

Pioneer Technology Center Board of Education
Special Meeting
Thursday, May 14, 2020, 5:00 PM
Room B131
2101 N. Ash St.
Ponca City, Oklahoma 74601

The Board of Education will meet in Room B120 on the Pioneer Technology Center campus at 5:00 pm for a snack supper. No school board action will be discussed or taken; therefore, no agenda items are listed in connection with this period prior to convening of the Board of Education meeting.

1. Call meeting to order
2. Roll call and establish a quorum
3. Flag salute and moment of silence
4. Reports and Presentations
 - CTSO Contest Results - Ryan Burkett, Instructional Director
 - Blackwell Gateway Report - Kari Widener, Blackwell Gateway Instructor
5. Discussion and vote to approve or not approve the Minutes of the April 14, 2020 special Board of Education meeting
6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrance/Change Order Lists (General Fund #41503-41591; Building Fund #40061-40104; Payroll #40048).
7. Administrative Reports and Anticipated Discussion by the Board and Staff regarding facilities, district policy issues, community issues and/or personnel or student needs
 - A. Traci Thorpe, Superintendent/CEO
 - B. Kahle Goff, Executive Director, Full-Time Programs
8. Discussion and vote to approve or not approve a contract with the Gooden Group, Inc. to serve as the consultant for a joint marketing and public relations initiative involving multiple technology center districts (\$4,200.00 - same as last year).
9. Discussion and vote to approve or not approve a contract with Statewide Marketing Cooperative Agreement for FY21 (\$13,750 - same as last year).

10. Discussion and vote to approve or not approve Resolution for Schools and Libraries Universal Services (E-rate) for 2020-21. This resolution authorizes filing of the Form 471 applications for funding year 2020-21 and the payment of the applicant's share upon approval of funding and receipt of services.
11. Discussion of potential Special Board meeting date to approve Westward Expansion bids
12. Discussion and vote to approve or not approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix A.
13. Discussion and vote to approve or not approve purchases over \$10,000 as listed on Appendix B.
14. Proposed Executive Session to discuss contract renewals for employees listed on Appendix C (Instructors/Facilitators). Okla. Stat. Title 25, 307(B)(1).
15. Vote to convene in Executive Session
 - A. Time:
16. Acknowledge return of the Board to Open Session
 - A. Time:
17. Board President statement of Executive Session minutes
18. Vote to approve or not approve contract renewals for employees listed on Appendix C (Instructors/Facilitators).
19. New Business
20. Public Comment
21. Motion and vote to adjourn
 - A. Time:

NOTE: The Board may discuss, make motions and vote upon all matters appearing on this agenda. Such votes may be to adopt, reject, table, reaffirm, rescind, or take no action on any agenda matter.

POSTED: Pioneer Technology Center, North Entrance

Posted _____

By Allison Christy, Minutes Clerk

Pioneer Technology Center Board of Education Special Meeting
Tuesday, April 14, 2020
6:00 PM, Room B131
2101 N. Ash St.
Ponca City, Oklahoma 74601

1. Board President announcement - This meeting is being broadcast via the Pioneer Tech YouTube channel

Attendance taken at 6:02 pm.

Board Members Present Virtually:

Mr. Larry Buck
Ms. Gay Norris
Ms. Mary Rigdon
Ms. Orva Rothgeb
Mr. J.D. Soulek

Also in attendance virtually were Molly Kyler, Ryan Burkett, Kahle Goff, Mike Orr, Mary Allan and Allison Christy. Traci Thorpe, Stacey Rush and Terri Busch attended physically.

2. Call meeting to order

3. Roll call and establish a quorum

4. Flag salute and moment of silence

5. Reports and Presentations, Kahle Goff, Executive Director, Full-time Programs - Follow-Up

Kahle Goff reported recent follow-up results, wages, credentialing, etc. He showed a PowerPoint presentation with results for completion and retention. We are doing a great job but would like it to be a little higher. Related Placement is 90.55%. Total Student Placement (any job placement, continuing education & military) is 96.67% which is very good. Status unknown for FY19 was .5%. Wage & certifications showed Machine Tool to have the highest wages at \$29.00/hour for FY19.

6. Discussion and vote to approve or not approve the Minutes of the April 2, 2020 special Board of Education meeting.

Motion to approve the Minutes of the April 2, 2020 Special Board of Education meeting passed with a motion by Ms. Gay Norris and a second by Ms. Mary Rigdon.

Mr. Larry Buck: Yea
Ms. Gay Norris: Yea
Ms. Mary Rigdon: Yea
Ms. Orva Rothgeb: Yea
Mr. J.D. Soulek: Yea
Yea: 5, Nay: 0

7. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrance/Change Order Lists (General Fund #41421-41502; Building Fund #40053-40060; Payroll-none).

Motion to approve the Financial Reports; Activity Fund Report; and Encumbrance/Change Order Lists as presented passed with a motion by Mr. J.D. Soulek and a second by Ms. Gay Norris.

Mr. Larry Buck: Yea

Ms. Gay Norris: Yea

Ms. Mary Rigdon: Yea

Ms. Orva Rothgeb: Yea

Mr. J.D. Soulek: Yea

Yea: 5, Nay: 0

8. Administrative Reports and Anticipated Discussion by the Board and Staff regarding facilities, district policy issues, community issues and/or personnel or student needs

Traci Thorpe, Superintendent/CEO

Ms. Thorpe reported having held many Zoom meetings over the past few weeks, with lots of coordination and communicating. We are continuing to move to on-line instruction. Ms. Thorpe told the Board we are still receiving information regarding items coming from legislation (COVID-19). The CARES act is an emergency fund with \$262,000, half of which can be directed to students. We are still waiting for direction on how we can disseminate these dollars. Pioneer Tech has approximately 60 computers available for loan to students and staff who are working/learning from home. Ms. Thorpe met with the Area Superintendent group last week. There was a lot of good communication. We talked about moving forward and starting the next year. The last day of school for Pioneer Tech will be May 15, 2020. The Biomedical Sciences instructor position is currently open for applications. We are working to open the Medical Assisting Instructor position. The school year will be extended for students who need clinicals, certifications, etc. The Business and Industry Services area is still working to accommodate our area businesses. Conoco is having a turnaround; they are following CDC guidelines. Firefighting training skills sessions are currently on hold. The North parking lot was repaired and the spaces were changed to angled spaces. The timeline for the expansion has been pushed back a couple of weeks. A special board meeting toward end of May is a possibility. Some upcoming events are an OBI to have a blood drive since this is an essential service. They will restrict entrance numbers and enter through North door between the Marketing Specialist and HR Manager offices. We received a thank you note from Blackwell Hospital for donated PPE. Chuck Rector, Industrial Tech Instructor has been using our 3-D printer to make “ear-savers” for masks. We are watching the budget situation for the rest of the year. It looks like there will be a budget cut for FY21. ODCTE hopes to split this cut with the Tech Centers.

Molly Kyler, Executive Director, Business & Industry Services

Ms. Kyler reported Mary Allan and Nursing staff are virtually attending their annual Nurse Educator Conference for CEU's this week. Ben Evans hosted a Q&A session on Zoom for businesses, to give them more information about the federal loan. The Business & Industry Services & Adult Training & Development, along with Marketing are putting out email blasts about things that are going on. Ms. Kyler gave a shout-out to Stacey Rush and the Finance team for their assistance with using money that was to be spent on conferences and lodging (which were canceled) for training.

9. Discussion and vote to accept or decline the bid for the 2020 Multi-PMZ HVAC Project. Motion to accept the bid for the 2020 Multi-PMZ HVAC Project passed with a motion by Ms. Gay Norris and a second by Ms. Mary Rigdon.

