



CANADIAN VALLEY TECHNOLOGY CENTER (CV Tech) DISTRICT NO. 6
Chickasha Campus, Helen Ward Seminar Center
1401 Michigan Ave., Chickasha, OK 73018
Regular Meeting Board of Education
Tuesday, August 8, 2023 5:30 PM

Minutes

Roll call of Board of Education members and establish a quorum.

Attendance Taken at 5:30 PM.

Dennis Crawford: Present

Penny Jones: Absent

Dean Riddell: Present

Christy Stanley: Present

Jimmie Vickrey: Present

The board president took a recess from the meeting at 5:33 p.m. to move the meeting to Conference Room 1. The meeting reconvened in Conference Room 1 at 5:38 p.m.

Motion to reconvene the board meeting in Conference Room 1. This motion, made by Dennis Crawford and seconded by Christy Stanley, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Public Comment

No public comment.

Administrative Reports – Dr. Gayla Lutts

Financial Report – Tammy Ridgeway

Personnel Report - Acting on behalf of the Board, Dr. Gayla Lutts has accepted the resignations of the following employees:

- Leah Verser, Health Careers Technical Assistant, Chickasha campus, effective July 12, 2023
- Caleb Barton, Welding Technical Assistant, El Reno campus, effective July 13, 2023
- Lori Cleveland, Instructional Assistant, El Reno campus, effective August 1, 2023

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

- Tabitha Mobley, Child Care Floater, El Reno campus effective July 28, 2023
- Dana Hardy, Health Careers Instructor, Cowan campus, effective August 3, 2023
- Erica Mann, Surgical Technology Instructor, Cowan campus effective August 7, 2023
- Jennifer Davis, Counselor, El Reno campus, effective August 8, 2023
- Michelle Jones, Organizational Development Coordinator, district-wide, effective August 8, 2023.
- Alexis Graham, Outreach and Recruitment Specialist, El Reno campus, effective August 31, 2023.
- Transfer of Whitney Myers from Events Coordinator to Receptionist/Financial Aid Assistant, Cowan campus, effective August 1, 2023
- Transfer of Joseph Nieto from Instructional Services Assistant to Technical Assistant, Chickasha campus, effective August 7, 2023

Vote to convene into Executive Session.

Motion to not convene into Executive Session. This motion, made by Christy Stanley and seconded by Dean Riddell, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve the employment of Tabitha Mobley, Child Care Floater, El Reno campus effective July 28, 2023.

Motion to approve the employment of Tabitha Mobley, Child Care Floater, El Reno campus effective July 28, 2023. This motion, made by Dean Riddell and seconded by Dennis Crawford, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve the employment of Dana Hardy, Health Careers Instructor, Cowan campus effective August 3, 2023

Motion to approve the employment of Dana Hardy, Health Careers Instructor, Cowan campus effective August 3, 2023. This motion, made by Dennis Crawford and seconded by Christy Stanley, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve the employment of Erica Mann, Surgical Technology Instructor, Cowan campus effective August 7, 2023.

Motion to approve the employment of Erica Mann, Surgical Technology Instructor, Cowan campus effective August 7, 2023. This motion, made by Christy Stanley and seconded by Dean Riddell, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve the employment of Jennifer Davis, Counselor, El Reno campus, effective August 8, 2023.

Motion to approve the employment of Jennifer Davis, Counselor, El Reno campus, effective August 8, 2023. This motion, made by Dennis Crawford and seconded by Christy Stanley, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve the employment of Michelle Jones, Organizational Development Coordinator, district-wide, effective August 8, 2023.

Motion to approve the employment of Michelle Jones, Organizational Development Coordinator, district-wide, effective August 8, 2023. This motion, made by Christy Stanley and seconded by Dean Riddell, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve the employment of Alexis Graham, Outreach and Recruitment Specialist, El Reno campus, effective August 31, 2023.

Motion to approve the employment of Alexis Graham, Outreach and Recruitment Specialist, El Reno campus, effective August 31, 2023. This motion, made by Dean Riddell and seconded by Dennis Crawford, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve the transfer of Whitney Myers from Events Coordinator to Receptionist/Financial Aid Assistant, Cowan campus effective August 1, 2023.

Motion to approve the transfer of Whitney Myers from Events Coordinator to Receptionist/Financial Aid Assistant, Cowan campus effective August 1, 2023. This motion, made by Dennis Crawford and seconded by Christy Stanley, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve the transfer of Joseph Nieto from Instructional Services Assistant to Technical Assistant, Chickasha campus, effective August 7, 2023.

Motion to approve the transfer of Joseph Nieto from Instructional Services Assistant to Technical Assistant, Chickasha campus, effective August 7, 2023. This motion, made by Christy Stanley and seconded by Dean Riddell, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve the addition of a new plumbing program, El Reno campus.

