

# *Red River*

TECHNOLOGY CENTER

Minutes of the Board of Education Regular Meeting  
Monday, July 11, 2022 6:30 PM Central  
Conference Room-Main Building  
3300 West Bois D'Arc  
Duncan, Oklahoma 73533

1. Call to order and roll call of members.  
Dee Williams called the meeting to order.  
Attendance Taken at 6:30 PM.

Kristie Gaines: Present

Sam Porter: Absent

Ricky Sanders: Present

Lance Strickland: Present

Dee Williams: Present

2. Consent Agenda:

All of the following items, which concern reports and items of a routine nature normally approved at a board meeting, will be approved by one vote, unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and approval of the following items: Motion to approve Consent Agenda items 2a - 2h. This motion, made by Lance Strickland and seconded by Kristie Gaines, passed.  
Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

a. Approval of Minutes of the June 27, 2022 Regular Board Meeting

b. Approval of Tami Wright as Minutes Clerk

c. Approval of Agenda as part of the minutes

d. Approval of June Treasurer's Report

e. Approval of June Activity Fund Reports - Regular & Credit Card Account

f. Approval of General Fund Change Orders & Warrants for FY 22, in the amount of - \$2,468.49

g. Approval of General Fund Change Orders, Warrants, and Encumbrances for FY 23, numbers 1-256 in the amount of \$1,485,707.56

h. Approval of General Fund Payroll Change Orders, Warrants, and Encumbrances for FY 23, numbers 70001-70128, in the amount of \$3,401,181.23

3. Discussion and possible action regarding the approval of Tami Wright as Clerk of Board, Encumbrance Clerk and Minutes Clerk. Motion to approve Tami Wright as Clerk of Board, Encumbrance Clerk and Minutes Clerk. This motion, made by Lance Strickland and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

4. Discussion and possible action regarding the attached sub-accounts for the Activity Fund. Motion to approve the attached sub-accounts for the Activity Fund. This motion, made by Kristie Gaines and seconded by Ricky Sanders, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

5. Discussion and possible action regarding Activity Fund Policies. Motion to approve the Activity Fund Policies. This motion, made by Ricky Sanders and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

6. Discussion and possible action regarding the Letter of Engagement with Jayna R. Johnson, School Treasurer for FY23. Motion to approve the Letter of Engagement with Jayna R. Johnson, School Treasurer for FY23. This motion, made by Lance Strickland and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

7. Discussion and possible action regarding the Security Contracts for FY23 with The City of Duncan. Motion to approve the Security Contracts for FY23 with The City of Duncan. This motion, made by Kristie Gaines and seconded by Lance Strickland, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

8. Discussion and possible action regarding the continuation of employee fringe benefit plan including cafeteria plan. Fringe benefits include: retirement, health insurance, sick leave, emergency leave, personal leave, unused sick leave, group life insurance, dental, flex cash in lieu of health insurance, and retention incentive (health insurance for persons retiring after the age of 62 through the month they reach the age of 65). Motion to approve the continuation of employee fringe benefit plan including cafeteria plan. Fringe benefits include: retirement, health insurance, sick leave, emergency leave, personal leave, unused sick leave, group life insurance, dental, flex cash in lieu of health insurance, and retention incentive (health insurance for persons retiring after the age of 62 through the month they reach the age of 65). This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

9. Discussion and possible action regarding reimbursement of up to \$30 to employees who take a bus driver physical for the purpose of transporting students as a function of their employment. Motion to approve reimbursement of up to \$30 to employees who take a bus driver physical for

the purpose of transporting students as a function of their employment. This motion, made by Lance Strickland and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

10. Discussion and possible action regarding Dennis Loafman as purchasing agent for the Agency for Surplus Property. Motion to approve Dennis Loafman as purchasing agent for the Agency for Surplus Property. This motion, made by Ricky Sanders and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

11. Discussion and possible action regarding the Retirement Compensation Contract (insurance reimbursement from age 62 until they reach 65) with D'Ann Cox, Valerie Diane Gray, Sylvia Loveday, Janice Gay, Linda Henton, Teresa Poff, & Dorothea Perkins. Motion to approve the Retirement Compensation Contract (insurance reimbursement from age 62 until they reach 65) with D'Ann Cox, Valerie Diane Gray, Sylvia Loveday, Janice Gay, Linda Henton, Teresa Poff, & Dorothea Perkins. This motion, made by Lance Strickland and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

