least 8 yrs. old.

Beautiful Junk: The Art of Creative Journaling - NEW!

6/16-6/30	T	6-8:30:55	
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Soap Making

CALL 580-718-4296 FOR DATES	6-9 pm	\$55	
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Resin Art - Cutting Board - FINAL CLASS!

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TRADE AND INDUSTRY

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Call for details 6-9 pm varies

PIONEER TECH

Summer Adult Short-Term Classes at Pioneer Tech

ENROLLING MAY 18TH

pioneertech.edu/page/short-term-courses

AUTOMOTIVE

School Bus Training

6/8-6/12 M-F 8 am -5 pm \$399

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7/14 T 5-9 pm Free

AAA Defensive Driving

7/29 W 9-4 pm \$25

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COMPUTERS, BUSINESS, & TECHNOLOGY

Intro to Product Photography

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7/9 Th 6-8 pm \$45

Make brownies and homemade shaken ice cream. Children must be at least 8 yrs old.

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7/15 W 6-9 pm \$39

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HEALTH, MEDICAL & WELLNESS

Yoga

6/29-7/23 M-Th 12 pm -1 pm \$135

Basic Life Support

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CMA - Certified Medication Aide

8/17-8/28 M-F 8:30 am -2:30 pm \$435

Cost does not include test fee.

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JUNE 8-11
Nursing
STEM Biotech

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Tuesday

May 12, 2026

Vol. 133 - No. 158
poncacitynews.com



PIONEER TECHNOLOGY Center (PTC)'s Business & Industry Services (BIS) team held their annual BBQ with BIS event on Friday, May 8 from 11 am to 1 pm in the BIS Building as they celebrate Small Business Week. The event sees the BIS team show either appreciation to the incredible businesses, industry partners, and clients who continue to invest in workforce development and support PTC. (Photo by Calley Lamar)

Thursday

May 7, 2026

Vol. 133 - No. 155
poncacitynews.com

Butcher & the Baker featured at 1 Million Cups

By CALLEY LAMAR
calley@poncacitynews.com

The monthly 1 Million Cups event was held in the cafeteria atrium at Pioneer Technology Center (PTC) on Wednesday, May 6 at 8:30 am. 1 Million Cups events feature local entrepreneurs that share their stories with those in attendance.

For Wednesday's meeting, the speakers were Zack and Keleigh Kight, the owners of the Butcher & the Baker Country Market. The Butcher & the Baker Country Market is a family-owned meat market and gourmet grocery store. Both come from Florida, with Zack being a third generation butcher, his grandfather having owned a meat market in Florida.

Starting out, the Kights sold extra chicken eggs, breads, and baked goods. And then Keleigh began working for Rikki's Market.

"And that is where I really increased my bread sales and all of my different products," said Keleigh Kight. "[Rikki] gave me the opportunity to bring in different things that I've never tried before, and they did really well."

The Butcher & the Baker, located on 2309 Lake Rd. at the former site of Rikki's Market, is a modern country market which sells fresh meat that is cut on site, they various other products with a local and small business focus. As they share that over 50 small businesses are represented within the shop.

The Kights took over the business as Rikki

Denton had stepped down, and asked if they were ready to buy the market. The Kights purchased the business on Jan. 1, 2026, and opened their doors on Jan. 13.

The Kights have brought back dinner meals and vendor events to the site. And the pair have their sons aiding in work at the market.

"We have the same foundation Rikki had. All about quality food, community, but we have a lot more energy and a lot more people behind us," said Keleigh Kight. "Our boys are constantly in the market working for us, working with us, alongside us. And we've actually been able to hire three new people since opening."

However, there were difficulties at the start as the City of Ponca City's work on the Lake Road bridge saw traffic being diverted. This saw a drop of 85% in sales after only a month of business.

To this end, the Butcher & the Baker took to utilizing social media, particularly Facebook, to boost themselves. They hosted a roadblock party, events, advertising, and various partnerships to get out the word.

The partnerships and advertising also included working with multiple restaurants including Prairie Smoke in Blackwell, Garrett Wrangler, Ember at Provisions, Cross J Cattle Prime Steakhouse, TS Fork, and a local rancher, Dry Creek Ranch.

(See BUTCHER Page 2)



THE BUTCHER & the Baker Country Market were featured as the speakers at 1 Million Cups on Wednesday, May 6. Pictured left to right are Keleigh and Zack Kight, the owners of the business, along with Brook Lindsay, who presented them with an orange cup given to all speakers at 1 Million Cups. (Photo by Calley Lamar)

WORK LA Job Fair HOMA

Ponca City

- Live Interviews
- Apply Onsite
- Networking
- Door Prizes
- And MORE!

Learn about remote work and get vetted job leads while you mingle with 40+ local employers and vendors!

Meet North Central Oklahoma's top employers, apply for jobs, and grow your career network!

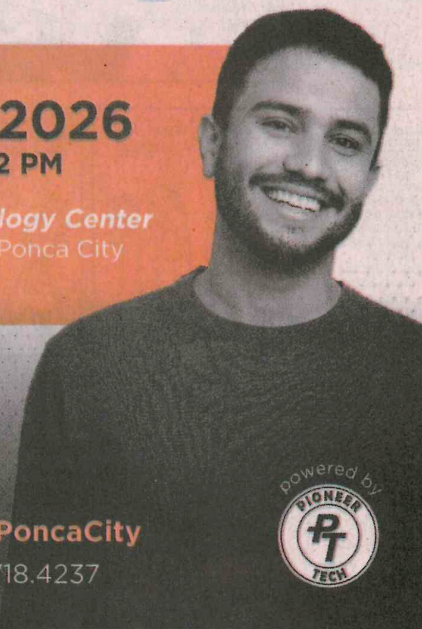


Employers, Reserve Your Booth Now!

WR WORK READY
PONCA CITY

MAY 7, 2026
10 AM - 2 PM

Pioneer Technology Center
2101 N Ash St., Ponca City



#WORKlahomaPoncaCity

Contact: 580.718.4237



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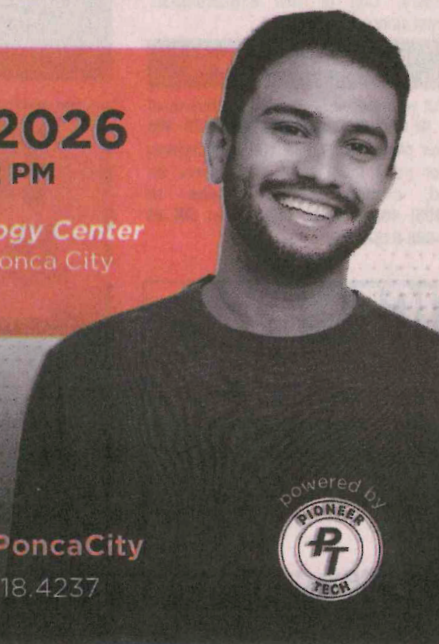


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#WORKlahomaPoncaCity

Contact: 580.718.4237



Wednesday, May 6, 2026

Pioneer Tech Celebrates Practical Nursing Pinning Ceremony

Pioneer Technology Center (PTC) proudly recognized the Practical Nursing April 2026 class during a meaningful pinning ceremony held last week, marking the students' transition from training to practice in the healthcare field.

The ceremony included nurses from Blackwell and Nardin.

Surrounded by family members, friends, and instructors, each student participated in the tradition of being pinned by someone who played a significant role



See *PTC* page 3

Photo Submitted

PTC

Continued from page 1

in their journey. The ceremony served as both a celebration and a reflection of the dedication, resilience, and compassion developed throughout the program.

The April 2026 class represents communities across the region and shares a strong commitment to serving others through healthcare. Pictured in the back row, left to right: Kris-thel DelPrincipe, Blackwell; Michaela Lee, Ponca City; Sampson Spain, Ponca City; Darrian Black, Ponca City; Jadyn Grimm, Ponca City; and Mackenzie Varner, Ponca City. Pictured in the front row, left to right: Noemi Recio, Ponca City; Shelby

Siler, Marland; Kailee Peetoom, Nardin; Kaylee Hall, Ponca City; Chloe Lawver, Ponca City; Jamica Bass, Ponca City; and Anna Luna, Ponca City.

Pioneer Tech's Practical Nursing program is known for its immersive, skills-based training that blends classroom instruction with real-world clinical experience. Students graduate equipped with the knowledge and confidence needed to step into a high-demand healthcare role and positively impact patient care.

For more information, please contact them at 580-762-8336 or visit the PTC website at www.pioneer-tech.edu.

PTC names April Students of the Month

Pioneer Technology Center is proud to recognize Bryce Klinger and Evan Grossardt as the April Students of the Month for their exceptional performance, and commitment within their respective programs.

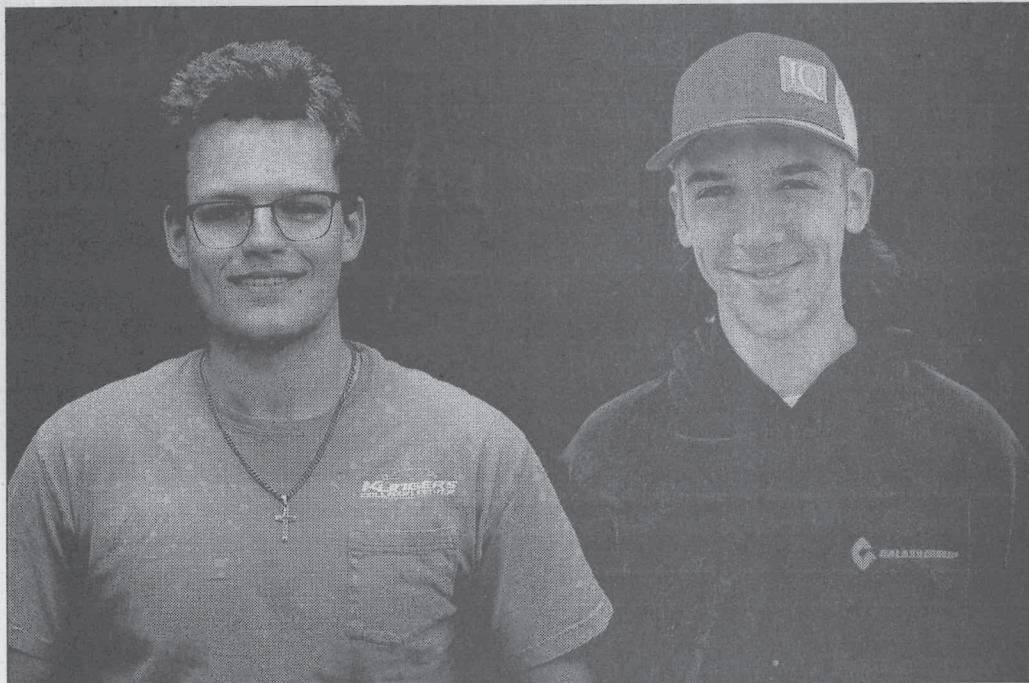
Bryce Klinger, an adult student from Ponca City and a 2024 POHI graduate, is enrolled in the Information Technology program. Klinger has distinguished himself through strong technical ability, earning multiple industry certifications while consistently demonstrating initiative and drive. He has served as president of Business Professionals of America for three years and will represent Pioneer Tech at the national level in Network Administration. Known among peers and staff as "Mr. Pioneer Tech," Bryce brings a steady, encouraging presence to the classroom, supports others in their learning, and leads with authenticity and purpose.

Evan Grossardt, a senior at Blackwell High School, is a student in the Automotive Service Technology program. Evan stands

out for his strong work ethic, attention to detail, and consistent performance in the shop. He approaches each task with focus and determination, demonstrating both skill development and professionalism beyond his years. Evan's positive attitude and willingness to learn make him a reliable team member and a promising future technician in the automotive industry.

Students of the Month are selected by instructors based on their performance, character, and leadership within their programs. As part of this recognition, both students will receive Student of the Month cups, giving them the opportunity to enjoy complimentary beverages throughout the month.

Pioneer Technology Center congratulates these students for their achievements and for representing their programs, schools, and communities with pride and purpose. Their drive, skill, and character have given them success in the classroom and will continue with them to their future career.



Bryce Klinger and Evan Grossardt. (Courtesy photo)

Blackwell

8 Wednesday, May 6, 2026

WR WORK READY
— PONCA CITY —

May 12

REMOTE WORK INFO SESSION

Local Employers On-Site

BLACKWELL

10:00 - 11:00 am

Blackwell Library
123 W. Padon

TONKAWA

1:30 - 2:30 pm

Tonkawa Library
216 N. 7th, Tonkawa



WORK LA *Job Fair* HOMA

- Live Interviews
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- And MORE!

Thursday

MAY 7

10 am - 2 pm

Pioneer Tech

2101 N Ash, Ponca City
Conference Center

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**GET THE JOB.
GO WITH PRIDE.**

☎ 580.718.4237



WORK READY

— PONCA CITY —



PIONEER TECH

Adult Training
& Development

NEW COURSE!

Patient Care Tech



SUMMER ENROLLMENT OPENS MAY 18 | pioneertech.edu/page/short-term-courses

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

PONCACITY MONTHLY

MAY 2026 33

Legals

0001

PUBLISHED IN THE PONCA CITY NEWS ON APRIL 25, 2026 AND MAY 2, 2026

NOTICE OF BID PROPOSALS

Sealed bids for the 2026 C-hallway / administration area roofing project (approximately 16,500 sq ft Duro-Last single ply membrane roof) will be received by the Board of Education, Attention: Michael Orr, Plant Facilities Manager, Pioneer Technology Center, Vocational District No. 13 Ponca City, Oklahoma until 1:00 p.m., C.S.T. May 22, 2026. Bids will be publicly opened and read aloud in D-124 plan room Business Industry Service Building immediately following the closing time stated above. All interested parties are invited to attend.

The Owner reserves the right to waive any formalities and irregularities, and the right to reject any or all bids received, and to accept any bid considered advantageous. No bidder may withdraw his/her bid within 30 days after the date of the bid opening.

Bids received more than ninety-six (96) hours, excluding Saturdays, Sundays, and Holidays, before the time set for the opening of bids, as well as bids received after the time set for the opening of bids, shall not be considered and will be returned unopened. All bids shall be submitted in an opaque envelope clearly marked on the front with the name of the project, the time and date of the bid opening.

The bidding documents may be obtained at Pioneer Technology Center and the Business Industry Service Plan Room upon request.

Attention of the bidders is particularly called to the Bonding requirements, approved workers compensation and liability insurance in the amounts required by state statutes, which must be filed with the Board of Education of Pioneer Technology Center. All applicable city, state and federal requirements must be met by the bid proposal and adhered to if the project is obtained by successful offer or Sales tax may be omitted on the project.

Each bidder must include with his/her bid, bid security in the amount of the total bid amount. The successful bidder is required to submit a performance bond for the total amount of the bid. This bid security may be in the form of a cashier's check, a certified check or a surety bond. Bid security will be returned to the unsuccessful bidders. Upon receipt of an acceptable bid, the contract will be awarded within thirty (30) days after opening bids and the written contract executed within ten (10) days thereafter.

Board of Education
Pioneer Technology Center
District #13 2101 N. Ash
Ponca City, Kay County, Oklahoma.
74601

LPXLP

Saturday

May 2, 2026

Vol. 133 - No. 152
poncacitynews.com

Pioneer Tech celebrates Practical Nursing pinning ceremony

Ponca City, OK — Pioneer Technology Center (PTC) proudly recognized the Practical Nursing April 2026 class during a meaningful pinning ceremony held last week, marking the students' transition from training to practice in the healthcare field.

Surrounded by family members, friends, and instructors, each student participated in the tradition of being pinned by someone who played a significant role in their journey. The ceremony served as both a celebration and a reflection of the dedication, resilience, and compassion developed throughout the program.

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Pioneer Tech's Practical Nursing program is known for its immersive, skills-based training that blends classroom instruction with real-world clinical experience. Students graduate equipped with the knowledge and confidence needed to step into a high-demand healthcare role and positively impact patient care.

For more information, please contact them at 580-762-8336 or visit the PTC website at www.pioneerotech.edu.



PTC PRACTICAL Nursing April 2026 class pictured in the back row, left to right: Kristhel DelPrincipe, Blackwell; Michaela Lee, Ponca City; Sampson Spain, Ponca City; Darrian Black, Ponca City; Jadyn Grimm, Ponca City; and Mackenzie Varner, Ponca City. Pictured in the front row, left to right: Noemi Recio, Ponca City; Shelby Siler, Marland; Kailee Peetoom, Nardin; Kaylee Hall, Ponca City; Chloe Lawver, Ponca City; Jamica Bass, Ponca City; and Anna Luna, Ponca City.

WORKklahoma Job Fair set for May 7

Work Ready Oklahoma and Pioneer Technology Center (PTC) are gearing up for the twice yearly job fair, WORKklahoma, which will be held on Thursday, May 7 from 10 am to 2 pm in the conference center at PTC, located at 2101 N. Ash.

WORKklahoma allows Work Ready staff to stay connected with employment partners and resources to better support the job seekers in our community. By understanding the candidate that employers are looking for, Work Ready is able to help create better connections.

This job fair will host over 35 employment partners from the greater Kay County area, as they present their positions to the community.

WORKklahoma is a free event, and is open to the public, with past fairs seeing over 300 job seekers in attendance.

Additionally, there will be door prizes throughout the day, as well as an opportunity for professional headshots with Kayla Blaes, and a possible job offers at the event.

PTC and Work Ready Ponca City will also hold a monthly Soft Skills Workshop free to all Oklahoma job seekers age 18 or older.

For more information on how you can attend one of the free events, and how to be ready for an interview, visit the Work Ready website at www.workreadyoklahoma.com or call 580-718-4237 for more information.

Friday

May 1, 2026

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Pioneer Technology Center names April Students of the Month

Ponca City, OK — Pioneer Technology Center (PTC) is proud to recognize Bryce Klinger and Evan Grossardt as the April Students of the Month for their exceptional performance, and commitment within their respective programs.

Bryce Klinger, an adult student from Ponca City and a 2024 POHI graduate, is enrolled in the Information Technology program. Klinger has distinguished himself through strong technical ability, earning multiple industry certifications while consistently demonstrating initiative and drive. He has served as president of Business Professionals of America for three years and will represent Pioneer Tech at the national level in Network Administration. Known among peers and staff as "Mr. Pioneer Tech," Bryce brings a steady, encouraging presence to the classroom, supports others in their learning, and leads with authenticity and purpose.

Evan Grossardt, a senior at Blackwell High School, is a student in the Automotive Service Technology program. Evan stands out for his strong work ethic, attention to detail,

and consistent performance in the shop. He approaches each task with focus and determination, demonstrating both skill development and professionalism beyond his years. Evan's positive attitude and willingness to learn make him a reliable team member and a promising future technician in the automotive industry.

Students of the Month are selected by instructors based on their performance, character, and leadership within their programs. As part of this recognition, both students will receive Student of the Month cups, giving them the opportunity to enjoy complimentary beverages throughout the month.

Pioneer Technology Center congratulates these students for their achievements and for representing their programs, schools, and communities with pride and purpose. Their drive, skill, and character have given them success in the classroom and will continue with them to their future career.

For more information about Pioneer Technology Center's programs and services, call 580-762-8336 or visit www.pioneertech.edu.



WORK LA Job Fair HOMA Ponca City

- Live Interviews
- Apply Onsite
- Networking
- Door Prizes
- And MORE!

Learn about remote work and get vetted job leads while you mingle with 40+ local employers and vendors!

Meet North Central Oklahoma's top employers, apply for jobs, and grow your career network!



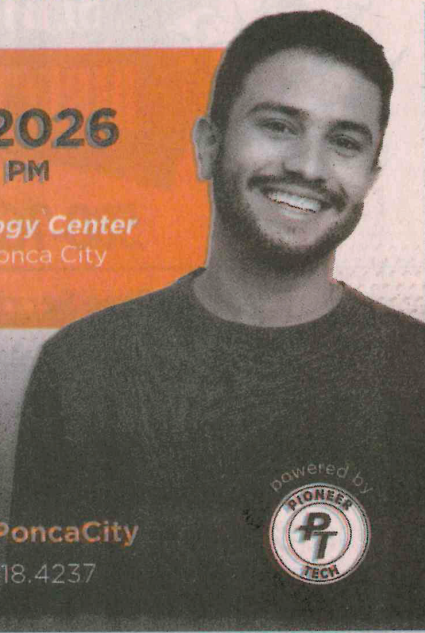
Employers, Reserve Your Booth Now!

