

Red River

TECHNOLOGY CENTER

Minutes of the Board of Education Regular Meeting
Monday, September 12, 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: Present

Ricky Sanders: Absent

Lance Strickland: Absent

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 a-i. This motion, made by Sam Porter and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

a. Approval of Minutes of the August 8, 2022, Regular Board Meeting

b. Approval of Tami Wright as Minutes Clerk

c. Approval of Agenda as part of the minutes

d. Approval of August Treasurer's Report

e. Approval of August Activity Fund Reports - Regular and Credit Card Account

f. Approval of General Fund Change Orders and Warrants for FY 22, in the amount of -\$176.69

g. Approval of General Fund Change Orders, Warrants and Encumbrances for FY 23, numbers 352 - 467, in the amount of \$141,942.97

h. Approval of General Fund Payroll Change Orders, Warrants and Encumbrances for FY 23, numbers 70198-70221, in the amount of \$279,492.45

i. Resolution to Declare Surplus Property

3. Discussion and possible action regarding 2022-2023 Estimate of Needs and Financial Statement of the Fiscal Year 2021-2022.

Motion to approve the 2022-2023 Estimate of Needs and Financial Statement of the Fiscal Year 2021-2022. This motion, made by Kristie Gaines and seconded by Sam Porter, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

4. Discussion and possible action regarding the Organizational Chart for Red River Technology Center.

Motion to approve the Organizational Chart for Red River Technology Center. This motion, made by Sam Porter and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

5. Discussion and possible action regarding the updated Board Policies and Administrative Regulations.

Motion to approve the updated Board Policies and Administrative Regulations. This motion, made by Kristie Gaines and seconded by Sam Porter, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

6. Discussion and possible action regarding the agreement with Matrix Media for advertising.

Motion to approve the agreement with Matrix Media for advertising. This motion, made by Kristie Gaines and seconded by Sam Porter, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

7. Discussion and possible action regarding the amendment to the previously approved Salary Schedules for FY23.

Motion to approve the amendment to the previously approved Salary Schedules for FY23. This motion, made by Sam Porter and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

8. Discussion and possible action regarding the purchase of unused FY23 personal leave (maximum of 3 days for 10 month employees and 4 days for 12 month employees) for all full-time employees, except administrative staff, at a rate of \$75.00 per day. Anyone less than full-time would be proportionate.

Motion to approve the purchase of unused FY23 personal leave (maximum of 3 days for 10 month employees and 4 days for 12 month employees) for all full-time employees, except administrative staff, at a rate of \$75.00 per day. Anyone less than full-time would be proportionate. This motion, made by Kristie Gaines and seconded by Sam Porter, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

9. Discussion and possible action regarding the RRTC Distance Learning Plan for 2022-2023.

Motion to approve the RRTC Distance Learning Plan for 2022-2023. This motion, made by Kristie Gaines and seconded by Sam Porter, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

10. Discussion and possible action regarding the wording correction to our Plan document with American Fidelity.

Motion to approve the wording correction to our Plan document with American Fidelity. This motion, made by Sam Porter and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

11. Discussion and possible action regarding the on-going Section 403(b) Plan Administrative Service Agreement with American Fidelity Assurance Company.

Motion to approve the on-going Section 403(b) Plan Administrative Service Agreement with American Fidelity Assurance Company. This motion, made by Kristie Gaines and seconded by Sam Porter, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

12. Discussion and possible action regarding the clinical contract agreements (for Health Care Careers student training) with Dr. Che Miller, Dr. Gilbreth, Dr. McGouran, Duncan Family Eye Care, MedFirst Urgent Care, Urgent Med, and Xpress Wellness Urgent Care.

Motion to approve the clinical contract agreements (for Health Care Careers student training) with Dr. Che Miller, Dr. Gilbreth, Dr. McGouran, Duncan Family Eye Care, MedFirst Urgent Care, Urgent Med, and Xpress Wellness Urgent Care. This motion, made by Kristie Gaines and seconded by Sam Porter, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

13. Discussion and possible action regarding the vending contract with A.T.G. & Company.

Motion to approve the vending contract with A.T.G. & Company. This motion, made by Kristie Gaines and seconded by Sam Porter, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

14. Discussion and possible action regarding the donation of a 2002 Lincoln Towncar from Raymond Tischler, VIN #1LNHM82WX2Y651174, to Automotive Collision Technology.

Motion to approve the donation of a 2002 Lincoln Towncar from Raymond Tischler, VIN #1LNHM82WX2Y651174, to Automotive Collision Technology. This motion, made by Sam Porter and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

15. Discussion and possible action regarding the addition of David Carlile, Robert Champ, Anthony Cox, Billy Don Dempsey, Diane Gray, Jay Kight, Quinton Knighton, Janet Sandford, Frank Sissons, Keith Stewart, and Angela Wiggins to the previously approved A&CD, AEL, WED & Substitute Instructor list.

Motion to approve the addition of David Carlile, Robert Champ, Anthony Cox, Billy Don Dempsey, Diane Gray, Jay Kight, Quinton Knighton, Janet Sandford, Frank Sissons, Keith Stewart, and Angela Wiggins to the previously approved A&CD, AEL, WED & Substitute Instructor list. This motion, made by Kristie Gaines and seconded by Sam Porter, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

16. Discussion and possible action regarding the employment of Zachary Elliott, Maintenance/Custodian.

Motion to approve the employment of Zachary Elliott, Maintenance/Custodian. This motion, made by Sam Porter and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

17. Discussion and possible action regarding the resignation of Jennifer Balentine, Business Manager, effective October 28,2022.

Motion to approve the resignation of Jennifer Balentine, Business Manager, effective October 28, 2022. This motion, made by Kristie Gaines and seconded by Sam Porter, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

18. Discussion and possible action regarding the employment of Brandi Williams, Business Manager.

Motion to approve the employment of Brandi Williams, Business Manager. This motion, made by Kristie Gaines and seconded by Sam Porter, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

19. Discussion of Business Manager transition

Mr. Loafman discussed the steps that would be taken for training to make the transition as smooth as possible.

20. Discussion and possible action regarding the attached employee contracts.

Motion to approve the attached employee contracts of Brandi Beck, Debbie Graf, Sarah Ivey, Kelli Bolton, Sylvia Loveday, Marilyn Brooks, Carol Phipps, Curtis Suson, Keith Stewart, Jeff Beyer, Paul Craig, Jo Johnson, Sandra Beth Cox, Bill Leyrer, Matt Benge, Toni Holmes, Melvin Jones, David Carlile, Kristy Hooker, Vera Hardin, and Zachary Elliott. This motion, made by Sam Porter and seconded by Kristie Gaines, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea

21. 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.

22. INFORMATIONAL ITEMS:

- a. 2022-2023 Accreditation letter - OSDE
- b. Full-Time Enrollment for 2022-2023
- c. Fire Drills - August 26, 2022 and September 6, 2022
- d. Intruder Drills - August 26, 2022
- e. Campus Safety and Security Report
- f. Career Information Specialist Report
- g. PTAC Report
- h. Tentative Board Dates-2023

23. Motion to adjourn.

Motion to adjourn at 7:11pm. This motion, made by Kristie Gaines and seconded by Sam Porter, passed.

Kristie Gaines: Yea, Sam Porter: Yea, Dee Williams: Yea