Mr. Larry Buck: Yea
Ms. Gay Norris: Yea
Ms. Mary Rigdon: Yea
Ms. Orva Rothgeb: Yea
Mr. J.D. Soulek: Yea
Yea: 5, Nay: 0

10. Discussion and vote to approve or not approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix A.

Motion to approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix A passed with a motion by Ms. Mary Rigdon and a second by Mr. J.D. Soulek.

Mr. Larry Buck: Yea
Ms. Gay Norris: Yea
Ms. Mary Rigdon: Yea
Ms. Orva Rothgeb: Yea
Mr. J.D. Soulek: Yea
Yea: 5, Nay: 0

11. Proposed Executive Session to discuss the contract renewals for employees listed on Appendix B (Support Staff). Okla. Stat. Title 25, 307(B)(1).

No Executive Session.

12. Motion to approve or not approve contract renewals as listed on Appendix B (Support Staff) Motion to approve employment contract renewals passed with a motion by Mr. J.D. Soulek and a second by Ms. Gay Norris.

Mr. Larry Buck: Yea
Ms. Gay Norris: Yea
Ms. Mary Rigdon: Yea
Ms. Orva Rothgeb: Yea
Mr. J.D. Soulek: Yea
Yea: 5, Nay: 0

13. Public Comment

None.

14. Motion and vote to adjourn

Motion to adjourn passed with a motion by Ms. Gay Norris and a second by Ms. Mary Rigdon.

Mr. Larry Buck: Yea
Ms. Gay Norris: Yea
Ms. Mary Rigdon: Yea
Ms. Orva Rothgeb: Yea
Mr. J.D. Soulek: Yea
Yea: 5, Nay: 0

Respectfully submitted,

Allison N. Christy

Allison N. Christy
Board Minutes Clerk

President, Board of Education

Clerk, Board of Education

Date of Approval

Motion:

Second:

Vote:

General

PIONEER TECHNOLOGY CENTER

From PO: 41503 to PO: 41591

**Encumbrance For Board Approval
GEN FUND-FOR OPERAT**

PO #	Vendor Name	General Description	Amount	Date
41503	LOWE'S HOME CENTER INC	BLDING MAINT REPAIRS	85.30	04/09/2020
41504	HUGHES LUMBER CO.	BLDING MAINT REPAIRS	114.94	04/09/2020
41505	MNJ TECHNOLOGIES DIRECT, INC	COMPUTER SERV - SUPPLIES (COVID19)	70.00	04/09/2020
41506	UNIVERSITY OF TEXAS AT ARLINGTON	SAFETY - TRAVEL REGISTRATIONS	2,685.00	04/13/2020
41507	ASSESSMENT TECHNOLOGIES INSTITUTE LLC	PN - SUPPLIES (COVID19)	450.00	04/13/2020
41508	COMPUTER SOLUTIONS UNLIMITED	COMPUTER SERVICES -- REPAIRS	190.00	04/13/2020
41509	THERMACUBE, LLC	CHILDRENS LAB - TRAVEL REGISTRATION	20.00	04/14/2020
41510	NATURE EXPLORE	CHILDRENS LAB - TRAVEL REGISTRATION	60.00	04/14/2020
41511	QUILL CORPORATION	FINANCE EQUIPMENT	4,749.99	04/15/2020
41512	SALSBURY INDUSTRIES	NURSING EQUIPMENT	3,403.92	04/15/2020
41513	CENGAGE LEARNING	COSMO EQUIPMENT	4,783.70	04/15/2020
41514	JACK BOWKER FORD	NEW VEHICLE	16,977.38	04/15/2020
41515	GALAXIE BUSINESS EQUIPMENT INC	FURNITURE	64,096.57	04/15/2020
41516	WAL-MART	CCC SUPPLIES	200.00	04/15/2020
41517	B&H PHOTO-VIDEO	BITE SUPPLIES	489.76	04/15/2020
41518	NEWEGG BUSINESS	AUTO TECH SUPPLIES	479.98	04/15/2020
41519	TEACHING SYSTEMS, INC.	MACHINE TOOL SUBSCRIPTION	3,020.00	04/15/2020
41520	AT&T	ANNUAL SUBSCRIPTION	2,870.00	04/15/2020
41521	EMERGENCY MEDICAL PRODUCTS INC	AT&D SUPPLIES	328.94	04/15/2020
41522	STAPLES ADVANTAGE	ABE CORRECTIONS - CONSUMABLE SUPPLIES	298.71	04/16/2020
41523	A+ PRINTING	SUPPLIES - FINANCE	131.00	04/16/2020
41524	LOWE'S HOME CENTER INC	BLDING MAINT REPAIRS	178.02	04/16/2020
41525	SHERWIN WILLIAMS CO	BLDING MAINT REPAIRS	223.60	04/16/2020
41526	OSSBA	INSTRUCT DIR - TRAVEL REGISTRATION	200.00	04/16/2020
41527	LOWE'S HOME CENTER INC	BLDING MAINT REPAIRS	313.50	04/16/2020
41528	BRACE BOOKS & MORE	CHILDRENS LAB - BOOKS	450.00	04/20/2020
41529	TANF STUDENT ASSISTANCE	TANF STUDENT ASSISTANCE OTHER	550.00	04/20/2020

PIONEER TECHNOLOGY CENTER

From PO: 41503 to PO: 41591

**Encumbrance For Board Approval
GEN FUND-FOR OPERAT**

PO #	Vendor Name	General Description	Amount	Date
41530	WAL-MART	TANF STUDENT ASSISTANCE OTHER	175.00	04/20/2020
41531	AMC URGENT CARE PLUS	TANF STUDENT ASSISTANCE OTHER	15.00	04/20/2020
41532	FIRST BANKCARD VISA	CULINARY ARTS SUPPLIES	510.00	04/20/2020
41534	GREENFIELD NURSERY	CHILDRENS LAB - SUPPLIES	17.75	04/21/2020
41535	JOSH SHORT PLUMBING INC.	BLDING MAINT REPAIRS	500.00	04/21/2020
41536	INSIGHT CREATIVE GROUP, INC.	MARKETING/ADVERTISING	150.00	04/21/2020
41537	FIRST BANKCARD VISA	MARKETING/SUPPLIES	250.00	04/21/2020
41538	AZTEC SOFTWARE	ABE FEDERAL TECH SUPPLIES/SOFTWARE	5,235.00	04/21/2020
41539	FIRST BANKCARD VISA	CHILDRENS LAB - SUPPLIES (COVID19)	450.00	04/22/2020
41540	FIRST BANKCARD VISA	ACADEMIC ASSESSMENT CENTER - SUPPLIES	199.00	04/22/2020
41541	FIRST BANKCARD VISA	ACADEMIC/ASSESSMENT CENTER - SUPPLIES	300.00	04/23/2020
41542	LOWE'S HOME CENTER INC	BLDING MAINT REPAIRS	151.01	04/23/2020
41543	MNJ TECHNOLOGIES DIRECT, INC	COMPUTER SERVICES -- SUPPLIES	1,119.00	04/24/2020
41544	COMPUTER SOLUTIONS UNLIMITED	COMPUTER SERVICES -- REPAIRS	190.00	04/24/2020
41545	LAMPTON WELDING SUPPLY	WELDING - SUPPLIES	288.50	04/27/2020
41546	FRANCIS TUTTLE TECH CENTER	PROF SERVICES - IT&D INSTRUCT	750.00	04/27/2020
41547	AZTEC SOFTWARE	ABE TANF SOFTWARE	3,490.00	04/28/2020
41548	LOWE'S HOME CENTER INC	WELDING SUPPLIES	328.00	04/28/2020
41549	STAPLES ADVANTAGE	CENTRAL SUPPLIES (COVID19)	520.41	04/29/2020
41550	OSSBA	BOARD TRAVEL - REGISTRATION	180.00	04/29/2020
41551	FARHA WHOLESALE COMPANY INC	CHILDRENS LAB - SUPPLIES (COVID19)	330.00	04/29/2020
41552	WAL-MART	CHILDRENS LAB - SUPPLIES (COVID19)	250.00	04/29/2020
41553	ORIENTAL TRADING	CHILDRENS LAB - SUPPLIES	30.00	04/29/2020
41554	DEMPEWOLF STORAGE	CULINARY ARTS - EQUIP RENTAL	495.00	04/30/2020
41555	PINKY TOW	CULINARY ARTS - OTHER PROPERTY SERVICES	375.00	04/30/2020

