

**NORTHWEST TECHNOLOGY CENTER, SCHOOL DISTRICT #10
REGULAR BOARD MEETING AGENDA**

**June 5, 2017 * 5:00 p.m. * Alva Campus Board Room
1801 11th Street * Alva, Oklahoma 73717**

The Board may discuss, make motions, and vote upon all items appearing in this agenda. Such votes may be to approve, disapprove, or table any agenda item.

1. Invocation

2. Call to order and roll call of members and confirmation of quorum

3. Consent agenda: The following items may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

A. Minutes of regular board meeting of May 1, 2017

B. Items to be declared as surplus property to be disposed of by the district
(Board Action)

4. Financial Report: Consent Agenda: The following items may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

A. Encumbrances from the general fund for purchase order numbers 1437-1587 and 70070-70078 in the amount of \$187,101.52

B. Change orders from the general fund for purchase order numbers in a range from 33 to 70069 in the amount of (\$65,585.15)

C. Treasurers Report

D. Changes to appropriations in general fund and building fund with no change in bottom line total

E. Activity fund reports and adjustments
(Board Action)

5. Superintendent's Report:

FY 2016-2017:

A. Discussion and possible action on the transfer (clear out) of certain accounts in the Activity Fund to the General Fund. (Possible Board Action)

B. Report of students placing at contests.

C. Discussion and possible action to purchase carpet for the Alva and Fairview Campuses. (Possible Board Action)

D. Consent agenda: The following items may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

Discussion and possible action on the following Extra Duty Contracts:

1. Contract for Ashlee Smart to attend the Math Ready Instructor Training June 12-14, 2017 in Oklahoma City.

2. Contract for Janette Blevins to transport FCCLA Student State Officer to District Officer Training June 7 and 9 and Rookie Camp June 14 and 16.

3. Contract for Brooke Meyer to transport HCC Student State Office to District Officer Training June 2, 2017.

4. Contract for Michael "JP" Parker, Welding Instructor at the Fairview Campus to attend TIG Training June 19th to June 23 at Cowley County Community College in Arkansas City, Kansas.

(Possible Board Action)

FY 2017-2018:

A. Consent Agenda: The following items may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

1. Appointment of Gerald Harris as official purchasing agent and authorized agent for receipt and disbursement of federal funds
2. Appointment of Gina Kendrick as encumbrance and minute clerk and alternate purchasing agent
3. Appointment of Woods County Treasurer, David Manning, as the Treasurer for the District
4. Appointment of Activity Fund Custodians and Co-Signers
5. Approval of Activity Fund Accounts for Alva and Fairview Campuses
6. Approval of Investment Resolutions with Woods and Major Counties
7. Approval of AFPlanServ as our 403(b) Plan Administrator and the following companies as members of our plan: ING for Teachers' Retirement System, Aspire Financial Services 403(b)ASP, American Fidelity Assurance, and Ameriprise Financial Services (NBS)
8. Approval of American Fidelity as our 457 Plan Administrator
9. Approval out-of-state travel and pay expenses incurred for BIS Training/Consultations, Student Organization Conferences, Board Conferences and other Staff Conferences as recommended by the Superintendent
10. Approval of 2017-2018 Temporary Appropriations and Budget.

(Possible Board Action)

B. Consent Agenda: The following items may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

Discussion and possible action to approve the following FY2018 updates:

1. Strategic/Continuous School Improvement Plan
2. Capital Improvement Plan
3. Professional Development Plan
4. Technology Plan, which includes compliance with the requirements of the Children's Internet Protection Act as codified at 47 U.S.C. § 254(h)
5. Marketing Plan

(Possible Board Action)

C. Consent Agenda: The following items may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

Discussion and possible action to approve the renewal of memberships/agreements with the following:

1. OSSBA Membership.
2. NSBA Membership.
3. Agreement with Technology Centers Aerospace/STEM Cooperative with Canadian Valley Technology Center acting as fiscal agent.
4. Agreement with Rosenstein, Fist and Ringold for possible attorney services and policies.
5. Agreement with City of Alva for Student Resource Officer.
6. Agreement with the Major County Sheriff's Officer for a Student Resource Officer.
7. Agreement/Lease contract with NWOSU for the athletic practice field at Alva.
8. Agreement/Lease contract with John Gosney for the farm ground at the Fairview Campus.
9. Agreement with Woods County to employ council and pay pro-rated various shares with entities.

(Possible Board Action)

D. Consent Agenda: The following items may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

Discussion and possible action to approve the renewal of the following insurance policies:

1. Renewal with OSIG for Legal Liability, Fleet, Property and General Liability Insurances for both the Alva and Fairview Campuses.
2. Renewal with OSAG for Workers' Compensation Insurance.
3. Renewal of Surety Bonds for Superintendent and Financial Officers pursuant to title 70, § 5-116a (2009).

(Possible Board Action)

E. Consent Agenda: The following items may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more items will be removed from the consent docket and acted upon separately.

