



**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**  
**Board of Education Regular Meeting**  
**March 12, 2024, 5:30 PM**

**APPROVED MINUTES**

In accordance with the Oklahoma Open Meeting Act, a notice of the time, date, and location of this meeting was filed with the Canadian County Clerk prior to December 15 of the previous year. Public notice of this meeting agenda was posted at the Canadian Valley Technology Center Administration Building, 6505 E Highway 66, El Reno, Oklahoma at least 24 hours prior to the meeting.

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

Attendance Taken at 5:30 PM.

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

2. No public comment.

4. Administrative Report *This agenda item was moved and discussed before item 3.*

Dr. Lutts discussed the following:

- Career Tech Student Organization competitions
- Progress on getting Chickasha campus renovations started
- Career fairs that were held at our campuses
- Board Election - April 2nd.

3. Motion to approve the Audit Report for fiscal year 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: Yes  
Yes: 5, No: 0

5. Financial Report

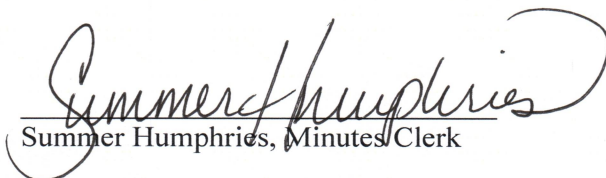
Tammy Ridgeway reported the following:

- General Fund & Building Fund balance as of 2/29/2024 - \$77,312,038.05
- Sinking Fund balance - \$1,233,903.98

6. Personnel Report - Acting on behalf of the Board, Dr. Gayla Lutts has accepted the resignations of the following employee(s):
  - Resignation of Aden Roper, Technical Assistant, El Reno campus effective March 1, 2024
  - Resignation of Roger Byars, FCI Instructor, effective March 29, 2024
  - Retirement of Laura Kay Smith, Attendance Clerk, Chickasha campus, effective June 30, 2024
  - Retirement of Mark Waller, Evening Custodian, El Reno campus, effective July 10, 2024.
  
7. Proposed Executive Session to discuss employment as listed on Attachment A, pursuant to 25 O.S. § 307 (B) (1) of the Open Meeting Act:
  - 7.a. Motion to not convene into Executive Session. 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
  
8. Motion to approve the employment as listed on Attachment A. 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
  
9. Motion to approve the following Major Equipment purchase: LED Walls with Processors, Ground Supports, Travel Cases, Software, and Shipping for \$50,000.00 from LED Nation Corp. for the Digital Media Technology Program/Carl Perkins HGET Grant. 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
  
10. Motion to approve the 2024-2025 Tuition and Fee Schedule as shown on Attachment B. 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
  
11. Motion to approve the Contract for Audit of Technology Centers for FY24 with Patten & Odom, CPAs, PLLC. 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

12. Motion to approve the Positional Membership Memorandum of Understanding with Oklahoma Association of Career and Technology Education and Association for Career and Technical Education. 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
13. Motion to approve the Memorandum of Understanding with Redlands Community College for CVTC surgical technology program. This motion, made by Dean Riddell 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
14. Motion to approve the film project Agreement with the Oklahoma State Department of Education for the sum of \$1,625.00. 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
15. Motion to approve the group room agreements for FCCLA: Home2Suites - \$2,140.00 Aloft Tulsa Downtown - \$2,580.00. 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
16. Motion to approve the lease agreements totaling \$170,500.00 with Ross Transportation for the following buses: (2) 2023 71-Passenger, \$19,000.00 each (1) 2024 71-Passenger, \$21,000.00 (2) 2024 71-Passenger, \$19,000.00 each (3) 2025 71-Passenger, \$24,500.00 each. 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
17. Motion to approve the annual alarm monitoring contract with Endex in the amount of \$550.00 for the El Reno campus. 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
18. Motion to approve the Agreement with the Construction Manager, Willowbrook, Inc., for the Chickasha campus renovation and addition. 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

19. Motion to approve the 12-month Lawn Service Contract with Swing Away Landscaping LLC for \$93,600.00. 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
20. Motion to approve the Registered Apprenticeship Standards for Ophthalmic Medical Technician. 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
21. Motion to approve the Open Value Subscription Agreement with Microsoft. 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
22. Motion to approve the FY25 SBDC Service Center Agreement. 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
23. Motion to approve 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
24. New Business  
No new business.
25. Board Members' Comments  
No comments.
26. Announcements/Coming Events:
- Board Meeting, April 9, 2024, Chickasha campus
27. Motion to adjourn at 6:18 p.m. 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

  
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 April 9, 2024.

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

Dean Riddell, Board Clerk