PIONEER TECHNOLOGY CENTER

From PO: 41503 to PO: 41591

Encumbrance For Board Approval**GEN FUND-FOR OPERAT**

PO #	Vendor Name	General Description	Amount	Date
41556	FARHA WHOLESALE COMPANY INC	TANF STUDENT ASSISTANCE OTHER	197.56	04/30/2020
41557	STAPLES ADVANTAGE	TANF STUDENT ASSISTANCE OTHER	777.38	04/30/2020
41558	EARNHEART STATIONS	TANF STUDENT ASSISTANCE OTHER	1,000.00	04/30/2020
41559	BRACE BOOKS & MORE	TANF BOOKS	2,014.00	04/30/2020
41560	LOWE'S HOME CENTER INC	BLDING MAINT REPAIRS	68.43	04/30/2020
41561	OKLAHOMA HOSA	STAFF TRAVEL - REGISTRATION	80.00	04/30/2020
41562	MAKERBOT INDUSTRIES, LLC	INDUSTRIAL TECH - SUPPLIES (COVID19)	465.00	04/30/2020
41563	LOWE'S HOME CENTER INC	BUILDING MAINT REPAIRS	166.58	04/30/2020
41564	JENKINS & PRICE	BUILDING MAINT - SUPPLIES	752.00	04/30/2020
41565	PONCA CUSTOM TEES	SHARE INSTRUCTIONAL SUPPLIES	420.00	04/30/2020
41566	BEN E. KEITH FOODS-OKLAHOMA	CHILDRENS LAB - SUPPLIES	380.00	05/01/2020
41567	OU ECONOMIC DEVELOPMENT INSTITUTE	BIS ADMIN - TRAVEL REGISTRATION	750.00	05/01/2020
41568	OSSBA	SUPERINTENDENT TRAVEL - REGISTRATION	100.00	05/01/2020
41569	DISCOUNT SCHOOL SUPPLY	TEACHER PREP - SUPPLIES	100.00	05/01/2020
41570	CARSON DELLOSA EDUCATION	TEACHER PREP - SUPPLIES	150.00	05/01/2020
41571	FIRST BANKCARD VISA	STUDENT SEVICES/COUNSELING - SUPPLIES	75.00	05/01/2020
41572	SAFETYSKILLS	TCTW - SUPPLIES	4,600.00	05/01/2020
41573	SAFETYSKILLS	AT&D RESALE BOOKS	5,425.00	05/01/2020
41574	TIGER MEDICAL INC	ASSESSMENT - SUPPLIES (COVID19)	180.00	05/04/2020
41575	ENID TYPEWRITTER COMPANY	BID ASSISTANCE SUPPLIES	279.00	05/06/2020
41576	STAPLES ADVANTAGE	DISABILITIES/PLACEMENT SPECIALIST - SUPPLIES	25.24	05/06/2020
41577	PONCA CUSTOM TEES	MARKETING / ADVERTISING	4,043.17	05/06/2020
41578	CARES ACT	STUDENT AID	131,415.00	05/06/2020
41579	HOBBY LOBBY	TANF STUDENT ASSISTANCE OTHER	59.99	05/06/2020
41580	DISCOUNT SCHOOL SUPPLY	TEACHER PREP - SUPPLIES	175.00	05/06/2020
41581	ORIENTAL TRADING	TEACHER PREP - SUPPLIES	55.00	05/06/2020

PIONEER TECHNOLOGY CENTER

From PO: 41503 to PO: 41591

Encumbrance For Board Approval**GEN FUND-FOR OPERAT**

PO #	Vendor Name	General Description	Amount	Date
41582	JUNIOR'S LOCK & ALARM	BLDG MAINT - REPAIRS	50.00	05/06/2020
41583	HOBBY LOBBY	TANF STUDENT ASSISTANCE OTHER	59.99	05/06/2020
41584	STAPLES ADVANTAGE	CAREER SPECIALIST - SUPPLIES	129.90	05/06/2020
41585	TEACHERSPAYTEACHERS.COM	CAREER SPECIALIST - SUPPLIES	150.00	05/06/2020
41586	HOBBY LOBBY	TANF STUDENT ASSISTANCE OTHER	59.99	05/06/2020
41587	STAPLES ADVANTAGE	ACADEMIC/ASSESSMENT - SUPPLIES	50.48	05/06/2020
41588	HOBBY LOBBY	TANF STUDENT ASSISTANCE OTHER	59.99	05/07/2020
41589	STAPLES ADVANTAGE	CENTRAL - SUPPLIES	235.00	05/07/2020
41590	YOUNGER-HOLMES ELECTRICAL	BLDG MAINT - REPAIRS	662.80	05/07/2020
41591	STAPLES ADVANTAGE	FINANCIAL AID - SUPPLIES (COVID19)	46.68	05/07/2020
		Current Encumbered	278,777.16	

PIONEER TECHNOLOGY CENTER**Encumbrance For Board Approval
CHANGE ORDER REPORT
GEN FUND-FOR OPERAT**

From: 09 Apr 2020 to: 07 May 2020

PO #	Vendor Name	General Description	Amount	Date
40013	BRANDT'S	BLANKET PO	1,069.24	07/01/2019
40014	BUMPER TO BUMPER AUTO PARTS	BLANKET PO	100.15	07/01/2019
40017	COMPLIANCE RESOURCE GROUP	BLANKET PO	125.00	07/01/2019
40044	PDG+CREATIVE	BLANKET PO	4,000.00	07/01/2019
40052	ROSENSTEIN, FIST & RINGOL	BLANKET PO	1,000.00	07/01/2019
40074	POSTER COMPLIANCE CENTER	ANNUAL SUBSCRIPTION	-20.05	07/01/2019
40083	AUTOMATION INTEGRATION	ANNUAL LICENSE	-2,000.00	07/01/2019
40128	LEADERSHIP OKLAHOMA	BIS ADMIN REGISTRATION	-3,200.00	07/01/2019
40130	AIRGAS USA, LLC	SWITCHOVER FEES	-2,000.00	07/01/2019
40342	WAL-MART	HCC - SUPPLIES	-264.97	08/12/2019
40548	OKLAHOMA CENTER FOR SCHOOL BUSINESS MANAGEMENT	FINANCE REGISTRATION	-585.00	09/06/2019
40680	FIRST BANKCARD VISA	TCTW TRAVEL - LODGING	-600.00	10/03/2019
40896	FLIPPER GUIDES	BUILDING MAINT - SUPPLIES	-214.00	11/19/2019
40946	FIRST BANKCARD VISA	BID ASSISTANCE TRAVEL - LODGING & AIRFARE	-18.20	12/04/2019
40950	LOWE'S HOME CENTER INC	CONSTRUCTION TECH - SUPPLIES	-174.33	12/04/2019
40972	LOWE'S HOME CENTER INC	FF/EMT - SUPPLIES	-200.00	12/09/2019
40979	ODAT (OK DRUG & ALCOHOL TESTING)	MEDICAL ASSISTING - SUPPLIES	-35.00	12/10/2019
41063	SKILLS USA STORE	COSMETOLOGY SUPPLIES	-1.00	01/08/2020
41198	OKLAHOMA CITY NATIONAL MEMORIAL MUESEM	TEACHER PRE - TRAVEL - ADMISSION	-13.00	01/28/2020
41202	AWARDS UNLIMITED, INC	MEDICAL ASSISTING - SUPPLIES	0.49	01/28/2020
41240	PONCA CUSTOM TEES	CULINARY ARTS--SUPPLIES	-13.40	02/03/2020
41248	WAL-MART	CHILD LAB & PRESCHOOL - FOOD/SUPPLIES	-245.44	02/04/2020
41266	HOBBY LOBBY	TEACHER PREP - SUPPLIES	-24.80	02/07/2020
41296	AMERICAN HEART ASSOCIATION	SAFETY - SUPPLIES	-2.41	02/11/2020
41304	FIRST BANKCARD VISA	HCC STAFF/STUDENT TRAVEL LODGING	-6,368.00	02/14/2020
41309	GALAXIE BUSINESS EQUIPMENT INC	CENTRAL - SUPPLIES	-10.00	02/14/2020
41374	FRANCIS TUTTLE - RENO CAMPUS	CRIMINAL JUSTICE - STUDENT TRAVEL REGISTRATION	-225.00	02/27/2020