WR WORK READY
— PONCA CITY —



MAY 7, 2026
10 AM - 2 PM

Pioneer Technology Center
2101 N Ash St., Ponca City



#WORKlahomaPoncaCity

Contact: 580.718.4237





CADET HANDBOOK

2026

2027

Basic Peace Officer Certification

Pioneer Technology Center

Basic Peace Officer Certification - BPOC

Academy Handbook and Expectations

BPOC Coordinator

- Tucker Hodgson (Pioneer Technology Center/Director B.P.O.C.) TuckerH@pioneertech.edu

Pioneer Technology Center Administrative Staff

- Traci Thorpe - Superintendent/CEO TraciT@pioneertech.edu
- Kahle Goff - Executive Director, Full-Time Programs KahleG@pioneertech.edu
- Molly Kyler - Executive Director, BIS MollyK@pioneertech.edu
- Aimee Snyder – Deputy Chief Financial Officer AimeeS@pioneertech.edu
- Kendra Knight - Instructional Director KendraK@pioneertech.edu
- Jennifer Wehrenberg - Instructional Director JenniferW@pioneertech.edu

Introduction

The Basic Peace Officer Certification (BPOC) is made possible through a collaborative effort between the Council on Law Enforcement Education and Training (CLEET), the Oklahoma legislature, and Career Tech. The BPOC is a 16-week course that traditionally has been provided at CLEET headquarters in Ada, Oklahoma. The BPOC program identified in 70 OS 3311.16, offers additional site locations to full-time and reserve officers interested in pursuing a career in Oklahoma Law Enforcement. The BPOC is the required training for all police officers in the state of Oklahoma. CLEET is the certifying entity for the program, and PTC must maintain approved status as a BPOC site to conduct BPOC training.

The mission of the Basic Peace Officer Certification Academy at Pioneer Technology Center is to train, develop, and produce the finest law enforcement officers for the State of Oklahoma, its many jurisdictions, and political subdivisions. The accomplishment of this goal will require that all Academy cadets maintain and display the highest order of discipline, intelligence, sound and prudent judgment, decision making, and integrity.

The following rules and regulations will apply to each cadet for the duration of the Academy. The rules and regulations will provide the foundation for an effective learning environment and the discipline required in law enforcement.

Hours of Operation

Administrative Offices: Monday through Friday 08:00 – 16:00
Academy Hours: Monday through Thursday 06:30 – 17:30

Training days will begin at 06:30 hours and continue through 17:30 hours Monday through Thursday. Tardiness and absenteeism will be subject to disciplinary action. It should be anticipated that some

training days will extend well beyond 1800 hours. Cadets shall make all necessary arrangements to ensure attendance.

Assignments that are given during the Academy must be completed by the prescribed deadline. Cadets will be provided breaks at 10 minutes to the hour, or as deemed necessary by the Instructional Staff.

Lunch: 11:30 – 12:30 Instructors may deviate from this timeline as needed.

Academy Administration reserves the right to modify the Academy Schedule at any time to accommodate holidays, scheduling conflicts, or unusual circumstances. In the case of severe weather, specifically ice or snow, you will be notified via text message for information regarding the Training Schedule for that (those) day(s).

Attendance

In addition to notifications made to student leadership, each cadet incurring any absence is required to notify the academy coordinator and/or their designee, in writing, prior to the absence.

Cadets are expected to maintain an exemplary attendance record. Dependability is a required trait of a public servant. Incidents of unauthorized absence or tardiness are detrimental to the learning process and will not be tolerated. A record is kept of each incident, including the cadet's written explanation. Absences of more than five (5) hours will not be considered for curriculum remediation during the Academy in which the absence occurred, except under extraordinary, well documented, circumstances.

An absence during any skill portion is NOT considered for remediation during the Academy in which the absence occurred.

Authorized Absence

Absences, of very limited duration, due to unforeseen emergencies, illnesses, subpoenas, or other unusual circumstances **may** be approved by the Academy Coordinator or their designee. The cadet will be required to make-up any time missed during the Academy. This make up class will be completed as soon as staffing / time allows. The cadet will provide documentation for excused absences such as copies of subpoenas, doctor's statement, etc.

Absences of the type mentioned will be reviewed to determine how the cadet will be remediated, and whether make-up work will be assigned. The cadet may be required to complete makeup work during a current or future academy. Each case will be reviewed to evaluate the length of time missed, the block of instruction missed, and the impact on the Instructional Staff.

Unauthorized Absence (UA)

Unauthorized Absence (UA) is defined as any absence without prior approval of the Training Administration Staff. If a cadet is unable to report to the Academy, and prior approval for the absence has not been granted, the cadet must personally notify either the Academy Coordinator and/or

designee prior to 06:00 hours on the day of the absence. If allowed to return to the Academy, the cadet will write a report detailing the reason for the absence.

Each unauthorized absence will be reviewed to determine whether or not the cadet will/can be remediated during his/her Academy; whether or not make-up work will be assigned; or if disciplinary action will be taken. The cadet will be required to complete makeup work during his/her current Academy or a future Academy. Each case will be reviewed to evaluate the length of time missed, the block of instruction missed, and the impact on the Instructional Staff.

If a cadet requires an extension of time to complete the requirements for certification, a written petition must be submitted to the Academy Coordinator.

The following disciplinary schedules are referred to when handling absenteeism. However, any unauthorized absence may be grounds for disciplinary action, including dismissal from the Academy.

Unauthorized Absences

- 1st Occurrence UA Documented counseling session with Academy Coordinator
- 2nd Occurrence UA Written reprimand inserted into cadet's training file; notification made to the employing agency (if applicable); and documented counseling session with the Academy Coordinator.
- 3rd Occurrence UA Written reprimand inserted into cadet's training file; mandatory review Session with all Academy Administration Staff; notification made to the cadet's employing agency (if applicable); and consideration of dismissal or other disciplinary action

Tardiness

- 1st Occurrence Tardy Documented counseling session with the Academy Coordinator.
- 2nd Occurrence Tardy Written reprimand inserted into cadet's training file; notification made to the employing agency (if applicable); and documented counseling session with the Academy Coordinator
- 3rd Occurrence Tardy Written reprimand inserted into cadet's training file; mandatory review session with all Academy Administration Staff to consider dismissal or other disciplinary action; and notification made to the cadet's employing agency (if applicable).

Habitual tardiness may require make-up work during a current or future Academy, or may result in disciplinary action, including dismissal. Included in this section is late reporting to any scheduled event during the training period where a start time is clearly established.

Call-In/Late

Cadets coming upon unforeseen circumstances which they believe cause them to arrive late must contact the Academy Coordinator or designee as soon as possible. Any cadet who calls in as required but arrives 30 minutes beyond the start time for an assignment may be excluded from that class, or may receive a level of disciplinary action in the schedule depending upon the number of occasions.

Disciplinary actions, if any, will be decided by the Academy Coordinator. Disciplinary actions may include, but are not limited to, extra duties/assignments or dismissal.

Non-Call In/Non-Report

Any cadet who fails to report to class or assignment and fails to report to the Academy Coordinator within one (1) hour after the beginning of his/her assigned duty hours is considered absent without authorization and may be recommended for immediate termination from the program, subject to a disciplinary review by the Academy Coordinator. The Academy Staff is under no obligation to contact any cadet who fails to report.

Unauthorized Departure

A cadet's departure from any class or assignment without prior approval by the Academy Coordinator may be regarded as an "act of resignation." A disciplinary review session, to include notification of the cadet's employing agency (if applicable), will be conducted to consider a recommendation of dismissal.

Injuries or Illness

Cadets incurring an injury or illness are required to notify the class instructor immediately. The cadet must also notify the Academy Coordinator in writing the next working day. Failure to notify supervisory personnel of an injury or illness, whether or not a doctor's care is required, may result in disciplinary action.

Any cadet who is unable to participate, as a result of an injury or illness, ~~will~~ **may** not be allowed to continue to participate in the Academy training program. If full recuperation or recovery from an injury extends beyond the time limits for the cadet's Academy, a recommendation may be made for re-application into a later scheduled Academy class. Each case will be reviewed and evaluated on an individual basis to ensure compliance with Oklahoma State Statutes, Oklahoma Administrative Code and Federal Law.

Prior to leaving, the cadet must provide CLEET with a written statement setting out the reasons the cadet is missing the Academy. The statement must explain the illness or injury.

When an extension of time is needed to complete the Academy, the cadet and the head of the cadet's employing agency (if applicable) must submit a written request to the Academy Coordinator. The written request must explain the reasons you should be granted an extension. The Academy Coordinator will consider the circumstances, the written requests, and the statutory time limits pertaining to the extension request. The Academy Coordinator will notify the cadet and the employing agency (if applicable), in writing, whether the extension request is granted or denied.

If the request is denied, the cadet and the head of the cadet's employing agency may appeal the decision to the Academy Administration Staff and the Executive Director of Full Time Programs. The Executive Director of Full Time Programs must receive the two appeals within ten (10) business days of the date the cadet and the cadet's employing agency received the Coordinator's written decision. The

Executive Director of Full Time Programs will consider the circumstances, written appeals, and the statutory time limits pertaining to the request. The cadet and the cadet's employing agency (if applicable) will be notified of the decision in writing.

If a cadet has left the Academy as a result of an injury or illness, the cadet will be required to supply the Academy Coordinator with a written statement from a licensed physician in order to return to the Academy. This statement must directly address the nature of the illness or injury, and specifically state that, in the physician's opinion, the cadet is physically and medically able to safely participate in academy activities – including defensive tactics, firearms and driver training.

If a cadet is transported to a hospital or emergency care facility while attending the academy, the cadet will be required to supply the Academy Coordinator with a "Medical Emergency Release Form," which must be signed by the physician who released the cadet from the hospital. If the emergency physician will not authorize the release, the cadet may be required to obtain a new release from the primary care physician.

Cadets are **required** to complete a written statement detailing the reason for their absence prior to being readmitted into the training environment.

Academy Uniforms

The Academy Uniform:

- Solid colored long or short sleeve polo shirt
- Khaki pants
- Black boots or black athletic shoes

Agency Uniform: (May be worn for pictures, and/or graduation ceremonies)

Firearms: No student will be allowed to bring a firearm into the building, in line with PTC policy.

Absolutely no t-shirts will be allowed for student classroom wear. Hats or other headgear will not be worn in the classroom or at training exercises, unless specifically required. Each cadet will be issued an identification badge the first day of the Academy. The identification badge is required to be worn at all times during training in a manner prescribed by Academy staff. Each cadet is expected to maintain his/her uniform in a clean and professional manner, to include shirt tucked in at all times.

Exceptions to Prescribed Academy Uniform

- **Defensive Tactics** – Uniform Requirements: During Defensive Tactics/Custody Control training, the cadet may wear Karate Gi pants, or sweat pants only. No tight-fitting clothing is allowed. (Preferably dark colors.) BDU style pants MAY NOT be worn. Pants shall have no exposed buttons, zippers, or snaps. Shorts are not permitted. Sweat tops or T-shirts are permitted and should be dark in color with no lettering or graphics. Neither T-shirts nor sweatshirts will be worn if the sleeves have been removed. The only approved footwear for this training is either socks or wrestling shoes. Bare feet are not allowed for health and sanitation reasons.

- **Firearms** – Uniform Requirements: Since firearms training will expose the cadets to ambient weather conditions, the uniform may be modified at the discretion of the Firearms Training Staff. During the firearms block of training, the cadets are required to wear a hat that has a brim or a bill. The color of the hat shall not be red or orange as this color is reserved for instructors so they may be recognized. cadets are not allowed to wear any garments of any type that are red or orange in color. Cadets are required to wear safety glasses on the range. Eye protection should meet American National Standards Institute’s requirements and department policy. Cadets are required to wear hearing protection on the range. Hearing protection should meet or exceed the Occupational Safety and Health Act requirements.
- **LEDT (Driving)** – Uniform Requirements: During the Law Enforcement Driver Training, the cadets will be exposed to ambient weather conditions that may at times be extreme. The normal cadet uniform may be modified at the discretion of the Driver Training staff.
- **Other Exceptions** – Uniform requirements: There may be other times when Instructional Staff will authorize a departure from the Academy uniform. This is discretionary and will be determined as needed by Instructional Staff.

Personal Grooming

The cadet is expected to maintain a professional and clean appearance at all times. Uniforms will be clean and wrinkle free.

Hair, mustaches, sideburns, beards, or goatees will be trimmed and neat, and be of traditional color and worn in such a fashion that does not impede the wearing of any prescribed headgear. Make-up will be worn conservatively.

Jewelry: It is highly suggested that wrist watches be worn. There are subjects covered in the Academy that will require the cadet to monitor the passage of time. Rings may be worn, but only one on each hand is permitted. (A wedding set is considered one ring.) Visible necklaces, earrings and other decorative jewelry are prohibited. During Defensive Tactics/Custody Control, rings or other jewelry will not be allowed on the mats.

Tattoos: All cadets with visible tattoos (regardless of size, shape, design, or location) will comply with their Agency guidelines (Policies) regarding covering the tattoo with an opaque covering. Pioneer Technology Center does not allow the display of sexually explicit or graphic/violent tattoos.

Achievement Standards

The Law Enforcement profession demands a standard of achievement that surpasses that of the academic community. The profession requires a high level of individual knowledge, ability and skills that will serve to maintain the officer’s sense of pride, proficiency, and personal safety throughout their career with their respective agency. Failure to achieve the minimum acceptable performance standards in any curriculum area will prohibit the cadet from receiving certification at the conclusion of the Academy.

Academic Grading

- Academic Grading is governed by Oklahoma Administrative Code. These guidelines are incorporated into these rules and regulations.
- The Academy requires a minimum score of 75% (per Council change in 08/2011) in the majority of the academic blocks of instruction. There are two blocks of instruction that will be tested and require 80% to pass the course. Those exceptions are First Aid and Standardized Field Sobriety Testing.
- The Final Exam, or Certification Exam, will require 80% to pass (per Council change in 08/2011).
- Any cadet who fails a specific block examination will be permitted to retake that block examination within a time frame established by CLEET. If a cadet fails the block examination a second time, the trainee's agency head may request that the trainee repeat the block of instruction and take the examination a third time.
- No cadet will be allowed to challenge the State's Certification Examination without first successfully completing all blocks of instruction.

Disqualifying events for the Certification Examination: If a cadet fails to complete any portion of any block of instruction, the cadet will not be allowed to challenge the Certification Examination until the academic block is successfully completed. Should a cadet fail the Certification Exam, s/he will be permitted to retake the examination within ten (10) business days. If a cadet fails the Certification Examination a second time, the cadet or the cadet's agency head (if applicable) must petition, in writing, the Academy Coordinator to request reenrollment into a future basic academy.

Defensive Tactics – Performance and Testing: Cadets must successfully demonstrate skills and knowledge in defensive techniques which are essential to street survival. This area of training includes, but is not limited to: ground fighting, weapons retention, wounded officer drills (evasive maneuvers), take downs, baton training, subject restraint, and hand to hand defensive strategies. In addition to passing the demonstrations, cadets must achieve a minimum score of 75% on the written examination.

Firearms Training – Performance and Testing: Firearms proficiency is a necessity for every officer's survival. The hours of training devoted to this vital aspect is intended to provide the cadet with the skills to attain the requisite proficiency. A cadet must pass the firearms qualification course with a minimum of 72% for handgun qualification and demonstrate, to the satisfaction of Instructional Staff, the mastery of: the malfunction drills, reloading drills, load and make ready, unload and clear, utilizing proper cover and concealment, tactical firearms drills, low light shooting, and cleaning skills to successfully complete the firearms training program. The Oklahoma Administrative Code sets forth specific procedures that must be followed in the event a cadet is unable to pass firearms testing. For information relating to the procedures governing firearms re-testing, see the Oklahoma Administrative Code.

Law Enforcement Driver Training – Performance and Testing: Defensive and high-performance driving skills are imperative for officer and community safety. This training is conducted by the Driver Training Instructors and is an integral part of the program. Cadets must achieve a 75% on the written examination. The driving qualification courses must also be successfully completed.

Skills Remediation: - Retesting Procedure: O.A.C 390:15-1-13 (f)(g): (f) When a trainee fails a proficiency test in the Custody Control block or the Law Enforcement Driver Training block, the trainee

will not be certified, and will be scheduled for up to two remedial training sessions at a later time. If the trainee does not successfully complete remedial training, no further testing will be allowed.

(g) If the trainee fails a proficiency test in the Firearms Block, the trainee will not be certified, and shall be required to obtain additional firearms training through his/her employing agency; such training to be conducted by a CLEET certified firearms instructor within ninety (90) calendar days of the student's original academy completion date. Upon completion of such training, the student's employing agency administrator must, within ninety (90) calendar days of the student's original academy completion date, in writing, notify the Academy Coordinator that the student is ready to be scheduled for firearms proficiency testing by PTC BPOC staff. Such testing shall be completed by allowing the student up to three (3) attempts to attain the CLEET required proficiency in firearms. If the trainee does not successfully complete additional training, no further testing will be allowed until the student has retaken the entire firearms block of instruction. The above listed remediation(s), from either (f) or (g), will be scheduled by the Academy Coordinator and written notification will be sent to the employing agency of the cadet (if applicable).

Study – Student Performance Standards: The expectations and demands of law enforcement training require total personal effort 100% of the time, both in the classroom and out. Notes are to be taken in all lectures, unless the instructor notifies the cadets otherwise.

Asking Questions: Ask questions when necessary, but stay on the subject and exercise good judgment in the privilege of inquiry. Cadets are expected to raise their hand and be recognized by the instructor prior to asking a question. Unrecognized outbursts will not be tolerated, and may result in the cadet being removed from the classroom.

Personal Conduct: As a law enforcement cadet, you are now considered a public employee. Cadets are reminded that the activities of law enforcement personnel are subject to public scrutiny and review at all times whether on or off-duty. As such, cadets should remember that these same high ethical standards likewise apply in their individual activities regardless of duty status. Any act which may bring discredit to themselves, their department/agency, or this Academy may result in disciplinary action to include termination.

Cadet Expected Behavior

Expected Behavior: Violations of the following rules may result in disciplinary action, including dismissal.

- The classroom is to be regarded as a place of learning. Unnecessary distractions and/or conversations are not tolerated.
- Cadets will remain awake and alert at all times in the classroom. They will occupy themselves with law enforcement business and refrain from non-related reading material or activity.
- Cadets will promptly comply with instructions, directions, orders and assignments given them by academy staff members.
- Cadets will address staff and adjunct instructors, regardless of personal relationship, by title and last name.
- Cadets are not permitted to speak or answer in class unless recognized by the Instructor to do so. Upon being given the floor, the cadet will rise to his/her feet prior to speaking.

- The following activities are prohibited at all times in the classroom: eating, drinking (unless in spill-proof container and approved by the academy coordinator), littering, leisure reading material, sleeping, horseplay, texting, social media
- The use of classroom facilities or equipment is permissible only with supervisory approval.
- Improper or negligent use of any Academy property is prohibited.
- Cadets may enter Academy offices only after knocking on the door and receiving permission to enter.
- Cadets shall not consume intoxicants or have the odor of intoxicants on their breath while on School property or during any training. Nor shall they be under the influence of any substance during training.
- Cadet contact with other agencies and persons must be conducted in a professional manner so as to bring credit to his/her profession and the Law Enforcement profession.
- Cadets shall conduct themselves with courtesy and professional dignity at all times. Discourtesy, rudeness, and/or vulgarity by cadets in the presence of citizens, staff, law enforcement officers, or other cadets will not be tolerated.
- Cadets will be required to address any and all visitors to the Academy with the respect afforded a law enforcement officer or citizen. Cadets will acknowledge visitors with proper, acceptable community greetings (good morning, good afternoon, etc.) when they are passed in the hallways or when eye contact is made and a greeting is proper.

Law Enforcement Code of Ethics: As a law enforcement officer, my fundamental duty is to serve the community; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation and the peaceful against violence or disorder; and to respect the constitutional rights of all to liberty, equality and justice.

I will keep my private life unsullied as an example to all and will behave in a manner that does not bring discredit to me or to my agency. I will maintain courageous calm in the face of danger, scorn or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed both in my personal and official life, I will be exemplary in obeying the law and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will not act officiously or permit personal feelings, prejudices, political beliefs, aspirations, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and not accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of police service. I will not engage in acts of corruption or bribery, nor will I condone such acts by other police officers. I will cooperate with all legally authorized agencies and their representatives in the pursuit of justice.

I know that I alone am responsible for my own standard of professional performance and will take every reasonable opportunity to enhance and improve my level of knowledge and competence. I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession, law enforcement.

