



Canadian Valley Technology Center
Special Virtual and Physical Meeting
Dr. Greg Z. Winters District Administration Building (Building 200) Board Room,
El Reno Campus 6505 E. HWY. 66
El Reno, Oklahoma 73036
Tuesday, April 14, 2020 at 5:30 PM

Approved Minutes

This meeting was conducted via teleconferencing, via videoconferencing, and at a physical location.

Via Video conference: (Travis Posey - Member)
Physical Location: (Christy Stanley - President)
Physical Location: (Penny Jones - Clerk)
Physical Location: (Dean Riddell - Member)
Physical Location: (Jimmie Vickrey - Member)
Physical Location: (Gayla Lutts - Superintendent)
Physical Location: (Mauri Riggs - Minutes Clerk)

Roll Call of Board of Education members and establish a quorum: Attendance taken at 5:30 p.m.

Christy Stanley: Present; Penny Jones: Present; Dean Riddell: Present; Jimmie Vickrey: Present; Travis Posey: Present.

Showcase: Campus Director Highlights: Dr. Lutts introduced the three campus directors, Julie McCormick, Ronnie Bogle and Joe Meziere. Ronnie Bogle gave an update about the Chickasha Vex Robotics. This year Chickasha had four teams that competed in Vex robotics competitions. Three Teams qualified for State and two of them went head to head in the finals. All of the students that competed are Juniors and the hope is they all come back next year to compete again. Julie McCormick shared about the transition into distance learning.

She discussed that distance learning has been made possible because of the great connections that were already established with the instructors and students. Joe Meziere also discussed with the board distance learning and how it has been awe-inspiring to watch the instructors adapt so quickly especially with continued construction that is still taking place on the Cowan Campus.

Construction Report: Joe gave the Cowan construction report and presented photos of the project. The campus is preparing and waiting for the Fire Marshall to let them move into the new space so phase two can begin. Julie McCormick gave the report for the El Reno campus. She reported that the lettering on the outside of the new Aviation wing is being added as well as the plaques in the hallways. There are also some minor exhaust issues that are being worked on.

Financial Report: Tammy Ridgeway presented the financial report to the Board. Mrs. Ridgeway reported on the following: 1) total cash and investments in the General Fund as of March 31, 2020 was \$13,665,188.25; 2) total cash and investments in the Building Fund as of March 31, 2020 was \$22,830,710.44 3) CV Tech has collected 84% of estimated revenue in the General Fund vs. 84.73% this time last year not including carryover; 4) CV Tech has collected 92.14% of estimated revenue in the Building Fund vs. 88.60% this time last year not including the carryover. Mrs. Ridgeway also presented the Sinking Fund Account on the following: The Sinking Fund Account total cash and investments as of March 31, 2020, was \$1,820,613.71.

Administrative Reports: Dr. Gayla Lutts gave the administrative reports and highlighted that the leadership teams are having daily meetings to continue to look into cost saving measures as well as distance learning. The goal is to communicate expectations and stay connected with faculty, staff and students. Next, she discussed that each program is different as far as completing certifications. Leadership will continue to work with outside agencies to develop distance learning strategies for each program if the pandemic continues.

Personnel Report - Acting on behalf of the Board, Dr. Gayla Lutts has accepted the Resignation of the following employee(s): (Board Policy 2.2):

- a) Resignation of Jeremy Copeland, Technical Assistant, El Reno Campus effective March 13, 2020.
- b) Retirement of Terri Kirby, Practical Nursing Instructor, El Reno Campus effective June 30, 2020.
- c) Retirement of Angela Siegrist, Health Careers Instructor, Cowan Campus effective June 1, 2020.

Motion to approve personnel report. This motion made by Jimmie Vickrey and seconded by Penny Jones, passed.

Motion carried 5-0 (Stanley yes; Jones yes; Riddell yes; Vickrey yes; Posey yes)

Motion not to go into Executive Session to discuss Employment pursuant to 25 O.S. § 307 (B) (1) of the Open Meeting Act:

This motion made by Dean Riddell and seconded by Penny Jones, passed.

