



**CANADIAN VALLEY TECHNOLOGY CENTER (CV Tech) DISTRICT NO. 6**  
**El Reno Campus, Board Room, Dr. Greg Winters Administration Building, 6505 E.**  
**Highway 66, El Reno, Oklahoma 73036**  
**Regular Meeting Board of Education**  
**Tuesday, September 12, 2023, 5:30 PM**

**Approved Minutes**

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

Attendance Taken at 5:30 PM.

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

**Public Comment**

This is an open, public meeting held in accordance with the Open Meeting Laws of the State of Oklahoma. The purpose of this meeting is to conduct the business of CV Tech. As elected representatives of the voters and patrons of CV Tech, the members of the Board of Education will be making decisions concerning its operation. The agenda for Regular Meetings includes an opportunity for the public to address any item appearing on the agenda. Members of the public wishing to speak must sign in with the Clerk of the Board 15 minutes prior to the convening of the Board meeting. Statements to the Board by the public are limited to no more than 3 minutes per speaker, 15 minutes per meeting. The Board reserves the right to limit repetitive comments, comments unrelated to the business of the Board, or the total amount of time dedicated to public comment in a single evening. Board members cannot respond to questions or comments during public communications, but the Board President may refer matters of concern to the Superintendent for review and recommendations.

No public comment.

**Showcase**

- Vision Care Program, Cowan campus

Joe Meziere, Cowan Campus Director, and Jeremy Cooper, Vision Care Instructor, gave a brief overview of the new Vision Care Program, which has just graduated its first class.

**Administrative Reports**

Jennie Croslin, El Reno Campus Director, spoke about our recognition for InvenTeams. Dr. Lutts discussed the new website, community events and fairs attended, and recent advisory meetings.

## Financial Report

Tammy Ridgeway, Chief Financial Officer, discussed the current financials for the district.

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

- Resignation of Stephanie Davidson, Cosmetology Instructor, El Reno campus, effective September 1, 2023
- Retirement of Janet Milner, Academic Center Coach, Cowan campus, effective May 24, 2024
- Retirement of John Cook, Automotive Service Technology Instructor, Chickasha campus, effective June 1, 2024
- Amended retirement of Christy Reed, Instructional Services Designer, El Reno, effective June 30, 2024
- Retirement of Howard Donley, LAN Administrator, Chickasha campus, effective September 4, 2024

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

- Kendra Wood, Instructional Assistant, El Reno campus, effective August 10, 2023
- Ashley Davis, Surgical Technology Instructor/Coordinator, Chickasha and Cowan campuses effective August 11, 2023
- Transfer of James "Nick" Delcour from Maintenance Technician to Evening Welding Instructor, El Reno campus, effective August 14, 2023
- Sue Hall, Project Search Job Coach, Cowan campus effective August 25, 2023
- Aden Roper, Technical Assistant, El Reno campus, effective August 28, 2023
- Joshua Rutherford, Maintenance Technician, El Reno and Cowan campuses, effective September 18, 2023

Vote to convene into Executive Session.

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

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

Yes: 3, No: 0, Absent: 2

Vote to approve the employment of Kendra Wood, Instructional Assistant, El Reno campus, effective August 10, 2023.

Motion to approve the employment of Kendra Wood, Instructional Assistant, El Reno campus, effective August 10, 2023. This motion, made by Christy Stanley and seconded by Penny Jones, passed.

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

Yes: 3, No: 0, Absent: 2

Vote to approve the employment of Ashley Davis, Surgical Technology Instructor/Coordinator, Chickasha and Cowan campuses effective August 10, 2023.

Motion to approve the employment of Ashley Davis, Surgical Technology Instructor/Coordinator, Chickasha and Cowan campuses, effective August 10, 2023. This motion, made by Penny Jones and seconded by Christy Stanley, passed.

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

Yes: 3, No: 0, Absent: 2

Vote to approve the transfer of James "Nick" Delcour from Maintenance Technician to Evening Welding Instructor, El Reno campus, effective August 14, 2023.

