

**AGENDA**

**SPECIAL BOARD MEETING  
INDIAN CAPITAL TECHNOLOGY CENTER  
BOARD OF EDUCATION  
TUESDAY, JUNE 8, 2010, 3:30 P.M.  
ADMINISTRATION BUILDING-BOARDROOM, MUSKOGEE CAMPUS, MUSKOGEE, OK**

**CALL MEETING TO ORDER; CONFIRM QUORUM**

**MOTION AND VOTE TO APPROVE OR DISAPPROVE OPEN MEETING RESOLUTION  
"B"**

**MOTION AND VOTE TO APPROVE, DISAPPROVE OR AMEND THE MINUTES**  
May 13, 2010 - Regular Board Meeting

**ORDER OF THE DAY**

1. MOTION AND VOTE TO APPROVE OR DISAPPROVE APPOINTING DARRELL RUSSELL TO VACANT BOARD SEAT #3
2. ADMINISTER OATH OF OFFICE TO DARRELL RUSSELL
3. MOTION AND VOTE TO APPROVE OR DISAPPROVE ELECTION OF BOARD CLERK
4. MOTION AND VOTE TO APPROVE OR DISAPPROVE ENCUMBRANCES

**General Fund**

<b>Change Orders:</b>	2008-09	06-04-10	\$0.00
	2009-10	06-04-10	\$207,416.57
<b>Current:</b>	2009-10	06-04-10	\$309,873.60
Encumbrances:	#43235/43491, #70790/70959		

**Building Fund**

<b>Change Orders:</b>	2008-09	06-04-10	\$0.00
	2009-10	06-04-10	\$3,860.59
<b>Current:</b>	2009-10	06-04-10	\$164,335.36
Encumbrances:	#4229/4305, #70003/70004		

5. MOTION AND VOTE TO APPROVE OR DISAPPROVE MONTHLY TREASURER'S REPORT - MR. FRAZIER
6. MOTION AND VOTE TO APPROVE OR DISAPPROVE MONTHLY ACTIVITY FUND TRANSACTIONS - MR. PIVEC

7. MOTION AND VOTE TO APPROVE OR DISAPPROVE ACTIVITY FUND ACCOUNTS FOR THE 2010-2011 SCHOOL YEAR - MR. PIVEC
8. MOTION AND VOTE TO APPROVE OR DISAPPROVE TRANSFER OF ACTIVITY FUND MONIES - MR. PIVEC
9. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING BOARD POLICY REVISIONS: - MR. STILES

**DEEC (Student Activities Expense Reimbursement)**  
**FDC-R3 (Student Attendance/Regulation/Participation)**

10. MOTION AND VOTE TO APPROVE OR DISAPPROVE 2010-2011 TECHNOLOGY CENTERS STATEWIDE MARKETING COOPERATIVE AGREEMENT - MR. STILES
11. MOTION AND VOTE TO APPROVE OR DISAPPROVE EMPLOYMENT OF STEPHEN H. MCDONALD & ASSOCIATES, INC. AS FINANCIAL ADVISOR TO ASSIST THE DISTRICT IN OBTAINING LEASE-PURCHASE FINANCING OF EQUIPMENT AND OTHER PERSONAL PROPERTY - MR. STILES
12. MOTION AND VOTE TO APPROVE OR DISAPPROVE RESOLUTION APPROVING LEASE-PURCHASE OF EQUIPMENT AND OTHER PERSONAL PROPERTY; AND AUTHORIZING THE PRESIDENT AND CLERK OF THE BOARD OF EDUCATION AND THE SUPERINTENDENT OF INDIAN CAPITAL TECHNOLOGY CENTER TO EXECUTE ALL NECESSARY DOCUMENTS, INCLUDING THE EQUIPMENT LEASE-PURCHASE AGREEMENT - MR. STILES
13. MOTION AND VOTE TO APPROVE OR DISAPPROVE RENEWAL OF SUBLEASE OF RENOVATION AND CONSTRUCTION OF FACILITIES FOR THE FISCAL YEAR ENDING JUNE 30, 2011, AS REQUIRED UNDER THE PROVISIONS OF THE SUBLEASE AGREEMENT DATED DECEMBER 1, 2000, BETWEEN THE DISTRICT AND OAKS ECONOMIC DEVELOPMENT AUTHORITY - MR. STILES
14. MOTION AND VOTE TO APPROVE OR DISAPPROVE RENEWAL OF LEASE-PURCHASE OF TECHNOLOGY EQUIPMENT FOR THE FISCAL YEAR ENDING JUNE 30, 2011, AS REQUIRED UNDER THE PROVISIONS OF THE EQUIPMENT LEASE-PURCHASE AGREEMENT DATED JUNE 13, 2007, BETWEEN THE DISTRICT AND MR, INC. - MR. STILES

