Moore Norman Technology Center
Regular Board Meeting Minutes
May 26, 2016; 5:30 PM
4701 12th Avenue NW
Norman, OK
Conference Room A-200

Attendance Taken at 5:29 PM:

Present Board Members:
Mrs. Joan Barker
Mr. Glen Cosper
Mr. Andy Sherrer
Dr. Max Venard

Absent Board Members:
Mrs. Pam Lewis

I. Pledge of Allegiance

II. Call to Order and the Recording of Members Present and Absent

III. Miscellaneous Public Comment

Comments:
In accordance with Board Policy #632, "Any person, desiring to speak to the Board of Education must meet the standards and comply with the procedures set forth below:
a. A specific agenda item, or
b. A topic which involves the operation of MNTC and, also, is a matter over which the Board of Education of MNTC can exercise control and jurisdiction.
c. In order to make a presentation about an item which is not on the agenda for the scheduled meeting, the speaker must be a resident of the MNCTC School District, current student, or parent/guardian or spouse of a current student.
d. Loud, profane, abusive, threatening and/or discourteous speech and/or conduct will not be tolerated.
e. Each speaker is limited to a maximum of three minutes."
IV. Recognition, Reports and Presentations

IV.A. Strategic Planning Update - Jane Bowen

V. Consent Agenda:

Comments:
All of the following items, which concern reports and items of a routine nature normally approved at a board meeting, will be approved by one board 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:

V.A. Minutes of April 21, 2016 Regular Board Meeting
V.B. Minutes of May 11,2016 Special Board Meeting
V.C. Monthly Financial Reports (Treasurer/Activity Fund)
V.D. General Fund Encumbrance numbers 12931-13149, Building Fund numbers 20411-20441 and Bond Account numbers 40001-40005
V.E. Declare Items as Surplus Property and Authorize Sale of Said Items
V.F. Renew Cooperative Agreement with The Gooden Group
V.G. Renew Clinical Contracts:
  V.G.2. HPC-Human Performance Centers
  V.G.3. McBride Orthopedic Hospital/Orthopedic Hospital Clinic
  V.G.4. Orthopedic and Sports Medicine (OSC)
  V.G.5. Equi-Center Veterinary Hospital
  V.G.6. Sooner Veterinary
  V.G.7. Summit Veterinary Hospital
  V.G.8. Southwest Veterinary Hospital
  V.G.9. Main Street Veterinary Hospital
  V.G.10. Moore Public Schools
  V.G.11. Therapy in Motion
  V.G.12. Arbor House
  V.G.13. OCOM
  V.G.14. Noble Public Schools
  V.G.15. Among Friends
  V.G.16. Greenbrier Veterinary
  V.G.17. Physical Therapy Central
V.G.18. Welcome Home
V.G.19. Penn South Pet Clinic
V.G.20. Thunderbird Veterinary Hospital
V.G.21. Norman Public Schools
V.G.22. Boyer Veterinary Clinic
V.G.23. Rock Knoll Animal Hospital
V.G.24. Sommerset Assisted Living Residence
V.G.25. Swaim's Serum Company (Veterinary Clinic)
V.G.26. Oklahoma Physical Therapy
V.G.27. Norman Physical Therapy
V.G.28. University Animal Hospital
V.G.29. Community Hospital Outpatient Therapy
V.G.30. Noble Health Care Nursing Home
V.G.31. Southside Dog, Cat & Bird Clinic
V.G.32. Affordable Quality Care
V.G.33. Shields Animal Clinic
V.G.34. Valir Health, LLC
V.G.35. Full Circle Adult Day Care Center
V.G.36. Brookhaven Extensive Care
V.G.37. OKC Physical Therapy South
V.G.38. Scroggins Animal Hospital
V.G.39. Regional Physical Therapy
V.G.40. Central Oklahoma Community Mental Health Center
V.G.41. Grace Living Center
V.G.42. Cutting Edge Physical Therapy
V.G.43. Variety Care
V.G.44. Medical Park West Rehabilitation
V.G.45. Southside Family Care
V.G.46. Oklahoma Heart Hospital
V.G.47. VA Medical Center - OKC (Phlebotomy)

V.H. Shadow Nursing
V.I. Renewal of Technology Centers Cooperative Agreement (Statewide Marketing) FY 2016-2017
V.J. Renew Engagement Letter with Rahhal Henderson and Johnson, PLC
V.K. Renew Elevator Service Contract with Otis Elevator Company for FY 17 in the amount of $3,906.00
V.L. Renew Planned Maintenance Agreement with Clifford Power Systems for FY 17 to provide preventive maintenance and inspections of the Kohler Generator in the amount of $1,320.00