Motion to approve the addition of a new plumbing program, El Reno campus. This motion, made by Dennis Crawford and seconded by Dean Riddell, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve the following Section 6 policy revisions (Addendum A), effective July 1, 2023:

- Leave Policy
- Family and Medical Leave (FMLA) Policy
- Sick Leave Sharing Program Policy

Motion to approve the following Section 6 policy revisions (Addendum A), effective July 1, 2023: Leave Policy Family and Medical Leave (FMLA) Policy Sick Leave Sharing Program Policy. This motion, made by Christy Stanley and seconded by Dennis Crawford, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve the Memorandum of Understanding with Department of Career & Technology Education. (Addendum B)

to approve the Memorandum of Understanding with Department of Career & Technology Education. (Addendum B). This motion, made by Dean Riddell and seconded by Dennis Crawford, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve FY24 Memorandum of Understanding with Intervention & Crisis Advocacy Network (ICAN). (Addendum C)

Motion to approve FY24 Memorandum of Understanding with Intervention & Crisis Advocacy Network (ICAN). (Addendum C). This motion, made by Christy Stanley and seconded by Dennis Crawford, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve the sole source purchase from Surgical Science Inc. for Surgical Technologies, Chickasha and Cowan campuses. (Addendum D)

Motion to approve the sole source purchase from Surgical Science Inc. for Surgical Technologies, Chickasha and Cowan campuses. (Addendum D). This motion, made by Dennis Crawford and seconded by Dean Riddell, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve the purchase of the 2024 Ford Expedition Max from Vance Country Ford for El Reno campus. (Addendum E)

Vote to approve the purchase of the 2024 Ford Expedition Max from Vance Country Ford for El Reno campus. (Addendum E). This motion, made by Dennis Crawford and seconded by Christy Stanley, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1

Vote to approve the purchase of two (2) 2023 Ford Mustang Mach E vehicles from Vance Country Ford, one for each of the El Reno and Chickasha campuses. (Addendum F)
Motion to approve the purchase of two (2) 2023 Ford Mustang Mach E vehicles from Vance Country Ford, one for each of the El Reno and Chickasha campuses. (Addendum F). This motion, made by Christy Stanley and seconded by Dennis Crawford, passed.
Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes
Yes: 4, No: 0, Absent: 1

Vote to approve the Health Careers Fundraiser Request for HOSA Service Project, Cowan campus. (Addendum G)
Motion to approve the Health Careers Fundraiser Request for HOSA Service Project, Cowan campus. (Addendum G). This motion, made by Dean Riddell and seconded by Dennis Crawford, passed.
Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes
Yes: 4, No: 0, Absent: 1

Vote to approve the BPA Chain of Love Fundraiser Request for Business Professionals of America, Cowan campus. (Addendum H)
Motion to approve the BPA Chain of Love Fundraiser Request for Business Professionals of America, Cowan campus. (Addendum H). This motion, made by Dennis Crawford and seconded by Dean Riddell, passed.
Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes
Yes: 4, No: 0, Absent: 1

Consent Agenda

The following matters may be approved in their entirety by the Board upon motion made, seconded, and passed by a majority vote of the Board members. However, upon request by any Board member, any one or more matters will be removed from the consent docket and acted upon individually. Any or all of the public record items included within the consent docket i.e., minutes to be submitted for approval; purchase orders to be submitted for acceptance; purchase requests for approval; financial report; proposed transfer of funds between activity accounts; may be examined at the Office of the Clerk of the Board of Education at any time during regular business hours, which are Monday through Friday 7:30 a.m. - 4:30 p.m.:

Motion to approve Consent Agenda. This motion, made by Christy Stanley and seconded by Dennis Crawford, passed.
Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes
Yes: 4, No: 0, Absent: 1

Minutes of the Regular Meeting (Addendum I)

Encumbrances (Addendum J)

Change Orders to the General Fund and Building Fund (Addendum K)

Activity Fund Sub-Account Transfers and Resolution of Monthly Transfers (Addendum L)

Business and Industry Contracts (Addendum M)

Employment of Part-Time Personnel (Addendum N)

Surplus/Salvage List (Addendum O)

Amended Contract(s) (Addendum P)

New Business

No new business.

Board Members' Comments

No board member comments.

Announcements/Coming Events:

- Board Meeting - September 12, 5:30 p.m., El Reno Campus

Adjournment

Motion to adjourn at 6:09 p.m. This motion, made by Dennis Crawford and seconded by Christy Stanley, passed.

Dennis Crawford: Yes, Penny Jones: Absent, Dean Riddell: Yes, Christy Stanley: Yes, Jimmie Vickrey: Yes

Yes: 4, No: 0, Absent: 1



Summer Humphries, Minutes 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 on September 12, 2023.



Mr. Dean Riddell, Board Clerk