Motion to approve the transfer of James "Nick" Delcour from Maintenance Technician to Evening Welding Instructor, El Reno campus, effective August 14, 2023. This motion, made by Christy Stanley and seconded by Penny Jones, passed.

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

Yes: 3, No: 0, Absent: 2

Vote to approve the employment of Sue Hall, Project Search Job Coach, Cowan campus effective August 25, 2023.

Motion to approve the employment of Sue Hall, Project Search Job Coach, Cowan campus effective August 25, 2023. This motion, made by Penny Jones and seconded by Christy Stanley, passed.

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

Yes: 3, No: 0, Absent: 2

Vote to approve the employment of Aden Roper, Technical Assistant. El Reno campus effective August 28, 2023.

Motion to approve the employment of Aden Roper, Technical Assistant. El Reno campus effective August 28, 2023. This motion, made by Christy Stanley and seconded by Penny Jones, passed.

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

Yes: 3, No: 0, Absent: 2

Vote to approve the employment of Joshua Rutherford, Maintenance Technician, El Reno and Cowan campuses, effective September 18, 2023.

Motion to approve the employment of Joshua Rutherford, Maintenance Technician, El Reno and Cowan campuses, effective September 18, 2023. This motion, made by Penny Jones and seconded by Christy Stanley, passed.

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

Yes: 3, No: 0, Absent: 2

Vote to approve the Amended FY24 Budget. (Addendum A)

Motion to approve the Amended FY24 Budget. (Addendum A). This motion, made by Christy Stanley and seconded by Penny Jones, passed.

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

Yes: 3, No: 0, Absent: 2

Vote to approve the FY24 CV Tech Employee Services Contract for Bill Kramer. (Addendum B)  
Motion to approve the FY24 CV Tech Employee Services Contract for Bill Kramer. (Addendum B). This motion, made by Penny Jones and seconded by Christy Stanley, passed.

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

Yes: 3, No: 0, Absent: 2

Vote to approve the FY24 Teach Oklahoma Program Agreement. (Addendum C)  
Motion to approve the FY24 Teach Oklahoma Program Agreement. (Addendum C). This motion, made by Christy Stanley and seconded by Penny Jones, passed.

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

Yes: 3, No: 0, Absent: 2

Vote to approve the Monica Genta Speaking Contract. (Addendum D)  
Motion to approve the Monica Genta Speaking Contract. (Addendum D). This motion, made by Penny Jones and seconded by Christy Stanley, passed.

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

Yes: 3, No: 0, Absent: 2

Vote to approve the Clinical Experience Agreement with Surgical Partners of Oklahoma.  
(Addendum E)  
Motion to approve the Clinical Experience Agreement with Surgical Partners of Oklahoma.  
(Addendum E). This motion, made by Christy Stanley and seconded by Penny Jones, passed.

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

Yes: 3, No: 0, Absent: 2

Vote to approve the following policy revisions:

- Abuse, Neglect, Exploitation, and Trafficking (Addendum F)
- Administration of Medicine to Minor Students (Addendum G)
- Drug and Alcohol-Free Workplace (Addendum H)
- Homeless Children and Youth (Addendum I)
- Search and Seizure of Tech Center Property Assigned to Student (Addendum J)
- Staff Development (Addendum K)
- Student Bullying (Addendum L)
- Student Mental Health Crisis Protocol (Addendum M)
- Student Search and Seizure (Addendum N)
- Suicide Awareness, Training, and Prevention (Addendum O)
- Testing Employees and Applicants for Employment (Addendum P)
- Transgender and Nonbinary Student Records (Addendum Q)
- Transportation Management (Addendum R)
- Use of Multiple Occupancy Restrooms and Changing Areas (Addendum S)

Motion to approve the recommended policy revisions. This motion, made by Christy Stanley and seconded by Penny Jones, passed.

Dennis Crawford: Absent, Penny Jones: Yes, Dean Riddell: Absent, Christy Stanley: Yes, Jimmie Vickrey: Yes  
Yes: 3, No: 0, Absent: 2

Vote to approve the Consulting Agreement with Dr. Belinda Cole. (Addendum T)

Motion to approve the Consulting Agreement with Dr. Belinda Cole. (Addendum T). This motion, made by Penny Jones and seconded by Christy Stanley, passed.