PIONEER TECHNOLOGY CENTER

**Encumbrance For Board Approval
CHANGE ORDER REPORT
GEN FUND-FOR OPERAT**

From: 09 Apr 2020 to: 07 May 2020

PO #	Vendor Name	General Description	Amount	Date
41389	ARMSTRONG MCCALL	COSMETOLOGY - SUPPLIES	-122.00	03/03/2020
41399	FOUR STATE INDUSTRIAL SUPPLY	MACHINE TOOL - SUPPLIES	150.38	03/03/2020
41404	WAL-MART	HCC - SUPPLIES	-115.54	03/04/2020
41410	MSC INDUSTRIAL SUPPLY CO	MACHINE TOOL - SUPPLIES	-315.26	03/04/2020
41423	OKLAHOMA SKILLS USA	STAFF TRAVEL - REGISTRATION	-500.00	03/06/2020
41424	WAL-MART	TEACHER PREP - SUPPLIES	-3.98	03/09/2020
41426	HAMPTON INN & SUITES - ARDMORE	INSTRUCT DIRECTOR - LODGING	-100.00	03/09/2020
41432	WAL-MART	BUILDING MAINT/SUPPLIES	22.50	03/09/2020
41434	STATE SURGICAL SUPPLY	BIS ADMIN - SUPPLIES	-483.84	03/09/2020
41450	WAL-MART	CHILDRENS LAB - FOOD	-123.73	03/11/2020
41454	MANCOMM	SAFETY - BOOKS	-0.37	03/12/2020
41455	ELSEVIER	AT&D RESALE BOOKS	-82.80	03/12/2020
41458	STAPLES ADVANTAGE	DISABILITIES/PLACEMENT SPECIALIST - SUPPLIES	1.83	03/12/2020
41469	TANF STUDENT ASSISTANCE	TANF STUDENT ASSISTANCE OTHER	-65.00	03/13/2020
41471	STAPLES ADVANTAGE	CENTRAL - SUPPLIES	1.76	03/13/2020
41473	FIRST BANKCARD VISA	CULINARY ARTS - TRAVEL - AIRFARE	-1,050.00	03/13/2020
41474	SREB	TCTW- TRAVEL- REGISTRATION	-2,200.00	03/13/2020
41475	FIRST BANKCARD VISA	STAFF DEVELOPMENT - TRAVEL - AIRFARE	-1,750.00	03/13/2020
41479	JENKINS & PRICE	BUILDING MAINT - SUPPLIES (COVID19)	-11.50	03/27/2020
41483	FIRST BANKCARD VISA	TANF STUDENT ASSISTANCE OTHER	-10.89	04/01/2020
41489	JOSH SHORT PLUMBING INC.	BLDING MAINT REPAIRS	40.00	04/01/2020
41490	FIRST BANKCARD VISA	MARKETING - SUPPLIES	-200.00	04/01/2020
41495	MEEKS GROUP	MARKETING /PRINTING	7.04	04/06/2020
41500	ALLIED ELECTRONICS	INDUSTRIAL TECH - SUPPLIES	-18.70	04/07/2020
GEN FUND-FOR OPERAT TOTAL:			-16,849.82	
REPORT TOTAL:			-16,849.82	

Building

PIONEER TECHNOLOGY CENTER

From PO: 40061 to PO: 40104

Encumbrance For Board Approval

BUILDING FUND

PO #	Vendor Name	General Description	Amount	Date
40061	L&W SUPPLY	MAJOR REPAIRS /REMODEL	1,280.00	04/09/2020
40062	FIRST BANKCARD VISA	BITE EQUIPMENT	2,658.00	04/15/2020
40063	AMERICAN TELEPHONE	SYSTEMS EQUIPMENT	54,155.02	04/15/2020
40064	APPLE INC	HCC 2 EQUIPMENT	3,730.00	04/15/2020
40065	B&H PHOTO-VIDEO	BITE/MARKETING EQUIPMENT	1,848.00	04/15/2020
40066	FIRST BANKCARD VISA	BITE EQUIPMENT	500.00	04/15/2020
40067	SALON IRIS	COSMO EQUIPMENT	1,750.00	04/15/2020
40068	NVIROCLEAN	AUTO TECH EQUIPMENT	350.00	04/15/2020
40069	KAPLAN SCHOOL SUPPLY	CHILDCARE CENTER EQUIPMENT	1,512.13	04/15/2020
40070	COMMUNITY PLAYTHINGS	CHILDCARE CENTER EQUIPMENT	2,501.35	04/15/2020
40071	CONSTRUCTIVE PLAYTHINGS	CHILDCARE CENTER EQUIPMENT	442.64	04/15/2020
40072	HULL MACHINE TOOLS, INC	WELDING EQUIPMENT	4,970.50	04/15/2020
40073	EDUCATIONAL TECHNOLOGIES GROUP INC	BITE NETWORKING EQUIPMENT	4,169.00	04/15/2020
40074	POCKET NURSE	PN EQUIPMENT	689.99	04/15/2020
40075	DIAMEDICAL USA	PN EQUIPMENT	595.00	04/15/2020
40076	FIRST BANKCARD VISA	MA EQUIPMENT	1,468.87	04/15/2020
40077	HOGENTOGLER & CO INC	MA EQUIPMENT	426.00	04/15/2020
40078	GOTHIC ARCH GREENHOUSES	MAINTENANCE EQUIPMENT	675.00	04/15/2020
40079	ENRICK CO	MAINT EQUIPMENT	886.40	04/15/2020
40080	FARHA WHOLESALE COMPANY INC	MAINT EQUIPMENT	568.18	04/15/2020
40081	KINNUNEN SALES	BLDG EXPANSION	950.00	04/15/2020
40082	EMERGENCY MEDICAL PRODUCTS INC	AT&D EQUIPMENT	874.38	04/15/2020
40083	LAERDAL MEDICAL CORP	AT&D EQUIPMENT	3,060.32	04/15/2020
40084	POCKET NURSE	AT&D EQUIPMENT	2,717.92	04/15/2020
40085	TIMCO	MACHINE TOOL EQUIPMENT	57,650.00	04/15/2020
40086	LOCKE SUPPLY	BLDG MAINT - REPAIRS	1,476.69	04/15/2020
40087	STOLHAND-WELLS PLUMBING, HEATING & AIR	BLDG MAINT - MAJOR REMODEL REPAIRS	342,414.00	04/15/2020
40088	SNAP-ON INDUSTRIAL TOOLS	AUTO TECH EQUIPMENT	37,278.00	04/20/2020
40089	AIRGAS USA, LLC	WELDING EQUIPMENT	13,727.32	04/20/2020
40090	LAMPTON WELDING SUPPLY	WELDING EQUIPMENT	22,320.00	04/20/2020

