



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, November 10, 2020 at 5:30 PM

Unapproved Minutes

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

Physical Location: (Penny Jones – Vice President)

Physical Location: (Dean Riddell - Clerk)

Physical Location: (Christy Stanley – Member)

Videoconference: (Travis Posey – 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 5:32 pm

Christy Stanley: Present; Penny Jones: Present; Dean Riddell: Present; Travis Posey: Present;

Jimmie Vickrey: Present.

Showcase: Chickasha's Campus Overview and Program Video: Dr. Lutts introduced Marketing Director, Jessica Limestall, who discussed virtual recruitment with the board. The Chickasha campus started their recruitment in late October with a Virtual Discovery Day. During this time students at each sending school were shown an overall campus video that featured all the programs available at CV Tech. Next students were given the opportunity to watch individual program videos that most interested them. Jessica then showed the campus overall video as well as the Precision Machining Program Video to the board.

Construction Report: Julie McCormick gave the El Reno construction report stating that virtually everything has been completed with the El Reno campus. There were only a few minor roof issues that came after the recent ice storm that are being addressed. Joe Meziere gave the Cowan campus report that they will be starting a walk through in area D (Bio-Med, Chemistry, Math, Medical Assistant and Medical Coding) next week. Starting the first week of December area B (Surge Tech and ACCD) will be finishing up and lastly area A (main entrance) will be ready by mid January. They have started discussing when they will begin transitioning into the new area one program at a time.

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 October 31, 2020 was \$11,308,220.24; 2) total cash and investments in the Building Fund as of October 31, 2020 was \$13,857,033.43. Mrs. Ridgeway also presented the Sinking Fund Account on the following: The Sinking Fund Account total cash and investments as of October 31, 2020, was \$573,941.31.

Administrative Reports: Dr. Lutts gave the administrative report and discussed with the board that virtual recruitment is well on its way in Chickasha, and El Reno and Cowan will start their virtual recruitment next week. Next, she discussed the two new programs that are on the agenda for approval, Emergency Services and Industrial Automation and Robotics Technology, these programs are being proposed due to population growth and area demand. She mentioned some storm damage that was sustained at the Chickasha Campus from the recent ice storm. She also mentioned that due to the storm Chickasha will have two bad weather days to make up and El Reno and Cowan will have three bad weather days to make up. Two potential make up days will be brought to the board next month for possible approval.

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) Retirement of Richard Lowe, Workforce Development Coordinator, Chickasha Campus effective November 10, 2020.
- b) Retirement of Nancy Dallman, Human Resources Assistant effective January 1, 2021.
- c) Resignation of Micah Gardner, Assistant Chief Financial Officer, effective November 16, 2020.

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

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

Motion to not go into executive session to discuss employment of the following personnel pursuant to 25 O.S. § 307 (B) (1) of the Open Meeting Act:

- a) Transfer of Mauri Riggs from Superintendent's Secretary to Superintendent and HR Administrative Assistant effective January 1, 2021.
- b) Employment of Sol Lucas, Instructional Assistant, El Reno Campus effective November 18, 2020.
- c) Employment of Abigail Milner, Instructional Assistant, El Reno Campus effective date to be determined.

This motion made by Christy Stanley and seconded by Dean Riddell, passed.

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

Motion to approve the transfer of Mauri Riggs from Superintendent's Secretary to Superintendent and HR Administrative Assistant effective January 1, 2021.

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

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

Motion to approve employment of Sol Lucas, Instructional Assistant, El Reno Campus effective November 18, 2020.

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

Motion to approve employment of Abigail Milner, Instructional Assistant, El Reno Campus effective date to be determined.

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

Motion to approve Michelle Long as Deputy Treasurer effective November 17, 2020.

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

Motion to approve Tammy Ridgeway as Encumbrance Clerk effective November 17, 2020.

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

Dr. Lutts reviewed and discussed CV Tech's Return to Learn Plan.

Motion to approve Schedule of Regular Meetings for the Board of Education for calendar year 2021 (Addendum A).

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

Motion to approve the repeal of Policy 2-19 Grievance Procedure for Filing, Processing and Resolving Complaints Alleging Discrimination, Harassment and Retaliation and replace with new Policy 2-19 Discrimination, Harassment and Retaliation (Addendum B).

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

Motion to approve Policy 2-19.1 Grievance Procedure for Filing, Processing and Resolving Complaints (Other Than Title IX) Alleging Discrimination, Harassment and Retaliation (Addendum C).

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

Motion to approve the repeal of Policy 2-20 Sexual Harassment and replace with previously approved Policy 2-20 Title IX - Sex Discrimination and Sexual Harassment (Addendum D).

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

Motion to approve adding Emergency Services as a full-time program for the secondary and post-secondary students at the El Reno Campus for the 2021-2022 School year.

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

Motion to approve adding Industrial Automation and Robotic Technology as a full-time program for the secondary and post-secondary students at the El Reno Campus for the 2021-2022 School year.

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

Motion to approve Software License Agreement renewal with iDashboard for Instructional Services District Wide (Addendum E).

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

Motion to approve contract with SourceOne for custodial services at the Cowan Campus (Addendum F).

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

Motion to approve Intent to Renew Contract with OneNet for internet services district wide for FY22 (Addendum G).

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

Motion to approve Site License contract with LinkedIn District Wide (Addendum H).

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

Motion to approve Fundraiser for "Veteran Recognition Committee," November 12-20, 2020, for "Bedlam Challenge", El Reno Campus.

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

Motion to approve Consent Agenda

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

Christy Stanley made the motion to adjourn at 6:25.

  
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 December 8, 2020.

A handwritten signature in black ink, appearing to read "Dean Riddell", written over a horizontal line.

Mr. Dean Riddell, Board Clerk