BPOC Code of Ethics

- Any cadet found to have obtained his/her enrollment and/or employment by means of a willful misrepresentation or false statement concerning a material fact will be removed from the Academy. In addition to any administrative actions, such as removal from the Academy, criminal charges may be filed pursuant to 70 O.S. 3311 J in the event that probable cause exists that the cadet has willfully submitted false or fraudulent documents, transcripts or certificates, submitted within the application packet.
- Cadets are required to submit their own work on examinations and assignments, unless otherwise permitted by staff. Any form of cheating or other academic integrity issues (including plagiarism, copying or any method of circumventing prescribed instructions) is considered intolerable.
- Cadets are to be truthful at all times. Any cadet who is found to be untruthful at any time, through oral or written communication, is subject to immediate dismissal.
- A cadet who is aware of any form of unethical, illegal, or other conduct which violates any provision of these rules and regulations on the part of another cadet is held personally responsible for reporting the violation or conduct to an Academy Supervisor immediately. Failure to report is equivalent to participation. Violations may result in disciplinary action, including dismissal.
- Cadets are held accountable for the integrity of any communication, oral or written. They will not obtain or release any information contained in any report on file including internal investigations, suspects, arrests or memos. Violations may result in disciplinary action, including dismissal.
- Cadets shall obey all laws of the United States, the State of Oklahoma, and the laws of the City in which there is training. A cadet found to be involved in any criminal offense, regardless of degree of involvement, is subject to prosecution as well as dismissal.
- Cadets who admit to or participate in any conduct, instance, or circumstance involving any form of family violence are subject to immediate dismissal based upon the validity of circumstances surrounding the allegation or admission.
- Those acts not specifically contained herein which may bring discredit upon the individual or Agency are dealt with according to the seriousness of the situation.

Police Officer Oath of Office: I, _____, do solemnly swear that I will obey and defend the Constitution of the United States of America, the Constitution and laws of the State of Oklahoma, and the ordinances of the City _____, Oklahoma. I will conduct myself in accordance with the Law Enforcement Code of Ethics.

I pledge to faithfully pursue the mission of the _____ Police Department to maintain and enhance the quality of life by protecting life, liberty, property, and keeping the peace.

General Provisions

It is the responsibility of the Pioneer Technology Center to insure that cadets receive every opportunity to contribute their maximum effort during the program in order to become effective Peace Officers. Likewise, it is of the utmost importance that the Staff maintains optimum channels of communication

and instruction with each individual to enhance his/her successful entry into the field of law enforcement.

The Academy main phone number is (580) 718-4339. Only messages of an emergency nature will be accepted on behalf of cadets, and it is advisable to remind friends and family not to violate this order.

The Academy Coordinator may grant special permission for cellular phone in training area. The request shall be made in writing and permission will only be granted in cases of exigent circumstances.

Academy staff offices are to be entered only on official business and with permission.

Cadets who wish to communicate with Staff members should feel free to do so, but will adhere to the chain of command.

Cadets are encouraged to bring any problems which may affect them during the course of the Academy to the attention of the Academy Coordinator who will handle or refer the matter as necessary.

Cadet Discipline

Disciplinary Process: It is the intent of the Academy Staff to protect the rights of each cadet, and to adhere to a system of discipline which provides notice, fairness, equity and due process. The cadet can thereby be assured of reasonable expectations concerning this procedure.

Type of Disciplinary Offenses: The following general categories constitute, but are not limited to, ground for disciplinary action, including dismissal.

- Substandard Performance (academic, physical, driving, firearms or defensive tactics)
- Absenteeism/Habitual Tardiness
- Violations of Academy Rules or Policies
- Insubordination
- Misconduct
- Misrepresentations

Steps in Disciplinary Procedure: The following provides a fair and equitable course of progressive action that ensures a clear understanding of the remedies to unacceptable behavior. This policy is intended to enforce routine incidents, and will in no way affect Academy staff's ability to respond in cases that warrant immediate action for more serious offenses.

1. **Counseling Session:** Upon an initial offense, a cadet will be counseled by Academy Staff. The initial form of action is normally privately conducted by the cadet's Academy Coordinator, or by a Staff Instructor on the first incident of unacceptable activity. The cadet will be asked to submit a written statement explaining his or her action. During the counseling session, the written statement will be evaluated, and if necessary, a counseling session will ensue. During this meeting the problem(s) will be identified and discussed. Recommendations will be made for corrective action, and a warning given for any future infraction. The meeting will be

formally documented, and the documentation will be signed by both the counselor and the cadet.

2. **Written Reprimand:** Upon a second offense, or if the cadet has failed to properly conform personal activity/behavior to an acceptable standard, a cadet will receive a Written Reprimand. The cadet will submit a written statement explaining his or her action. Upon receipt of the cadet's written explanation, the Academy Coordinator will conduct a counseling session in order to assess the situation and evaluate the cadet's attitude and behavior. If necessary, strict instructions for improvement will be ordered; a warning of the next disciplinary step given; and a written reprimand placed to the cadet's file. The cadet's Agency Administrator will be notified if applicable.
3. **Disciplinary Notice:** Upon the third offense, or if the cadet continues to demonstrate a serious lack of ability to conform personal activity/behavior to the accepted standard of conduct required in the Academy, a disciplinary notice will be issued. The cadet will submit a written statement explaining his or her action. Upon receipt of the cadet's written explanation, a session will be held involving the Academy Coordinator, who will review the previous proceedings; generate direct orders to the cadet; and give clear warning of the impending dismissal for the next incident. The cadet's Agency Administrator will be notified, and the employing agency will be given the opportunity to attend this meeting.
4. **Termination Recommendation:** When all other disciplinary procedures have failed, or the situation violates Rules and Regulations subject to dismissal, a recommendation for termination will be issued. The cadet will submit a written statement explaining his or her action. A session will be conducted by the Academy Coordinator and Academy Administration Staff who will again review the facts and documentation concerning the case. The cadet will be afforded the opportunity to present oral or written evidence of mitigating circumstances concerning his or her conduct, which will be considered on its merit. A decision will then be made, after ensuring the validity of all documentation on whether to retain the cadet in question. This recommendation will be forwarded to the Executive Director of Full-Time Programs for the final decision. The cadet's Agency Administrator will be notified if applicable, and the employing agency will be given the opportunity to attend these proceedings.

Savings Clause: Nothing within this document shall be construed to limit Academy Command Staff's ability to deal seriously and expediently with an infraction of the law, rules and/or directives. The nature and degree of violation will be assessed on an individual basis to determine the necessary steps to disciplinary action or dismissal.

Instances of Extenuating Circumstances: Law enforcement cadets may be disciplined or dismissed despite technical compliance or noncompliance with the rules and regulations as outlined herein. Under this section, a law enforcement cadet may not have exceeded the rejection level in any one category but may still be disciplined or dismissed. If, through the "compounding" of offenses, situations, low productivity, attitude, or other factors, a pattern or picture develops which leads the Academy Command Staff to reasonably believe that the individual does not possess the overall characteristics necessary of a law enforcement officer, that cadet may be subject to disciplinary action, agency notification, and dismissal.

Alcohol, Drug and Tobacco

The use or possession of any alcoholic beverage or intoxicant while on or around Pioneer Technology Center property or BPOC training sites shall be prohibited. Violations of this rule will subject the trainee to immediate dismissal.

Cadets who are taking medication(s) as prescribed by a physician shall advise the Academy Coordinator or designee as to the type of medication, the prescribing physician, and the purpose of such medication(s). All such substances shall be kept in the prescribed container(s).

The Pioneer Technology Center training facility is a tobacco free facility. Smoking and the use of any other tobacco product is restricted. For more information review the PTC Student Handbook at www.pioneertech.edu.

Fraternization Rules

Academy training requires close contact between cadets. Every cadet shall be expected and required to actively participate with fellow cadets and treat fellow cadets with respect and courtesy. Fraternization between cadets is prohibited and will be grounds for dismissal. Fraternization between cadets and instructional staff, to include adjunct instructors, will also be grounds for immediate dismissal.

Discrimination, Harassment and Hazing/Grievance Procedures

It is the policy of the Pioneer Technology Center to provide an equal opportunity for all enrolled students and applicants for admission. Cadets who feel they have been discriminated against, harassed, or adversely treated by Academy personnel, individuals acting on behalf of the Pioneer Technology Center, or other cadets, have the right to file a complaint to seek redress of his or her grievance. A cadet may file a complaint with the Academy Coordinator and/or the PTC Compliance Officers. For more information review the PTC Student Handbook at www.pioneertech.edu.

As law enforcement professionals, cadets must be sensitive to and tolerant of the concern's opinions and backgrounds of others. Cadets must treat others with respect, courtesy and dignity, regardless of their circumstances or condition. Insulting, abusive, or degrading conduct, comments or statements related to race, gender, religion, sexual orientation, age, and disability are prohibited. Discrimination and harassment are also illegal and will not be tolerated by staff or cadets. Any incidents observed by cadets of such misconduct shall be reported to the Academy Coordinator.

All cadets have the responsibility to speak up against discrimination and the right to use grievance procedures without fear of retaliation.

Inspections

The Academy Staff is allowed, at any time, to perform administrative inspections and/or searches, adhering to PTC Search of Students policy, for security and violations of Academy Policies and Procedures. All classrooms, classroom furniture and fixtures; all cadet assigned rooms, furniture and

fixtures; and all facilities owned and controlled by Pioneer Technology Center are subject to inspection. It shall be understood there is no expectation of real or assumed privacy. Cadets should expect, at a minimum, weekly inspections.

Discrepancies found during an inspection will be corrected as quickly as possible, and a written report of the violation will be generated by the cadet.

Parking/Driving

Parking is available to cadets in the North, **South**, and West parking lots. Pioneer Technology Center campus has numerous students, clients, and customers accessing the facility. Please be courteous and drive slowly and carefully. The speed limit on any campus roadways or parking lots is 10 MPH or less (a speed that is reasonable and prudent).

Violations of the maximum speed-limit or vehicles being operated at a speed not reasonable or proper will subject the trainee to disciplinary action to include dismissal. This includes training in LEDT components of the course.

Violations of parking/driving rules will subject the cadet to restricted driving and parking privileges, as well as disciplinary action.

Equipment Requirements

Each cadet is required to have the following equipment for the following blocks of instruction.

Academic/Classroom Instruction

- 1 - Mechanical pencil
- 2 - Pens (black or blue ink)
- Notebook to take notes during lecture

Firearms Training

- Ear protection is required. It is recommended that the cadet use both a “muff” style hearing protector in combination with the “foam” in-ear style protection.
- Eye protection is also required. Quality sunglasses are an acceptable form of eye protection, as are prescription glasses.
- A brimmed hat or a hat with a bill. (*Refer to restricted colors elsewhere in this document.*)
- A black marker for identifying targets is also required.
- PTC will provide firearms to non-agency sponsored cadets.
- A quality law enforcement-type flashlight.

Ammunition Requirements

- Reloaded or remanufactured ammunition will not be allowed.
- Plated or copper clad bullets are also not recommended.
- Steel Core ammunition is prohibited.

Ammunition Quantities

Each student will be required to bring:

- Up to 1500 rounds of pistol ammunition in a caliber consistent with the firearm utilized
 - Pioneer Technology Center's Bookstore may have ammunition for purchase. For non-agency sponsored cadets.

Specifications for Handgun Ammunition:

- American manufactured ammunition consistent with projectile grain weight and ballistic performance of their "duty" ammunition
- Ammunition must be loaded to SAAMI specifications (Sporting Arms and Ammunition Manufacturers Institute)
- Acceptable manufacturers: (examples) Remington, Winchester, Federal, Speer

Custody and Control / Defensive Tactics – Equipment Requirements

- Cadets are required to have appropriate groin protection and supportive undergarments

All cadets are required to have a duty belt, with holster, and handcuffs. PTC will provide access to duty belts, holsters, and hand cuffs for non-agency sponsored cadets. No weapons of any kind are permitted in the training area; to include, but not limited to: firearm, knife, baton, pepper spray or taser.

Wrestling shoes are strongly suggested. They will prevent some ankle/knee injuries and allow the cadet to brace, without slipping, for some techniques.

Dark colored clothing is recommended. (Refer to restricted colors elsewhere in this document.) It will prevent any modesty issues when the cadet has soaked their clothing with sweat. All such clothing must have full leg; no cut-off sleeves; and be devoid of embroidery, stenciled lettering, or any markings. (Skin tight, or extremely close fitting, clothing items are restricted from use as well.)

Computer and Technology Use

All cadets will be required to agree with the terms set forth in Pioneer Tech's Information Technology Policy, which sets forth the rules and restrictions relating to computer and technological usage while attending the Academy. Failure to comply with the terms and conditions set forth in this agreement may result in disciplinary action, including dismissal.

Unauthorized Software: There are strict federal guidelines with rigid monetary penalties for agencies and individuals who violate the software licensing laws. In order to guard against computer viruses, violation of software licensing laws and inappropriate programs, no computer programs may be added to Pioneer Tech computers without the approval of the Information Technology Manager.

Unacceptable Practices

- Knowingly accessing inappropriate materials.
- Malicious mischief of any sort.
- Use of electronic communications for advertising, selling, sending chain letters, or "spam".
- Obtaining a password to access information without the consent of the system administrator.

- Knowingly performing an act which will interfere with the normal operation of computers, terminals, peripherals, or networks.
- Knowingly running or installing on any computer system or network, or giving to another user a program intended to damage or to place excessive load on a computer system or network. This includes but is not limited to programs known as computer viruses, Trojan horses, and worms.
- Attempting to circumvent data protection schemes or uncover security loopholes.
- Violating terms of applicable software licensing agreements or copyright laws.
- Deliberately wasting computing resources.
- Using electronic mail to threaten or harass others.

Usage Audits: Computers may periodically and randomly be checked for compliance. Cadets should not expect any privacy regarding information transmitted or received on Pioneer Technology Center computers. PTC will provide each cadet access to a Chromebook. A personal or department owned computer is allowed in the classroom for the purposes of taking notes, following the student material and special assignments by the instructor. If such device is found to be used for any purpose other than listed in above, the cadet shall be removed from class immediately and submit a written statement to the Academy Coordinator (a single violation is sufficient grounds for removal of electronic device permanently for the remainder of academy). Progressive discipline process will apply.

Daily Physical Training - PT

By the Oklahoma Council on Law Enforcement Education and Training (CLEET) proclamation each cadet will participate in at least 30 minutes of mandatory physical training each day. Participation is mandatory, and each cadet will participate fully. The purpose and scope of the Council's proclamation is to try and mitigate the instances of injury during the Defensive Tactics/Custody and Control portion of training. The goal is to increase the cadet's overall fitness level, as well as increase individual flexibility.

Should a cadet be unable to fully participate, every effort will be made to evaluate the situation and, if possible, modify the daily routine to briefly accommodate the reason for modification. This modification will last no longer than four days of training. If the cadet is still unable to participate in all activities at the end of the fourth day of training, the cadet will not be allowed to return to any portion of the academy without first presenting a full release from a physician back to active duty. If the reason for modification is due to an injury that occurred during training, the cadet will be required to present a physician release back to full, unrestricted, duty before being allowed to participate in any further portion of the academy. No PT will take place until the Academy Coordinator receives a physician release.

Pioneer Technology Student Handbook

Any item not addressed by the BPOC Academy Handbook will be addressed through the PTC Full-Time Programs Student Handbook which is available online at www.Pioneertech.edu.

Warning: The use of any type of video or photo recording device is absolutely prohibited in any training area without express approval of the Academy Coordinator or their designee. The use of such restricted devices will be grounds for disciplinary action up to and including dismissal from the BPOC Academy.

Pioneer Technology Center

BPOC Cadet Agreement

Cadet Printed Name: _____

I have read and fully understand the Basic Peace Officer Certification Academy Rules and Regulations. I am aware that any non-compliance or infraction of any rule within the document above may result in disciplinary action being taken against me, including dismissal from the Academy.

By signing Pioneer Technology Centers BPOC Cadet Agreement; I agree to adhere to the all rules and regulations, expectations, and guidelines provided in this document and as directed by the Academy Coordinator. In addition, I will follow district expectations when using computer systems (government or personal) while present at the Pioneer Technology Center, or when using any Pioneer Tech or state provided equipment, including but not limited to, portable storage devices, internet access (wired or wireless), printers, scanners or any peripheral device.

I understand the use of any type of video or photo recording device is absolutely prohibited in any training area without express approval of the Academy Coordinator or their designee. The use of such restricted devices will be grounds for disciplinary action up to and including dismissal from the BPOC Academy.

Cadet Signature: _____

Date: _____

Pioneer Technology Center (2101 N. Ash, Ponca City, OK 74601) does not discriminate on the basis of race, color, national origin, sex/gender, age, religion, disability, or veteran status. For Inquiries concerning the application of this policy contact either Kellie Johnson, Kelliej@pioneertech.edu (580) 718-4224 or Wendy Burg, Wendyb@pioneertech.edu (580) 718-4308, Compliance Officers/Title IX Coordinators, or [Cortney Horne, CortneyH@pioneertech.edu](mailto:CortneyH@pioneertech.edu) (580) 718-4298, 504/ADA Coordinator or email compliance@pioneertech.edu



Chief Information Security Officer as a Service (CISOaaS) Proposal for Pioneer Technology Center

PROPRIETARY AND CONFIDENTIAL

Prepared for:

Ms. Traci Thorpe, Superintendent
Pioneer Technology Center
2101 N Ash, Ponca City, OK 74601
Phone: 580-762-8336

Prepared by:

Ms. Gaitha Milligan, Chief Executive Officer
Adira LLC (a Women Owned Business)
4001 60th Avenue SE, Norman, OK 73026-5552
Phone: (405) 818-7410
Saturday, May 2, 2026





Saturday, May 2, 2026

Ms. Traci Thorpe
Pioneer Technology Center, 2101 N Ash, Ponca City, OK 74601
Phone: (580) 762-8336

Ms. Thorpe,

Thank you for the opportunity to share with you and your Pioneer Technology Center team about our Adira Chief Information Security Officer as a Service (CISOaaS) solution. We are pleased to share information about how our CISOaaS solution provides the optimum solution, support, and services to maximize your cybersecurity posture.

Our demonstrated experience and success in serving in educational organizations has provided our Adira Team the opportunity to address a variety of information security, privacy, and regulatory challenges. We have extensive knowledge and hands-on experience in preventing and resolving these issues. We have developed a comprehensive approach to performing assessments that goes beyond merely identifying the problems. We help our clients determine root causes of identified issues, manually validate the issues, and collaboratively work with our clients to develop solutions that best serve their respective environments.

We understand the unique challenges school districts face including time, budgetary, and asset constraints. We are committed to working with you to develop customized solutions to address your respective challenges.

Lastly, we are unbiased in our recommendations and approach. Our Adira Team serves as a trusted advisor in that we are independent in our evaluation of challenges and recommendations for improvements. This means we are not tied to specific vendors, so you can be assured that our recommendations are not geared toward convincing you to buy a product or service. We simply provide our unbiased view of issues and suggested methods for improvement specific to your organization's respective need.

A few components that allow our Adira Team to provide a unique and competitive advantage in providing cybersecurity service, support, and solutions follow:

Our Adira Team provides:

- a virtual Chief Information Security Officer (CISO) to provide scheduled and unscheduled assistance and support to the organization's information technology (IT) leadership;
- data governance and data privacy expertise and training;
- demonstrated experience and success serving as information technology and cybersecurity leaders as members of the PK-12 school team;
- remote and onsite incident response;
- a service level agreement (SLA) to be onsite within 8 hours for incident response;
- initial and on-going assessments with regularly scheduled remote and/or onsite meetings per calendar year;

- on going cybersecurity training to build internal capacity with your team—this includes complete policy development, implementation, revisions, and annual review of those policies to meet best practices and enhance your cybersecurity posture;
- external quarterly vulnerability scanning as well as a detailed annual report;
- internal network assessment;
- creation and development of an incident response handbook with ongoing support for revisions;
- at least one table-top exercise per year;
- managed detection and response (MDR) via a security operations center (SOC) team conducting real-time threat hunting and cybersecurity monitoring;
- managed endpoint detection and response (EDR) via our SOC team to provide the ability to deep dive into the endpoint and isolate the machine from the rest of the network if malware is detected;
- In addition, the SOC will have the ability to cross check EDR with Centurion to give a complete view of the environment;
- 24 x 7 telephone support from personnel physically located in the United States for emergency incident response;
- timely product updates to address vulnerabilities and defects discovered;
- timely notifications of product updates and advisories via email and/or conference call;

Please note that our Adira CISOaaS solution meets the needs that many cybersecurity insurance providers require for organizations to obtain and maintain cybersecurity insurance and coverage—such as:

- ensuring multifactor authentication(MFA) implementation;
- ensuring backups and disaster recovery solution implementation;
- endpoint detection and response;
- training and planning;
- processes in place to segregate end-of-life software and hardware from the network and decommission in a timely manner;
- ensuring email filtering tool implementation;
- ensuring privileged access account security measures;
- cyber incident disaster recovery and incident response plan implementation;
- ensuring proper domain control configuration on all managed endpoints;

We appreciate the opportunity to compete to earn your trust and your business in order to work with you to protect your students, staff, infrastructure, and data.