PIONEER TECHNOLOGY CENTER

From PO: 40061 to PO: 40104

Encumbrance For Board Approval**BUILDING FUND**

PO #	Vendor Name	General Description	Amount	Date
40091	POCKET NURSE	HCC1 EQUIPMENT	9,262.18	04/20/2020
40092	KVMSWITCHESONLINE	BITE IT EQUIPMENT	5,776.38	04/20/2020
40093	MES	IT&D EQUIPMENT	17,184.78	04/20/2020
40094	ENDEX	SYSTEMS EQUIPMENT	18,750.00	04/20/2020
40095	WHITTON SUPPLY CO.	EMT EQUIPMENT	2,475.00	04/20/2020
40096	MUNICIPAL EMERGENCY SERVICES DEPOSITORY ACCOUNT	EMT EQUIPMENT	4,517.00	04/20/2020
40097	NORTHERN SAFETY & INDUSTRIAL	EMT EQUIPMENT	1,817.61	04/20/2020
40098	PRO THERAPY SUPPLIES	EMT EQUIPMENT	4,580.00	04/20/2020
40099	ULTIMATE PEST CONTROL	LAWN CARE SERVICES	2,000.00	04/21/2020
40100	ADVANCED TECHNOLOGY CONSULTANTS	INDUSTRIAL TECH EQUIPMENT	11,944.00	04/22/2020
40101	EMERGENCY MEDICAL PRODUCTS INC	EMT EQUIPMENT	4,570.45	04/27/2020
40102	WAL-MART	SYSTEMS EQUIPMENT	9,600.00	04/29/2020
40103	WHITTON SUPPLY CO.	FFM EQUIPMENT	6,226.00	04/29/2020
40104	AMERICAN TELEPHONE	COMPUTER SERVICES - MAJOR REMODEL REPAIRS	7,805.00	05/07/2020
		Current Encumbered	674,153.11	

PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval
CHANGE ORDER REPORT
BUILDING FUND

From: 09 Apr 2020 to: 07 May 2020

PO #	Vendor Name	General Description	Amount	Date
40048	LOWE'S HOME CENTER INC	BLDG MAINT - MAJOR REMODEL REPAIRS	-66.86	12/05/2019
BUILDING FUND TOTAL:			-66.86	
REPORT TOTAL:			-66.86	

Payroll

PIONEER TECHNOLOGY CENTER

From PO: 70172 to PO: 70172

Encumbrance For Board Approval

GEN FUND-FOR OPERAT

PO #	Vendor Name	General Description	Amount	Date
70172	JACKSON, TONYA R	PAYROLL ENCUMBRANCE	1,205.68	05/01/2020
Current Encumbered			1,205.68	

PIONEER TECHNOLOGY CENTER**Encumbrance For Board Approval**
CHANGE ORDER REPORT
GEN FUND-FOR OPERAT

From: 09 Apr 2020 to: 07 May 2020

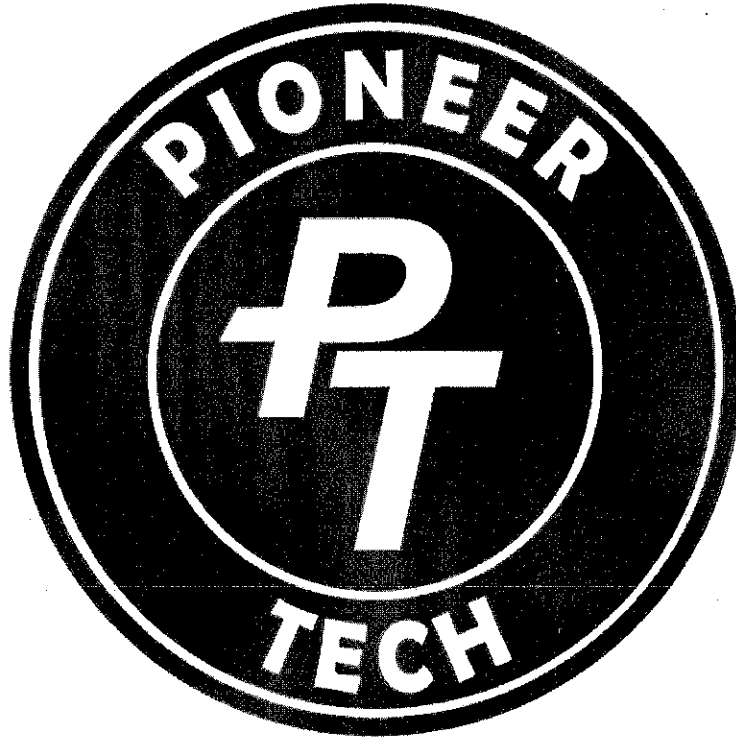
PO #	Vendor Name	General Description	Amount	Date
70008	ABE / TANF INSTRUCTORS	BLANKET PAYROLL ENCUMBRANCE	-4,700.00	07/01/2019
70012	SUBS - SHARE	BLANKET PAYROLL ENCUMBRANCE	-645.90	07/01/2019
70013	SUBS - SECONDARY MATH	BLANKET PAYROLL ENCUMBRANCE	-267.30	07/01/2019
70014	SUBS - (BITE) FINANCE MGMT	BLANKET PAYROLL ENCUMBRANCE	-259.76	07/01/2019
70015	SUBS - (BITE) NETWORK SYSTEMS	BLANKET PAYROLL ENCUMBRANCE	-452.13	07/01/2019
70016	SUBS - HEALTH CAREERS CERT 1	BLANKET PAYROLL ENCUMBRANCE	229.58	07/01/2019
70018	SUBS - NURSING	BLANKET PAYROLL ENCUMBRANCE	1,499.25	07/01/2019
70020	SUBS - CULINARY ARTS	BLANKET PAYROLL ENCUMBRANCE	-581.31	07/01/2019
70021	SUBS - COSMETOLOGY	BLANKET PAYROLL ENCUMBRANCE	-403.69	07/01/2019
70022	SUBS - TEACHER PREP	BLANKET PAYROLL ENCUMBRANCE	-299.65	07/01/2019
70023	SUBS - CHILDREN'S LAB	BLANKET PAYROLL ENCUMBRANCE	193.44	07/01/2019
70024	SUBS - CONSTRUCTION	BLANKET PAYROLL ENCUMBRANCE	138.52	07/01/2019
70025	SUBS - AUTO SERVICE TECHNOLOGY	BLANKET PAYROLL ENCUMBRANCE	-645.90	07/01/2019
70026	SUBS - INDUSTRIAL TECHNOLOGY	BLANKET PAYROLL ENCUMBRANCE	-577.78	07/01/2019
70027	SUBS - MACHINE TOOL	BLANKET PAYROLL ENCUMBRANCE	185.85	07/01/2019
70028	SUBS - WELDING	BLANKET PAYROLL ENCUMBRANCE	-645.90	07/01/2019
70029	SUBS - FLEET & FACILITES MAINT	BLANKET PAYROLL ENCUMBRANCE	-109.92	07/01/2019
70030	SUBS - CRIMIINAL JUSTICE	BLANKET PAYROLL ENCUMBRANCE	-419.83	07/01/2019
70031	SUBS - EMS FIREFIGHTER	BLANKET PAYROLL ENCUMBRANCE	-516.72	07/01/2019
70067	LYNES, KARL A	PAYROLL ENCUMBRANCE	145.87	07/01/2019
70147	KEELIN, KENDRA A	PAYROLL ENCUMBRANCE	-768.02	08/15/2019
70148	LYNES, KARL A	PAYROLL ENCUMBRANCE	-956.11	08/15/2019