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15. MOTION AND VOTE TO APPROVE OR DISAPPROVE RENEWAL OF LEASE-PURCHASE OF COMPUTERS FOR THE FISCAL YEAR ENDING JUNE 30, 2011, AS REQUIRED UNDER THE PROVISIONS OF THE EQUIPMENT

LEASE-PURCHASE AGREEMENT DATED MAY 14, 2008, BETWEEN THE DISTRICT AND MR, INC./RCB BANK - MR. STILES

16. MOTION AND VOTE TO APPROVE OR DISAPPROVE RENEWAL OF INSURANCE PLAN THROUGH BHC OF OKLAHOMA FOR THE 2010-2011 SCHOOL YEAR - MR. STILES
17. MOTION AND VOTE TO APPROVE OR DISAPPROVE KATHY WEST, STUDENT SERVICES COORDINATOR, AS DISTRICT FEDERAL COMPLIANCE OFFICER FOR THE 2010-2011 SCHOOL YEAR - MR. STILES
18. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING FEDERAL COMPLIANCE CAMPUS REPRESENTATIVES FOR THE 2010-2011 SCHOOL YEAR: - MR. STILES

**Tom Osborn/Jennifer Rainbolt**  
**Larry Ellis/Cindy Lattimore**  
**Jody Fletcher/Camille Clinton**  
**Mike Johnson/Vicki Craig**

**Muskogee Campus**  
**Sallisaw Campus**  
**Stilwell Campus**  
**Tahlequah Campus**

19. MOTION AND VOTE TO APPROVE OR DISAPPROVE BOARD ATTENDANCE OF OSSBA/CCOSA CONFERENCE IN OKLAHOMA CITY - MR. STILES
20. MOTION AND VOTE TO APPROVE OR DISAPPROVE PURCHASE OF BLUE BIRD 71 PASSENGER SCHOOL BUS FROM ROSS TRANSPORTATION - MR. STILES
21. MOTION AND VOTE TO APPROVE OR DISAPPROVE PELL DISBURSEMENT CROSSOVER POLICY FOR 2009-2010 STUDENTS TO 2010-2011 SCHOOL YEAR - MR. PIVEC
22. MOTION AND VOTE TO APPROVE OR DISAPPROVE AGREEMENT WITH EXPRESS EMPLOYMENT PROFESSIONALS - MR. PIVEC
23. MOTION AND VOTE TO APPROVE OR DISAPPROVE SUPPLEMENTAL SERVICE CONTRACT WITH DONNIE POINDEXTER FOR THE 2010-2011 SCHOOL YEAR - MR. PIVEC

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24. MOTION AND VOTE TO APPROVE OR DISAPPROVE SUPERINTENDENT TOM STILES AS PURCHASING AGENT FOR INDIAN CAPITAL TECHNOLOGY CENTER, AUTHORIZED REPRESENTATIVE FOR ALL FEDERAL PROGRAMS INCLUDING E-RATE, AND DESIGNATED CUSTODIAN FOR THE GENERAL FUND, BUILDING FUND, BOND FUND, ACTIVITY FUND, ALL FEDERAL PROGRAMS INCLUDING E-RATE, ALL STATE PROGRAMS, AND ALL OTHER SCHOOL PROGRAMS AND

