

# CV/TECH

CANADIAN VALLEY TECHNOLOGY CENTER (CV Tech) DISTRICT NO. 6  
El Reno Campus, Board Room Dr. Greg Winters Administration Building,  
6505 E. HWY. 66, El Reno , Oklahoma 73036  
Special Meeting Board of Education  
Thursday, November 10, 2022 5:30 PM

## Unapproved Minutes

Roll Call of Board of Education members and establish a quorum: Attendance taken at 5:30 p.m. Jimmie Vickrey: Present; Penny Jones: Present; Christy Stanley: Present; Dennis Crawford: Present; Dean Riddell: Present.

### Public Comment

No communication to the Board was presented or discussed.

Showcase: Kathy Knox, Director of Communications and Marketing, presented the Fall/Winter marketing plan which consists of newspaper ads, updated catalogs, mailouts, social media, and community involvement as part of an effort to create awareness of what CVTech has to offer. This plan includes not only full-time programs but also short-term courses. Reality Check, a presentation made to 8th graders on-site at CVTech, and Discovery Days, a presentation made at school sites to sophomores, were both successful. Employee spotlight: Bill Kramer met with Calumet Elementary School students and helped draft/create a newspaper. Breann Dowdle taught Alex Public School students photography skills earlier this fall.

Financial Report: Amanda Kennedy presented the financial report to the Board. Mrs. Kennedy reported on the following: 1) total cash and investments in the General Fund as of October 31, 2022 was \$19,714,989.81; 2) total cash and investments in the Building Fund as of October 31, 2022 was \$19,942,715.95. Mrs. Kennedy also presented the Sinking Fund Account on the following: The Sinking Fund Account total cash and investments as of October 31, 2022, was \$395,015.35.

### Administrative Reports:

- Foundation Board Retirees - John Grote and Pat Brookes were honored with an award presentation and luncheon on the Chickasha Campus last month.
- Rave App - Trent Pettigrew, Director of Safety and Security, updated the Board on the implementation of the app. He stated that 90% of emergencies on campuses are medical; therefore, it is necessary to have a way to communicate with faculty and staff quickly.
- Election Sites - Cowan Campus was open to the public for early voting and saw just under 5000 voters. El Reno campus was set up as a voting precinct with a participation of 270 voters.
- New State Director - Brent Haken, current Superintendent of Morrison Public Schools, is the new CareerTech State Director and will begin official duties in January 2023.
- Facilities Project - Kory Williams, Director of Facilities and Transportation, presented to the Board. A new software, Tripfinder, will be implemented to allow our 3 campuses to be aligned when requesting transportation. Chickasha Roof Project is wrapping up and the manufacturer warranty walk is to occur this month. Progress is being made on the construction of a room for the MILO simulator range which will be a part of the Emergency Services program and the new BPOC program beginning in the Spring. Cowan campus received landscaping updates and clean up in order to help with wash out and better presentment of the campus.

- CV Circle - 36 full-time employees who were previously CVTech full-time students will be recognized.

Personnel Report - Acting on behalf of the Board, Dr. Gayla Lutts has accepted the Resignation of the following employee(s):

Resignation of Michelle Overton, Child Care Cook, El Reno campus, effective October 21, 2022;  
Retirement of Laurie Malsom, Assessment Center Specialist, El Reno campus, effective February 1, 2023.

Proposed Executive Session to discuss Employment of the following personnel pursuant to 25 O.S. § 307 (B) (1) of the Open Meeting Act:

Employment of Terry Schmit, Maintenance Technician, El Reno campus effective October 31, 2022;  
Employment of Luke Hendershot, Instructional Assistant, Cowan campus effective October 24, 2022;  
Employment of Riley Attaway, Assistant Instructor, Cowan campus effective October 17, 2022;  
Employment of Roger Byars, FCI Instructor, effective November 14, 2022;  
Employment of Lori Cleveland, Instructional Assistant, El Reno campus effective November 1, 2022;  
Employment of Kristine Smith, Practical Nursing Instructor, Cowan campus effective November 14, 2022.

Motion not to convene into Executive Session made by Christy Stanley and seconded by Penny Jones, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action regarding employment of Terry Schmit, Maintenance Technician, El Reno campus effective October 31, 2022. This motion, made by Christy Stanley and seconded by Dean Riddell, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action regarding employment of Luke Hendershot, Instructional Assistant, Cowan campus effective October 24, 2022. This motion, made by Dennis Crawford and seconded by Penny Jones, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action regarding employment of Riley Attaway, Assistant Instructor, Cowan campus effective October 17, 2022. This motion, made by Dean Riddell and seconded by Christy Stanley, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action regarding employment of Roger Byars, FCI Instructor, effective November 14, 2022. This motion, made by Christy Stanley and seconded by Dennis Crawford, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action regarding employment of Lori Cleveland, Instructional Assistant, El Reno campus effective November 1, 2022. This motion, made by Dennis Crawford and seconded by Dean Riddell, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action regarding the employment of Kristine Smith, Practical Nursing Instructor, Cowan campus effective November 14, 2022. This motion, made by Penny Jones and seconded by Christy Stanley, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action in review of the Schedule of Regular Meetings for the Board of Education for calendar year 2023. (Addendum A). This motion, made by Christy Stanley and seconded by Penny Jones, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action of the following revisions to the Policy Manual:

A) Section 10, pg. 6-13 - Minor Student Residency revised October 20, 2022 (Addendum B); B) Section 11, pg. 12-31 - Title IX - Sex Discrimination and Sexual Harassment revised October 20,2022 (Addendum C); C) Section 3, pg. 17-20 - Federal Program Complaints revised October 20,2022 (Addendum D); D) Section 9, pg. 1-15 - Student Records revised October 20,2022 (Addendum E); E) Section 11, pg. 6-11 - Grievance Procedure for filing, processing and resolving complaints (other than Title IX) alleging discrimination, harassment, and retaliation revised October 20,2022 (Addendum F); F) Section 11, pg. 1-2 - Nondiscrimination revised October 20,2022 (Addendum G); G) Section 10, pg 3 - Student Admission Policy and Procedures for Full-Time Programs revised October 26,2022 (Addendum H). This motion, made by Penny Jones and seconded by Dennis Crawford, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action of the Research and Data Security Agreement between Canadian Valley Technology Center and Oklahoma State Regents for Higher Education. (Addendum I). This motion, made by Christy Stanley and seconded by Dean Riddell, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action regarding the Memorandum of Understanding between Dept of Career & Technology Education and Canadian Valley Technology Center for Adult Education & Family Literacy participants. (Addendum J). This motion, made by Dennis Crawford and seconded by Penny Jones, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action regarding the Memorandum of Understanding between Redlands and CVTECH Cowan campus to provide Principles of Biology with lab credit. (Addendum K). This motion, made by Dean Riddell and seconded by Christy Stanley, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action regarding the Memorandum of Understanding between Redlands and CVTECH Cowan campus to provide Principles of Biology with lab credit. This motion, made by Dean Riddell and seconded by Christy Stanley, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action regarding the Memorandum of Understanding between Redlands and CVTECH Chickasha campus to provide College Algebra, Trigonometry, and Calculus. This motion, made by Christy Stanley and seconded by Penny Jones, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action regarding the opening of the Basic Peace Officers Certification (BPOC) Academy for adult students held at the El Reno campus effective Spring Semester 2023. This motion, made by Dennis Crawford and seconded by Dean Riddell, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Abstain (With Conflict) - Yes: 4, No: 0, Abstain (With Conflict): 1

Discussion and possible board action to renew the software license agreement with TruOI for Instructional Services District Wide. (Addendum M). This motion, made by Penny Jones and seconded by Dean Riddell, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action regarding the Lemelson-MIT InvenTeam Grant Agreement. (Addendum N). This motion, made by Penny Jones and seconded by Dean Riddell, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action regarding the contract with E-Hazard Management, LLC. (Addendum O). This motion, made by Christy Stanley and seconded by Dennis Crawford, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

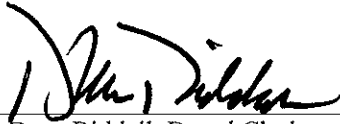
Discussion and possible board action regarding Business Professionals of America's Toy Drive fundraiser held on the El Reno campus hosted from November 11 to December 12, 2022. (Addendum P). This motion, made by Dean Riddell and seconded by Penny Jones, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Discussion and possible board action regarding CVTECH InvenTeam fundraiser held on the El Reno campus hosted from November 2022 to April 2023. (Addendum Q). This motion, made by Christy Stanley and seconded by Dennis Crawford, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

Consent Agenda. This motion, made by Dennis Crawford and seconded by Christy Stanley, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0

#### Adjournment (Vote)

Motion to adjourn at 6:28 p.m. This motion, made by Christy Stanley and seconded by Penny Jones, passed. Dennis Crawford: Yes, Penny Jones: Yes, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes - Yes: 5, No: 0



Mr. Dean Riddell, Board Clerk

STATE OF OKLAHOMA)

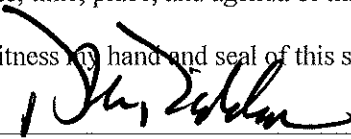
) SS:

COUNTY OF CANADIAN)

I, the undersigned Clerk of the Board of Education of Canadian Valley Area Vocational Technical School District No. 6 of Canadian County, Oklahoma, do hereby certify that prior to December 15th of the last calendar year, the date, time, and place of this regular meeting was filed with the office of the County Clerk of Canadian County, and Secretary of State of the State of Oklahoma.

I also certify that at least 24 hours prior to the meeting, excluding Saturdays and holidays, notice of the date, time, place, and agenda of this meeting was posted in prominent view at the location of the meeting.

Witness my hand and seal of this school district this 13<sup>th</sup> day of December, 2022.



Mr. Dean Riddell, Board Clerk