Dennis Crawford: Absent, Penny Jones: Yes, Dean Riddell: Absent, Christy Stanley: Yes, Jimmie Vickrey: Yes  
Yes: 3, No: 0, Absent: 2

Vote to approve OKTLE 2023-2024 License Agreement. (Addendum U)

Motion to approve OKTLE 2023-2024 License Agreement. (Addendum U). This motion, made by Penny Jones and seconded by Christy Stanley, passed.

Dennis Crawford: Absent, Penny Jones: Yes, Dean Riddell: Absent, Christy Stanley: Yes, Jimmie Vickrey: Yes  
Yes: 3, No: 0, Absent: 2

Vote to approve the following fundraiser requests (Addendum V):

- HOSA 'Be the Match', Chickasha
- HOSA 'Be the Match', Cowan
- Criminal Justice Domestic Violence, El Reno
- Service Careers 'Greenhouse Sale', El Reno
- 'Wellness Walkathon', El Reno Admin

Motion to approve the recommended fundraiser requests (Addendum V). This motion, made by Christy Stanley and seconded by Penny Jones, passed.

Dennis Crawford: Absent, Penny Jones: Yes, Dean Riddell: Absent, Christy Stanley: Yes, Jimmie Vickrey: Yes  
Yes: 3, No: 0, Absent: 2

Vote to approve FY23 Transportation Contracts. (Addendum W)

Motion to approve FY24 Transportation Contracts, with the record reflecting the mislabeling as FY23. (Addendum W). This motion, made by Penny Jones and seconded by Christy Stanley, passed.

Dennis Crawford: Absent, Penny Jones: Yes, Dean Riddell: Absent, Christy Stanley: Yes, Jimmie Vickrey: Yes  
Yes: 3, No: 0, Absent: 2

Vote to approve the Professional Development Plan. (Addendum X)

Motion to approve the Professional Development Plan. (Addendum X). This motion, made by Penny Jones and seconded by Christy Stanley, passed.

Dennis Crawford: Absent, Penny Jones: Yes, Dean Riddell: Absent, Christy Stanley: Yes, Jimmie Vickrey: Yes  
Yes: 3, No: 0, Absent: 2

Vote to approve proposals for Republic Services waste removal services for El Reno and Cowan campuses. (Addendum Y)

Motion to approve proposals for Republic Services waste removal services for El Reno and Cowan campuses. (Addendum Y). This motion, made by Christy Stanley and seconded by Penny Jones, passed.

Dennis Crawford: Absent, Penny Jones: Yes, Dean Riddell: Absent, Christy Stanley: Yes, Jimmie Vickrey: Yes  
Yes: 3, No: 0, Absent: 2

#### 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.:

Minutes of the Regular Meeting (Addendum Z)

Encumbrances (Addendum AA)

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

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

Business and Industry Contracts (Addendum DD)

Employment of Part-Time Personnel (Addendum EE)

Surplus/Salvage List (Addendum FF)

Amended Contract(s) (Addendum GG)

- Redlands Community College Biology Memorandum of Understanding
- Federal Correction Institute (FCI) Continuation of Services

Motion to approve the Consent Agenda items. This motion, made by Penny Jones and seconded by Christy Stanley, passed.

Dennis Crawford: Absent, Penny Jones: Yes, Dean Riddell: Absent, Christy Stanley: Yes, Jimmie Vickrey: Yes  
Yes: 3, No: 0, Absent: 2

#### New Business

No new business.

#### Board Members' Comments

None

#### Announcements/Coming Events:

- Board Meeting - October 10, 2023, El Reno Campus

Adjournment

Motion to adjourn at 6:07 p.m. This motion, made by Christy Stanley and seconded by Penny Jones, passed.

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

Yes: 3, No: 0, Absent: 2

  
Summer Humphries, Minutes Clerk

STATE OF OKLAHOMA)

) SS:

COUNTY OF CANADIAN)

I, the undersigned President 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 October 10, 2023.

  
Mr. Jimmie Vickrey, Board President