



**Drumright Campus**

3 CT Circle  
Drumright, OK 74030  
918.352.2551

**Pipeline Center**  
918.352.4517

**Transportation &  
Safety Education**  
918.352.7311

**Safety Training**  
201 N Settle Dr  
Drumright, OK 74030  
918.352.4516

**Sapulpa Campus**  
1720 S Main St  
Sapulpa, OK 74066  
918.224.9300

**Industrial &  
Safety Center**  
918.224.0235

**NOTICE  
TIME - DATE - PLACE POSTED**

Drumright Campus Front Door (East Entrance) by \_\_\_\_\_ Time/Date \_\_\_\_\_  
Sapulpa Campus Front Door by \_\_\_\_\_ Time/Date \_\_\_\_\_

**TO:** Board of Education, Central Technology Center, Drumright, OK  
**FROM:** Kent Burris, Superintendent, Central Technology Center  
**SUBJ:** Regular meeting of the Board of Education of Central Technology Center School District No. 3, to be held in the Board Room, Central Technology Center, 3 CT Circle, Drumright, Oklahoma, at 5:00 p.m., April 9, 2024.

**AGENDA**

**Note: The Board may discuss, vote to approve, vote to disapprove, vote to table, or decide not to discuss any item on the agenda.**

1. Call to order and roll call.
2. President’s Call for New Business to be placed on the agenda.
3. Board vote to make the agenda, including New Business (if any) an official part of the minutes.
4. Reorganization of Board of Education with board vote to elect officers including President, Vice-President, Clerk, Deputy Clerk, Minute Clerk, Deputy Minute Clerk, Executive Session Minute Clerk and Encumbrance Clerk.
5. **Staff Reports and Discussion:**
  - (A) Asst. Superintendent – LaDonna Gear – Instructional Services Update
  - (B) Asst. Superintendent – Mark Cotner – Business & Industry Services Update
  - (C) Director, Sapulpa Campus – Dr. Kim Howard – Sapulpa Campus Update
  - (D) Director, Drumright Campus – Shane Bruce – Drumright Campus Update
  - (E) Business Manager – Heather Brennan – Financial Update
  - (F) Superintendent – Kent Burris – Agenda Review / Administrative Update

## 6. Consent Agenda:

*All the following Superintendent's Recommendations which concern items of a routine nature will be approved by one vote unless any Board Member desires to have a separate vote on any or all these items.*

*The consent agenda consists of the discussion, consideration, and approval of the following items:*

- (a) Minutes of the March 12, 2024, regular board meeting.
- (b) Transfer and remuneration of Lori Lee from Business and Industry Services (BIS) Training Specialist to Administrative Assistant to District Administration, effective June 1, 2024.
- (c) Transfer and remuneration of Fawnda McGuire from BIS Secretary to BIS Training Specialist, Drumright campus, effective May 1, 2024.
- (d) Employment of Brian Vandever, Truck Driver Training Satellite Instructor, a 12-month, fulltime position effective March 18, 2024.
- (e) Employment of Brandi Willing, Evening Custodian, Drumright campus, a 12-month, fulltime position effective April 1, 2024.
- (f) Resignation of Olivia Cote, BIS Secretary, Drumright campus, effective April 5, 2024.
- (g) Temporary employment of Allison Kaltwasser, Courtney Morgan, and Dondra Whitehouse, Part-Time BIS Clerical Support, on an as-needed, timesheet basis, effective April 3, 2024.
- (h) Temporary employment of Kipp Dyer, Substitute Adult Education and Family Literacy Instructor, Drumright campus, on an as-needed timesheet basis.
- (i) Unpaid leave for Dixie Bledsoe, Administrative Assistant to Assistant Superintendents, Drumright campus, effective April 10 through June 30, 2024.
- (j) Unpaid leave for Morgan Baker, Administrative Assistant/Bursar, Sapulpa campus, for up to three (3) days.
- (k) Extra-duty contracts for Julie Bird, Carolyn Brown, and Paula Estrada, Sapulpa campus instructors, to sponsor students participating in the Health Occupations Student of America (HOSA) State Leadership competitions on Sunday, April 14, 2024, in Norman, Oklahoma.
- (l) Extra-duty contract for five (5) days in June 2024 for Crystal Moore, Cosmetology Instructor, Sapulpa campus, to instruct 17 students making up hours lost because of construction delays.
- (m) Addition of Charles Slayton to the 2023-2024 substitute teacher list.
- (n) 2024 End-of-year Employee Appreciation Day.
- (o) Activity Fund, Receipt of Income and Treasurer's Reports.
- (p) Declare selected items surplus to the needs of the district and authorize administration to dispose of them in the most expedient and legal manner.