ACTIVITIES NOT LISTED FOR THE 2010-2011 SCHOOL YEAR - MR. PIVEC

25. MOTION AND VOTE TO APPROVE OR DISAPPROVE LISTING AGREEMENT WITH JOHN HAUSAM PROPERTY MANAGEMENT FOR OLD BILL WILLIS CAMPUS BUILDINGS - MR. PIVEC
26. MOTION AND VOTE TO APPROVE OR DISAPPROVE CHANGE ORDER FOR AUTO COLLISION BUILDING, TAHLEQUAH CAMPUS - MR. PIVEC
27. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING EDUCATION INCENTIVE PLAN APPLICANTS: - MR. PIVEC

**Sharon Billings**  
**Tom Osborn**

**Anesa Hooper**

28. MOTION AND VOTE TO APPROVE OR DISAPPROVE 2010-2011 MARKETING AND COMMUNICATIONS PLAN - MS. HOOPER
29. MOTION AND VOTE TO APPROVE OR DISAPPROVE SCHOOLCAST RAPID NOTIFICATION SYSTEM LICENSE AGREEMENT WITH HIGH GROUND SOLUTIONS FOR THE 2010-2011 SCHOOL YEAR - MR. CRAVEN
30. MOTION AND VOTE TO APPROVE OR DISAPPROVE CONTRACTS WITH DOGS AGAINST DRUGS, MUSKOGEE/STILWELL CAMPUSES, FOR THE 2010-2011 SCHOOL YEAR - MR. CRAVEN/MR. COLLINS
31. MOTION AND VOTE TO APPROVE OR DISAPPROVE OUT-OF-STATE TRAVEL REQUEST FROM VANESSA MCCLURE, COSMETOLOGY INSTRUCTOR, MUSKOGEE CAMPUS, TO ATTEND WASHINGTON LEADERSHIP TRAINING INSTITUTE - MR. CRAVEN
32. MOTION AND VOTE TO APPROVE OR DISAPPROVE CLOSING CONSTRUCTION TRADES PROGRAM ON THE STILWELL CAMPUS - MR. COLLINS

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33. MOTION AND VOTE TO APPROVE OR DISAPPROVE IMPERIAL VENDING AS FOOD/DRINK VENDOR, TAHLEQUAH CAMPUS, FOR THE 2010-2011 SCHOOL YEAR - MR. ROBERTS
34. PROPOSED EXECUTIVE SESSION AS AUTHORIZED BY TITLE 25 O.S. SECTION 307 (B-1) TO ALLOW THE BOARD TO CONVENE OR NOT CONVENE INTO EXECUTIVE SESSION, DISCUSS THE EMPLOYMENT, HIRING, APPOINTMENT, PROMOTION, DEMOTION, DISCIPLINING, OR RESIGNATION OF ANY INDIVIDUAL SALARIED PUBLIC OFFICER OR EMPLOYEE, RETURN TO OPEN SESSION

35. MOTION AND VOTE TO CONVENE OR NOT CONVENE INTO EXECUTIVE SESSION
36. ACKNOWLEDGE THE RETURN TO OPEN SESSION
37. STATEMENT OF EXECUTIVE SESSION MINUTES

**SUPERINTENDENT'S PERSONNEL RECOMMENDATIONS**

1. MOTION AND VOTE TO APPROVE OR DISAPPROVE ANY RESIGNATIONS TENDERED SINCE THE LAST BOARD MEETING
2. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING EARLY RETIREMENT INCENTIVES FOR THE 2010-2011 SCHOOL YEAR:

**See Attached List**

3. MOTION AND VOTE TO APPROVE OR DISAPPROVE RENAMING THE FOLLOWING DISTRICT COORDINATOR POSITIONS TO DISTRICT ADMINISTRATOR:

<b>Nursing/Health Occupations Instructional Services</b>	<b>Student Services Technology Services</b>
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4. MOTION AND VOTE TO APPROVE OR DISAPPROVE DISTRICT MARKETING COORDINATOR POSITION
5. MOTION AND VOTE TO APPROVE OR DISAPPROVE ANESA HOOPER, DISTRICT MARKETING COORDINATOR, FOR THE 2010-2011 SCHOOL YEAR