Please let me know if you have any questions or comments.

Respectfully,



Dr. Jack Green

Chief Innovation Officer

Adira (Proudly Women-Owned)

Website: <https://www.adiranow.com>

Email: jack.green@adiranow.com

C: (417) 499-6678 | O: (405) 754-1112

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Pricing Overview

PROPRIETARY AND CONFIDENTIAL

ITEM	Pricing
Chief Information Officer as a Service Annual Pricing, based on one ingress/egress point*	\$24,375.00
Installation Pricing	\$0.00
Endpoint Detection and Response (EDR) for 125 Devices Annual Pricing—If customer needs a different number of EDR licenses for servers and/or endpoint devices, they will be billed at \$20.00 per device with the Chief Information Security Officer as a Service (CISOaaS) offering	\$2,500.00
<u>Total Annual Pricing</u>	<u>\$26,875.00</u>

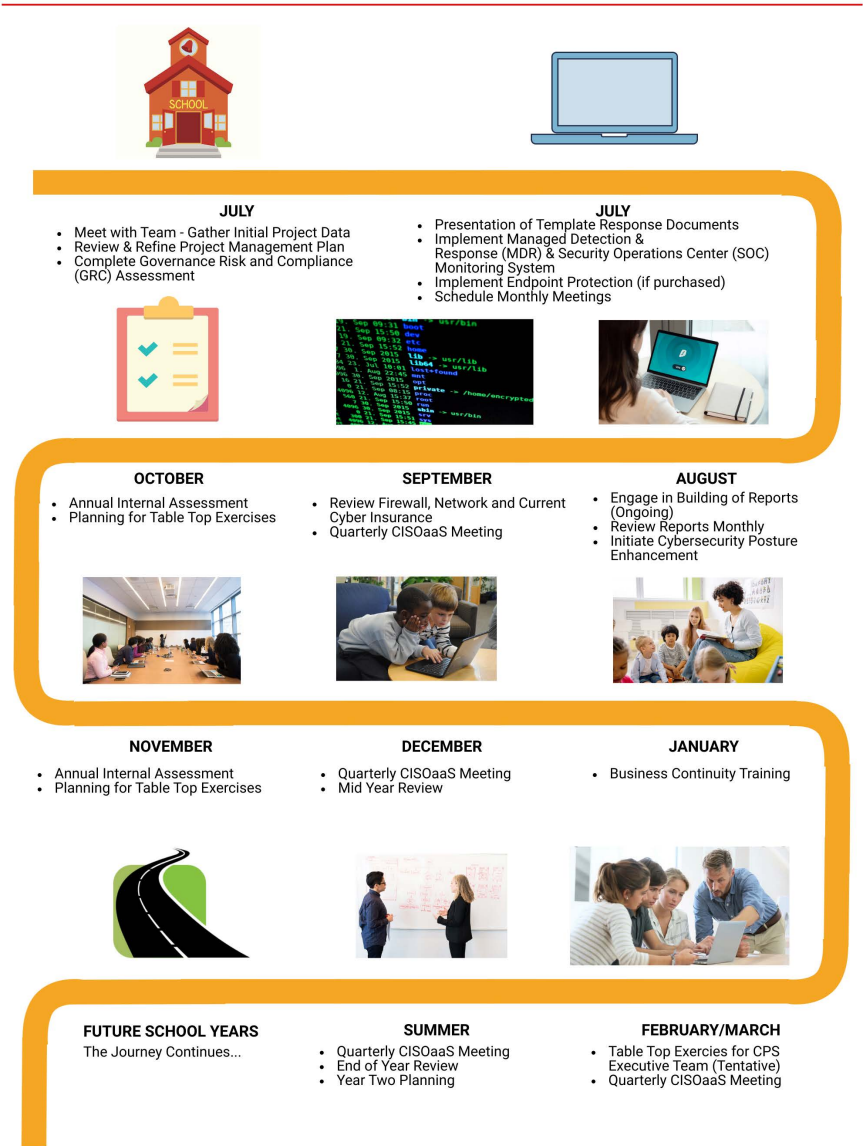
*This proposal accounts for one internet ingress/egress point for the technology center--If additional ingress/egress points exist, the pricing is an additional\$10,000 per additional Manage, Detect and Response (MDR) Centurion Device that is needed.

Renewal for July 1, 2026-June 30, 2027.

Requirements Overview

Requirement	Met	Unmet	Comments
Data governance and data privacy expertise and training	X		
Demonstrated experience and success serving as information technology and cybersecurity leaders as members of the PK-12 school team	X		
Remote and onsite incident response	X		
A service level agreement (SLA) to be onsite within 8 hours for incident response	X		
Initial and on-going assessments with regularly scheduled remote and/or onsite meetings per calendar year	X		
Ongoing cybersecurity training to build internal capacity. This includes complete policy development, implementation, revisions, and annual review of those policies to meet best practices and enhance your cybersecurity posture	X		
External quarterly vulnerability scanning as well as a detailed annual report	X		
Internal network assessment	X		
Creation and development of an incident response handbook with ongoing support for revisions	X		
At least one table-top exercise per year	X		
Managed detection and response (MDR) via a security operations center (SOC) team conducting real-time threat hunting and cybersecurity monitoring	X		
24 x 7 telephone support from personnel physically located in the United States for emergency incident response	X		
Timely product updates to address vulnerabilities and defects discovered	X		
Timely notifications of product updates and advisories via email and/or conference call	X		

CISOaaS Timeline Overview



The above timeline references the high level components of our project management plan. If we are selected as the preferred partner to work with to implement the cyber security solution, we will share the complete project management plan at our first meeting and complete an exercise to introduce and customize the plan to meet the needs of the school district.



STATEMENT OF WORK: Chief Information Security Officer as a Service (CISOaaS) Proposal

1. Statement of Services

Pioneer Technology Center has requested a professional services statement of work for the Chief Information Security Officer as a Service (CISOaaS) solution to be provided by Adira LLC via on-site or remote format based on customer need (as needed).

2. Service Offering

Summary

The Adira the Chief Information Security Officer as a Service (CISOaaS) is comprised of the following component solutions:

- Chief Information Service Officer Expertise:
 - The availability of a virtual Chief Information Security Officer to provide scheduled and unscheduled assistance and support to the organization's Information Technology leadership;
 - Ability to provide rapid response with onsite support within 8 hours;
- Managed Detection and Response:
 - The Managed Detection Response (MDR) system is an all inclusive solution for one price without requiring add-ons. This solution includes a Client Portal with a Disaster Recovery Planning tool and a Governance Risk and Compliance tool as well as Incident Response. The disaster recovery planning tool and governance risk and compliance tools do not exist elsewhere.
- Project Management:
 - The CISOaaS offering include specific project based solutions to work with your key performance indicators, in addition to scoping out additional hours for incident response and digital forensics.
- Reporting and Recommendations
 - The CISOaaS offering include specific reporting and recommendations to the organization's leadership and information technology team members to support optimizing the cybersecurity posture of the organization in accordance with key performance indicators, demonstrated experience, and best practices, in addition to scoping out additional hours for incident response and digital forensics.

Details

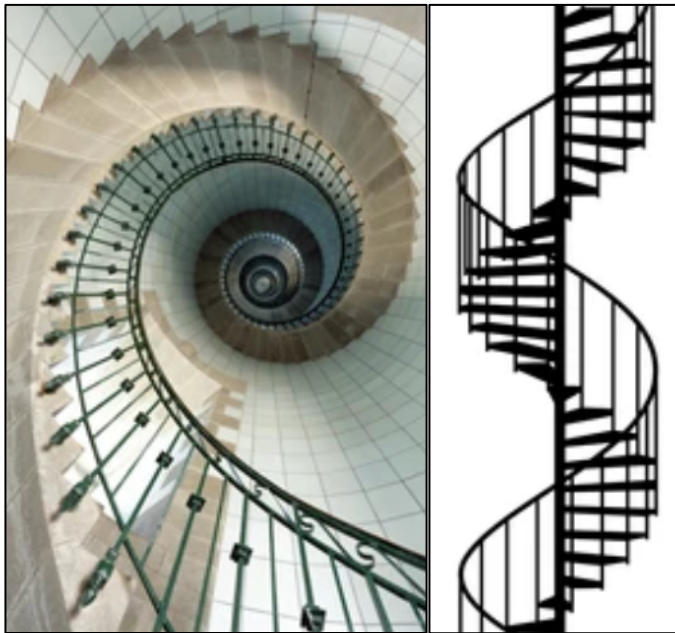
A. Adira will deliver:

- Installation and configuration of the required sensors
- Association of the client deployment to the central management console
- Adira will be extension of the customer team. Upon any findings, Adira will include the customer team and handle as much or little as the team requests of Adira. No decision will be made solely by Adira. In the event that the findings need a project scoped, a statement of work will be provided.
- Adira considers that we have a non-disclosure agreement with the customer.
- Adira will be a trusted partner and will work in conjunction with customer and act as an agent for the organization with external companies at the request of the organization.

Our Adira Team provides:

- a virtual Chief Information Security Officer (CISO) solution with a team to work as part of your team that will provide regularly scheduled and unscheduled assistance and support to the organization's information technology (IT) leadership in an effort to harden the cybersecurity posture of the organization;
- remote incident response with the ability to be onsite as needed to ensure any incidents are actively mitigated;
- a service level agreement (SLA) to be onsite within 8 hours of notification for incident response;
- fidelity of implementation of our solution via project management working in conjunction with your team and as part of your team;
- an inventory audit of existing tools the organization has to support issue mitigation resolution;
- over 80 years of demonstrated experience and success serving as information technology and cybersecurity leaders as members of the PK-12 school team and higher education team;
- at least one table-top exercise per year for the technology department and one table-top exercise for leadership;
- managed detection and response (MDR) solution utilizing a security operations center (SOC) team, including two dedicated analysts conducting real-time cybersecurity monitoring 24 x 7 x 365 and threat hunting 15 x 7 x 365;
- initial and on-going assessment of the cybersecurity posture of the district with regularly scheduled remote and/or onsite meetings throughout the year with the customer to meet their needs;
- data governance and data privacy expertise and training to allow for alignment with federal, state and local regulations ;
- on-going cybersecurity training to build internal capacity with your team—we will aid in ensuring full policy development, implementation of the policies, revision assistance, and annual review of those policies to meet best practices and enhance your cybersecurity posture;
- monthly external vulnerability scanning with monthly reporting, including scan differences and a detailed annual report;
- annual internal vulnerability network assessment with detailed report;
- creation and development of an incident response handbook to match the organization's culture with ongoing support for revisions;
- creation and development of additional documents and procedures to support an

- improved and more robust cybersecurity posture;
- (if purchased) managed endpoint detection and response (EDR) via our SOC team to provide the ability to deep dive into the endpoint and isolate the machine from the rest of the network if malware is detected—in addition, the SOC will have the ability to cross check EDR with Centurion MDR appliance to give a more complete view of the environment;
- 24 x 7 x 365 telephone support - our SOC team is physically located in the central part of the United States for emergency incident response--additionally, you have the ability to reach out for non-emergency and emergency aid through our Adira team, physically located within Oklahoma;
- timely product updates to address vulnerabilities and updates discovered;
- timely notifications of product updates and advisories via email and/or conference call, based on organization's technology;
- Our continuous improvement process is iterative and is often represented as a spiral staircase whereby the organization we serve continues to develop their knowledge, wisdom, and understanding of the cybersecurity threat landscape and best practices as we work together to continually improve their cybersecurity posture;



- Please note that our Adira CISOaaS solution supports the needs that may be required by your cybersecurity insurance provider in order to obtain and maintain cybersecurity insurance and coverage—common requirements by cybersecurity insurance providers include the following:
 - multifactor authentication (MFA) implementation;
 - backups and disaster recovery solution implementation;
 - endpoint detection and response implementation;
 - training and planning;
 - processes in place to segregate end-of-life software and hardware from the network and decommission in a timely manner;
 - email filtering tool implementation;
 - privileged access account security measures;
 - cyber incident disaster recovery and incident response plan implementation;
 - proper domain control configuration on all organization managed endpoints;
- Our team is fully capable of providing recommendations regarding these cybersecurity requirements and working with your organization in providing an implementation plan for each of these items.

B. Key Performance Indicators (KPI) as Requested by the Customer:

- **KPI 1 – Identify**

 - Adira Team will ingest the organization's system data and formulate understanding of district portfolio and cybersecurity posture:
 - Implementation of Adira Scinary Managed Detection Response Solution;
 - Implementation of Adira Scinary Governance Risk and Compliance Portal
 - Review of Adira Scinary Governance Risk and Compliance Portal Annually
 - Implementation of Adira Scinary Disaster Recovery Portal
 - Review of Adira Scinary Disaster Recovery Portal Annually
 - Adira interviews and surveys of the organization's technology and related personnel;
 - Adira review of the organization's information technology documentation and processes;
- **KPI 2 – Assess and Develop**

 - Develop strategy and tactics for hardening of cybersecurity posture and recommendations for resolution which should include, but not be limited to End Point Solutions, Multi-Factor Authentications (MFA), Access Control Lists (ACL) for the network environment;
 - Review existing security processes, personnel, hardware, software, and tool inventory;
 - Assist with developing an overall improved cybersecurity posture;
- **Additional KPIs – To Be Determined**

 - *Additional KPIs will be identified and developed in conjunction with the organization's Team;*

C. Assumptions and Responsibilities:

The agreement and associated fees quoted within this proposal are based on the following assumptions and responsibilities. Should any element(s) of these be lacking during execution of services, additional time and associated fees and expenses may be required to complete this proposal.

- Adira is not responsible for delays caused by failures, including but not limited to, failures caused by systems, personnel or environmental causes or in using incorrect or insufficient data provided by Customer or Client.
- Adira engineers shall not be asked to perform, nor volunteer to perform, engineering and/or consulting tasks that are outside their skill sets and experience. Adira consultants have the right to decline a Service request if the request falls outside the scope of this proposal.
- Adira will not provide any custom development as part of this proposal.
- Current state of customer's environment is healthy and there are no outstanding major issues.
- Customer will allow Adira to host our equipment (if required) in their datacenter and will have physical access to this equipment if required.
- Adira and the organization establish a regular cadence for virtual and/or onsite communication.
- Adira will develop and share with the organization a project management plan to ensure fidelity of implementation of the solution.

This section describes the Customer's responsibilities under this Agreement or Proposal or Contract. All of the obligations of Adira hereunder are conditioned on Customer performing its responsibilities as set forth herein in a prompt and cooperative manner. There will be no charge to Adira for Customer's responsibilities hereunder.

- Responsible for engaging support by contacting Adira support email, as needed.
- Provide all necessary access requirements (for end user access).
- Customer is required to maintain 24/7/365 support for all hardware and software specified to be monitored in this agreement with factory authorized service organizations.
- Support applications and its dependent applications that are installed on/within the virtual and physical environment defined in this agreement.
- Customer is responsible to provide Internet bandwidth and Firewall for VPN connectivity, enabling Adira engineering team to obtain remote access.
- Customer will provide rack space, power, and network for Adira data collector appliance or an appropriate virtual machine to act as a data collector with sufficient CPU, memory and storage
- Client will provide a list of all users allowed to contact Adira for support.
- Customer will provide a list of all administrative contacts and indicate the primary point of contact as well as preferred escalation path.
- Customer will provide an onsite system to be used during vulnerability testing. This system can be virtual or physical.
- Customer will provide physical space, power, and connectivity for Adira's appliance to perform this service.

D. CISO-as-a-Service (CISOaaS) Standard Service Level Agreement:

Security Levels	Response Time
Severe (Highest Severity) Priority incident that could cause severe or irreparable damage to client critical infrastructure and reputation. Results in root-level compromise of servers or infrastructure devices. Exploitation is typically straightforward and easy to accomplish. A product is not functioning, and a viable workaround is not available.	Up to 1 Hour
High Incident likely to result in demonstrable impact or potential for severe impact on client critical infrastructure and reputation. Vulnerability is difficult to exploit. Exploitation could result in elevated privileges. Exploitation could result in significant data loss or downtime.	Up to 4 Hours
Medium Incident or event that has the potential to cause moderate impact on critical or non-critical infrastructure. Exploits or vulnerabilities that require escalated credentials. Vulnerabilities where exploitation provides limited access. Vulnerabilities that require manipulation of victims using social engineering tactics.	Up to 12 Hours
Low (lowest severity) Event that has very little impact on an organizations business. Exploitation requires local or physical access to the system. Dependent upon a primary exploit to be successful in order for the event to affect the system.	As Needed, no SLA
Projects - Quoted projects via statement of work (SOW) or technical service request (TSR).	As Needed, no SLA

3.Expectations

- Adira will be working closely with the organization to determine what specific cybersecurity needs and solutions are desired and ensure programming meets expectations of client.
- Adira will document changes and notate current environment and solutions to assist with knowledge transfer.
- Adira will provide for the service to be utilized July 1, 2026 through June 30, 2027 with the option to extend beyond the aforementioned date.

4. Fees and Payments

For the services and environment defined in this Statement of Work, Adira will charge a one-time fixed fee, with invoice to be provided upon signature and acceptance of this Statement of Work for a period of twelve months with option to renew based on annual mutual ratification.

Payment is due upon receipt of invoice.

Billing Cycle: Annually

Aggregation of Pricing

Adira Chief Information Security Officer as a Service (CISOaaS)* \$ 24,375 / Annually

Endpoint Detect and Response (EDR) for 125 devices \$ 2,500/ Annually

Total Annual Investment with EDR: \$ 26,875 / Annually

*This proposal accounts for one internet ingress/egress point for the technology center--If additional ingress/egress points exist, the pricing is an additional \$10,000 per additional Manage, Detect and Response (MDR) Centurion Device that is needed.

Optional: If customer needs assistance with implementation of a project outside the scope of the CISOaaS solution for implementation of the recommended hardening of the cybersecurity posture, a scope of work for the desired project will be created.

Optional: Endpoint Detection and Response (EDR) for 125 Devices Annual Pricing—If customer needs a different number of EDR licenses for servers and/or endpoint devices, they will be billed at \$20.00 per device with the Chief Information Security Officer as a Service (CISOaaS) offering.

TIPS-USA Contract for Adira: <https://tinyurl.com/yfjckpku>

<u>Contract Number</u>	<u>Commodity</u>
220105	Technology Solutions Products and Services

5. Terms and Conditions:

Privacy Statement

We are committed to protecting your privacy. Authorized employees within Adira and Scinary Cybersecurity, LLC are on a need to know basis only use any information collected from individual customers. We constantly review our systems and data to ensure the best possible service to our customers. The federal government has created specific offenses for unauthorized actions against computer systems and data. We will investigate any such actions with a view to prosecuting and/or taking civil proceedings to recover damages against those responsible.

Confidentiality

We will not sell, share, or rent your personal information to any third party or use your e-mail address for unsolicited mail. Any emails sent by this Company will only be in connection with the provision of agreed services and products.

Agreement

This Agreement is a legal agreement between Customer and Adira and Scinary Cybersecurity,

LLC (the “Company”) and describes your rights to use the accompanying Company software product, hardware and/or service together with any associated media, printed materials and “online” or electronic documentation. The Company will provide only the Hardware that is listed on your Quote as being loaned to you. You are solely responsible for any fees, including Internet connection or mobile fees, that you incur when accessing Company Properties.

License

The Company offers its software to customers on a subscription basis but delivers the software pre-installed software on a server provided to you by the Company. Please read this Agreement and your Quote carefully to understand which license terms apply to your subscription.

Customer acknowledges and agrees that Customer is solely responsible for reading and understanding this Agreement, and for complying with all applicable terms herein.

Customer Obligations

Customer agrees to take all reasonable steps to safeguard the Company Property to ensure that no unauthorized person has access thereto and that no unauthorized copy, publication, disclosure or distribution, in whole or in part, in any form is made. Customer hereby acknowledges and agrees that the Company Property contains valuable, confidential information and trade secrets and that unauthorized use and/or copying of same would be harmful to Company. Customer hereby represents and warrants that it will comply with all laws, rules and regulations which apply to its use of the Company Property. Customer agrees to cause all its End-Users to comply with the Acceptable Use Policy. Customer hereby further represents and warrants that the Company Property will not be used to filter, screen, manage or censor Internet content for End-Users without permission from the affected End-Users, and Customer agrees to indemnify Company for any claims regarding such activities. Customer hereby acknowledges and agrees that the use of features, including, but not limited to detection, measurements and control relay (DMCR), logging, and alerts, are subject to all state, local, and federal laws and regulations applicable within the country of deployment. Customer hereby agrees to comply with all such restrictions and required disclosures and hereby agrees to hold Company harmless of any and all claims and other damages arising from Customer's failure to abide by same.