PIONEER TECHNOLOGY CENTER

**Encumbrance For Board Approval
CHANGE ORDER REPORT
GEN FUND-FOR OPERAT**

From: 09 Apr 2020 to: 07 May 2020

PO #	Vendor Name	General Description	Amount	Date
70149	MUNGER, JOHN R	PAYROLL ENCUMBRANCE	-125.39	08/15/2019
70151	SUBS - HEALTH CAREERS CERT 2	BLANKET PAYROLL ENCUMBRANCE	266.23	08/26/2019
70152	SUBS - MEDICAL ASSISTING	BLANKET PAYROLL ENCUMBRANCE	-177.62	08/26/2019
70154	RANDOL, KAYLA D	PAYROLL ENCUMBRANCE	-235.06	10/01/2019
70155	BOOKOUT, STEVEN B	PAYROLL ENCUMBRANCE	-235.06	10/01/2019
70156	MCCONNELL, KELLEY J	PAYROLL ENCUMBRANCE	-235.06	10/01/2019
70157	FEASTER, AMBER R	PAYROLL ENCUMBRANCE	-235.06	10/01/2019
70158	LADNER, ZACHARY L	PAYROLL ENCUMBRANCE	-235.06	10/01/2019
70159	PULLEY, DANA L	PAYROLL ENCUMBRANCE	-235.06	10/01/2019
70160	BRADEN, VICKI A	PAYROLL ENCUMBRANCE	-235.06	10/01/2019
70161	POLLAK, BRENDA J	PAYROLL ENCUMBRANCE	-235.06	10/01/2019
70169	MUNGER, JOHN R	PAYROLL ENCUMBRANCE	-376.18	02/12/2020
GEN FUND-FOR OPERAT TOTAL:			-12,150.85	
REPORT TOTAL:			-12,150.85	



FINANCIAL SUMMARY

April 2020

<i>Income</i>	MTD	YTD	% of Est Collections
General Fund	\$ 907,704.38	\$11,526,928.15	87.11%
Building Fund	\$ 248,868.95	\$ 6,778,994.81	93.59%
<i>Expenses</i>			
General Fund	\$ 716,256.38	\$ 7,866,427.39	
Building Fund	\$ 86,039.86	\$ 687,640.72	
	<u>General Fund</u>	<u>Building Fund</u>	
<i>Cash Balance</i>	\$ 363,939.75	\$ 462,928.46	
<i>+Investment Balance</i>	\$3,296,561.01	\$5,628,425.63	
<i>+Outstanding Checks</i>	\$ 246,241.69	\$ 1,650.00	
<i>=Total Monies</i>	\$3,906,742.45	\$6,093,004.09	

PIONEER TECHNOLOGY CENTER

TREASURER'S MONTHLY REVENUE SUMMARY

04/30/2020

Budget Year 20

REVENUE SOURCE	ESTIMATED REVENUES	CURRENT COLLECTED	PREVIOUS YTD COLLECTED	TOTAL COLLECTED	VARIANCE	% OF EST COLL.
GENERAL FUND						
LOCAL SOURCES						
1110 AD VAL TX LV (CUR YR)	\$5,144,726.71	\$501,447.72	\$3,818,902.94	\$4,320,350.86	\$824,376.05	83.98
1121 AD VAL TX LV (PRIOR)	\$1,175,000.00	\$4,293.44	\$1,175,945.86	\$1,180,239.30	-\$5,239.30	100.4
1130 REV IN LIEU OF TAX	\$0.00	\$798.97	\$1,239.44	\$2,038.41	-\$2,038.41	0.00
1211 TUITION-DAY TIME	\$205,380.35	\$38,409.17	\$171,934.35	\$210,343.52	-\$4,963.17	102.4
1212 TUITION - AT&D	\$81,865.47	\$1,409.12	\$53,223.73	\$54,632.85	\$27,252.62	66.72
1213 TUITION - IT&D	\$30,178.80	\$1,044.00	\$25,221.78	\$26,265.78	\$3,913.02	87.03
1214 GED TESTING FEES	\$2,425.50	\$232.50	\$3,203.75	\$3,436.25	-\$1,010.75	141.6
1290 TUITION - SAFETY	\$202,175.33	\$18,225.00	\$164,532.57	\$182,757.57	\$19,417.76	90.40
1310 INTEREST EARNINGS	\$6,416.36	\$461.47	\$4,902.79	\$5,364.26	\$1,052.10	83.60
1350 INTEREST ON TAXES	\$0.00	\$139.48	\$2,510.02	\$2,649.50	-\$2,649.50	0.00
1410 INCUBATOR RENTS	\$6,733.96	\$264.50	\$5,619.00	\$5,883.60	\$850.36	87.37
1440 SALE OF SCHOOL PROPERTY	\$32,312.11	\$0.00	\$20,614.60	\$20,614.60	\$11,697.51	63.80
1450 BOOKSTORE REVENUE	\$120,409.85	\$6,080.42	\$102,312.12	\$108,392.54	\$12,017.31	90.02
1470 SHOP REVENUE	\$98,800.83	\$11,424.00	\$99,802.75	\$111,226.75	-\$12,425.92	112.5
1492 RESALE	\$67,763.28	\$5,806.50	\$55,441.76	\$61,248.26	\$6,515.02	90.39
1570 INCUBATOR UTILITIES	\$1,470.97	\$48.75	\$1,625.71	\$1,674.46	-\$203.49	113.8
1590 MISC REIMBURSEMENTS	\$14,171.75	\$1,245.48	\$9,776.51	\$11,021.99	\$3,149.76	77.77
1650 DROPOUT/SHARE CONTRACTS	\$98,903.11	\$60,368.13	\$52,282.36	\$112,650.49	-\$13,747.38	113.9
SOURCE TOTAL	\$7,288,754.38	\$651,698.75	\$5,769,092.04	\$6,420,790.79	\$867,963.59	
ESTIMATED:				\$6,416,102.88	\$872,651.50	88.03
UNESTIMATED:				\$4,687.91		
TOTAL UNCOLLECTED SURPLUS:	\$910,241.51					
TOTAL OVERCOLLECTED:	\$37,590.01					
STATE SOURCES						
3160 FARM IMPLEMENT TAX STAMP	\$0.00	\$0.00	\$459.85	\$459.85	-\$459.85	0.00
3430 ADULT ED / STATE GED	\$19,397.04	\$4,849.26	\$14,547.78	\$19,397.04	\$0.00	100.0
3620 STATE LAND REIMBURSEMENT	\$0.00	\$0.00	\$348.34	\$348.34	-\$348.34	0.00
3690 EDUC RISING & TEACH OKLA	\$0.00	\$0.00	\$700.00	\$700.00	-\$700.00	0.00
3819 FORMULA OPERATIONS	\$2,063,338.00	\$171,920.00	\$1,547,280.00	\$1,719,200.00	\$344,138.00	83.32
3833 CUSTOM / SAFETY	\$113,851.00	\$9,488.00	\$86,642.00	\$96,130.00	\$17,721.00	84.44
3836 BID ASSISTANCE - STATE	\$23,838.00	\$0.00	\$15,500.00	\$15,500.00	\$8,338.00	65.02
3837 BROKER AGENT / MEA	\$74,600.00	\$0.00	\$72,461.23	\$72,461.23	\$2,138.77	97.13
3844 FIREFIGHTING TRAINING	\$1,316.00	\$0.00	\$2,180.00	\$2,180.00	-\$864.00	165.6
3852 TANF - STATE	\$29,100.00	\$2,425.00	\$21,825.00	\$24,250.00	\$4,850.00	83.33
3856 DROPOUT RECOVERY	\$78,659.00	\$0.00	\$46,645.87	\$46,645.87	\$32,013.13	59.30
3856 DROPOUT (PRIOR)	\$0.00	\$0.00	\$11,862.54	\$11,862.54	-\$11,862.54	0.00
3864 MENTOR TEACHER	\$2,250.00	\$0.00	\$0.00	\$0.00	\$2,250.00	0.00
3892 LOTTERY GRANT	\$148,231.44	\$0.00	\$0.00	\$0.00	\$148,231.44	0.00
SOURCE TOTAL	\$2,554,580.48	\$188,682.26	\$1,820,462.61	\$2,009,134.87	\$545,445.61	
ESTIMATED:				\$1,995,764.14	\$558,816.34	78.12
UNESTIMATED:				\$13,370.73		