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6. MOTION AND VOTE TO APPROVE OR DISAPPROVE FINANCIAL AID SPECIALIST ASSISTANT JOB DESCRIPTION
7. MOTION AND VOTE TO APPROVE OR DISAPPROVE LAURA HATHAWAY, PART-TIME FOCUS TRAINING SPECIALIST, STILWELL CAMPUS, FOR THE REMAINDER OF THE 2009-2010 SCHOOL YEAR
8. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING AS HIGHLY QUALIFIED ADJUNCT INSTRUCTORS TO TEACH ANATOMY/ PHYSIOLOGY FOR THE 2010-2011 SCHOOL YEAR:

**Wren Stratton  
Natalie Sharp**

**Dana Chandler  
Michelle Foster**

9. MOTION AND VOTE TO APPROVE OR DISAPPROVE REASONABLE ASSURANCE OF EMPLOYMENT TO THE FOLLOWING INSTRUCTIONAL AIDES FOR THE 2010-2011 SCHOOL YEAR:

**See Attached List**

10. MOTION AND VOTE TO APPROVE OR DISAPPROVE REASONABLE ASSURANCE OF EMPLOYMENT TO THE FOLLOWING BUS DRIVERS FOR THE 2010-2011 SCHOOL YEAR:

**See Attached List**

11. MOTION AND VOTE TO APPROVE OR DISAPPROVE REASONABLE ASSURANCE OF EMPLOYMENT TO DALONDA MARTINEZ, LONG TERM NURSE AIDE INSTRUCTOR, FOR THE 2010-2011 SCHOOL YEAR

12. MOTION AND VOTE TO APPROVE OR DISAPPROVE CARL FRAZIER, DISTRICT TREASURER, FOR THE 2010-2011 SCHOOL YEAR

13. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING TANF PERSONNEL FOR THE 2010-2011 SCHOOL YEAR:

<b>Lori Tibbs</b>	<b>Program Specialist (Muskogee)</b>
<b>Laura Hathaway</b>	<b>Training Specialist (Stilwell)</b>
<b>Lisa West</b>	<b>Training Specialist (Muskogee)</b>

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14. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING TANF SUBSTITUTE INSTRUCTORS FOR THE 2010-2011 SCHOOL YEAR:

<b>Joyce Radtke</b>	<b>Janus Muskrat</b>
<b>Delois Buckner</b>	<b>Meghan West</b>

15. MOTION AND VOTE TO APPROVE OR DISAPPROVE JOHNI WARDWELL, TECH PREP CURRICULUM SPECIALIST, FOR THE 2010-2011 SCHOOL YEAR

16. MOTION AND VOTE TO APPROVE OR DISAPPROVE TAMMIE PERKINS, CUSTODIAN, BUSINESS/INDUSTRY SERVICES, FOR THE 2010-2011 SCHOOL YEAR

17. MOTION AND VOTE TO APPROVE OR DISAPPROVE SHIRLEY MAXEY, PART-TIME EVENING CUSTODIAN, MUSKOGEE CAMPUS, FOR THE 2010-2011 SCHOOL YEAR

18. MOTION AND VOTE TO APPROVE OR DISAPPROVE SARA J. HAUGHN, EVENING ADULT CLERK, TAHLEQUAH CAMPUS, FOR THE 2010-2011 SCHOOL YEAR
19. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING SUMMER EMPLOYMENT, MUSKOGEE CAMPUS:

**Rick Henry**

**June - 80 hours**

20. MOTION AND VOTE TO APPROVE OR DISAPPROVE FMLA APPLICATION FROM SUZANNE GOSSETT

**ANNOUNCEMENTS**

District Report

Superintendent's Report

**ADJOURNMENT**

This Agenda was posted for public view on  
06/07/10 at 3:00 P.M. in accordance with  
Oklahoma Open Meeting Act - Section 566

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Janelle Ford, Deputy Clerk