



## MERIDIAN TECHNOLOGY CENTER

October 2, 2023

### FINAL AGENDA

TO: Meridian Technology Center Board of Education

FROM: Doug Major, Superintendent/CEO

SUBJECT: Regular Monthly Board Meeting, 12:00 p.m., Tuesday, October 3, 2023 Room A101, Meridian Technology Center, 1312 South Sangre Road, Stillwater, Oklahoma.

The Board will meet in B105 for a snack lunch at 11:00 a.m. No school board action will be discussed or taken; therefore, no agenda items are listed in connection with this period prior to convening of the board of education meeting.

1. Call to order, roll call and establish a quorum
2. Pledge of Allegiance by Sherri Huneycutt
3. Introduction of those present (President will ask the audience to introduce themselves)
4. Reports, Presentations and Comments from the Audience (as per Policy B-109-A)
  - A. Dustin Hicks, Director of Instruction and Stephanie Hara, Instructor, BioMedical will demonstrate the new Anatomage Table purchased with Lottery Grant Funds.
5. Superintendent's Reports and Anticipated Discussion by Board and Staff
6. Consent Agenda:

All of the following items, which concern reports and items of a routine nature normally approved at board meetings, will be approved by one vote unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration and approval of the following items:

- A. Minutes of the September 7, 2023, meeting of the board of education
- B. Encumbrances for FY24  
GF – 40006; 40114; 40722-40917; 70083; 70369-70428
- C. Revenue Report
- D. Treasurer's Report
- E. Book Value of Pledged Securities Report
- F. Revised Activity Fund Reports for July 30, 2023 and August 30, 2023

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- G. Activity Fund Report as of September 30, 2023
  - H. Declare Surplus Property as listed on Attachments A
  - I. Revised Performance Review Guidelines
7. Action to be considered:
- A. Discussion and vote to approve or disapprove the FY24 Budget
  - B. Discussion and vote to approve or disapprove removing from the table the following policy changes and considering them for adoption:
    - i. P302-A, Professional Staff Recruitment Posting of Vacancy/Hiring
    - ii. P304-A, Support Staff
    - iii. P310-A, Leave
    - iv. P313-A, Sick Leave Sharing Program
    - v. P325-A Reduction in Force – Administrative, Non-Certified and Support
    - vi. P325-B, Reduction in Force, Certified Personnel
    - vii. P340-A, General Ethics Policy
    - viii. I455-A, District Wide Parental Involvement
    - ix. I427-B, Transgender and Nonbinary Student Records
8. Proposed executive session to discuss the employment, hiring, appointment, and promotion, demotion, disciplining or resignation of individual salaried public officers or employees. Executive Session Authority Oklahoma Statutes, title 25, Section 307(B)(1). The Board may discuss the following:
- A. Employment of and contract for Scott Schaefer, Director, South Campus, September 14, 2023 – June 30, 2024.
  - B. Employment of and contracts for Short Term Adult Instructors for 2023-24 as listed on Attachment B
  - C. Employment of and contracts for Support Employees for the periods as listed on Attachment C
  - D. Employment of and contracts for Temporary Employees as listed on Attachment D
9. Motion and vote to convene in Executive Session
10. Return to Open Session and Board President's statement of Executive Session minutes
11. Discussion and vote to approve or disapprove the following:
- A. Employment of and contract for Scott Schaefer, Director, South Campus, September 14 2023 – June 30, 2024.
  - B. Employment of and contracts for Short Term Adult Instructors for 2023-24 as listed on Attachment B
  - C. Employment of and contracts for Support Employees for the periods as listed on Attachment C
  - D. Employment of and contracts for Temporary Employees as listed on Attachment D

12. New Business – This business, in accordance with Title 25 Oklahoma Statutes, Section 311 (A)(9), is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting this agenda
13. Announcements
14. Motion to adjourn the meeting

Note: "The Board may discuss, make motions, and vote upon all matters appearing on this agenda. Such votes may be to adopt, reject, table, reaffirm, rescind, or take no action on any agenda matter."

POSTED: Administration Building -- Meridian Technology Center  
October 2, 2023, 11:00 a.m.