12. Discussion and possible action regarding the RRTC 2022-2023 Student Handbook. Motion to approve the RRTC 2022-2023 Student Handbook. This motion, made by Kristie Gaines and seconded by Lance Strickland, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

13. Discussion and possible action regarding the RRTC 2022-2023 Student Consumer Information Guide. Motion to approve the RRTC 2022-2023 Student Consumer Information Guide. This motion, made by Kristie Gaines and seconded by Ricky Sanders, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

14. Discussion and possible action regarding the RRTC 2022-2023 Financial Aid Policies and Procedures. Motion to approve the RRTC 2022-2023 Financial Aid Policies and Procedures. This motion, made by Ricky Sanders and seconded by Lance Strickland, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

15. Discussion and possible action regarding the following appointments: Motion to approve the following appointments: 15.a. Title IX, Financial Aid - Kelly Pollock 15.b. Minutes Clerk, Encumbrance Clerk, Board Clerk - Tami Wright 15.c. Treasurer - Jayna Johnson 15.d. Purchasing Agents - Dennis Loafman, Brook Holding, Lisa Williams, Misty Wade, Kelly Pollock, Cameron Ottwell, Tim Yancy 15.e. Activity Fund Custodian - Jennifer Balentine 15.f. Activity Fund Co-Custodian - Lisa Hill 15.g. Receiving Agents - All full-time RRTC employees are authorized to sign for merchandise 15.h. Safety Coordinator - Terry Kent Brown 15.i. Equal Opportunity & Compliance Coordinators - Kelly Pollock and Misty Wade 15.j. Adult Education

& Literacy Director - Lisa Williams 15.k. E-Rate Representative - Dennis Loafman. This motion, made by Lance Strickland and seconded by Kristie Gaines, passed.  
Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

- a. Title IX, Financial Aid - Kelly Pollock
- b. Minutes Clerk, Encumbrance Clerk, Board Clerk - Tami Wright
- c. Treasurer - Jayna Johnson
- d. Purchasing Agents - Dennis Loafman, Brook Holding, Lisa Williams, Misty Wade, Kelly Pollock, Cameron Ottwell, Tim Yancy
- e. Activity Fund Custodian - Jennifer Balentine
- f. Activity Fund Co-Custodian - Lisa Hill
- g. Receiving Agents - All full-time RRTC employees are authorized to sign for merchandise
- h. Safety Coordinator - Terry Kent Brown
- i. Equal Opportunity & Compliance Coordinators - Kelly Pollock and Misty Wade
- j. Adult Education & Literacy Director - Lisa Williams
- k. E-Rate Representative - Dennis Loafman

16. Discussion and possible action regarding E-Rate Record Retention Policy, E-Rate Procurement Policy & E-Rate Gift Policy. Motion to approve E-Rate Record Retention Policy, E-Rate Procurement Policy & E-Rate Gift Policy. This motion, made by Kristie Gaines and seconded by Ricky Sanders, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

17. Discussion and possible action regarding the continuation of Short-Term Adult Displaced Homemaker Tuition Waiver. Motion to approve the continuation of Short-Term Adult Displaced Homemaker Tuition Waiver. This motion, made by Lance Strickland and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

18. Discussion and possible action regarding the employment of Brook Holding, Kelly Pollock, Misty Wade, and Lisa Williams as night supervisors. Motion to approve the employment of Brook Holding, Kelly Pollock, Misty Wade, and Lisa Williams as night supervisors. This motion, made by Ricky Sanders and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

19. Discussion and possible action regarding the employment of Bill Leyrer, Kim Loveday, Letitia Weast & Gary Williams as substitute night supervisors. Motion to approve the employment of Bill Leyrer, Kim Loveday, Letitia Weast & Gary Williams as substitute night supervisors. This motion, made by Lance Strickland and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

20. Discussion and possible action regarding the amended practical Nursing 2022-2023 Fee Summary as an amendment to the Practical Nursing Handbook. Motion to approve the amended practical Nursing 2022-2023 Fee Summary as an amendment to the Practical Nursing Handbook. This motion, made by Kristie Gaines and seconded by Lance Strickland, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

21. Discussion and possible action regarding the Southwest Oklahoma Technology Centers Tuition Reciprocity Agreement. Motion to approve the Southwest Oklahoma Technology Centers Tuition Reciprocity Agreement. This motion, made by Ricky Sanders and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