Motion carried 5-0 (Stanley yes; Jones yes; Riddell yes; Vickrey yes; Posey yes)

Motion to approve the Resolution to Change School Calendar and ensure employee pay for COVID-19 Pandemic (Addendum A).

This motion made by Jimmie Vickrey and seconded by Dean Riddell, passed.

Motion carried 5-0 (Stanley yes; Jones yes; Riddell yes; Vickrey yes; Posey yes)

Motion to approve the Resolution to Grant Emergency Power to the Superintendent due to the COVID-19 Pandemic (Addendum B).

This motion made by Travis Posey and seconded by Penny Jones, passed.

Motion carried 5-0 (Stanley yes; Jones yes; Riddell yes; Vickrey yes; Posey yes)

Motion to approve Temporary Tuition Refund and Leave of Absence Policy due to the COVID-19 Pandemic (Addendum C).

This motion made by Jimmie Vickrey and seconded by Dean Riddell, passed.

Motion carried 5-0 (Stanley yes; Jones yes; Riddell yes; Vickrey yes; Posey yes)

Motion to approve Health and Safety Policy in Response to the COVID-19 Pandemic (Addendum D).

This motion made by Dean Riddell and seconded by Penny Jones, passed.
Motion carried 5-0 (Stanley yes; Jones yes; Riddell yes; Vickrey yes; Posey yes)

Motion to approve Amendment to Facility use and License Agreement (Addendum E).
This motion made by Jimmie Vickrey and seconded by Dean Riddell, passed.
Motion carried 5-0 (Stanley yes; Jones yes; Riddell yes; Vickrey yes; Posey yes)

Motion to approve the purchase of furniture for the Cowan Campus in the amount of \$76,565.50 through OU State Furniture Contract #R-16000-16 (Addendum F).
This motion made by Travis Posey and seconded by Penny Jones, passed.
Motion carried 5-0 (Stanley yes; Jones yes; Riddell yes; Vickrey yes; Posey yes)

Motion to approve the purchase of furniture for the Cowan Campus in the amount of \$93,556.00 through OU State Furniture Contract #R-16000-16 (Addendum G).
This motion made by Dean Riddell and seconded by Jimmie Vickrey, passed.
Motion carried 5-0 (Stanley yes; Jones yes; Riddell yes; Vickrey yes; Posey yes)

Motion to approve the purchase of a server for security cameras for the Chickasha Campus in the amount of \$35,437.43 through state wide contract #SW1048D (Addendum H).
This motion made by Travis Posey and seconded by Dean Riddell, passed.
Motion carried 5-0 (Stanley yes; Jones yes; Riddell yes; Vickrey yes; Posey yes)

Motion to approve the subscription agreement between Canadian Valley Technology Center and AHIMA VLab for the Medical Office Program at the Cowan Campus (Addendum I).
This motion made by Jimmie Vickrey and seconded by Penny Jones, passed.
Motion carried 5-0 (Stanley yes; Jones yes; Riddell yes; Vickrey yes; Posey yes)

Motion to approve the agreement between Canadian Valley Technology Center and VelocityEHS for EHS Software District Wide (Addendum J).
This motion made by Penny Jones and seconded by Dean Riddell, passed.
Motion carried 5-0 (Stanley yes; Jones yes; Riddell yes; Vickrey yes; Posey yes)

Motion to table the contractual arrangement between Canadian Valley Technology Center and Southwestern Oklahoma State University for Licensed Practical Nurse to Bachelor of Science in Nursing (LPN-BSN) Program (Addendum K).
This motion to table made by Jimmie Vickrey and seconded by Travis Posey, passed.
Motion carried 5-0 (Stanley yes; Jones yes; Riddell yes; Vickrey yes; Posey yes)

Motion to approve Consent Agenda
This motion made by Dean Riddell and seconded by Travis Posey, passed.
Motion carried 5-0 (Stanley yes; Jones yes; Riddell yes; Vickrey yes; Posey yes)

Board Member Comments: Christy Stanley gave her praise for the faculty and staff for the work they have done making such a quick switch to distance learning. She has heard many positive comments from students and parents about the outstanding work and positive attitude from CV Tech. Travis Posey was impressed with CV Tech heading up the community forum in Chickasha on April 14.

Dean Riddell made the motion to adjourn at 6:10.