Termination of Agreements and Refunds Policy

Both the Customer and Adira have the right to terminate any Services Agreement for any reason, including the ending of services that are already underway. No refunds shall be offered, where a Service is deemed to have begun and is, for all intents and purposes, underway. Any monies that have been paid to us which constitute payment in respect of the provision of unused Services, shall be refunded.

Ownership

All right, title, and interest, including all Intellectual Property Rights, in and to the Company Properties shall be owned and retained by Company or its suppliers. Any rights not expressly granted by Company in the Agreement are reserved. Customer acknowledges that it acquires no ownership interest in the Company Properties. Company acknowledges and agrees that Customer is the sole and exclusive owner of all Customer Content. Any third party software included in the Company Properties may only be used in conjunction with such product or service, and is not licensed for use independent from such product or service.

Limitation of Remedies and Damages

To the maximum extent permitted by law, neither company nor its suppliers shall be responsible or liable to customer for any indirect, incidental, special, punitive, exemplary, or consequential damages including, but not limited to loss of revenues and loss of profits even if advised of the possibility of such damage. To the maximum extent permitted by law, company's aggregate cumulative liability for any cause whatsoever hereunder shall not exceed the greater of fifty dollars (\$50.00) or the amount paid by customer for the licensed software, app, hardware and/or service during the 12 months immediately prior to the date on which customer alleges the events that caused such damage occurred. certain states and/or jurisdictions do not allow the exclusion of certain liabilities so the exclusions set forth above may not apply to you.

Dispute Resolution

Excluding any claims arising from or related to the infringement or misappropriation of Company Property, the parties will attempt to resolve any claim, or dispute or controversy (whether in contract, tort or otherwise) against Company, its agents, employees, successors, assigns or affiliates arising out of or relating to this Agreement, Company advertising or marketing materials, or any Company Property (a "Dispute") through face-to-face negotiation. This Agreement is governed by the laws of the State of Oklahoma without regard to conflict of law principles. If Agreement cannot be found through negotiation then the proceeding must be brought exclusively in a court of competent jurisdiction in Oklahoma County, Oklahoma.

Indemnification

Company will indemnify Customer against any infringement claims. Any purported indemnification by the Customer is limited to the extent allowed by Oklahoma law, if any. The Customer will not create any interest and sinking fund or levy a tax to set back funding for potential indemnification obligations.

Important

No appliance, service, or product on the market will prevent a malicious attack 100% of the time. Centurion is very powerful appliance, and our SOC team is very diligent, however we cannot guarantee that an attack will not be successful. What we do guarantee is that we will drastically increase the probability of detection of an attack.

6. Acceptance

The undersigned customer agrees and accepts all terms and conditions of the Statement of Work. This quote expires July 30, 2026.

Ms. Traci Thorpe, Superintendent
Pioneer Technology Center
2101 N Ash, Ponca City, OK 74601

Authorized Signature _____

Printed Name _____

Title _____

Date _____

Our Team

We understand the challenge of identifying and delivering quality solutions for organizational leaders, instructional leaders, and students within the scope of finite budgets. Our **ADIRA** team works to understand your unique goals and challenges in order to “*Make IT Work*” for you.

Our company owners have over 80 years of combined experience serving educational organizations throughout Oklahoma, both PK-12 and our nationally ranked universities. We know how to help you utilize available federal, state, and local funding, coupled with the strength of our technology partners to provide you the best solutions to achieve your objectives.

Adira’s Commitment to Education While Bridging The Gap



Gaitha Milligan, Chief Executive Officer (CEO) and owner/partner. Gaitha has served as a technology leader for educational organizations for much of her career. After serving in the government sector, she transitioned into a focus on education where she served the University of Oklahoma as a full time Systems Analyst supporting the University and part time adjunct instructor in the College of Business. In addition, Gaitha’s experience serving for Norman Public Schools as the Data Systems and Special Projects Manager and her time as a private sector advocate contributes to her ability to understand the needs of students, staff, and educational organizations from a variety of perspectives.

At the time she passed the CoSN Certified Education Technology Leader (CETL) exam in February 2020, Gaitha was the first woman from Oklahoma to earn CETL and was 1 of only 4 Oklahoman’s who hold CETL; Additionally, Gaitha is a member of a very select national CETL Team of only 643 members! For more information on the CETL certification, please visit: cosn.org/certification.



Dr. Shirley Simmons, Chief Academic Officer (CAO) and owner/partner. Shirley was co-director of the Norman Public Schools (NPS) IMLS grant project and was the recipient of the 2019 American Association of School Librarians (AASL) Distinguished School Administrator Award. She coauthored the article “Building a Culture for Learner Voice and Choice through Inquiry” for the April 2018 issue of *Teacher Librarian*. Shirley served as the Assistant Superintendent of Educational Services for eight years and the Director of Staff Development and Student Achievement for four years and Data Analyst for two years at Norman Public Schools. In her district level roles, she has been responsible for all curriculum, assessment, instruction, and professional development in the 16,000 student suburban district and the chief academic leader for the successful implementation of the NPS “iTech” student engagement initiative. She has also served as a classroom teacher at the elementary and middle levels in the U.S. and Germany. She has been a middle school and elementary building principal in Kansas and Oklahoma. Her passion areas are in the areas of technology, libraries, makerspaces, and inquiry.



Dr. Jack Green, Chief Innovation Officer (CIO) and owner/partner. Jack focuses on bringing innovative, high quality, and cost-effective technology solutions to educational organizations via productive, impactful partnerships while maintaining our commitment to integrity, service orientation, collaboration, and attention to the end user. Jack has a 20 plus year record of serving schools and universities as a teacher, professor, administrator, Chief Technology Officer (CTO), and private sector solutions leader. Previously, Jack served as CTO for Norman Public Schools (NPS) where he oversaw the implementation of a \$20 million dollar bond project that included an overhaul of the district data center, network electronics upgrade, successful E-Rate category 2 implementation, deployment of the largest student engagement MacBook initiative in Oklahoma history, as well as implementation of several other industry standard solutions.

Lifelong educator and former Chief Technology Officer (CTO) for Norman Public Schools (NPS), Dr. Jack Green, serves as Chief Innovation Officer. Dr. Green is an integral part of all public service-related projects. He focuses on bringing high quality, cost-effective technology solutions to public sector organizations via productive, impactful partnerships while demonstrating Adira's values of integrity, service orientation, collaboration, and optimism.

While serving as NPS CTO, Dr. Green oversaw the implementation of a \$20 million dollar bond project that included an overhaul of the district data center, network electronics upgrade, successful E-Rate category 2 implementation, deployment of the largest student engagement MacBook initiative in Oklahoma history, a more than \$11,000,000 project, as well as implementation of several other industry standard solutions. Most importantly, a focus was placed on building the NPS Technology Services Center (TSC) team culture in "Making I.T. Work" to ensure that teachers and staff were able to successfully help students understand and fulfill their positive potential.

Dr. Green is able to provide a unique perspective on behalf of students, staff, and the educational organization—his dedication to education and providing the necessary technology for students to succeed academically and personally is unparalleled in this field.

Jack chose to support students and educators in order to serve, to teach, and because of the profound impact, many of his teachers, coaches, and principals had on his life. As a result, he aspires to serve as a positive influence in the lives of those he serves.

It is Dr. Green's belief that all students can learn and achieve their positive potential through support from home and school, a commitment to developing their knowledge and understanding, and focused persistent effort.

Dr. Green's mission: "to serve school leaders by making Information Technology (I.T.) work so that students earn an excellent education while learning in a safe, positive, engaging, and secure environment."



Henderson Brown. Henderson has successfully served as an information technology leader throughout his career, supporting both education and private industry. He was instrumental in supporting a variety of end users in PreK-12 public education at Norman Public Schools, college students and staff at the University of Central Oklahoma, and users from sixteen field offices at United Petroleum Transports. Henderson earned his Bachelor of Technology Degree in Cybersecurity and Networking.



Lynn Simpson. Our Adira Senior Solutions Architect Team Member has been supporting education for over five years, managing Aruba, Cisco, and Ubiquity wireless solutions. Additionally, he has more than forty years experience in managing telephony, cabling, and wireless solutions across multiple business and public sector environments. His goal is to ensure ease of use for utilizing technology.



Joshua Littlefield. Joshua has served in both the public and private sector supporting a variety of customers in various capacities. He has studied at Francis Tuttle Technology Center earning a Certificate in Cyber Security and Network Defense. Joshua has demonstrated successful experience supporting multiple network environments – including but not limited to Ruckus, Fortinet, Extreme, Aruba, Cisco, and Dell.



Adira Senior Solutions Architect. Our Adira Senior Solutions Architect Team Member has supported education for over eighteen years. He led a team of 65 IT professionals in the architecting, engineering, implementing, securing and operating campus-wide systems, networking and telecommunications infrastructure. Responsible for developing and implementing a strategic direction for core systems and network support including virtualization and or cloud migration of core systems, ERP Systems, Email, Web Services, Authentication, IP routing and wireless access. Accomplishments include establishing and overseeing the cross-functional teams needed to integrate campus departmental IT functions into the central IT organization; and establishing Intra and Inter-organizational support processes using ITIL as a framework. He is efficient with Dell and Cisco network solutions. As a lifelong technology individual, he has experience in Active Directory, Linux, Disaster Recovery, DNS and Computer Security.



Adira Senior Solutions Architect. Our Adira Senior Solutions Architect Team Member has been supporting education for over five years, implementing multiple data center solutions, utilizing both Hyper-V and VMWare. He is efficient with Aruba, Cisco, Extreme, and Ubiquity network solutions. As a individual proficient with technology, experienced and successful in working with end users, and a lifelong learner, he has successful experience in cabling projects, Microsoft O365 and Azure, Mobile Device Management (MDM) solutions, as well as Firewall and Filter solutions.



Adira Senior Solutions Architect. Our Adira Senior Solutions Architect Team Member has been supporting education for six plus years, supporting both Aruba and Extreme networks. Her background includes a Bachelor of Technology in both Infrastructure and Digital Forensics and Cyber Security. She has experience managing school district technology as a network administrator and technology coordinator.

EXECUTIVE SUMMARY

Company Overview – Proudly Woman Owned

We understand the challenge of identifying and delivering quality solutions for organizational leaders, instructional leaders, and students within the scope of finite budgets. Our **ADIRA** team works to understand your unique goals and challenges in order to “**Make IT Work**” for you. Our company owners have over 80 years of combined experience serving educational organizations throughout Oklahoma, both PK-12 and our nationally ranked universities. We know how to help you utilize available federal, state, and local funding, coupled with the strength of our technology partners to provide you the best solutions to achieve your objectives.

Key **relationships** with industry-leading manufacturers and our approach to full-solution services uniquely qualifies us to deliver the right solution to impact your organizational outcomes. We are educators, information technology leaders, proudly women owned and based in Oklahoma – this enables local, hands-on customer service to ensure you receive the attention you deserve.

What Sets Us Apart

Depth & Breadth

We are not your traditional hardware solution provider. Our team includes skilled engineers, technical architects and solutions specialists from a wide range of disciplines which include: compute, storage, virtualization, data protection, cloud computing, unified communications, networking, managed services, security, and assurance.

Our Approach

Our objective is to first understand your goals and the need for technology to support your organizational outcomes. Your organization’s needs drive everything we do at Adira. The value we provide stems not only from our ability to assess and advise, but most importantly, deliver and execute.

Expertise & Knowledge

Our proven business acumen matched with our technical expertise allows us to enable IT solutions to drive innovation, improve processes, and maximize value. Our partnerships complement and extend the value of our team as an advanced consultant, working directly with you as an end-to-end provider.

Business Locations

Centrally located within Oklahoma, we will make it a point to come to you.

The Scinary Cybersecurity Team

Our Adira Team collaborates with Scinary Cybersecurity – who serve as our Security Operations Center (SOC). The Scinary Cybersecurity SOC Team supports over 150 clients across Oklahoma, Texas, Missouri, Tennessee and New York. The managing partners are both former ISOs for Higher Education and have a combined 30 years of experience in the field.

Richard Martin - PI, CISSP, CHFI, CISA, CIA **Managing Partner - Sales & Consulting**

Richard is a Waco native and started his career as an internal auditor for a publicly-traded company based in Austin, Texas. While there, Richard transitioned to an IT auditor and then in 2007 had an opportunity to work at Texas State Technical College (TSTC) as an Integrated Auditor. While at TSTC, Richard was promoted twice, first to Associate Director of Enterprise Risk Management, then to Executive Director of Information Security and Compliance and Information Security Officer in 2012.

As Information Security Officer, Richard developed and implemented TSTC's first information security framework and cybersecurity strategy. In this position, he has been exposed to a number of incidents from hacking to digital forensic investigations.

Richard is a Certified Information Systems Security Professional (CISSP), Certified Hacking Forensic Investigator (CHFI), Certified Information Systems Auditor (CISA) and a Certified Internal Auditor (CIA). He holds a bachelor's degree in Economics from Baylor University.

Donald - PI, MSISA, CHFI, CEH, CASP **Managing Partner - Technology & Operations**

Donald is a founding partner of Scinary. Having a diverse background in all things technology, he is the driving force behind Scinary's flagship product, Centurion. Prior to founding Scinary, Donald worked as a cybersecurity analyst and Director of Cybersecurity. He has worked numerous pentesting engagements, developed pentesting tools and techniques, and worked numerous network forensic investigations and incidents.

Donald spends his spare time gathering threat intelligence on the dark web, developing pentesting tools and techniques to better protect Scinary's clients.

Donald is a Certified Ethical Hacker (CEH), Certified Hacking Forensic Investigator (CHFI), and Certified Advanced Security Practitioner (CASP). He holds a master's degree in Information Security and Assurance.

Tye Valdis - PI **Director of Cybersecurity Operations**

Tye is a National Technical Honor Society graduate out of Arlington, Texas. After moving to Waco, Tye sought to further their technical education by attending Texas State Technical College (TSTC). During their time at TSTC they became the President of Texas State Technical College's cybersecurity club that focused on cybersecurity tools and techniques, along with pentesting. In 2018, Tye sought and was granted an internship at Scinary as a Security Operations Analyst. Through the course of their internship they advanced to Security Operations Lead, and then Acting Director.

Upon Graduating with a degree in cybersecurity, they were promoted a third time and now serves as Scinary's Director of Cybersecurity Operations.

As Director, Tye oversees the Security Operations Center and is responsible for cybersecurity related operations for over 150 clients. Tye also manages the partnership program with McLennan Community College.

Full-Service and End-to-End

From industry-specific or niche solutions, to highly specialized technical skills, let **ADIRA** be your “go-to” partner for your daily IT support, strategic initiatives, project management, full-solution projects, and your customized engagements. We can provide you the expertise in the following areas:



**Networking
Infrastructure
& Wireless**



**Access
Control &
Cabling**



**Physical &
Cyber
Security**



**Managed
Services**



**Unified
Communications**



**Technology
Assessments
and Strategic
Planning**



**Consulting and
Professional
Services**

Ability to Meet Schedule



Why Adira | Our Value-Add

At Adira, the effort spent on the details produces the results you deserve. Our mindful and thorough approach to every relationship means we will not stop until we get it right. We're not afraid to have the tough conversations on your behalf, and our allegiance is to solve your business challenges.

- **Consultative approach:** Adira approaches every project with the customer's best interest in mind. Our methodology is to consult with upper management and each business unit to understand strategic initiatives and then work with IT to recommend options to meet those initiatives. We compare and contrast each option so our customers can make the best educated decision moving forward.
- **Non-billable presales efforts:** Adira has a dedicated pre-sales team of solution architects that work alongside customer engineers and staff to understand their business and IT challenges and provide guidance and recommendations on solutions. This team whiteboards different scenarios with customer engineers, creates configuration designs, visions, BOMs for review, etc. These architects are available at no charge.
- **Local Onsite Resources:** Adira's account executives and solution architects have consistently been coming onsite every couple of weeks (sometimes more) for the last several years working with customer's IT teams. These resources are anywhere from 1-2 ½ hours away so being available for immediate assistance is not an issue.
- **Budget Planning:** Adira works alongside IT management and engineering to design and price out solutions for budget purposes. Adira understands how critical these budgeting exercises are to the customer for proper planning for the next fiscal year but also for longer-term strategic initiatives 2 and 3 years in the future.
- **Operational Value Add:** Adira's Customer Experience Team consists of inside reps and operations team members. These resources provide shipment updates on all orders, send out tracking info to the stakeholders, and provide comprehensive deliverables with a list of all assets purchased (by serial #) for inventory purposes. This part of the Adira experience provides 360-degree view for the customer with operational and coordination of projects. This is not merely administrative in nature but coordination, cadence, and accountability to the expectations of the customer.
- **Project Management:** Adira assigns a dedicated project manager on ALL services engagements (regardless of using internal engineers, subcontractors, or manufacturer' services). Your PM coordinates scheduling, sends updates to all stakeholders identifying tasks that have been completed, remaining tasks, and documents any concerns that the team needs to overcome. They ensure the project is completed to Customer's satisfaction by sending out a close-out document at the end of each engagement that the customer is required to sign prior to closing the engagement.



Chief Information Security Officer as a Service (CISOaaS)

What is a Chief Information Security Officer (CISO)?

The chief information security officer (CISO) is a senior-level executive responsible for developing and implementing an information security program, which includes procedures and policies designed to protect enterprise communications, systems and assets from both internal and external threats. Often times the CISO may also work alongside the chief information officer or chief technology officer to procure cybersecurity products and services and to manage disaster recovery and business continuity plans. (Source: <https://bit.ly/3L7nITG>)

Why CISOs Are Needed and How Can CISO as a Service Work For You?

The cybersecurity threat landscape continues to be an ever-evolving challenge. Public sector organizations (PK-12 schools, technology centers, colleges, universities, state, and local government), small businesses, and health care service providers face significant challenges in maximizing the fidelity of implementation of their information technology (IT) solution all the while striving to protect their physical and digital assets and the data of their employees and those they serve (students, patrons, and/or customers).

Total Cost of Ownership to Assemble Onsite Security Team and Toolset:

Personnel/Resource Costs:	\$360,000 (Onsite CISO and a 3 member security team to ensure protection 24 x 7@ 365)
Acquisition Costs:	+ \$150,000 (Software, Hardware, Implementation, User Licenses, Training)*
Operating Costs:	+ \$100,000 (Onsite Security Tools and Resources-Data Center, Software Maintenance)
Estimated Total Cost of Ownership	\$610,000 per year (\$50,333 per month)

**Utilized Toolsets that May Be Purchased as a Service or Independently: Security Information and Event Management (SIEM) Tool; Manage Detect and Response (MDR) Tool; Backup and Recovery Tools; Security and Awareness Tools;*

How Adira Cybersecurity as a Service will "Make IT Work"



Prepare

Identify gaps in the existing security program, its readiness and maturity. Define your baseline and desired state.



Analyze

Advise senior leadership on cybersecurity risks in order to minimize risks to acceptable levels as defined by the organization's risk management program.



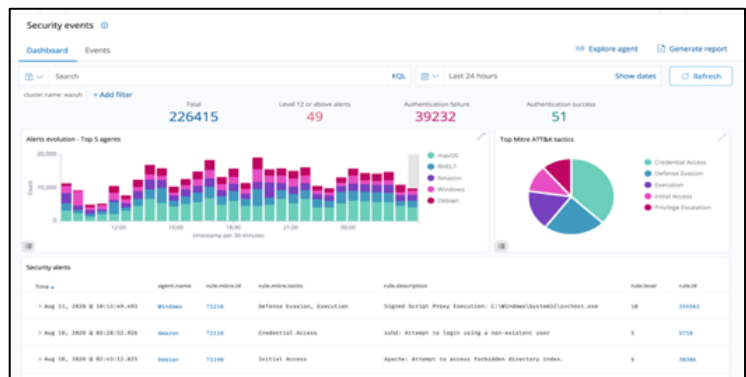
Model

Review the vision and strategy with senior leadership allowing for the alignment of business and cybersecurity objectives to drive security investments and technology selection.



Roadmap

Establish a cybersecurity and risk management program and set up the pathway for process improvements standards.