22. Discussion and possible action regarding the Online Consortium with OdysseyWare for FY23. Motion to approve the Online Consortium with OdysseyWare for FY23. This motion, made by Kristie Gaines and seconded by Lance Strickland, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

23. Discussion and possible action regarding the purchasing of yearbook ads in the amount of \$75.00 from participating school districts. Motion to approve the purchasing of yearbook ads in the amount of \$75.00 from participating school districts. This motion, made by Lance Strickland and seconded by Ricky Sanders, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

24. Discussion and possible action regarding the out of state travel for Dennis Loafman and Brook Holding to attend the Tech Center Superintendents Meeting in Georgia from October 23-25, 2022. Motion to approve the out of state travel for Dennis Loafman and Brook Holding to attend the Tech Center Superintendents Meeting in Georgia from October 23-25, 2022. This motion, made by Kristie Gaines and seconded by Lance Strickland, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

25. Discussion and possible action regarding the resignation of Erik Harmon, Automotive Service Technician Instructor, effective June 23, 2022. Motion to approve the resignation of Erik Harmon, Automotive Service Technician Instructor, effective June 23, 2022. This motion, made by Lance Strickland and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

26. Discussion and possible action regarding the employment of Robert Gunn, Automotive Service Technician Instructor, on a temporary contract. Motion to approve the employment of Robert Gunn, Automotive Service Technician Instructor, on a temporary contract. This motion, made by Ricky Sanders and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

27. Discussion and possible action regarding the employment of Eric Hancock, Industrial Coordinator. Motion to approve the employment of Eric Hancock, Industrial Coordinator. This motion, made by Kristie Gaines and seconded by Ricky Sanders, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

28. Discussion and possible action regarding a retention bonus of \$3,000.00 for employees who began work in the district on or before May 16, 2022 and are still employed by the district on August 10, 2022. Motion to approve a retention bonus of \$3,000.00 for employees who began work in the district on or before May 16, 2022 and are still employed by the district on August 10, 2022. This motion, made by Lance Strickland and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

29. Discussion and possible action regarding the attached employee contracts. Motion to approve the attached employee contracts of Alesia Williams, Misty Wade, Kelly Pollock, Brook Holding, Jennifer Balentine, Deana Adair, Ashley Adams, Elizabeth Baxter, Chloe Blevins, Krissy Bohn, Pam Boles, Sherri Branch, Kayla Brown, Kent Brown, Ronda Byrne, Josh Case, Sidney Cates, Amanda Churchman, Jamie Conway, Kathy Deevers, Steven Dobey, Theresa Ensley, Stacy Estes, Luran Fish, Kalee Fleetwood, Amanda Garner-Slate, Michelle Grigsby, Robert Gunn, Eric Hancock, Tiffany Hartlaub, Janet Herren Pogue, Lisa Hill, Kristy Hooker, Jessica Jacobi, Jacob Johnson, Laura Johnston, Holly Kelly, Sarah Lemons, Bill Leyrer, Davis Loafman, Dennis Loafman, Laura Long, Kimberly Loveday, Krystal McMains, Stacy Morgan, Cameron Ottwell, Jason Todd Ottwell, Jeff Prater, Gerry Rawlings, Teresa Sampley, Alex Sikes, Lisa Simmons, Bill Smith, Fonda Smith, Rose Smith, Kaitlyn Snider, Curtis Suson, Cody Tanaka, Deborah Taylor, Gretchen Taylor, Michelle Shelly Vanderslice, Letitia Weast, Gary Williams, Tami Wright, Tim Yancy, Benjamin Hodges, Rodney Brooks, Darrell Knapp, Jerry Harwell, Marilyn Brooks, Carol Phipps, Sylvia Loveday, Kelli Bolton, Angela Wiggins, David McAllister, Vera Hardin, Stefanie Cain, Jennifer Evans, Scott Meadows, Sarah Ivey, & Kayla Graham. This motion, made by Lance Strickland and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea

30. New Business: In accordance with Oklahoma State Statute 25 Section 311(A)(9), this is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

No new business.

31. Informational Items:

a. Summer Conference - Tulsa, Ok (August 1-2, 2022)

b. OSSBA Conference - August 25-28, 2022 - OKC

c. Main Building Renovation Update

32. Vote to adjourn. Motion to adjourn at 7:01 p.m. This motion, made by Lance Strickland and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Ricky Sanders: Yea, Lance Strickland: Yea, Dee Williams: Yea