

Pioneer Technology Center Board of Education Regular Meeting  
Tuesday, June 9, 2026 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, Aimee Snyder, Terri Busch and Kellie Johnson.

3. Flag salute and moment of silence
4. Reports and Presentations

Small Business Development Centers (SBDC) — Ben Evans, Entrepreneurial Services Coordinator

Ben Evans gave a report that SBDC started in 2020. He gave the state and local statistics for SBDC. Mrs. Leaming asked how someone knows to come to you? Ben stated that sometimes it depends on a website lookup or being requested. The bank can request us to step in and help the client as well. We serve clients all over the state. Currently, we have 40 business plans that we are working through.

5. Discussion and vote to approve or not approve the Minutes of the May 12, 2026 regular Board of Education meeting

Motion to approve the Minutes of the May 12, 2026 regular Board of Education meeting 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

6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (General Fund #61893-62017 in the amount of \$114,956.29; Building Fund #60089-60097 in the amount of \$130,551.67; Payroll #70191-70205 in the amount of \$34,203.21)

Motion to approve the Financial Reports, Activity Fund Report, and Encumbrances & Change Order Lists as presented 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

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. Kahle Goff, Director of Full-Time Programs

8. Discussion and vote to approve or not approve the superintendent's travel to Charlotte, North Carolina, for the CTE Superintendents' OkACTE benchmarking trip on September 13–16, 2026

Motion to approve the superintendent's travel to Charlotte, North Carolina, for the CTE Superintendents' OkACTE benchmarking trip on September 13-16, 2026 passed with a motion by Mrs Gay Norris and a second by Ms. Debbie Leaming.

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 the 2026-27 Basic Peace Officer Certification handbook.

Motion to approve the 2026-27 Basic Peace Officer Certification handbook. passed with a motion by Mrs Gay Norris and a second by Ms. Debbie Leaming.

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 the annual contract with Adira for cybersecurity management in the amount of \$28,875

Motion to approve the annual contract with Adira for cybersecurity management in the amount of \$28,875 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

11. Discussion and vote to approve or not approve the Agreement for Representation between Pioneer Technology Center and its Board of Education and Rosenstein, Fist & Ringold. This is an agreement for legal services, including, but not limited to, legal advice, consultation and representation for FY27.

Motion to approve the Agreement for Representation between Pioneer Technology Center and its Board of Education and Rosenstein, Fist & Ringold. This is an agreement for legal services, including, but not limited to, legal advice, consultation and representation for FY27. passed with a motion by Ms. Rachel Shuey 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

12. Discussion and vote to approve or not approve the FY27 contract with Burnett Security & Investigation to provide daily deposit services for an amount up to \$5,000

Motion to approve the FY27 contract with Burnett Security & Investigation to provide daily deposit services 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

13. Discussion about moving forward with an architect and construction manager for the remodel of Precision Machining

14. Discussion and vote to approve or not approve a Resolution requesting FY27 Temporary Appropriations for General Fund and Building Fund: and a Resolution authorizing the school treasurer/deputy treasurer to invest excess funds during FY27.

Motion to approve a Resolution requesting FY27 Temporary Appropriations for General Fund and Building Fund: and a Resolution authorizing the school treasurer/deputy treasurer to invest excess funds during FY27. passed with a motion by Ms. Debbie Leaming 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

15. Discussion and vote to approve or not approve the close out and transfer of balances from the following Activity Fund sub-accounts to the General Fund on June 30, 2026. (Petty cash, bookstore revenue, equipment sales, facilities rental, ABE testing fees, incubator rents, incubator utilities, miscellaneous, resale, shop revenue, day tuition, AT&D tuition, IT&D tuition, safety tuition, SHARE/Local).

Motion to approve the close out and transfer of balances from the following Activity Fund sub-accounts to the General Fund on June 30, 2026. (Petty cash, bookstore revenue, equipment sales, facilities rental, ABE testing fees, incubator rents, incubator utilities, miscellaneous, resale, shop revenue, day tuition, AT&D tuition, IT&D tuition, safety tuition, SHARE/Local). 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

16. Discussion and vote to approve and not approve the Activity Fund Subaccounts for FY27 as listed on Appendix A.

Motion to approve the Activity Fund Subaccounts for FY27 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

17. Discussion and vote to approve or not approve the adoption of the annual insurance resolution and proposed insurance policies renewal, for FY27, as listed on Appendix B.

Motion to approve the adoption of the annual insurance resolution and proposed insurance policies renewal, for FY27, as listed on Appendix B. 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

18. Discussion and vote to approve or not approve the appointment of Aimee Snyder as School Treasurer and Purchasing Agent; Erin Mercer as Deputy Treasurer; Katy Mayer as Encumbrance Clerk and Activity Fund Custodian and Carol Cales as Activity Fund Clerk for FY27.

Motion to approve the appointment of Aimee Snyder as School Treasurer and Purchasing Agent; Erin Mercer as Deputy Treasurer; Katy Mayer as Encumbrance Clerk and Activity Fund Custodian and Carol Cales as Activity Fund Clerk for FY27. passed with a motion by Ms. Debbie Leaming 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

19. Proposed Executive Session to discuss the FY27 salary schedules and staffing plan per Okla. Stat. Title 25, 307(B)(1).

20. Vote to convene in Executive Session

Motion to convene in Executive Session passed with a motion by Mr. J.D. Soulek 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

21. Acknowledge return of the Board to Open Session

22. Board President statement of Executive Session minutes

23. Motion and vote to approve FY27 salary schedules and staffing plan.

Motion to approve FY27 salary schedules and staffing plan. 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

24. Discussion and vote to approve or not approve individuals on part-time and temporary employment contracts, and addenda to contracts

Motion to approve individuals on part-time and temporary employment contracts, and addenda to contracts passed with a motion by Mr. Laurence Beliel 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

25. Discussion and vote to approve or not approve hiring an AEFL(Adult Education Financial Literacy) Coordinator/Instructor

Motion to approve hiring Bud Valerius as the AEFL(Adult Education Financial Literacy) Coordinator/Instructor 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

26. New Business

27. Board Comment

28. Adjournment