Motion Passed: Motion to approve Items A - L as presented passed with a motion by Dr. Max Venard and a second by Mr. Andy Sherrer.
Mrs. Joan Barker Yes
Mr. Glen Cosper Yes
Mrs. Pam Lewis Absent
Mr. Andy Sherrer Yes
Dr. Max Venard Yes

VI. Consider and Vote to Approve Superintendent's Personnel Recommendations:

VI.A. Letter of Retirement - Sandra Chrisman, Instructional Assistant, Service Careers
VI.B. Letter of Retirement - Michael Gwin - Facilities
VI.C. Employment of Certified Teacher - Ascend Program
VI.D. Employment of Part-Time Employees
VI.E. Rehire list for FY 2016-2017 School Year:
   VI.E.1. Non-Certified/Adult Program Administrators
   VI.E.2. Support Staff
   VI.E.3. Adult Program Contracts
   VI.E.4. Support Employees Hired Less than 12 Months

Comment:
VI.C. Kendel Hogan was recommended for the Ascend Program. Ms. Hogan is a National Board Certified Teacher and comes to us from Long Fellow Middle School.
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Motion Passed: Motion to approve Superintendent's Personnel recommendation as presented in A - E passed with a motion by Mr. Andy Sherrer and a second by Mr. Glen Cosper.
Mrs. Joan Barker Yes
Mr. Glen Cosper Yes
Mrs. Pam Lewis Absent
Mr. Andy Sherrer Yes
Dr. Max Venard Yes

VII. Consider and Vote to approve 2016 Summer School Contracts and Calendar

Comment:
Summer School is scheduled from June 6, 2016 – June 30, 2016. We are offering full and part time classes.

Motion Passed: Motion to approve 2016 Summer School Contracts and Calendar passed with a motion by Mr. Glen Cosper and a second by Dr. Max Venard
Mrs. Joan Barker Yes
Mr. Glen Cosper Yes
Mrs. Pam Lewis Absent
Mr. Andy Sherrer Yes
Dr. Max Venard Yes

VIII. Consider and Vote to Approve Agreement between Remote-Learner and Moore Norman Technology Center for 12 months of Moodle Support and Hosting and also Kaltura Video Streaming Service in the amount of $35,334.00

Comment:
We currently have 64 teachers activity using Moodle for 561 courses. We have 1423 active student users. We created 243 videos this school year and host 1346 total videos. At this time, our Moodle courses have 378,242 test questions.
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Motion Passed: Motion to approve Agreement between Remote-Learner and Moore Norman Technology Center for 12 months of Moodle Support and Hosting and also Kaltura Video Streaming Service in the amount of $35,334.00 passed with a motion by Mr. Andy Sherrer and a second by Mr. Glen Cosper.

Mrs. Joan Barker    Yes
Mr. Glen Cosper    Yes
Mrs. Pam Lewis    Absent
Mr. Andy Sherrer    Yes
Dr. Max Venard    Yes

IX. Consider and Vote Approve Purchase of Classroom and Office Furniture and Relocate the Existing Instructional Design and Development Modular Furniture to the IT Building for an amount not to exceed $43,000.00

Motion Passed: Motion to approve purchase of classroom and office furniture and relocation of IDD modular furniture to the IT building passed with a motion by Dr. Max Venard and a second by Mr. Andy Sherrer.

Mrs. Joan Barker    Yes
Mr. Glen Cosper    Yes
Mrs. Pam Lewis    Absent
Mr. Andy Sherrer    Yes
Dr. Max Venard    Yes

X. Consider and Vote to approve Renovation of A107, A109 and A110 in the Main Building to Relocate Cosmetology during the renovation of the "D" area for an amount not to exceed $24,500

Motion Passed: Motion to approve renovation of A107, A109 & A110 to relocate Cosmetology passed with a motion by Mr. Andy Sherrer and a second by Dr. Max Venard.

Mrs. Joan Barker    Yes
Mr. Glen Cosper    Yes
Mrs. Pam Lewis    Absent
Mr. Andy Sherrer    Yes
Dr. Max Venard    Yes
XI. Consider and Vote to approve Resolution for Schools and Libraries Universal Services (E-Rate) for 2016-17. This resolution authorizes filing of the Form 471 application(s) for funding year 2016-17 and the payment of the applicant's share upon approval of funding and receipt of services.

Motion Passed: Motion to approve E-Rate Resolution for FY 2016-2017 passed with a motion by Mr. Andy Sherrer and a second by Mr. Glen Cosper.

Mrs. Joan Barker     Yes
Mr. Glen Cosper      Yes
Mrs. Pam Lewis       Absent
Mr. Andy Sherrer     Yes
Dr. Max Venard       Yes

XII. Consider and Vote to approve Renewal of Security Contract with the Cleveland County Sheriff's Office for the FY 2017 in the amount of $237,741.84 to cover Salaries, Benefits, Administrative Fee, Fuel Purchase and Vehicle Maintenance

Comment:
This agreement will cover 4 deputies and 4 vehicles. Our plan is to have two deputies on duty at both the S. Penn and Franklin Rd Campus.