\$559,680.34

PIONEER TECHNOLOGY CENTER

04/30/2020

Budget Year 20

TREASURER'S MONTHLY REVENUE SUMMARY

REVENUE SOURCE	ESTIMATED REVENUES	CURRENT COLLECTED	PREVIOUS YTD COLLECTED	TOTAL COLLECTED	VARIANCE	% OF EST COLL.
TOTAL UNCOLLECTED SURPLUS:						
TOTAL OVERCOLLECTED:	\$864.00					
FEDERAL SOURCES						
4611 ABE TITLE 13, 95-661	\$131,974.67	\$0.00	\$53,881.56	\$53,881.56	\$78,093.11	40.83
4611 IELCE	\$11,647.94	\$0.00	\$4,423.63	\$4,423.63	\$7,224.31	37.98
4611 CORRECTIONS	\$20,778.51	\$0.00	\$8,729.88	\$8,729.88	\$12,048.63	42.01
4611 ABE/LITERACY/CORR (PRIOR)	\$0.00	\$0.00	\$50,159.95	\$50,159.95	-\$50,159.95	0.00
4613 ABE / TANF	\$66,630.00	\$5,250.00	\$42,000.00	\$47,250.00	\$19,380.00	70.91
4613 ABE / TANF (PRIOR)	\$0.00	\$0.00	\$4,250.00	\$4,250.00	-\$4,250.00	0.00
4750 CHILD & ADULT FOOD	\$10,318.53	\$782.46	\$11,548.90	\$12,331.36	-\$2,012.83	119.5
4821 PERKINS - SECONDARY	\$81,682.00	\$0.00	\$29,547.83	\$29,547.83	\$52,134.17	36.17
4821 TCTW	\$12,000.00	\$0.00	\$2,381.55	\$2,381.55	\$9,618.45	19.85
4821 PERKINS / TCTW (PRIOR)	\$0.00	\$0.00	\$26,263.08	\$26,263.08	-\$26,263.08	0.00
4836 BID ASSISTANCE - FEDERAL	\$22,672.00	\$3,875.00	\$18,797.00	\$22,672.00	\$0.00	100.0
4852 TANF - FEDERAL	\$193,000.00	\$52,530.91	\$49,361.70	\$101,892.61	\$91,107.39	52.79
4852 TANF (PRIOR)	\$0.00	\$0.00	\$102,064.96	\$102,064.96	-\$102,064.96	0.00
4874 PELL GRANTS	\$208,428.30	\$4,130.00	\$230,658.00	\$234,788.00	-\$26,359.70	112.6
4874 PELL GRANT (PRIOR)	\$0.00	\$0.00	\$18,050.00	\$18,050.00	-\$18,050.00	0.00
4877 FSEOG	\$4,877.10	\$580.00	\$3,500.00	\$4,080.00	\$797.10	83.66
4877 FSEOG (PRIOR)	\$0.00	\$0.00	\$1,180.00	\$1,180.00	-\$1,180.00	0.00
SOURCE TOTAL	\$764,009.05	\$67,148.37	\$656,798.04	\$723,946.41	\$40,062.64	
ESTIMATED:				\$521,978.42	\$242,030.63	68.32
UNESTIMATED:				\$201,967.99		
TOTAL UNCOLLECTED SURPLUS:	\$270,403.16					
TOTAL OVERCOLLECTED:	\$28,372.53					
REVENUE SOURCE TOTAL	\$10,607,343.91	\$907,529.38	\$8,246,342.69	\$9,153,872.07	\$1,453,471.84	
NON-REVENUE RECEIPTS						
5190 MISC REV TRANSFERRED	\$0.00	\$175.00	\$0.00	\$175.00	-\$175.00	0.00
SOURCE TOTAL	\$0.00	\$175.00	\$0.00	\$175.00	-\$175.00	
ESTIMATED:				\$0.00	\$0.00	
UNESTIMATED:				\$175.00		
TOTAL UNCOLLECTED SURPLUS:	\$0.00					
TOTAL OVERCOLLECTED:	\$0.00					
BALANCE SHEET ACCOUNTS						
6110 CASH FORWARD	\$2,372,881.08	\$0.00	\$2,372,881.08	\$2,372,881.08	\$0.00	100.0
6140 ESTOP CHECKS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
SOURCE TOTAL	\$2,372,881.08	\$0.00	\$2,372,881.08	\$2,372,881.08	\$0.00	
				\$2,372,881.08	\$0.00	100.0

PIONEER TECHNOLOGY CENTER

TREASURER'S MONTHLY REVENUE SUMMARY

04/30/2020

Budget Year 20

REVENUE SOURCE	ESTIMATED REVENUES	CURRENT COLLECTED	PREVIOUS YTD COLLECTED	TOTAL COLLECTED	VARIANCE	% OF EST COLL.
ESTIMATED:						
UNESTIMATED:				\$0.00		
TOTAL UNCOLLECTED SURPLUS:	\$0.00					
TOTAL OVERCOLLECTED:	\$0.00					
NON-REVENUE SOURCE TOTAL	\$2,372,881.08	\$175.00	\$2,372,881.08	\$2,373,056.08	-\$175.00	
FUND	\$12,980,224.99	\$907,704.38	\$10,619,223.77	\$11,526,928.15	\$1,453,296.84	
ESTIMATED:				\$11,306,726.52		87.11
UNESTIMATED:				\$220,201.63		
TOTAL UNCOLLECTED SURPLUS:	\$1,740,325.01					
TOTAL OVERCOLLECTED:	\$66,826.54					
BUILDING FUND						
LOCAL SOURCES						
1110 AD VAL TX LV (CUR YR)	\$2,518,880.05	\$245,847.49	\$1,869,474.09	\$2,115,121.58	\$403,758.47	83.97
1121 AD VAL TX LV (PRIOR)	\$575,000.00	\$2,832.88	\$575,551.67	\$578,384.53	-\$3,384.53	100.5
1130 REV IN LIEU OF TAX	\$0.00	\$388.60	\$814.80	\$1,003.40	-\$1,003.40	0.00
1310 INTEREST EARNINGS	\$12,550.31	\$0.00	\$11,518.63	\$11,518.63	\$1,031.68	91.78
1590 MISC REIMBURSEMENT	\$68,868.45	\$0.00	\$5,850.00	\$5,850.00	\$63,018.45	8.49
SOURCE TOTAL	\$3,175,298.81	\$248,668.95	\$2,463,009.19	\$2,711,878.14	\$463,420.67	
ESTIMATED:				\$2,710,874.74	\$464,424.07	85.37
UNESTIMATED:				\$1,003.40		
TOTAL UNCOLLECTED SURPLUS:	\$467,808.60					
TOTAL OVERCOLLECTED:	\$3,384.53					
STATE SOURCES						
3160 FARM IMPLEMENT TAX STAMP	\$0.00	\$0.00	\$224.75	\$224.75	-\$224.75	0.00
3620 STATE LAND REIMBURSEMENT	\$0.00	\$0.00	\$170.30	\$170.30	-\$170.30	0.00
SOURCE TOTAL	\$0.00	\$0.00	\$395.05	\$395.05	-\$395.05	
ESTIMATED:				\$0.00	\$0.00	
UNESTIMATED:				\$395.05		
TOTAL UNCOLLECTED SURPLUS:	\$0.00					
TOTAL OVERCOLLECTED:	\$0.00					
REVENUE SOURCE TOTAL	\$3,175,298.81	\$248,668.95	\$2,463,404.24	\$2,712,273.19	\$463,025.62	
BALANCE SHEET ACCOUNTS						
6110 CASH FORWARD	\$4,066,721.62	\$0.00	\$4,066,721.62	\$4,066,721.62	\$0.00	100.0
SOURCE TOTAL	\$4,066,721.62	\$0.00	\$4,066,721.62	\$4,066,721.62	\$0.00	

