Moore Norman Technology Center
Regular Board Meeting
December 17, 2015; 5:30 PM
4701 12th Avenue NW
Norman, OK
Conference Room 200

Attendance Taken at 5:30 PM:

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

I. Pledge of Allegiance

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

III. Administer Oath of Office to Board Member for Zone 1, Office 1. The Board Clerk will administer the Oath of Office to Pam Lewis, the incumbent for Zone 1, Office 1.

IV. Consider and Vote to re-appoint Board Officers

Comments: Due to the resignation of Board President, Larry Meek it was recommended that board members be reappointed.

Motion Passed: Motion to re-appoint Board Officers as follows: Joan Barker, Board President; Andy Sherrer, Vice President; Dr. Max Venard, Clerk; Glen Cosper, Assistant Clerk; Pam Lewis, Member 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         Yes
Mr. Andy Sherrer       Yes
Dr. Max Venard         Yes
V. 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 MNCTC and, also, is a matter over which the Board of Education of MNCTC 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.

VI. Recognition, Reports and Presentations

VI.A. Survey Results

VI.A.1. Pat McFerron - Senior Political Consultant and Lobbyist - CMA Strategies
VI.A.2. Sean Willis, Architect - The Stacy Group
VI.A.3. J.C. Leonard, Vice President - Stephen H. McDonald

Comments:
VI.A.1 Pat McFerron, Senior Political Consultant and Lobbyist with CMA Strategies, recently conducted a survey of 400 voters in the Moore and Norman school district. Overall we had favorable results and it was identified that the highest percentage of voters favored Moore Norman for reasons of education, preparing students for the workplace and job placement rates. 48% of the voters surveyed were in favor of a $60 million bond issue without knowing details about the Bond. Pat McFerron said that survey results were very favorable for a positive outcome for a bond election.

VI.A.2. Sean Willis, Architect, with The Stacy Group, spoke to the Board about a propose expansion and modernization of the Franklin Road and South Penn Campus. The Stacy Group presented a layout of proposed new building areas and improvements and a cost estimate of such improvements, modernization and new build.
VI.A.3. J.C. Leonard, Vice President of Stephen H. McDonald & Associates provided the Board with figures outlining the cost to taxpayers for a $60 million bond based on property value. Mr. Leonard also went over the bonding process and the time line before funds would be available to start the proposed construction project.

VII. 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:

VII.A. Minutes of November 12, 2015 Regular Board Meeting
VII.B. Monthly Financial Reports (Treasurer/Activity Fund)
VII.C. General Fund Encumbrance numbers 11955-12165 and Building Fund numbers 20248-20283
VII.D. Declare Items as Surplus Property and Authorize Sale of Said Items
VII.E. Partnership Agreement with Moore Public Schools and Norman Public Schools to Offer Academic Credit at MNTC

Motion Passed: Motion to Approve Consent Agenda Items as presented in Items A - E 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 Yes
Mr. Andy Sherrer Yes
Dr. Max Venard Yes

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

VIII.A. Letter of Resignation - Kenneth Wise - Custodian
VIII.B. Letter of Resignation - Shari Erickson - Bursar
VIII.C. Employment of Adult Development Training Coordinator
VIII.D. Employment of Part-Time Employees
Comments:

VIII.C. Traci Schauf was recommended to the Board for the Adult Training Coordinator position. Ms. Schauf comes to us from Francis Tuttle Technology Center where she was employed as the Curriculum Coordinator/Safety Trainer. Ms. Schauf has 15 years experience in coordinating and training.

Motion Passed: Motion to approve Superintendent's personnel recommendations as presented in items A - D 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 Yes
Mr. Andy Sherrer Yes
Dr. Max Venard Yes

IX. Consider and Vote to Approve or Disapprove Employment of Stephen H. McDonald & Associates, Inc. as Financial Consultant for the Purpose of the Bond Issue

Comments:
The firm of Stephen H. McDonald has served as Moore Norman Technology Center’s financial advisor for each year we have utilized the cash management program. It was recommended that we use Stephen H. McDonald as financial consultant for the proposed bond issue.