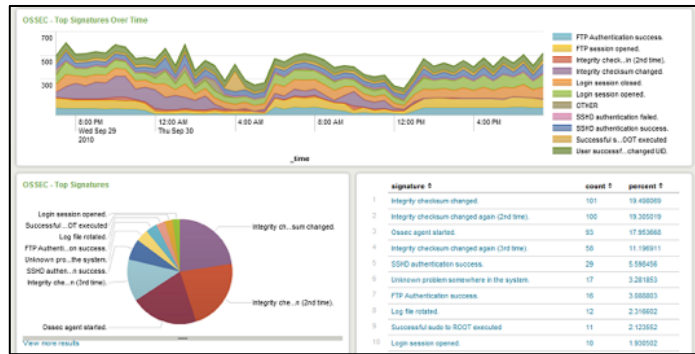


Key Deliverables for Growth



Public sector organizations, healthcare providers, and small businesses have limited funding and therefore they need the ability to utilize resources that meet their respective needs of cyber and physical security, compliance at the state and federal level, as well as the ongoing functions of the organization. Our CISOaaS can assist in providing cost effective, scalable and adjustable services for your organization that include:

- Increased Security Expertise
- Fidelity of Implementation
- Alerting and SOC Analysis
- Unbiased Leadership
- Penetration Testing
- Integration with your Technology Team to improve your Security Posture
- Vulnerability Assessments and Reporting
- Development of Cyber Security Plans
- Cyber Security Exercises
- End User and Technician Security Training
- NIST Maturity Analysis
- Systematic Improvement of Information Security
- Development of Data Recovery in the event of a cyber attack
- Compliance Assessment and Remediation
- Resources to monitor the school district 24X7X365
- Incident Response and Digital Forensics



The ability to partner with the [Adira CISOaaS Team](#) in advance and acquiring the necessary gear and resources is imperative to providing the cybersecurity solutions that public and private sector organizations are seeking. We will work with your team to meet cybersecurity requirements and put into place policies, procedures, and practices in preparation for cybersecurity regulations to protect data of organization stakeholders.

We will assess the security of your environment to identify weaknesses and assist you in remediating them before they are discovered by someone with malicious intent. We address physical security, logical security, environmental protection, software management and administration, Wi-Fi security, and ethernet and switch security.

Our team can provide project based solutions to work with your key performance indicators, in addition to scoping out additional hours for incident response and digital forensics.



Chief Information Security Officer as a Service (CISOaaS)

Adira CISOaaS Overview

PURPOSE:

The Adira CISOaaS Team is focused on helping organizations understand and achieve their security goals.

COMMON ORGANIZATIONAL SECURITY GOALS

- **Multifactor Authentication (MFA) Implementation**
 - Prioritize Areas of Deployment for MFA Protection
 - Identify Budget Resources and Product Options
 - Analyze Barriers to Implementation and Formulate Path to Resolution
 - Establish Timeline for Implementation
- **Disaster Recover (DR) and Business Continuity (BC) Planning**
 - Assess Organizations' Current DR/BC Plan and Strategy
 - Identify Gaps/Weaknesses and Formulate Path to Resolution
 - Establish Recovery Path, Process, and Timeline
- **Security Auditing**
 - Review Current Security Processes, Personnel, and Tools (e.g., EDR, MDR, SIEM, IDR/IDP)
 - Identify Areas for Growth/Addition to Improve Security Posture
- **Data Protection and Security**
 - Ensure Compliance with Legal Requirements (e.g., GLBA, FERPA, HIPPA, CIPA)
 - Perform Data Flow, Data Inventory, and Data Governance Policy Analysis

AREAS OF STRENGTH

- **CISO Expertise**
 - Strategic Planning, Finance, Procurement and Vendor Management
 - Capacity Building
 - Training and Planning
- **Project Management**
 - Long Range Security Planning
 - Disaster Recovery/Business Continuity Planning
 - Hardware and Software Lifecycle Planning
- **Reporting and Recommendations**
 - Cybersecurity Maturity Plan Development
 - Executive Summaries for Internal and External Stakeholders
 - Incident Response Table-Top Exercises



Adira Managed Detection and Response (MDR) Suite Overview

PURPOSE:

Provide all in one suite of solutions at a manageable price point to allow public sector organizations of all sizes to improve and harden their cybersecurity posture.

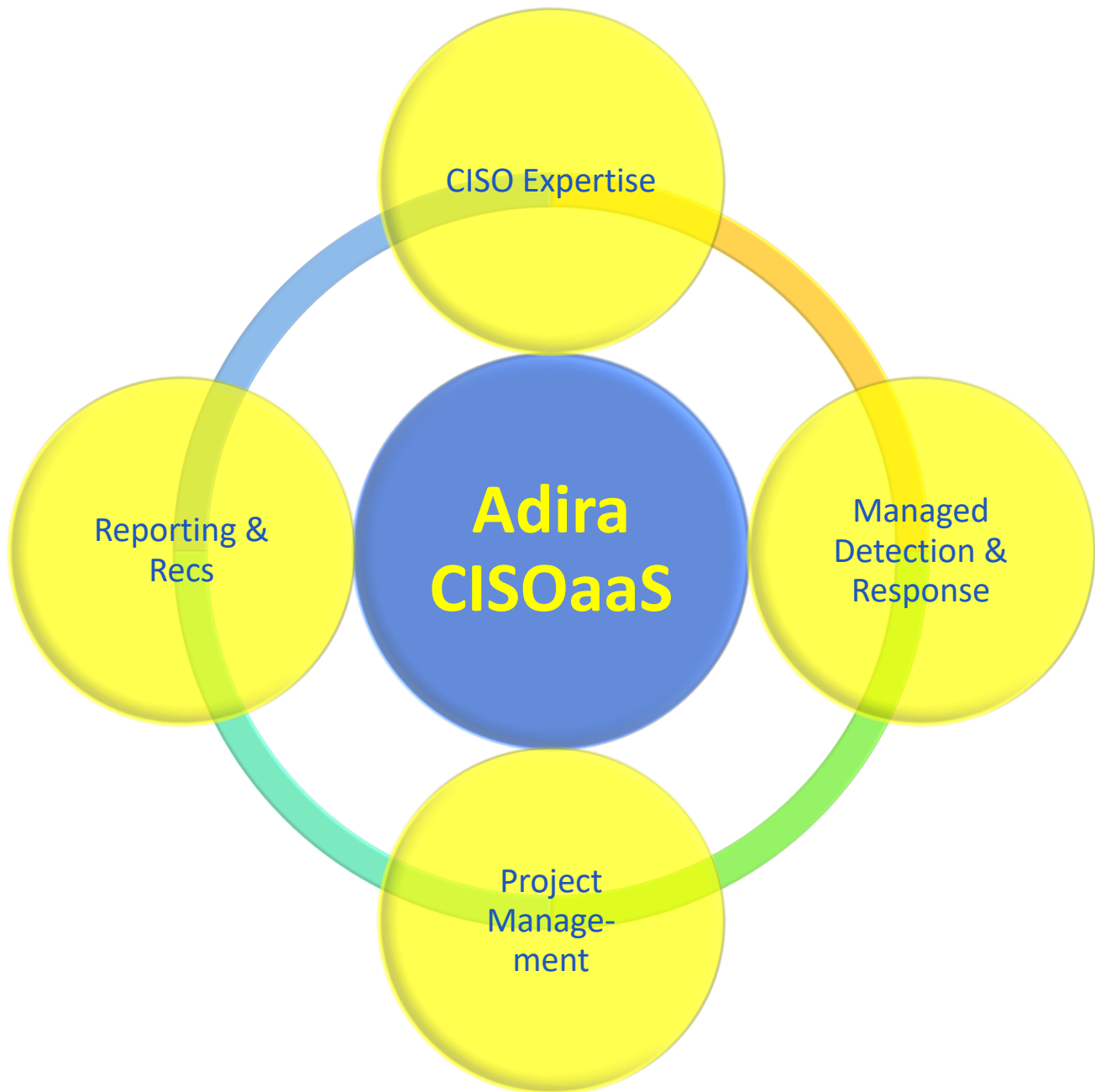
MDR SUITE COMPONENTS

- **Managed Detection and Response Suite**
 - *Traffic Monitoring Appliance*
 - *Dedicated Security Operations Center (SOC) Analysts*
 - *External Penetration Testing*
 - *Internal Vulnerability Assessment*
 - *Incident Response Plan/Policies and Procedures*
 - *Disaster Recovery Plan Web Portal*
 - *Governance Risk and Compliance Web Portal*





Chief Information Security Officer as a Service (CISOaaS)





Adira Managed Detection and Response (MDR) Suite Overview

Service Offering	Details
Client Portal with Disaster Recovery Planning (DRP) and Governance, Risk & Compliance (GRC) Applications	The Scinary GRC takes the cybersecurity objectives of NIST 800-53 and puts them in an application that processes that data and produces reports on-demand about the state of your maturity compared to NIST. The Scinary DRP allows the client enter information about systems and departments critical to the operation of the organization. Dashboards are created and reports generated to ensure the organization has an up-to-date disaster recovery plan.
Centurion MDR Appliance	Centurion is a managed detection & response appliance that monitors network traffic on the inside of the client network. Centurion sees all traffic and when it detects something dangerous, it will send an alert to the IT Staff and Scinary's Security Operations Center (SOC). The appliance and SOC services are included in this bundle.
Managed EDR	Endpoint detection and response gives our SOC the ability to deep dive into the endpoint and isolate the machine from the rest of the network if malware is detected. In addition, the SOC will have the ability to cross check EDR with Centurion to give a complete view of the environment.
Internal Vulnerability Scan/Assessment & Limited Penetration Testing	The internal network assessment process is designed to discover weakness in the secure internal environment should an attacker be able to navigate to the related environment. The assessment will look at potential attack vectors to include: Internal Network Vulnerabilities, Network Segmentation, Active Directory.
Vulnerability Scanning, Analysis and Reporting	We are offering continuous vulnerability scanning scans with limited penetration testing. The limited penetration test is designed to determine how critical a vulnerability is. This process is done monthly, and the client will get quarterly reporting. We will track basic metrics to include, number of vulnerabilities found at each scan.
Policy Development	This service will develop all the policies needed to be in compliance with the NIST. Policies include: • Data Classification and Handling • Account Management • Acceptable Use • Third-Party Management • Mobile Device Management
Incident Response Handbook	We will develop the client's incident response handbook and work with them to conduct tabletop exercises with IT Staff. The handbook is meant to serve as a guide should an incident arise.
Incident Response Services	Incidents can happen at any time. We are including 40 hours of Scinary's incident response services at reduced cost for this package. The client may never need it, but it's good to have if you do. This includes our Malwarebytes platform so you can get instant access to industry standard A/V.
Cybersecurity Consulting	If you need to deploy new technology or just need to talk through an issue, Scinary is always here to help you. Advice is always free with this service.





Attachment A – Experience and References

Experience

Name of Company: Adira LLC

Address of principal location: 4001 60th Ave SE, Norman, OK 73026

Phone: 405-818-7410 Fax: _____

FCC Form 498 ID (SPIN): 143053019

FCC Registration Number: 0031594674

Responsible contact personnel:

Name	Phone	Email
Jack Green	405-754-2476	jack.green@adiranow.com
Gaitha Milligan	405-818-7410	gaitha.milligan@adiranow.com

How many years has your company been in business in its current capacity? 4 ½ years

How many years has your organization been in business under its present name? 4 ½ years

Under what other or former names has your company operated? NA

During the last five (5) years, has the Vendor been barred, suspended, or otherwise prohibited from participating in the Federal Communications Commission E-Rate (Schools and Libraries) or Rural Health Care Programs? Yes _____ No X

Does the Vendor's FCC Registration Number have RED light status? Yes _____ No X

Attach a printout of your FCC Registration Number red or green light status from the FCC's Red Light Display System (RLDS). <https://app.fcc.gov/redlight/login.cfm>

During the last five (5) years, has the Vendor been a party to a lawsuit involving any existing or prior contracts as it relates to services performed or not performed? Yes _____ No X

If the Vendor responds yes to any of the prior three questions, please provide information concerning the investigation/lawsuit/government action as an attachment to this form.

¹ http://www.sl.universalservice.org/Forms/SPIN_Contact_Search.asp

² <https://apps.fcc.gov/coresWeb/publicHome.do>

If the Vendor responded yes to the last question, please provide information pertaining to any monetary damages or exchange of property or services and the state in which the lawsuit was filed.

Experience:

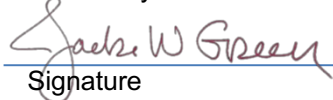
Vendor shall provide a list of three (3) projects of similar type, size and complexity. State project (customer) name, description of work, dollar value, public entity, yes or no, and date using the format below. Projects listed must have been performed within the last five (5) years. Please include additional information with proposal if available.

Project Name	Description of Work	Contact Person	Contact Title	Contact Email	Contact Phone	Public Entity?	Date
Columbia Public Schools Missouri	Chief Information Security Officer as a Service	Mr. Brian Taylor	Information Security Officer	btaylor@cpsk12.org	573-214-3400	Yes	July 2023
Carl Junction Public Schools Missouri	Chief Information Security Officer as a Service	Mr. Marshal Graham	Director of Technology	mgraham@cjr1.org	417-649-5745	Yes	November 2022
McDonald County Public Schools Missouri	Chief Information Security Officer as a Service	Mr. Robin Leonard	Director of Technology	robin.leonard@mcdonaldct.net	417-845-3321	Yes	September 2023
Carthage Public Schools Missouri	Chief Information Security Officer as a Service	Ms. Catherine Stevenson	Director of Technology	steversonc@carthagetigers.org	417-359-7000	Yes	November 2022
Moore Public Schools Oklahoma	Chief Information Security Officer as a Service	Mr. Jun Kim	Director of Technology	jun.kim@mooreschools.com	405-735-4010	Yes	September 2022
Mid-Del Public Schools Oklahoma	Chief Information Security Officer as a Service	Ms. Erin Rennick White	Executive Director of Technology	erennick@mid-del.net	405-737-4461	Yes	January 2023
Tulsa Public Schools Oklahoma	Chief Information Security Officer as a Service	Mr. Robert F Burton Jr.	Director of Client Services	burtonro@tulasaschools.org	918-688-9547	Yes	March 2023
Pryor Public Schools Oklahoma	Chief Information Security Officer as a Service	Mr. Dalton Trout	Director of Technology	troutd@pryorschools.org	918-825-1255	Yes	October 2022
NorthWest Technology Center Oklahoma	Chief Information Security Officer as a Service	Mr. Greg Graham	Director of Technology	ggraham@nwtech.edu	580-327-0344	Yes	September 2023
Pioneer Technology Center Oklahoma	Chief Information Security Officer as a Service	Mr. Kevin Bell	Director of Technology	kevinb@pioneerotech.edu	580-762-8336	Yes	September 2023
Gordon Cooper Technology Center Oklahoma	Chief Information Security Officer as a Service	Mr. Matt Wiles	Director of Technology	mattw@gcotech.edu	405-273-7493	Yes	September 2023
Deer Creek Public Schools Oklahoma	Chief Information Security Officer as a Service	Dr. Scott Haselwood	Chief Information Officer	scotthaselwood@dcscok.org	405-535-9451	Yes	April 2023
Yukon Public Schools Oklahoma	Chief Information Security Officer as a Service	Mr. Jason McDaniel	Chief Information & Technology Officer	jason.mcdaniel@yukonps.com	405-354-2587 X1010	Yes	February 2023
Elk City Public Schools Oklahoma	Chief Information Security Officer as a Service	Mr. Tony Chauncey	Director of Technology	chauncey.tony@elkcitieschools.com	580-225-0175	Yes	February 2023

Certifications:

Employees' certifications pertaining to work are to be included in submittal.

Authorized by:


Signature

05/01/2026

Date

Dr. Jack Green
Printed Name

Chief Innovation Officer
Title



Appendix A – Debarment Certification Form



**Certification Regarding
Debarment, Suspension, and Other Responsibility Matters
Primary Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 13 CFR Part 145. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160-19211). Copies of the regulations are available from local offices of the U.S. Small Business Administration.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

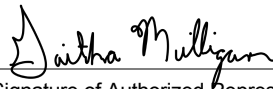
- (1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.

Business Name Adira LLC

Date 11/29/2021

By Gaitha Milligan, Chief Executive Officer

Name and Title of Authorized Representative



Signature of Authorized Representative

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations (13 CFR Part 145).
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.



Appendix B – Adira LLC W-9

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Adira LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

4001 60th Ave SE

6 City, state, and ZIP code

Norman, OK 73026

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type.
See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - _____

or

Employer identification number

8 7 - 3 2 0 2 2 2 7

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person

Debra Milligan

Date ►

10/25/2021

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



Appendix C – Sole Source Documentation



July 22, 2023

Ms. Gaitha Milligan, Partner
Dr. Jack Green, Partner
Adira Technologies
4001 60th Ave SE
Norman, OK 73026

Ms. Milligan/Dr. Green,

This letter is to confirm that the Scinary K12 cybersecurity service package is a sole source product in Oklahoma sold exclusively by your company, Adira Technologies.

This service package may only be purchased directly by K12 in Oklahoma through Adira Technologies. There are no other agents or dealers in Oklahoma authorized to represent, sell and/or maintain this package to K12 in Oklahoma.

We want to thank Adira Technologies for their dedication and hard work.

Richard Martin

Richard Martin, PI, CISSP, CISA, CHFI, CIA
Managing Partner – Consulting & Sales
Scinary Cybersecurity | 600 Austin Ave, Ste 24 | Waco, TX 76715
richard@sentinelcyberintel.com o: 254.523.6590 c: 254.722.1276



SOLE SOURCE LETTER

Adira Chief Information Security Officer as a Service (CISOaaS)

Friday, July 22, 2023

Regarding: Sole Source Letter for Adira Chief Information Security Officer as a Service (CISOaaS)

To Whom It May Concern:

This letter is to inform you that *Adira* is the Sole Source of the following item(s) and/or service(s):

Adira is the only provider in the State of Oklahoma that provides a PK-K12 Chief Information Security Officer as a Service (CISOaaS) inclusive package with a Managed Detection Response (MDR) system for one price without requiring add-ons. This solution includes a Client Portal with a Disaster Recovery Planning tool and a Governance Risk and Compliance (GRC) tool. The disaster recovery planning tool and governance risk and compliance tools do not exist elsewhere.

The CISOaaS offerings include specific project based solutions to work with your key performance indicators, in addition to scoping out additional hours for incident response and digital forensics.

Adira is the only Oklahoma owned company in the State of Oklahoma with public sector education experience in the classroom, administration, and information technology (IT) with demonstrated information technology and cybersecurity expertise, experience, success, and ability to provide onsite support within a four (4) hour time frame to any educational organization located within the boundary of the State of Oklahoma.

Adira is the Sole Source of the item(s) and/or service(s) listed above, and no other company or firm sells or distributes such item(s) and/or service(s). Competition in providing the above named item(s) and/or service(s) is precluded by the existence of a patent, copyright, secret process, or monopoly.

There is/are no other item(s) and/or service(s) available for purchase that would serve the same purpose or function.

Sincerely,

Gaitha Milligan
Chief Executive Officer

TIPS-USA Contract for Adira: <https://tinyurl.com/yfickpku>

Contract Number
220105

Commodity
Technology Solutions Products and Services

ROSENSTEIN, FIST & RINGOLD

ATTORNEYS AT LAW

JOHN G. MOYER, JR.
JERRY L. ZIMMERMAN
ERIC P. NELSON
JOHN E. PRIDDY
KENT B. RAINEY
ERIC D. WADE
SAMANTHIA S. MARSHALL
ADAM S. BREIPOHL
ERIC D. JANZEN
MARK S. RAINS
JANA R. BURK
ALISON A. PARKER
LINDSEY E. ALBERS
WHITNEY M. ESCHENHEIMER

PARK CENTRE
525 SOUTH MAIN, SUITE 700
TULSA, OKLAHOMA 74103-4508
(918) 585-9211

FACSIMILE
(918) 583-5617

INTERNET WEB SITE:
www.rfrlaw.com

C.H. ROSENSTEIN (1898-1990)
HENRY L. FIST (1898-1976)
DAVID L. FIST (1931-2008)
A.F. RINGOLD (1931-2021)
BRYAN K. DRUMMOND (1967-2024)

OF COUNSEL

FREDERICK J. HEGENBART

ADAM T. HEAVIN
NATHAN R. FLOYD
GREGORY D. LOEFFLER
MORGAN E. RINNER
ABIGAIL B. THOMAS

June 5, 2026

Via Electronic Mail

Traci Thorpe, Superintendent/CEO
Pioneer Technology Center
tracit@pioneertech.edu

Re: RFR Engagement Letter 2026-2027

Dear Ms. Thorpe:

This letter is intended to establish the terms and conditions of this firm's representation of Pioneer Technology Center ("Tech Center"). This agreement must be approved by the Board pursuant to an agenda item at a duly called meeting of the Board.

