

Pioneer Technology Center Board of Education Regular Meeting
Tuesday, April 9, 2024 6:00 PM
Seminar Center West
2101 N. Ash St.
Ponca City, Oklahoma 74601

1. Call meeting to order
2. Roll call and establish a quorum

Also in attendance were Traci Thorpe, Ryan Burkett, Kendra Keelin, Kahle Goff, Stacey Rush, Molly Kyler, Terri Busch and Allison Christy.

3. Flag salute and moment of silence

4. Reports and Presentations

Dondi Rowe-Work Ready Ponca City (WRO) program presentation

Dondi- Work Ready Ponca City. Thank you for supporting our program, getting off the ground and getting all of our office completed. First class started April 1st. We get a lot of knowledge from Fae about PTC. Cena was part of the TANF program previously. She brings that knowledge to the table. We are helping TANF recipients things such as updated resumes and better interview skills. We teach communication skills, and we also give them the skills needed to keep a job and turn that into a career. We want our participants to want to go to work and do something they enjoy. Cena stated that they had a great turn out for the first class. We have had communication and marketing really helping to get the word out for us. This job training program is very rewarding and can be very emotional for us as trainers. Fae stated that the clientele we have are building their own network that they might not have previously had. We encourage them to come back and get more training if they are struggling. We want to make sure they are comfortable and supported in this step forward in their lives.

5. Discussion and vote to approve or not approve the Minutes of the March 12, 2024 regular Board of Education meeting

Motion to approve the Minutes of the March 12, 2024 regular Board of Education meeting passed with a motion by Ms. Rachel Shuey and a second by Ms. Gay Norris.

Mr. Laurence Beliel: Abstain (Without Conflict)

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, 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 #41328-41509 in the amount of

\$984,728.67; Building Fund #40044-40052 in the amount of \$201,576.00; Payroll #70181 in the amount of \$2,153.00)

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

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 5, Nay: 0

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

PTC is participating in a reciprocity agreement with NW Tech, High Plains, Autry and Chisolm Trails. Students from each of our tech center districts can attend one of the other schools as an in-district student if attending a program that is not offered or is not available at their home district. NOC representatives will be at PTC on Friday to visit with groups of our students about the pathways to their degrees from PTC programs. ODCTE has re-entered a contract with DHS for providing TANF services to clients. There will be some changes to the continued contract, and we will be meeting with ODCTE/DHS and another tech center with a TANF program to discuss new contract. They are interested in PTC participating in these discussions, because we have a WRO program, a HSE program and a strong TANF (New Beginning) program. Dr. Burkett, Chuck Rector, Cody Tabor and Traci met with Mike Leonard, IBEW, and a representative from the Electrical Training Alliance to discuss Interim Apprenticeship curriculum and credentials. We will be working to identify a pathway for students to electrical careers that aligns this curriculum with what we can offer and connects them to either IBEW or a local contractor. Central Tech is planning to donate a truck to PTC for our Class B CDL training needs. We appreciate their partnership and willingness to assist other schools in obtaining necessary training equipment. Molly was recently approached by an economic development group from North Dakota who is planning a benchmarking trip to PTC/Ponca City and Hobbes, NM, to learn about our respective career and technical training schools and partnerships with business, industry and economic development efforts. The ND group of economic development and community leaders will be touring Ponca City and PTC on

Monday, the 8th and with PCDA on the 9th. Molly has done a phenomenal job of organizing the activities, presenters and events for the Ponca City leg of their visit. Director Haken will join us to visit

about our state system, and we will also hear from community and state leaders and a panel of our North Central Oklahoma Center for Workforce and Economic Development partners. PTC hosted the B&I Breakfast for the IT/Networking/Cyber Security sector in March. Twenty-two participants were in attendance. Discussion centered around staff awareness, training resources and security best practices.

- The capital planning committee met to review our maintenance schedules and to identify potential summer or upcoming projects. Some of the upcoming projects include:

- o Construction trades shop ceiling scraping and floor polishing

- o South parking lot conversion from asphalt to concrete and adding a concrete apron extension to the east of the Fire Training Tower

- o B-Hallway bathroom remodel/updates

- o South hallway brick resurfacing

- o C-Hallway shops 109, 110, and 111 HVAC upgrade

- o Shop garage door and exhaust fan replacements

- o BIS carpet replacement

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

- April 17 - Spring SDE Accreditation Site Visit

- April 23-24 - CTE Superintendent Meeting @ Eastern Oklahoma County Tech Center, Choctaw

- April 26th - PN Spring Pinning Ceremony

- May 2-3 - 3rd Grade Career Fair Days

- May 3rd - BPOC Graduation

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

BIS has been working on designing and branding logos. We have worked on borrowers training for FSA loans, we helped a business close gracefully. We have done loan assistance and licensing for others. Connecting our students with our industry partners to get hands-on experience for our students. We had a non-profit conference. We had some time for networking and Brook went to Payne county to consult on some different things. We took the hearing trailer to test 64 employees in Ponatoc county. Pioneer Tech hosted HR training for EL Patio as bilingual training across several campuses.

8. Discussion and vote to approve or not approve contracts for FY24 Audit and Financial Statement Services with S&B CPA's & Associates PLLC and Mary E. Johnson & Associates PLLC.

vote to approve contracts for FY24 Audit and Financial Statement Services with S&B CPA's & Associates PLLC and Mary E. Johnson & Associates PLLC. passed with a motion by Mr. J.D. Soulek and a second by Ms. Rachel Shuey.

Mr. Laurence Beliel: Yea
Ms. Debbie Leaming: Yea
Ms. Gay Norris: Yea
Ms. Rachel Shuey: Yea
Mr. J.D. Soulek: Yea
Yea: 5, Nay: 0

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

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

Mr. Laurence Beliel: Yea
Ms. Debbie Leaming: Yea
Ms. Gay Norris: Yea
Ms. Rachel Shuey: Yea
Mr. J.D. Soulek: Yea
Yea: 5, Nay: 0

10. Discussion and vote to approve or not approve consulting with Winterrowd Talley architects on renovation of the welding area.

vote to approve consulting with Winterrowd Talley architects on renovation of the welding area. passed with a motion by Mr. Laurence Beliel and a second by Mr. J.D. Soulek.

Mr. Laurence Beliel: Yea
Ms. Debbie Leaming: Yea
Ms. Gay Norris: Yea
Ms. Rachel Shuey: Yea
Mr. J.D. Soulek: Yea
Yea: 5, Nay: 0

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

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

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

Yea: 5, Nay: 0

12. Vote to approve contract renewals for employees listed on Appendix C (Support Staff)

Motion to approve contract renewals for employees list on Appendix C (Support Staff) passed with a motion by Ms. Gay Norris and a second by Ms. Debbie Leaming.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 5, Nay: 0

13. Discussion and vote to approve or not approve the hiring of a Culinary Services Coordinator.

Motion to approve hiring Mandy Farmer as the Culinary Services Coordinator. passed with a motion by Ms. Debbie Leaming and a second by Ms. Rachel Shuey.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 5, Nay: 0

14. New Business

15. Board Comment

16. Adjournment