Motion Passed: Motion to approve Stephen H. McDonald & Associates, Inc. as financial consultant 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 Yes
Mr. Andy Sherrer Yes
Dr. Max Venard Yes
X. Consider and Vote to Approve Clinical Agreement with Southside Family Care to Provide a Clinical Site for our Medical Assisting Students

**Motion Passed:** Motion to approve clinical site agreement with Southside Family Care 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: Yes
- Mr. Andy Sherrer: Yes
- Dr. Max Venard: Yes

XI. Consider and Vote to Approve Clinical Site Agreement with Medical Park West Rehabilitation to Provide Clinical Site Training for our Nurse Aide and Practical Nursing students

**Motion Passed:** Motion to approve clinical site agreement with Medical Park West Rehabilitation 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: Yes
- Mr. Andy Sherrer: Yes
- Dr. Max Venard: Yes

XII. Consider and Vote to approve District-Wide Grounds Maintenance Contract with Joy's Landscaping, Inc.

**Comments:**
Quotes were sent to eight grounds maintenance companies. Three companies responded with Joy's Landscaping, Inc. being the lowest most responsible quote.
Motion Passed: Motion to approve district-wide grounds maintenance contract with Joy's Landscaping, Inc., the lowest most responsible quote, in the amount of $79,000.00 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  Yes
Mr. Andy Sherrer  Yes
Dr. Max Venard  Yes

XIII. Consider and Vote to Approve or Disapprove the Purchase of Diesel and Gasoline Fuel and Authorize Payment of Expenditures not to exceed $15,000.00

Motion Passed: Motion to purchase diesel and gasoline fuel for an amount not to exceed $15,000.00 and authorize payment for expenditure passed with a motion by Mr. Andy Sherrer and a second by Mrs. Pam Lewis.

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

XIV. Consider and Vote to Approve to Solicit Competitive Bids for Parking Lot Repairs at the South Penn Campus

Comments:
The parking lot at the South Penn campus has large cracks to the surface areas. These cracks are significant enough that they have become a safety hazard to our staff and clients. All of the parking lots require work that involves asphalt milling, crack sealing and seal coating to repair them.
Motion Passed: Motion to solicit competitive bids for parking lot repair at the South Penn Campus 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  Yes
Mr. Andy Sherrer  Yes
Dr. Max Venard  Yes

XV. Consider and Vote to Approve Atlas General Contractors, L.L.C., for Roof Repairs in the amount of $910,000.00 (lowest most responsible bid; Approve a Contingency Amount of $50,000.00, and authorize superintendent to approve expenditures as needed during repairs

Comments:
Bids were advertised in the Norman Transcript and bid packages were sent out to McGraw Hill Construction/Dodge Reports, Southwest Construction News Service and Bid News/iSqFt.bids. Seven vendors responded.

Motion Passed: Motion to approve Atlas General Contractors, L.L.C., for roof repairs in the amount of $910,000.00; Approve a Contingency Amount of $50,000.00, and authorize superintendent to approve expenditures as needed during repairs 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  Yes
Mr. Andy Sherrer  Yes
Dr. Max Venard  Yes

XVI. Consider and Vote to Approve Purchase of iDashboards Enterprise Education and Web License in the amount of $22,901.22

Comments:
As MNTC moves to a data-driven decision making model, we have identified the need for an MNTC Dashboard to track data. iDashboard is currently being used by Franics Tuttle and Tulsa Technology Center. iDashboard comes highly recommended and will integrate with CT-SIS.
Motion Passed: Motion to approve the purchase of iDashboards Enterprise Education and Web License in the amount of $22,901.22 passed with a motion by Mr. Andy Sherrer and a second by Mrs. Pam Lewis.

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

XVII. 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 December 17, 2015.

XVIII. Superintendent's Update:
XVIII.A. Christa Simmons received her National Certification in counseling.
XVIII.B. Steve Yadon received his Master's Degree in Education
XVIII.C. MNTC Holiday Breakfast, Dec. 18, 2015, 7:30 am, South Penn Campus

Comments:

XIX. Adjourn  7:06 pm

ATTEST:

_____________________________________  ___________________________________
Presiding Officer     Minutes Clerk