Legal services rendered by this law firm are on an "as needed" basis and encompass work requested to be performed by the Superintendent or the Board of Education. A schedule of the current billing rates of our shareholders, associates, legal assistants, law clerks and interns is attached. This schedule is subject to change from time to time when the firm implements a general change of rates of its Tech Center clients, or to reflect additional experience or expertise gained by the firm's professional staff. In addition, newly hired professional staff may be added. The billing rates for new professionals will be set based upon their experience. The firm will provide an updated schedule of billing rates upon request at any time.

The firm will provide the Tech Center a monthly statement for legal services rendered which will fully set out what services were provided and how much time was spent performing them. In addition, you will be provided with a monthly statement of cash advanced on behalf of the Tech Center. This will include funds expended on the Tech Center's behalf for copying, Westlaw computer time, travel expenses and the like.

From time to time, it may be possible for an associate of this firm to provide part of the legal services needed by the Tech Center. Since associate time is billed at a lower hourly rate than mine, such may represent a lower expense to the Tech Center. Of course, I will monitor all work performed by associates.

Traci Thorpe, Superintendent/CEO
Pioneer Technology Center
June 5, 2026
Page 2

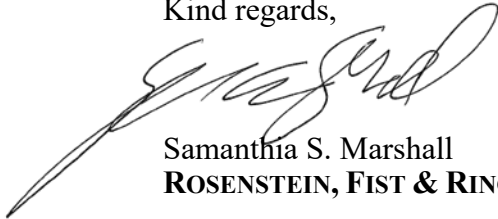
On or about the 15th of each month, the Tech Center will receive an invoice for services rendered the previous month along with a statement of cash advanced. If you have any questions regarding any invoice which you receive, please call it to my attention immediately.

I trust that the above will be to your satisfaction. If this is the case and following approval by the Board, I would ask that the person designated by the Board execute this copy of the letter and return it to me for our file. Another copy with my original signature should be maintained for the Tech Center's file.

This agreement may be terminated at any time without cause by either party upon written notice to the other. This agreement shall be deemed renewed on July 1 of each year unless one of the parties advises the other on or before June 30 that it wishes to withhold ratification and/or to terminate the Agreement.

If you have any questions regarding the above or wish to discuss the terms further, please do not hesitate to contact me.

Kind regards,



Samanthia S. Marshall
ROSENSTEIN, FIST & RINGOLD

SSM/cw

Enclosures: RFR Rate Sheet (Currently in Effect)
RFR Rate Sheet (Effective July 1, 2026)

The Board of Education, having considered and approved the terms of this engagement letter, directs the President and Clerk to execute this document on behalf of the Tech Center.

Entered into by the Technology Center this _____ day of _____, 2026.

President, Board of Education

Clerk

BURNETT SECURITY & INVESTIGATION - INC.

**#1 ACKER HILL RD.
KAW CITY, OK. 74641
580-765-3553**

CONTRACT 2026-27

This is a contract between Burnett Security & Investigation and PIONEER TECHNOLOGY CENTER for July 1, 2026 thru June 30, 2027.

Burnett Security & Investigation agrees to furnish the following described services to PTC for a period of (1) year. Either party has the right to cancel the contract with a 30 day written notice for breach of contract or failure to preform duties as agreed.

Deposit Service

The deposit pickup time will be between 11am-3:30pm each day. The deposit will need to be ready when we arrive, unless called for a rescheduled time.

Burnett Security & Investigation will furnish:

1. Burnett Security would provide PTC with a uniformed CLEET certified guard. To make a daily (Monday thru Friday) deposit and/or change orders to PTC bank of choice. BSI will not pickup on days that PTC offices and/or Banks are closed. Deposit bags must be locked/sealed when picked up.
2. Burnett Security & Investigation will provide workers compensation insurance for their employees.
3. Burnett Security & Investigation will provide general liability insurance in the amount of \$2,000,000.00.
4. A supervisor (myself or my designee) to be on call 24 hours per day.
5. All guards are licensed by the State of Oklahoma (CLEET).
6. Anytime the price of fuel is at or above \$3.75 there will be a 10% fuel surcharge added for that month.
7. Additional pick up if needed \$15.00 each pickup.

The cost of the above services will be \$20.00 per day.

This contract may be modified at any time with the agreement of both Burnett Security & Investigation & PTC.

6/5/26
Date

Date



Burnett Security & Investigation Inc.
Jason Burnett

Pioneer Technology Center

**APPLICATION FOR APPROVAL
OF TEMPORARY APPROPRIATIONS
FOR THE FISCAL YEAR 2026-2027**

BE IT RESOLVED: that, in accordance with the provisions of 68 O.S., Section 3020, the County Excise Board is respectfully requested to approve the temporary appropriations listed below for the funds of the hereinafter named school district. It is certified that the amounts so requested do not exceed 100% of the School's Estimate of Needs.

**REQUESTED
APPROPRIATIONS**

General Fund

Current Expense	<u>\$ 13,500,000</u>
-----------------	----------------------

Building Fund

Erecting, remodeling, or repairing school buildings and purchase of equipment	<u>\$ 10,000,000</u>
---	----------------------

Approved this 9th day of June, 2026.

BOARD OF EDUCATION
PIONEER TECHNOLOGY CENTER DISTRICT 13
KAY COUNTY, PONCA CITY, OKLAHOMA

ATTEST:

CLERK

PRESIDENT

COUNTY EXCISE BOARD

Approved by the Kay County Excise Board this ____ day of _____ 2026.

ATTEST:

CHAIRMAN

MEMBER

SECRETARY OF KAY COUNTY
EXCISE BOARD

MEMBER

**PIONEER TECHNOLOGY CENTER
2101 NORTH ASH
PONCA CITY, OKLAHOMA
FY 2026-27**

RESOLUTION

Since there is cash on hand in various funds of the School District which cannot at that particular time be used for the purpose which it is intended, we hereby authorize and direct the School District Treasurer or Deputy Treasurer to invest these monies as authorized by Section 485, Oklahoma School Laws of 1990, and to reinvest from time to time as funds are available.

Approved and dated this 9th day of June, 2026.

BOARD PRESIDENT

BOARD CLERK

**PIONEER TECHNOLOGY CENTER
ACTIVITY FUND – LIST OF SUBACCOUNTS
FY 2026 – 2027**

SUBACCOUNT	PURPOSES FOR WHICH FUNDS CAN BE EXPENDED
0001 Interest	Account maintenance such as purchasing checks, receipt books
0002 Petty Cash	Petty cash purchases such as vehicle tags, etc.
0005 Student Council	Community service projects; student organization competitive activities and conference travel expenses; student organization dues; prizes and awards for student activities; program area related apparel; other expenditures not specifically stated may be approved by the Activity Fund Custodian and the Superintendent/CEO
0006 Vending	Refreshments for school activities; reimbursement of expenditures for dinner guests; service awards for board members, employees & students; student travel expenses; graduation ceremony expenses; student activities materials; other expenditures not specifically stated may be approved by the Activity Fund Custodian and the Superintendent/CEO
0010 Bookstore Revenue	Returned books refunds Flow through account – funds transferred to General Fund each month
0011 Equipment Sales	Flow through account – funds transferred to General Fund each month
0012 Facilities Rentals	Flow through account – funds transferred to General Fund each month
0013 ABE Testing Fees	Flow through account – funds transferred to General Fund each month
0014 Incubator Rents	Flow through account – funds transferred to General Fund each month
0015 Incubator Utilities	Flow through account – funds transferred to General Fund each month
0016 Miscellaneous	Flow through account – funds transferred to General Fund each month
0017 Resale	Refunds Flow through account – funds transferred to General Fund each month
0018 Shop Revenues	Children’s Lab & Preschool refunds Flow through account – funds transferred to General Fund each month
0019 Day Tuition	Tuition refunds Flow through account – funds transferred to General Fund each month
0020 AT&D Tuition	Tuition refunds Flow through account – funds transferred to General Fund each month
0021 IT&D Tuition	Tuition refunds Flow through account – funds transferred to General Fund each month
0022 Safety Tuition	Tuition refunds Flow through account – funds transferred to General Fund each month
0024 SHARE Local	Flow through account – funds transferred to General Fund each month
0029 ABE Scholarships	ABE testing fees, student assistance, supplies for qualified applicants

**OKLAHOMA ASSOCIATION FOR CAREER TECH EDUCATION INSURANCE PLAN
OSIG/INSURICA
PROPOSED INSURANCE RENEWAL**

TYPE	FY 26 EXPIRING	FY 27 RENEWAL	CHANGE
Workers Comp	\$ 31,074.00	\$ 29,180.00	\$ (1,894.00)
General Liability	\$ 1,197.00	\$ 1,833.00	\$ 636.00
Umbrella Excess	\$ 400.00	\$ -	\$ (400.00)
Educators Legal Liability	\$ 1,198.00	\$ 1,833.00	\$ 635.00
Auto Liability	\$ 1,594.00	\$ 2,443.00	\$ 849.00
Auto Physical Damage	\$ 6,262.00	\$ 7,144.00	\$ 882.00
Property	\$ 245,406.00	\$ 256,894.00	\$ 11,488.00
Equipment Breakdown	\$ 1,145.00	\$ 1,030.00	\$ (115.00)
Crime	\$ 2,584.00	\$ 2,584.00	\$ -
Fiduciary Liability	\$ 1,222.00	\$ 1,182.00	\$ (40.00)
Bailee's Liability	\$ 292.00	\$ 305.56	\$ 13.56
Student Accident	\$ 5,529.65	\$ 6,905.00	\$ 1,375.35
Cyber Liability (included)	\$ -	\$ -	\$ -
Day Care General Liability (included in OSIG Program)	\$ 3,079.08	\$ -	\$ (3,079.08)
	\$ 300,982.73	\$ 311,333.56	\$ 10,350.83

LIBERTY MUTUAL

Treasureer Bond	1350	1350 est pending
-----------------	------	------------------

Resolution of Pioneer Technology Center to Join Oklahoma Schools Insurance Group

Whereas, Oklahoma Schools Insurance Group ("OSIG") is an Oklahoma interlocal formed in accordance with Oklahoma law to enable Oklahoma School Districts to cooperate with each other to procure insurance services, benefits and insure against losses and possible liabilities in the most cost effective manner; and

Whereas, Pioneer Technology Center is an Oklahoma public school district ("the District"); and

Whereas, OSIG has provided to the District a Plan Document which includes a quotation for certain insurance coverages for the 2026/2027 plan year; and

Whereas, the quotation is acceptable to the District;

Now, therefore be it resolved, that the District hereby joins OSIG as a Member;

Be it further resolved, that so long as the District remains as a Member, the District shall comply with OSIG's bylaws, the Plan Document and OSIG claim reporting procedures; and

Be it further resolved, that by the adoption and signing of this resolution, Pioneer Technology Center understands and agrees that school district members are responsible for their own loss experience and will not be singly responsible for other members' losses.

Date: _____

Pioneer Technology Center By:

Attest:

President, Board of Education

Clerk, Board of Education

INSURICA OkACTE Program

*Protecting your program while minimizing risk and exposure to students,
staff and the campus.*



INSURICA[®]
EDUCATION



INSURICA OkACTE

Our Partnership Benefits U

◆ PUTTING OUR NETWORK BEHIND YOUR SCHOOL

School systems, private schools and universities are worlds unto their own, operating with unique and challenging codes, requirements and jurisdictions. Rising operational costs, security concerns, decreases in funding and employment practice liability can seriously affect your institution's future.

Protecting your assets while minimizing risk and exposure to students, staff and the campus demands a thorough understanding of the educational system.

INSURICA's Education Experts bring the experience, guidance and resources you need to uncover and manage unforeseen risks on and off campus. In addition to our industry expertise our partnership with OkACTE provides multiple benefits to you and your organization.



PROGRAM HIGHLIGHTS

- Annual in-depth review of all policy forms and definitions
- Annual Exposure Analysis based on current educational trends/incidents/litigation
- Benchmark Coverage Surveys with other Educational Risks
- All program carriers maintain AM Best rating of A – X
- All program carriers provide 24 hour claims service
- Claims Advocate on staff
- Service Team engaged in continued Education Risk Management
- In-House Loss Control Services
- Fiduciary Liability Regulation Compliance
- Human Resources Hotlines/Libraries
- Certificate of Insurance Maintenance Program
- OkACTE Legislative Support

“An investment in **knowledge** pays the best interest.”

– Benjamin Franklin

COVERAGE & SERVICE

While insurance is all too often the primary focus of most programs, in today's rapidly changing, viciously competitive, constantly evolving corporate world, it's not enough. Through the INSURICA OkACTE Program you will have access to major carriers, providing a wide variety of education-specific coverages and services.

GENERAL, AUTO AND SCHOOL BUS LIABILITY

- Broadest coverage available; competitive price; stable insurance option for educational members including technology centers
- Student professional included for any services by students in practicum as part of their training
- Bodily Injury/Property damage liability for Drones/Model Aircraft used for educational purposes
- Infringement of copyright, trademark, title or slogan
- Disaster Management Services included
- Violent Malicious Acts included

PROPERTY

- Inclusive definition of Real Property
- \$2,000,000,000 maximum limit of liability for all OkACTE members
- Flat wind/hail deductible with Buy-Back options
- Includes separate aggregate limits for Flood and Earthquake

GLOBAL REACH

As an Assurex Global Partner, we have the ability to place coverage in all 50 states and, through local foreign sources, in close to 100 countries worldwide, but continue to coordinate all efforts through our office.

WORKERS' COMPENSATION

- Workers' Comp Modifier Review – prior to NCCI critical value date
- Ability to generate claims reports and analysis of various claims
- Loss control services
- Monthly open claims review
- Carriers must be able to provide Work Comp to educational facilities with 5 + years' experience

MISCELLANEOUS

- Coverage includes MultiMedia liability for no extra premium; optional cyber deception to include 'spear phishing' and 'social engineering'



Gary P. Rosenhamer, CPCU, CIC
INSURICA | 5100 N. Classen Boulevard, #300
Oklahoma City, Oklahoma 73118
405.556.2230 | Gary.Rosenhamer@INSURICA.com

Tom Caraway
INSURICA | 3510 24th Avenue NW, Suite 201
Norman, Oklahoma 73069
405.292.6410 | Tom.Caraway@INSURICA.com

2026 - 2027 Premium Comparison			
Coverages	25-26	26-27	% Change
Property	\$245,406	\$256,894	5%
All Other Peril Deductible (\$25,000)			
Wind/Hail/Tornado Deductible (\$25,000)			
Equipment Breakdown	\$1,145	\$1,030	-10%
General Liability	\$1,197	\$1,833	53%
Educators Legal Liability	\$1,198	\$1,833	53%
Auto Liability	\$1,594	\$2,443	53%
Auto Physical Damage	\$6,262	\$7,144	14%
Excess Liability – (Quote options included)	\$400	\$0	
OSIG PREMIUM	\$257,202	\$271,177	5%
Workers' Compensation	\$31,074	\$29,180	-6%
Crime	\$2,584	\$2,584	0%
Fiduciary	\$1,222	\$1,182	-3%
Bailee's Liability	\$292	\$305.56	5%
Day Care General Liability – (Included in OSIG Program)	\$3,079.08		
Student Accident – (Additional Quote options included)	\$5,529.65	\$6,905	25%
Total Premium	\$300,982.73	\$311,333.56	3.5%

25-26 Premiums shown above are premiums at inception (7.1.25)

25-26 Actual premium paid, including mid-term endorsements - \$ 257,783

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

This is not an invoice.

Breakdown of Insurance Cost

Annual Premium Breakdown	
Property:	\$256,894
Boiler & Machinery:	\$1,030
Auto Physical Damage:	\$7,144
General Liability:	\$1,833
Auto Liability:	\$2,443
Educators Legal:	\$1,833
Excess Liability	\$0
Total Annual:	\$271,177

Excess Liability Options

\$1 Million Excess

Coverage:	\$295
Total Proposal:	\$271,472

\$2 Million Excess

Coverage:	\$497
Total Proposal:	\$271,674

\$3 Million Excess

Coverage:	\$683
Total Proposal:	\$271,860

A 25% minimum earned premium applies.

Your historical billed premiums, total insured values and loss information are shown in the charts below.

Year	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Total Values	\$29,741,565	\$31,228,403	\$41,301,561	\$44,088,635	\$68,718,858	\$72,090,138
Premium	\$74,455	\$92,017	\$130,383	\$164,899	\$178,579	\$257,783

Number of Claims	Insurance Cost Paid to OSIG (With Endorsements)	Incurred Claims	Loss Ratio
4	\$898,093	\$52,979	6%

Your losses are considered in the calculation of the cost of your insurance. Your dedication to maintaining your property and providing safe campuses and community will result in savings in the cost of your insurance.

Coverages

OSIG provides a full range of property and liability coverages with the exception of workers compensation.

Property

- Full Replacement Cost— except roofs over 15 years old and Autos, Contractors Equipment and DRO adjusted at ACV or buildings designated as ACV or *Stated Value
- No Coinsurance Clause
- Exclusion— Cosmetic loss to metal roof coverings caused by hail
- Real And Personal Property— Limit Per Occurrence \$2,000,000,000
- Building— Margin Clause 125% of scheduled limits per statement of value
- Business Personal Property— blanket coverage per statement of values, including:
 - Electronic Data Processing Equipment and Media
 - Accounts Receivable
 - Valuable Papers
 - Fine Arts
 - Miscellaneous Property
 - Miscellaneous Unnamed/Undescribed Property
 - Builder's Risk
(Note: all builder's risk projects must be reported to OSIG— frame projects are subject to approval)
 - Outdoor Property— covered all perils
 - Extra Expense
 - Business Income Including Rental Income and Tuition Income
 - Ordinance or Law Including Increased Cost of Construction and Demolition
 - Contractor's Equipment Coverage
 - Debris Removal Coverage
 - Covered Property in Transit
 - Personal Property of Others/Officers/Employees
 - Off Premises Services Interruption Including Extra Expense
 - Vehicle damage
- Newly acquired property coverage— newly acquired property should be reported to OSIG within 30 days of acquisition. \$25,000,000
- Earthquake, volcanic eruption— aggregate any one policy year \$10,000,000
- Flood— aggregate any one policy year \$25,000,000
(Note: Flood Zones A and V are excluded)
- Terrorism \$500,000,000
- Pollution Liability included
- Boiler And Machinery Coverage— any one occurrence \$200,000,000

Please refer to the attached property and automobile schedules for your school district's limits of insurance for Building, Contents, Extra Expense, Miscellaneous Property, EDP, Earthquake, Flood and Automobile Physical Damage coverage.

Deductibles Optional increased deductible quotations are available upon request.