*Schelina Burnett*

Schelina Burnett, Minutes Clerk  
Meridian Technology Center Board of Education

**Attachment A**  
**October 3, 2023**  
**Surplus List**

<b>Description</b>		<b>Quantity</b>
AC Adapters		1 Box
Air Conditioning/Refrigeration Books		7 Boxes
Chair		1
Computer		12
Computer, Mac All in One		8
Credit Card Machine	Discard	1
DEF Pump	Discard	1
Docks, Microsoft Surface		1 Bag
Laptop		10
Miscellaneous Office Supplies		1 Box
Monitor Arms		1 Box
Monitor Bases		1 Box
Monitor Stands		1 Box
Monitors		14
Scrap Copper		4 Boxes
Switch		1
Switch & Transmitter		1
Tire Balancer		1
Tire Machine with Strong Arm		1
TV	Discard	1

## Attachment B

October 3, 2023

Instructor	Course	Beginning Date	Ending Date	PO#
<b>Computer Training Services</b>				
Gillman, Kristen	Word for the Absolute Beginner	09/12/2023	09/12/2023	70384
Haar, Amie	Canva for your Business – South Campus	09/28/2023	09/28/2023	70407
Hicks, David	Cutting the Cord- South Campus	10/05/2023	10/05/2023	70419
Hicks, David	Cutting the Cord – South Campus	11/14/2023	11/14/2023	70418
<b>Film/Special Projects</b>				
Eastham, Kyle	So, You Want to Be an Extra	09/06/2023	09/06/2023	70368
Richardson, Benjamin	Making a Short Film	09/11/2023	09/15/2023	70381
<b>Short Term</b>				
Adney, David	Defensive Driving	09/12/2023	11/09/2023	70385
Barton, LeeAnn	Gardening Outside the Box	09/20/2023	09/20/2023	70406
Blakey, Lilyan	Braiding Techniques	09/11/2023	09/11/2023	70382
Collins, Celia	Short Term Instruction	09/07/2023	12/20/2023	70373
Compton, Chad	Small Engine Repair	10/02/2023	11/01/2023	70417
Conaway, Joshua	Short Term Instruction	09/25/2023	12/04/2023	70416
Greer, Whitney	Cookie Decorating Basics	09/13/2023	09/13/2023	70389
Holder, Travis	Machining Instruction	09/12/2023	12/21/2023	70383
Klumpp, Cynthia	Canning Basic	09/14/2023	09/14/2023	70396
Marshall, Marjorie "Brook"	Floral Design	09/18/2023	11/06/2023	70399
Matteson, Chris	Ready Set Retire	09/12/2023	09/14/2023	70386
Montoya, Reynaldo	Forklift Certification – South Campus	09/12/2023	09/12/2023	70387
Polhemus, Jan	Short Term Instruction	09/07/2023	12/20/2023	70372
Salas-Ocampo, Ana	Spanish Instruction	09/05/2023	09/28/2023	70366
Schlesinger, Blake	Multicopter Drone Flight Training Basics	09/18/2023	09/25/2023	70398
Scott, Justin	Bee Keeping	09/05/2023	09/07/2023	70367
Sloan, Randee	Intro to Business Startup and Tax Basics	09/26/2023	09/26/2023	70420
Torres, Gabriela	Spanish for Law Enforcement	09/19/2023	10/17/2023	70404
<b>Short Term Medical</b>				
Brakhage, Jennifer	Nurse Aide Skills Evaluation	09/25/2023	12/31/2023	70412
Colasacco, Keith	Short Term Instruction	09/25/2023	12/31/2023	70415
Goode, Katie	Photography Instruction – South Campus	09/12/2023	09/21/2023	70374
Luckey, David	Short Term Instruction	09/19/2023	12/31/2023	70405
Luckey, David	Airport Medical Responder	09/28/2023	10/11/2023	70423
Webb, Darla	Short Term Instruction	09/13/2023	12/31/2023	70388

Beginning and Ending dates are subject to change due to extenuating circumstances.

**Support Employees Contracts**

<b>Employee</b>	<b>Position</b>	<b>Beginning Date</b>	<b>Ending Date</b>
Cottom, Cheryl	Substitute Teacher	09/11/2023	06/30/2024
Dillon, Aiden	Culinary Arts Assistant – Hot Food Production	09/14/2023	06/30/2024
Lee, Audrey	Substitute Teacher	09/19/2023	06/30/2024
Rivera-Morales, Ariana "Carolina"	Temporary Support – Career Planning Center	10/02/2023	06/30/2024
Schwenk, George	Substitute Teacher	09/19/2023	06/30/2024

Temporary Employees Contracts

Employee	Position	Beginning Date	Ending Date
Baker, Tammy	Temporary Support – Finance	09/18/2023	06/30/2024