*(Board vote to approve or disapprove items contained in Consent Agenda.)*

## 7. Superintendent's Recommendations:

- (a) Board vote to approve or disapprove encumbrances.

FY24 GF	Enc #2454-2665	Accounts Payable
	Enc #70625-70662	Regular Payroll
FY24 BF	Enc# 9068-9069	Accounts Payable
- (b) Board vote to approve or disapprove Adult Career Development/Business and Industry Services personnel and remunerations.
- (c) Board vote to approve or disapprove acceptance of the Patten & Odom, CPAs, FY 24 Engagement Letter and entering audit contract with Kerry John Patten, CPA, to perform 2023-2024 audit, and remuneration for same.
- (d) Board vote to approve or disapprove application for temporary appropriations, as prepared for 2024-2025, to be submitted to Creek County Excise Board.
- (e) Board discussion and vote to appoint or not appoint a salary review committee.

- (f) Board discussion and vote to approve or disapprove entering contract with GH2 architects for architectural services for Sapulpa Auditorium/Classroom/Lab addition.
- (g) Board discussion and vote to approve or disapprove entering contract with GH2 architects for architectural services for Sapulpa Campus Master Plan.
- (h) Board discussion and vote to approve or disapprove entering contract with GH2 for Drumright Campus HVAC Retro-Commissioning project.
- (i) Board discussion and vote to approve or disapprove plans and specifications for Drumright campus reception area renovation project.
- (j) Board discussion and vote to approve or disapprove using DC Bass as Construction Manager at Risk for Drumright campus reception area renovation project.
- (k) Board discussion and vote to approve or disapprove plans and specifications for Drumright campus Instructional Services HVAC project.
- (l) Board vote to approve or disapprove re-employment of Daniel McEntire, Assistant Campus Director, Drumright campus; Mike Baugus, Assistant Campus Director, Sapulpa campus; and Nancy Overton, Director of Partner School Extension, for the 2024-2025 school year.
- (m) Board vote to approve or disapprove employment of a Safety and Manufacturing Instructor, a full-time, 12-month position, effective April 22, 2024.
- (n) Board vote to approve or disapprove employment of an Industrial Safety/Oil and Gas Instructor, Drumright campus, a full-time, 12-month position, effective April 23, 2024.
- (o) Board vote to approve or disapprove employment of a Skills Lab Instructor, Sapulpa campus, a full-time, 10-month position, effective August 1, 2024.
- (p) Board vote to approve or disapprove employment of a Part-Time Facilities Host/Secretarial Support, on an as-needed, timesheet basis, effective April 10, 2024.
- (q) Board discussion and vote to approve or disapprove the use of the Truck Driver Training Range by The Tulsa Vette Set and the Oklahoma City Corvette Club for a series of fundraising events which will benefit the Central Tech Foundation.

- 8. Clerk Signature on Compliance Form for Posting Notice.
- 9. Discussion of Dates to Remember.
- 10. Adjourn.

#### **NOTICE OF ASSISTANCE AT PUBLIC MEETINGS**

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, large print, or Braille, must contact LaDonna Gear, at 918-352-2551, extension 274, or Dr. Kim Howard, at 918-224-9300, two (2) workdays prior to the meeting so that appropriate arrangements may be made.