

Pioneer Technology Center Board of Education Regular Meeting  
Tuesday, July 8, 2025 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 Knight, Kahle Goff, Stacey Rush, Molly Kyler, Mike Orr, Terri Busch, Aimee Snyder and Kellie Johnson.

3. Flag salute and moment of silence

4. Reports and Presentations

Presentation of the 2025-2026 Marketing Plan - Terri Busch, Communications & Marketing Coordinator

5. Discussion and vote to approve or not approve the Minutes of the June 10, 2025, regular Board of Education meeting

Motion to approve the Minutes of the June 10, 2025, regular Board of Education meeting 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: Yea

Yea: 5, Nay: 0

6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (FY25: General Fund #51927-51940 in the amount of \$23,643.22; Building Fund #50089-50089 in the amount of \$31,629.00; Payroll-none) (FY26: General Fund #60001-60251 in the amount of \$2,121,978.18; Building Fund #60001-60005 in the amount of \$1,291,400.00; Payroll #70001-70148 in the amount of \$8,890,908.20)

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. Rachel Shuey.

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

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

8. Discussion and vote to approve or not approve the 2025-2026 Marketing Plan

Motion to approve the 2025-2026 Marketing Plan passed with a motion by Mrs Gay Norris 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: Yea  
Yea: 5, Nay: 0

9. Discussion and vote to approve or not approve FY26 contract with Burnett Security & Investigation to provided daily deposit services.

Motion to approve FY26 contract with Burnett Security & Investigation to provided daily deposit services. passed with a motion by Ms. Debbie Leaming and a second by Mr. J.D. Soulek.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Mrs 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 an employee benefit package with AirMedCare Network at an annual rate of \$75 per employee (total package \$8,100 annually).

Motion to approve an employee benefit package with AirMedCare Network at an annual rate of \$75 per employee. passed with a motion by Mrs Gay Norris and a second by Mr. J.D. Soulek.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Mrs 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 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 Ms. Rachel Shuey 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: Yea

Yea: 5, Nay: 0

12. Discussion and vote to approve or not approve the following list of fundraising activities: Extra Curricular Event Staffing, Apparel and Accessories Sale(s), Food or Other Product Sale(s), Silent Auctions(s), Garage Sale(s), Raffle(s), Pick-A-Date Calendar Drive, Community (Single-Occurrence) Event(s), Solicitation of donations - if a list of prospective donors is submitted with the fund-raiser request, Student organization dues, Projects approved in advance by the appropriate administrator and updates to policy DHA- Fund Raising Activities, Students

Motion to approve the following list of fundraising activities: Extra Curricular Event Staffing, Apparel and Accessories Sale(s), Food or Other Product Sale(s), Silent Auctions(s), Garage Sale(s), Raffle(s), Pick-A-Date Calendar Drive, Community (Single-Occurrence) Event(s), Solicitation of donations - if a list of prospective donors is submitted with the fund-raiser request, Student organization dues, Projects approved in advance by the appropriate administrator and updates to policy DHA- Fund Raising Activities, Students, including trade shows passed with a motion by Mrs Gay Norris and a second by Mr. J.D. Soulek.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Mrs Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 5, Nay: 0

13. Discussion, review and vote to approve or not approve policy FDC- Student Attendance

Motion to approve policy FDC- Student Attendance passed with a motion by Mrs Gay Norris 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: Yea

Yea: 5, Nay: 0

14. Discussion and vote to approve or not approve the 2025-2026 Full-Time Programs Handbook

Motion to approve the 2025-2026 Full-Time Programs Handbook 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: Yea

Yea: 5, Nay: 0

15. Discussion and vote to approve or not approve the 2025-2026 Practical Nursing Handbook

Motion to approve the 2025-2026 Practical Nursing Handbook passed with a motion by Ms. Rachel Shuey and a second by Mr. J.D. Soulek.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Mrs Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Yea

Yea: 5, Nay: 0

16. 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 & C.

Motion to approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix B & C. passed with a motion by Mr. J.D. Soulek 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: Yea

Yea: 5, Nay: 0

17. New Business

18. Board Comment

19. Adjournment