Motion Passed: Motion to approve Security Contract Renewal with Cleveland County Sheriff's Office passed with a motion by Mr. Glen Cosper and a second by Dr. Max Venard.

Mrs. Joan Barker     Yes
Mr. Glen Cosper      Yes
Mrs. Pam Lewis       Absent
Mr. Andy Sherrer     Yes
Dr. Max Venard       Yes
XIII. Consider and Vote to Renew Planned Service Agreement with Johnson Controls, Inc. for FY 2017 in the amount of $6,102.00

Comment:
Moore Norman’s heating and air conditioning systems are monitored through JCI’s Metasys and building and environmental systems.

Motion Passed: Motion to renew Johnson Controls, Inc. Planned Service Agreement passed with a motion by Dr. Max Venard and a second by Mr. Andy Sherrer.
Mrs. Joan Barker Yes
Mr. Glen Cosper Yes
Mrs. Pam Lewis Absent
Mr. Andy Sherrer Yes
Dr. Max Venard Yes

XIV. Consider and Vote to Approve the Purchase of 34 Laptop Computers, 59 Desktop Computers and 17 Tablet Computers from Dell in the Amount of $170,167.00 for District Staff

Comment:
MNTC staff computers have not been upgraded in four to six years. Only instructor computers have received upgrades during this time. We will work with the Moore and Norman School district to repurpose our old computers.

Motion Passed: Motion to approve computers for District staff in the amount of $170,167.00 passed with a motion by Mr. Andy Sherrer and a second by Mr. Glen Cosper.
Mrs. Joan Barker Yes
Mr. Glen Cosper Yes
Mrs. Pam Lewis Absent
Mr. Andy Sherrer Yes
Dr. Max Venard Yes
XV. Consider and Vote to Elect or Not to Elect Board Members for the Board of Directors of the Oklahoma Public School Investment Interlocal Cooperative

Comment:
Motion to Elect Ryan Owens (CCOSA), Don Ford (OROS), Tom Deighan(CCOSA), Howard Hampton (OASBO), Terry Grissom (OROS) and Roger Edenborough(OSSBA) as new members of the Board of directors of the Oklahoma Public School Investment Interlocal Cooperative (SSK001)

Motion Passed: Motion passed with a motion by Mr. Glen Cosper and a second by Dr. Max Venard.
Mrs. Joan Barker Yes
Mr. Glen Cosper Yes
Mrs. Pam Lewis Absent
Mr. Andy Sherrer Yes
Dr. Max Venard Yes

XVI. Consider and Vote to Award the Architect Services Contract for the Franklin Road Projects, in connection with the Bond Issue, to The Stacy Group, Inc.

Motion Passed: Motion to approve the Architect Service Contract for the Franklin Road Campus to The Stacy Group, Inc. passed with a motion by Dr. Max Venard and a second by Mr. Andy Sherrer.
Mrs. Joan Barker Yes
Mr. Glen Cosper Yes
Mrs. Pam Lewis Absent
Mr. Andy Sherrer Yes
Dr. Max Venard Yes

XVII. Consider and vote to Approve the ODCTE Memorandum of Understanding (MOU) for the Provision of Testing Services for Eligible Programs for which Certification and Licensure Testing is Required and Authorized for the Superintendent or her Designee to Approve all ODCTE Testing MOUs based on the Board Recommended Action
Motion Passed: Motion to approve Memorandum of Understanding with the Oklahoma Department of Career and Technology Education to include the services as presented passed with a motion by Mr. Andy Sherrer and a second by Mr. Glen Cosper.

Mrs. Joan Barker  Yes
Mr. Glen Cosper    Yes
Mrs. Pam Lewis     Absent
Mr. Andy Sherrer   Yes
Dr. Max Venard     Yes

XVIII. Consider and Vote to Approve Audit Service Contract for Eide Bailly, LLP for Fiscal Year 2017

Motion Passed: Motion to approve Audit Service Contract with Eide Bailly, LLP for FY 2017 passed with a motion by Dr. Max Venard and a second by Mr. Glen Cosper.

Mrs. Joan Barker  Yes
Mr. Glen Cosper   Yes
Mrs. Pam Lewis    Absent
Mr. Andy Sherrer  Yes
Dr. Max Venard    Yes

XIX. New Business

Comments:
In accordance with Oklahoma State Statute 25 Section 25 311(A)(9), this is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda. Agenda was posted on May 25, 2016 at 4:00 pm.

XIX.A. Accept Resignation Letter from Bradley Lowe- Evening Custodian
XIX.B. Accept Resignation Letter from Todd Rustadt – AST Instructor
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Motion Passed:  Motion to accept letters of resignations as presented in items XIX.A and XIX.B passed with a motion by Glen Cosper and a second by Max Venard.