- \$25,000 Property deductible per occurrence
- \$25,000 Property deductible per occurrence: windstorm/hail
- \$10,000 Terrorism deductible per occurrence
- \$50,000 Flood, earthquake and pollution
- \$1,000 Boiler/machinery deductible per occurrence

General Liability

- \$2,000,000 limit per occurrence (subject to the Governmental Tort Claims Act)
- Bodily injury, property damage and personal/advertising injury
- Premises/operations and products/completed operations
- Miscellaneous medical professional to include school nurses, student nurses, counselors and Allied Health Programs
- Insureds include district, board members, employees, student teachers and volunteers
- No exclusions for corporal punishment or sexual misconduct
- No deductible
- PTA/PTOs included for coverage if funds flow through school's books

School Board Legal Liability

- Claims-made form
- \$2,000,000 limit per occurrence (subject to the Governmental Tort Claims Act)
- Errors and Omissions Liability including Educational Errors and Omissions sd
- Employment Practices Liability
- Insureds include district, board members, employees, student teachers and volunteers
- Unlimited Prior Acts*/no retroactive date included
- \$25,000 legal costs for IEP administrative hearings
- \$5,000 Deductible

*Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Employee Benefit Liability

- Claims Made form
- Unlimited Prior Acts*/no retroactive date included

*Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Automobile Liability

- \$2,000,000 limit per occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury and Property Damage
- Includes hired and non-owned exposures
- Insureds include district, board members, employees, student teachers and volunteers
- Coverage included for garage liability and garage keepers legal liability
- \$1,000 Auto Property Damage deductible
- No charge for vehicles added/deleted during the policy term; vehicle changes must be reported to OSIG

Oklahoma Uninsured Motorist Coverage

- \$25,000 per covered party
- \$50,000 per accident

Automobile Physical Damage

- Actual cash value
- \$1,000 deductible
- Vehicle additions/deletions/changes must be reported to OSIG; no charge for vehicles added/deleted during the policy term
- Please refer to the attached schedule of vehicles

Cyber Liability

- Claims-made form
- Retro date - first effective date with OSIG
- Liability
 - \$2,000,000 Annual Aggregate Limit for Information Data and Network Liability

- \$2,000,000 Annual Aggregate for Regulatory Defense and Penalties
 - \$2,000,000 Annual Aggregate for Payment Card Liability and Costs
 - \$2,000,000 Annual Aggregate for Media Liability
- Breach Response Cost
 - \$500,000 Annual Aggregate for Breach Response Cost
- First Party
 - \$750,000 Annual Aggregate for Cyber Extortion Loss
 - \$750,000 Annual Aggregate for Data Recovery Costs
 - \$750,000 Annual Aggregate for Business Interruption Resulting in Security Breach
 - \$500,000 Annual Aggregate for Business Interruption Resulting in System Failure
 - \$750,000 Annual Aggregate for Dependent Business Interruption Resulting in Security Breach
 - \$100,000 Annual Aggregate for Dependent Business Interruption Resulting in System Failure
- CRIME
 - \$75,000 Annual Aggregate for Fraudulent Instruction
 - \$75,000 Annual Aggregate for Transfer Fraud
 - \$75,000 Annual Aggregate for Telephone Fraud
- Coverage Endorsements
 - \$100,000 Annual Aggregate for Reputation Loss
 - \$50,000 Annual Aggregate for Claims Preparation Costs for Reputation Loss Claims Only
 - \$100,000 Annual Aggregate for Computer Hardware Replacement Costs
 - \$100,000 Annual Aggregate for Invoice Manipulation
 - \$25,000 Annual Aggregate for Cryptojacking
- \$10,000 Deductible

Excess Cyber Coverage

- \$2,000,000 Limit
- \$5,000,000 annual aggregate
- * Note, to access full first-party and full liability limits of the Cyber and Excess Cyber coverages, members must have:
- Multi-Factor Authentication (MFA) for all remote access
- Enterprise-wide Endpoint Protection Platform (EPP)
- Without these controls, first-party sublimits are reduced to \$100,000 per coverage, and liability limits for Data Network, Regulatory Defense, Payment Card, and Media Liability are reduced to \$1,000,000 per member.

Deadly Weapon Protection Coverage

- Claims Made Form
- Per Occurrence Limit \$500,000
- Annual Aggregate (Shared by Members) \$2,500,000
- Deductible \$10,000 Event
- Must notify OSIG within 90 days of receiving a notice of a covered accident.

Note: Per occurrence limits are shared limits except as otherwise indicated.

This coverage form is an outline of the coverages provided through OSIG. It does not include all the terms, coverages, exclusions, limitations, and conditions of the actual plan language.

WORKERS' COMPENSATION

Carrier	The Travelers Indemnity Company of America
Policy Number	TBD
Policy Term	7-1-2026 to 7-1-2027
Annual Premium	\$29,180

Workers' Compensation	Statutory Limits
Employer's Liability	\$1,000,000 Each Accident \$1,000,000 Policy Limit \$1,000,000 Each Employee

Location	Per Schedule on file with carrier
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*****Note: 2026-2027 policy will be subject to audit at the end of the policy period.*****

Class	Payroll
8868 School: Professional Employees & Clerical (Teachers, Assistants, Clerical, IT, HR, Finance, Admin, Business Development, Counselors, Bookstore)	\$6,498,339
7380 School: Drivers, Messengers, Chauffeurs	\$141,137
9101 School: All Other Employees (Security, Maintenance, Groundskeeper, Cafeteria, Mechanics)	\$490,136
8869 School: Day Care	\$260,774

CRIME

Carrier	Travelers Casualty and Surety Company of America
Policy Number	107113888
Policy Term	7-1-2024 to 7-1-2027
Premium	\$2,584
Claims Made Form	3-Year Policy \$ 7,752- Billed Annually

Coverage	Limits	Deductible
(J) Fidelity		
4. Employee Theft	\$500,000	\$5,000
5. ERISA Fidelity	Not Included	N/A
6. Employee Theft of Client Property	Not Included	N/A
(K) Forgery or Alteration	\$500,000	\$5,000
(L) On Premises	\$50,000	\$5,000
(M) In Transit	\$50,000	\$5,000
(N) Money Orders and Counterfeit Money	\$500,000	\$5,000
(O) Computer Crime		
3. Computer Fraud	\$500,000	\$5,000
4. Computer Program and Electronic Data Restoration Expense	\$50,000	\$5,000
(P) Funds Transfer Fraud	\$500,000	\$5,000
(Q) Personal Accounts Protection	Not Included	N/A
(R) Claims Expense	\$25,000	\$0

Insureds Premises Covered: Worldwide

FIDUCIARY

Carrier	Federal Insurance Company - Chubb
Policy Number	8211-9057
Policy Term	7-1-2026 to 7-1-2027
Annual Premium	\$1,182

Coverage	Limit
A. Maximum Aggregate Limit for all Claims each policy year	\$1,000,000
B. Sublimit for all Settlement Fees and Defense Costs with respect to all Settlement program Notices each policy year under Insuring Clause 2	\$100,000

Retention Amounts

Insuring Clause 1 – Fiduciary Liability	\$1,000
Insuring Clause 2 – Voluntary Settlement Program Coverage	\$0
Prior & Pending Litigation Dates – Insuring Clauses 1 & 2	July 1, 2009

BAILEE'S LIABILITY COVERAGE

Carrier	Mid-Continent Casualty Company
Policy Number	TBD
Policy Term	7-1-2026 to 7-1-2027
Premium	\$305.56

Coverage	
(A) RV/Motorcycle/Watercraft/Construction Equipment	
(B) Repair, Modification &/OR Service	
(C) List of Scheduled Premise and Limits: On File with the Carrier	\$50,000
(D) Additional Limits of Insurance Transit Limit	\$50,000
(E) Deductibles	\$1,000
(F) Premium	\$305.56

STUDENT ACCIDENT

Carrier	Chubb
Policy Number	TBD
Policy Term	7-01-2026 to 7-01-2027
Annual Premium	\$6,905
Optional Quote: \$25,000/\$10,000 Limit - \$7,229	

Class I.	Number Eligible
All Registered Students of the Policy Holder/Work Based Experience Students	507
Description of Hazards	
Specific Activity – All Students enrolled in District Programs and are participating in sponsored work base experience training as part of their curriculum.	
Description of Benefits	
I. Accident Medical & Dental Primary	
II. Accidental Death, Dismemberment, Loss of Sight, Speech, Hearing, or Paralysis	
Principal Sum	
\$15,000 Maximum Benefit Limit	
\$10,000 AD&D	
Aggregate Limit of Liability	\$250,000 Per Accident

Accidental Death and Dismemberment

Accidental:	Benefit Amounts (Percentage of Principal Sum)
Loss of Life	100%
Loss of Speech and Loss of Hearing	100%
Loss of Speech and one of Loss of Hand, Loss of Foot or Loss of Sight of One Eye	100%
Loss of Hearing and one of Loss of Hand, Loss of Foot or Loss of Sight of One Eye	100%
Loss of Hands (Both), Loss of Feet (Both), Loss of Sight or a combination of any two of Loss of Hand, Loss of Foot or Loss of Sight of One Eye	100%
Loss of Hand, Loss of Foot or Loss of Sight of One Eye (Any one of each)	50%
Loss of Speech or Loss of Hearing	50%
Loss of Thumb and Index Finger of the same Hand	25%

Additional Benefits

Accident Medical Expense:
Maximum Benefit Amount: \$15,000
Deductible: \$0
Coinsurance Percentage: 100%

The following sub-limit is added to Accident Medical Expense Benefit:

Needle Stick Coverage: \$20,000 per Insured Person/Covered Activity

Needle Stick Coverage

The Accidental Bodily Injury, due to Needlestick [and/or Splatter] Coverage, must take place on the premises or at the direction of the Policyholder.

Property Schedule

Location	Occupied As	Valuation Type	Building Value	Contents Value
1500 South Waverly	Safety Training (Contents Only)	Replacement Cost	\$0	\$56,430
2101 North Ash	BIS Building	Replacement Cost	\$3,734,887	\$373,488
2101 North Ash	EMS Training Tower (No Contents)	Replacement Cost	\$976,684	\$0
2101 North Ash	Main Building	Replacement Cost	\$45,874,270	\$5,251,173
2101 North Ash	Main Building Addition - Conference Center/Safe Room/Culinary Arts/Cosmetology	Replacement Cost	\$9,327,171	\$932,718
2101 North Ash	Sign	Replacement Cost	\$167,427	\$0
2201 North Ash	Education Facility (No Contents)		\$2,896,195	\$0
400 E. Central	Work Force Ready Oklahoma Program (Contents Only)	Replacement Cost	\$0	\$175,049
Total			\$62,976,634	\$6,788,857

Floater Limit: \$150,000
EDP Limit: \$1,000,000
Extra Expense Limit: \$1,250,000

Auto Schedule

Vehicle Number	Year	Make	Model	Capacity	VIN	Value
2835-000001	2008	Ford	Ambulance		1FDWF36R88ED58439	\$110,000
2835-000003	2015	IC	Bus		4DRNZSKH9FB645958	\$78,125
2835-000004	2018	International	Bus		4DRBUC8N7JB518817	\$99,000
2835-000005	2020	International	Bus	71	4DRBUC8P6LB422875	\$93,685
2835-000006	2022	International	Bus	71	4DRBUC8N4NB244692	\$97,100
2835-000008	2013	Dodge	Caravan	6	2C4RDGCG4DR549290	\$16,725
2835-000009	2019	Dodge	Caravan	6	2C4RDGBG4KR568503	\$21,566
2835-000010	2020	Sundowner	Cargo Trailer		13SCG3022L1CA3831	\$128,800
2835-000011	2003	Jackson	CarHauler	0	1J9FS182731033435	\$2,925
2835-000012	2015	Freightliner	Cascadia 125		3AKGGLD50FSGP8319	\$31,500
2835-000013	2024	Chevy	Collins Bus	29	1HA6GUB70RN012877	\$116,911
2835-000014	1999	Ford	Crown Victoria		2FAFP71W0XX173097	\$2,000
2835-000015	2015	Top Hat Bumper	Dump Trailer		4R7BD142XFT145216	\$6,627
2835-000016	2002	Ford	E-150 Van	2	1FTRE1427HB81449	\$5,587
2835-000017	2018	Ford	Expedition	8	1FMJK1FT8JEA53602	\$39,000
2835-000018	2024	Ford	Expedition	8	1FMJK1G87REA29572	\$62,384
2835-000019	2025	Ford	Explorer		1FMUK7DH7SGA23933	\$39,403
2835-000020	2018	Ford	Explorer		1FM5K8AR7JGB34908	\$17,500
2835-000021	2001	Ford	F-250	3	1FTNF20L551EB43461	\$6,550
2835-000022	1985	Spartan	Fire Truck		S29MT6C00FC423791	\$14,500
2835-000023	2016	Chevy	Impala		2G1WA5E36G1103244	\$17,529
2835-000024	2018	Chevy	Impala		2G11X5S39J9110114	\$21,239
2835-000025	2023	Chevy	Malibu		1G1ZC5ST7PF164834	\$25,000
2835-000026	2023	Chevy	Malibu		1G1ZC5ST4PF163690	\$25,000
2835-000027	2024	Chevy	Malibu	5	1G1ZC5ST8RF189339	\$24,934
2835-000028	2024	Chevy	Malibu	5	1G1ZC5STXRF189293	\$24,934
2835-000029	2024	Chevy	Malibu		1G1ZC5ST1RF241832	\$24,934
2835-000030	2023	Collins	Mini Bus	14	1GB3GSB71P1105198	\$88,927
2835-000031	1996	Daihatsu	Mini Truck		S110P076979	\$0
2835-000032	2023	Chrysler	Pacifica	6	2C4RC1BG5PR568808	\$40,147
2835-000033	2014	Dodge	Ram 1500		1C6RR7XT7ES292979	\$32,000
2835-000034	2004	Chevrolet	Silverado	3	1GCHC23U24F178838	\$15,150
2835-000035	2019	International	Special Needs Bus	71	4DRBUC8PXBK595135	\$97,025
2835-000036	2017	Chevy	Suburban	8	1GNSCKEC1HR302281	\$37,835
2835-000037	2024	Chevy	Tahoe		1GNSKMKD3RR211722	\$58,756
2835-000038	2011	Chevy	Tahoe		1GNLC2E05BR257198	\$8,200
2835-000039	1992	Callen	Trailer	0	1C9UU3820NC440083	\$67,000
2835-000040	2009	Cargo	Trailer		406EG26239C022973	\$15,400
2835-000041	2007	Freightliner	TrkTor		1FVAFCDK0747458598	\$80,000
2835-000042	2025	Top Hat	Trailer		4R7BF2027SN251630	\$7,000
2835-000043	2025	Ford	F350 4x4 Crew Cab		1FT8W3BA8SED28474	\$55,521
2835-000044	2026	International	Bus	72	4DRGVMMMP9TB637505	\$160,830
2835-000045	2025	Ford	Explorer		1FMUK7DH0SGC32527	\$39,403
2835-000046	2003	Spartan	Fire Truck		4S7AU40913C042774	\$50,000
Total:						\$2,006,652

IMPORTANT EXPOSURE AND COVERAGE ITEMS

- Each Building or Structure: - Margin Clause 125% of scheduled limits per statement of value
- BBPI limit 10% of building value for Blanket Coverage to apply. If you have a location with less than 10% limits, you should consider increasing those limits to at least 10% of the building value

The items listed below either require additional coverage, have coverage provided in the technology center program, or are discussion items.

- **Daycare Facilities** - Child daycare operations are covered by OSIG.
- **Gun Ranges** - Gun range operations are covered by OSIG.
- **CLEET Program** - Many technology centers are offering these programs. As long as it's curriculum based programs, that exposure is covered in the OSIG policy
- **Crime Coverage** - The OSIG policy does not provide crime coverage. We can provide crime coverage to the technology centers through other sources. We're suggesting a separate crime policy
- **Bailee's** – Covers non-owned autos - \$50,000 Limit
- **Construction Cost** - You'll notice on the next page of the proposal that construction costs have risen dramatically. There's a need to discuss this information with your technology center and adjust construction costs accordingly.
- **Out of state employees** - Should out of state employees exist, we need to know the state and amount of payroll. We can include them on the work comp coverage.
- **Drones** - We need more information about this program. It may need to be covered separately.
- **Cyber Liability** - OSIG offers a cyber form. Several technology centers are choosing to insure cyber liability separately and rely on OSIG as an excess form. If coverage is being pursued outside OSIG, security measures including Multi-Factor Authentication need to exist.
- **Claim Reporting: Windstorm or Hail** - There's a requirement in the policy for 365 day reporting from date of occurrence for windstorm or hail claims. If you've had a windstorm or hail or believe you've had such at the technology center, this claim needs to be reported as practically soon as possible.

365-DAY NOTICE/FORFEITURE PROVISION APPLICABLE TO WINDSTORM AND HAIL ENDORSEMENT

THIS ENDORSEMENT CHANGES THE PLAN. PLEASE READ IT CAREFULLY.

Notwithstanding any provision within the Plan to the contrary, the following notice provision shall apply to any covered loss arising out of the occurrence of either (1) windstorm or (2) hail:

Coverage will apply on the condition that the Member gives OSIG notice of any loss arising out of windstorm or hail as soon as possible, but in no event more than 365 days from the date of the loss. Because time is of the essence, the Member agrees that this notice provision is a condition precedent to coverage for loss for windstorm or hail, that it is a substantial and material breach of this Plan by the Member to report any windstorm or hail loss more than 365 days from the date of the loss, and that therefore coverage for such a loss is forfeited, and as a result will not be available, if late notice occurs.

For purposes of this provision, notice of the loss shall be given to Oklahoma Schools Insurance Group, P.S. Box 3068, Tulsa, OK 74104, Phone—866-444-0061.

Overview

Background

The Oklahoma Schools Insurance Group (OSIG) is a public entity of the State of Oklahoma, formed as an Interlocal Agreement in accordance with 74 O.S. 1004(f), for the purpose of joining together a group of Oklahoma public school districts. OSIG will allow member districts to more efficiently and more economically obtain and manage their insurance programs.

OSIG obtained approval to operate from the Oklahoma Attorney General on June 28, 2001. Effective July 1, 2002, OSIG began full operation by providing its member districts with broad insurance coverage through "A" rated insurance carriers and professional risk management services. Over the past 24 years, OSIG's membership has grown to 541 and the program insures more than \$32 Billion in school property across Oklahoma.

Structure

OSIG is a non-profit, member-owned, public entity program whose management is completely controlled by a Board of your peers.

"The mission of Oklahoma Schools Insurance Group (OSIG) is to provide quality, cost effective risk management products and services to member schools."

The group purchases insurance and reinsurance from "A"-rated carriers. OSIG's insurance providers are long-term partners and committed to OSIG and Oklahoma schools.

OSIG has contracted with Risk Program Administrators in Tulsa to administer the program. RPA is one of the largest insurance brokers in the world and manages programs similar to OSIG across the country.

It is important to know that the insurance coverage provided by OSIG was specifically tailored to meet the needs of Oklahoma schools. The coverage is what you need to protect your school's property, your students and patrons.

Losses are a part of life. Only OSIG has the collective strength and staying power to provide the protections you need. By remaining together as a group, OSIG will be able to continue to provide you with the quality, fair-priced **insurance and risk management** services you need to protect your school's assets, your board, your staff and, most importantly, your children.

Financial Strength

OSIG is financially strong and we have the funds (cash) we need to pay your claims. OSIG has returned more than \$9 million to our members over the years as distributions. Surplus at year ended 6/30/2025 was more than \$21 million and our assets were more than \$105 million.

We believe in complete transparency. We submit to an annual financial audit each year end and share our operating results with our members each year.

The financial condition of an insurance group should be of utmost importance to you when choosing an insurance partner for your district.

Statement of Net Assets	
As of 06/30/2025	
Cash	\$67,503,673
Other Assets	\$37,632,794
Total Assets	\$105,136,467
Total Liabilities	\$83,166,312
Total Net Assets/Surplus	\$21,970,155

We urge you to obtain and review audited financial statements from every insurance provider that may offer your school district a quote. Financial statements are required by law and can be obtained at ok.gov/oid. Click on Interlocals under the Quick Links section of the homepage. Your school's auditor can help in analyzing the statements.

Important Plan Information

It is important to understand that OSIG is not an insurance company, but rather a non-profit, cooperative risk management program owned and directed by Oklahoma Schools. Its mission is to reduce insurance costs and stabilize rates by aggregating purchasing power **with an intense focus on controlling member losses**. When losses are controlled, OSIG's member schools retain the underwriting profit and investment income thereby increasing fund reserves for future years. OSIG purchases per occurrence and liability aggregate protection for its member schools. The per occurrence insurance protects member schools up to \$2,000,000,000 for property losses and \$2,000,000 for liability claims in **each and every occurrence subject to a \$10M annual aggregate limit**. The aggregate insurance protection is purchased in the unlikely event that sum total of all OSIG losses are significantly more than actuarially projected. Additional excess liability limits are available for members requiring higher limits.

This proposal is an outline of the coverages proposed by insurers based on the information provided by your school district. It does not include all the terms, coverages, exclusions, limitations and conditions of the actual contract language. Please refer to the plan document for the details.

Actuarial Review

An independent actuary has been retained by OSIG to make projections as to anticipated claims and losses the program should expect on an annual basis. The OSIG actuary has relied on the historical loss experience and exposures provided to OSIG by the member school districts to make projections of OSIG's expected losses. OSIG adequately funds to, or in excess of, the expected loss projections through member contributions (insurance cost) and our own surplus.

Membership contributions are used to buy insurance, pay administrative expenses and fund for members' claims. Similar successful programs throughout the country for schools and municipalities are protected using the same insurance structure as OSIG has deployed. As with any insurance mechanism, OSIG does not guarantee full funding in the event unimaginable losses would materialize that are many times greater than what is indicated by past history. The OSIG board is charged with developing a plan to address under funding in this unlikely event.

Procedure to Renew Coverage

Notify your agent of your acceptance of this insurance renewal proposal. Your agent will advise the OSIG administrative staff in writing that you wish to renew the insurance coverage.

The signed Resolution by the member's Board of Education should be returned to OSIG before June 30, 2026 in order to bind coverage effective 7/1/2026.

Risk Management and Loss Control Tools

- On Site Safety Inspection
- Onsite Appraisals
- Stop It Anonymous Incident Reporting Mobile and Web App
- Risk Management focused website osig.org
- Vector Solutions – Professional Development Training Platform
- Beazley & Lodestone Cyber Portal
- Helix Intel
- HSB Water and Temperature Monitoring Devices (Pilot Program)