Discussion and possible action to approve extra duty contracts for:

1. Tami Frascht for Webmaster and College Transition/Continuous School Improvement Coordinator
2. Sharee' Madsen for Electronic Media Coordinator for the Fairview Campus
3. Robert Watson for Designated Administrator for Alva and Fairview Campuses
4. Debra Button and Troy Hutchison for Health Explorers
5. Brooke Meyer to transport HCC Officer to Officer Training Camp July 11, 2017

(Possible Board Action)

F. Proposed executive session to discuss the Superintendent's recommendation for the FY2018 Salary Schedule and other salary adjustments/contracts (see list of employees to follow) so that the Board can return to open session and take possible action on the FY2018 Salary Schedule and other salary adjustments/contracts. (25 O.S. § 307 (B)(1)) (Possible Board Action) See full list of employees to follow.

G. Possible vote to convene in executive session. (Possible Board Action)

H. President's acknowledgement of the board's return to open session.

I. Clerk's executive session compliance announcement.

J. Discussion and possible action to approve the Superintendent's recommendation for the salary schedule and other salary adjustments/contracts. (Possible Board Action)

K. Discussion and possible action to approve a contract with the Woods County Economic Development Committee (Possible Board Action)

L. Discussion and possible action on the adoption of the comprehensive new and revised policies in the manual presented to the board of Education. (Possible Board Action)

M. Discussion and possible action to approve tuition and fees for FY2018.

N. Discussion and possible action to send Board Members and Administration to OSSBA/CCOSA conference August 25-28, 2016 and pay expenses. (Possible Board Action)

O. Report of FY 2018 Lottery Award "Video Production Utilizing Emerging Digital Technology".

P. Discussion of state budget cuts.

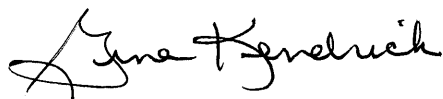
6. New Business:

7. Announcements:

July 10 – Next regular Board Meeting - Fairview

8. Adjourn

This agenda was posted on **June 2, 2017** at 4:50 p.m., on the doors of the Administration Offices at the Alva and Fairview campuses, and faxed to news media as of this date. Notice of Scheduled Board meetings for **2017** on file as of **November 8, 2016**, at the Woods County Court House.



Gina Kendrick, Business Manager

Attachment to June 5, 2017 Board Meeting Agenda

Reference - Item 5. F. – Proposed Executive Session to discuss the Superintendent’s recommendation for the FY 2018 Salary schedule and other salary adjustments/contracts.

List of all full-time Employees:

Administration:

Gerald W. Harris, EdD - Superintendent
Daren Slater – Assistant Superintendent Alva Campus
Colt Shaw – Assistant Superintendent Fairview Campus

Faculty:

Janette Blevins – Culinary Instructor Fairview
Dennis Bushman – Construction Trades Instructor Alva
Debra Button – Health Careers Certification Instructor Alva
Shawn Cusack – Biomed Instructor Fairview
Tami Frascht – Digital Design Instructor Alva
I. Jane Harris – Career Counselor Fairview
Karlea Irvin – Practical Nursing Instructor Alva
Karen Koehn – Career Counselor Alva
Kay Koehn – Career Center Coordinator Alva
Andrea Long – Business and Computers Instructor Alva
J. Sharee’ Madsen – Business and Computers Instructor Fairview
Amy McClure – Career Center Coordinator Fairview
Brooke Meyer – Health Careers Certification Alva
Jeffery Owen – Auto Collision Instructor Alva
Michael “JP” Parker – Auto Tech Instructor Fairview
Lane Pruett – Math Instructor Alva
Ron Rader – Auto Tech Instructor Alva
Jessica Schanbacher – Digital Design Instructor Fairview
Jennifer Shaw – Biomed Instructor Alva
Ashlee Smart – Math Instructor Fairview
Tara Thomas – Practical Nursing Director/Instructor
Thure Tolson – Biomed Instructor Alva
Robert Watson – Auto Tech Instructor Fairview

(continued)

Professional Staff:

Melinda Barton – Director of Communications & Marketing A&F
Sharon Corder – Project HOPE Co-Coordinator
Charlotte Hadwiger – BIS/ACD Director Alva
Leonard Haight – BIS Safety Instructor Alva & Fairview
Gina Kendrick – Business Manager Alva & Fairview
Stephen Kliewer – BIS/ACD Director Fairview
V. Michelle McMurphy – BIS Health/Safety Instructor Fairview
Tammy Mustard – BIS Health Coordinator/Instructor Alva
Allan Poe – Agricultural Business Management Coordinator Alva & Fairview
Ashlee Sneary – Human Resources Manager/Financial Aid Director A&F
Shaylyn Weder – Network/Information Services Manager Alva & Fairview
Denise Whitehead – Project HOPE Co-Coordinator – Woodward
Sonja Williams – Economic Development Director Alva

Support Staff:

Elizabeth Bittle – Assistant Financial Officer Alva
Marcia Briant – Assistant Network/Information Services Manager Fairview
Kelley Burggraf – BIS/ACD Administrative Professional Fairview
Angela Flynt – Central Office Administrative Professional Alva
J. Shane Glover – Maintenance Fairview
Janice Harder – Assistant Financial Officer Fairview
ReNita Huebert – Custodian Fairview
Jessica Kriegh – BIS/ACD Administrative Professional Alva
John McGinnis – Custodian Alva
Gary Murrow – Maintenance Alva
F. Kathleen Nickel – Career Programs Administrative Professional Alva
Shelly Nightengale – Custodian Fairview
Amanda Robinson – Central Office Administrative Professional Fairview
Scott Sibley – Custodian Alva