Mrs. Joan Barker           Yes
Mr. Glen Cosper            Yes
Mrs. Pam Lewis             Absent
Mr. Andy Sherrer           Yes
Dr. Max Venard            Yes

XX.  Superintendent's Update:

  XX.A.  Student Organization Winners
  XX.B.  Summer Youth Academy starts June 6 - June 30, 2016
  XX.C.  Summer School scheduled June 6 - June 30, 2016

Comment:
  XX.A.  We had 104 students who placed 1st – 3rd place at State contest for BPA, Skills USA, DECA and HOSA. Thirteen other students placed in the top 10.

Other Updates:

Dr. Marcy Mack sent out information regarding the Career Tech System budget cuts. We will be taking an additional 12% cut. This comes out to approximately $650,000.00. We are looking at over $1.2 million cut in our budget. This is a major cut for Career Tech Systems and could affect our accreditation.

Lee Dow – Auto Service Instructor – received his Masters in Leadership Administration from OU.

Jerry McConnell is being awarded the National Safe Schools Leadership Award by the National Association of School Resource Officers.
XXI. **Consider and Vote to Move to Executive Session to Discuss:**

- **XXI.A.** Negotiations with MNTC Federation of Teachers Local # 4890 (25 O.S. Section 307 (b) (2), with a possible vote to be made after return to open session, and
- **XXI.B.** Salary and Benefits Packages for Non-Bargaining Employees (25 O.S. Section 207 (B) (1), with a possible vote to be made after return to open session

**Motion Passed:** Motion to move to Executive Session to discuss: A) Negotiations with MNTC Federation of Teachers Local # 4890 (25 O.S. Section 307 (b) (2), with a possible vote to be made after return to open session, and B) Salary and Benefits Packages for Non-Bargaining Employees (25 O.S. Section 207 (B) (1), with a possible vote to be made after return to open session passed with a motion by Dr. Max Venard and a second by Mr. Glen Cosper.

- Mrs. Joan Barker Yes
- Mr. Glen Cosper Yes
- Mrs. Pam Lewis Absent
- Mr. Andy Sherrer Yes
- Dr. Max Venard Yes

XXII. **Consider and Vote to Acknowledge Return of Board to Open Session**

**Motion Passed:** Motion to return Board to Open Session passed with a motion by Dr. Max Venard and a second by Mr. Andy Sherrer.

- Mrs. Joan Barker Yes
- Mr. Glen Cosper Yes
- Mrs. Pam Lewis Absent
- Mr. Andy Sherrer Yes
- Dr. Max Venard Yes
XXIII. Statement by Presiding Officer concerning the Minutes of Executive Session

The Board met in Executive session to discuss: Negotiations with MNTC Federation of Teachers Local # 4890 (25 O.S. Section 307 (B)(2), and Salary and Benefits Packages for Non-Bargaining Employees (25 O.S. Section 207 (B)(1). No vote was taken and no other items were discussed.

XXIV. Consider and Vote to Approve or Disapprove Ratified Negotiated Agreement with the MNTC Federation of Teacher Local # 4890 for the 2016-2017 School Year and Salary and Benefits Package for Certified Teaching Staff for FY 17

Motion Passed: Motion to approve Ratified Negotiation Agreement with the MNTC Federation of Teachers Local # 4890 for the 2016-2017 school year and Salary and Benefits Package for Certified Teaching staff for FY 17 as presented in XXI.A. passed with a motion by Mr. Andy Sherrer and a second by Mr. Glen Cosper.

Mrs. Joan Barker Yes
Mr. Glen Cosper Yes
Mrs. Pam Lewis Absent
Mr. Andy Sherrer Yes
Dr. Max Venard Yes

XXV. Consider and Vote to Approve or Disapprove FY 17 Salary and Benefits Package for Non-Bargaining Employees:

XXV.A. Support Staff - 12 Month
XXV.B. Support - 195 Day (7.5 hrs)
XXV.C. Support - 195 Day (8hr)
XXV.D. ParaProfessional - 12 Month
XXV.E. ParaProfessional - 195 Day
XXV.F. Technical - 195 Day
XXV.G. Professional - 12 Month
XXV.H. Non-Certified 195 Day Instructors
XXV.I. Administration
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**Motion Passed:** Motion to approve FY 17 salary and benefits package as presented in items XXI.B passed with a motion by Dr. Max Venard and a second by Mr. Andy Sherrer.

Mrs. Joan Barker       Yes
Mr. Glen Cosper        Yes
Mrs. Pam Lewis         Absent
Mr. Andy Sherrer       Yes
Dr. Max Venard         Yes

**XXVI. Adjourn:** 7:01 pm

ATTEST:

_____________________________________  ___________________________________
Presiding Officer     Minutes Clerk