

Pioneer Technology Center Board of Education Special Meeting  
Monday, October 7, 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- Goals Report Out, Team Representatives

Carol Lynes- Student services  
Brenda Pollak- Culinary  
Molly Kyler- Admin Team  
Markesha Duggan- AT&D  
Ian Freeman- BIS  
Carl Storm-BIS Safety Team  
Angie Ogden- Communications & Marketing  
Kahle Goff- Culinary Services  
Kendra Knight-Director Team  
Mike Orr-Facilities Team  
Stacey Rush-Finance Team  
Scott Overman- Systems  
Robbin Seymour- PN

5. Discussion and vote to approve or not approve the Minutes of the September 10, 2024, regular Board of Education meeting

Motion to approve the Minutes of the September 10, 2024 regular Board of Education meeting passed with a motion by Ms. Gay Norris 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: Absent  
Yea: 4, Nay: 0, Absent: 1

6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (General Fund #50548-50715 in the amount of \$328,983.95; Building Fund #50016-50017 in the amount of \$6,200.00; Payroll #70157-70172 in the amount of \$87,273.30)

Motion to approve the Financial Reports, Activity Fund report, Encumbrance and Change Order lists as presented passed with a motion by Ms. Debbie Leaming 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: 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

Ben Evans and Janet Schwabe met with FTP students who are interested in preparing a business idea for the Student Pitch-Off competition. The students will have until November to prepare their plans and can meet further with Ben and Janet to refine their ideas. The Pitch-Off will be held on November 19th. The September PN cohort started on the 19th. We have 17 new nursing students and 56 total including the PN Select students.

PTC hosted the B&I Breakfast for the Cosmetology sector in September. Sixteen participants were in attendance, with three related businesses represented. Discussion centered around legislative changes in licensing, apprenticeships, and additional training topics that can be brought to this area. Phillips 66 is currently renovating the Gas to Liquids facility to move safety training to that location. Molly, Carl Storm and the P66 team have been in discussion about the logistics of the move and other necessary items to begin utilizing the new space starting in January.

We have begun meeting weekly to gather necessary information and plan the remodel of the welding area. The goal is to have bids reviewed by the end of November, which will allow for board approval of the bids at the December meeting. The plan is to begin moving equipment in January and start exterior work at that time. By Spring break, we plan to have the current area cleared and the alternate welding space prepared for classes to resume after the break.

Between now and then we are working on the logistics of the necessary supplies, equipment and materials that will need relocated accordingly. We will hold our Fall capital planning meeting this month to review the preventative maintenance schedules, look at capital planning needs and determine priorities for this year's capital planning projects. We're also gathering information and will be looking at district needs and repurpose for the ADPC property.

Amanda Perez-Vargas has submitted a letter of intent to resign in December 2025. The part-time

Children's Lab position has been filled.

B. Kahle Goff, Executive Director Full-Time Programs

8. Discussion and vote to approve or not approve the contract for participation in The Oklahoma Purchasing System (TOPS).

Motion to approve contract for participation in The Oklahoma Purchasing System (TOPS) passed with a motion by Ms. Gay Norris 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: Absent  
Yea: 4, Nay: 0, Absent: 1

9. Discussion and vote to approve or not approve list of proposed Board Meeting dates for 2025

Motion to approve list of proposed Board Meeting dates for 2025 passed with a motion by Ms. Debbie Leaming 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: Absent  
Yea: 4, Nay: 0, Absent: 1

10. Discussion and vote to approve or not approve a Resolution to the County Election Board calling for the annual election of a Board of Education member in Zone 3

Motion to approve a Resolution to the County Election Board calling for the annual election of a Board of Education member in Zone 3 passed with a motion by Ms. Rachel Shuey 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: Absent  
Yea: 4, Nay: 0, Absent: 1

11. Discussion and vote to approve or not approve FY25 Budget Appropriations as listed on Appendix A

Motion to approve FY25 Budget Appropriations as listed on Appendix A passed with a motion by Ms. Debbie Leaming 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: Absent  
Yea: 4, Nay: 0, Absent: 1

12. Discussion and vote to approve or not approve the purchases over \$10,000 as listed on Appendix B

Motion to approve the purchases over \$10,000 as listed on Appendix B 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: Absent  
Yea: 4, Nay: 0, Absent: 1

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

Motion to approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix C passed with a motion by Ms. Debbie Leaming 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: Absent  
Yea: 4, Nay: 0, Absent: 1

14. Discussion and vote to approve or not approve the hiring of a Grounds Maintenance/ Bus Driver

Motion to approve the hiring of Clay Massey as the Grounds Maintenance/ Bus Driver passed with a motion by Ms. Gay Norris 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: Absent  
Yea: 4, Nay: 0, Absent: 1

15. Board Comment

16. Adjournment