PIONEER TECHNOLOGY CENTER

04/30/2020

Budget Year 20

TREASURER'S MONTHLY REVENUE SUMMARY

REVENUE SOURCE	ESTIMATED REVENUES	CURRENT COLLECTED	PREVIOUS YTD COLLECTED	TOTAL COLLECTED	VARIANCE	% OF EST COLL.
ESTIMATED:				\$4,066,721.62	\$0.00	100.0
UNESTIMATED:				\$0.00		
TOTAL UNCOLLECTED SURPLUS:	\$0.00					
TOTAL OVERCOLLECTED:	\$0.00					
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NON-REVENUE SOURCE TOTAL	\$4,066,721.62	\$0.00	\$4,066,721.62	\$4,066,721.62	\$0.00	
<hr/>						
FUND	\$7,242,020.43	\$248,868.95	\$6,530,125.86	\$6,778,994.81	\$463,025.52	
<hr/>						
ESTIMATED:				\$6,777,596.36		93.59
UNESTIMATED:				\$1,398.45		
TOTAL UNCOLLECTED SURPLUS:	\$467,808.60					
TOTAL OVERCOLLECTED:	\$3,384.53					

**SUMMARY OF
FINANCIAL ACTIVITIES**

**PIONEER TECHNOLOGY CENTER
SUMMARY OF FINANCIAL ACTIVITIES**

04/30/2020

Fiscal Year 0	GENERAL FUND	BUILDING FUND	TOTAL ALL FUNDS
CASH ON HAND:			
BEGINNING MONTHLY BALANCE	172,910.76	300,806.12	473,716.88
ADD: MONTHLY RECEIPTS	907,704.38	248,868.95	1,156,573.33
MATURING INVESTMENTS	0.00	0.00	0.00
TOTAL CASH:	1,080,615.14	549,675.07	1,630,290.21
LESS: CHECKS ISSUED	716,256.38	86,039.86	802,296.24
PURCHASE OF INVESTMENTS	419.01	706.75	1,125.76
INTEREST ON NON-PAYABLE	0.00	0.00	0.00
BOND INDEBTEDNESS	0.00	0.00	0.00
REPAY-MONEY MGMT.	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00
INTEREST ON BONDS	0.00	0.00	0.00
TRANSFERS	0.00	0.00	0.00
ADJUSTMENTS	0.00	0.00	0.00
ENDING MONTHLY BALANCE	363,939.75	462,928.46	826,868.21
INVESTMENTS:			
BEGINNING MONTHLY BALANCE	3,296,142.00	5,627,718.88	8,923,860.88
ADD: INVESTMENTS	419.01	706.75	1,125.76
TOTAL INVESTMENTS:	3,296,561.01	5,628,425.63	8,924,986.64
LESS: MATURING INVESTMENTS	0.00	0.00	0.00
ENDING MONTHLY BALANCE:	3,296,561.01	5,628,425.63	8,924,986.64

TOTALS:			
END OF MONTH CASH BALANCE:	363,939.75	462,928.46	826,868.21
END OF MONTH INV. BALANCE:	3,296,561.01	5,628,425.63	8,924,986.64
TOTAL CASH:	3,660,500.76	6,091,354.09	9,751,854.85
ADD: OUTSTANDING CHECKS	246,241.69	1,650.00	247,891.69
TOTAL MONIES:	3,906,742.45	6,093,004.09	9,999,746.54

OPEN INVESTMENT LEDGER

PIONEER TECHNOLOGY CENTER

Open Investment Ledger

Invest #	CHECK #	DATE	BANK NAME	AMOUNT	RATE	MATURITY DATE
560224 GEN	0	7/1/2019	EQUITY BANK	3,296,561.01	0.150	06/30/2020
TOTAL OPEN INVESTMENTS FOR 0 - 11 GENERAL FUND				3,296,561.01		
560224 BLD	0	7/1/2019	EQUITY BANK	5,628,425.63	0.150	06/30/2020
TOTAL OPEN INVESTMENTS FOR 0 - 21 BUILDING FUND				5,628,425.63		
560224 GEN	0	7/1/2019	EQUITY BANK	115,362.61	0.150	06/30/2020
TOTAL OPEN INVESTMENTS FOR 9 - 11 GENERAL FUND				115,362.61		
560224 BLD	0	7/1/2019	EQUITY BANK	127,734.08	0.150	06/30/2020
TOTAL OPEN INVESTMENTS FOR 9 - 21 BUILDING FUND				127,734.08		
TOTAL OF ALL INVESTMENTS				9,168,083.33		

YEARLY COMPARISON

PIONEER TECHNOLOGY CENTER
 General Fund Yearly Comparison
 Fiscal Year 2019-2020

	<u>FY 2018-2019</u>	<u>FY 2019-2020</u>	<u>DIFFERENCE</u>
FUND BALANCE (CARRYOVER)	2,054,160.60	2,372,881.08	\$318,720.48
INCOME FOR JULY	329,704.45	273,005.32	(\$56,699.13)
INCOME FOR AUGUST	548,567.91	436,017.23	(\$112,550.68)
INCOME FOR SEPTEMBER	503,135.91	586,236.50	\$83,100.59
INCOME FOR OCTOBER	522,554.13	556,418.77	\$33,864.64
INCOME FOR NOVEMBER	542,057.38	652,285.09	\$110,227.71
INCOME FOR DECEMBER	654,831.90	598,146.19	(\$56,685.71)
INCOME FOR JANUARY	3,389,222.93	3,413,032.80	\$23,809.87
INCOME FOR FEBRUARY	945,988.09	1,173,483.16	\$227,495.07
INCOME FOR MARCH	552,753.91	557,717.63	\$4,963.72
INCOME FOR APRIL	1,036,508.92	907,704.38	(\$128,804.54)
INCOME FOR MAY	668,377.91	0.00	\$0.00
<u>INCOME FOR JUNE</u>	<u>339,684.49</u>	<u>0.00</u>	<u>\$0.00</u>
INCOME AS OF 04/30/2020	\$12,087,548.53	\$11,526,928.15	\$447,442.02
CHECKS ISSUED FOR JUL	601,740.76	688,665.46	\$86,924.70
CHECKS ISSUED FOR AUG	780,657.45	727,861.70	(\$52,795.75)
CHECKS ISSUED FOR SEP	834,495.16	924,945.82	\$90,450.66
CHECKS ISSUED FOR OCT	812,909.88	808,161.47	(\$4,748.41)
CHECKS ISSUED FOR NOV	830,307.83	880,360.32	\$50,052.49
CHECKS ISSUED FOR DEC	706,443.51	715,397.25	\$8,953.74
CHECKS ISSUED FOR JAN	720,513.90	815,494.36	\$94,980.46
CHECKS ISSUED FOR FEB	755,402.70	846,200.09	\$90,797.39
CHECKS ISSUED FOR MAR	819,477.51	742,589.54	(\$76,887.97)
CHECKS ISSUED FOR APR	788,410.02	716,256.38	(\$72,153.64)
CHECKS ISSUED FOR MAY	1,180,353.18	0.00	\$0.00
CHECKS ISSUED FOR JUN	659,443.67	0.00	\$0.00
<u>CHECKS ISSUED AFTER JUN</u>	<u>168,031.48</u>	<u>0.00</u>	<u>\$0.00</u>
CHECKS ISSUED 04/30/2020	\$9,658,187.05	\$7,865,932.39	\$215,573.67
			\$231,868.35 TOTAL DIFFERENCE

PIONEER TECHNOLOGY CENTER
 Building Fund Yearly Comparison
 Fiscal Year 2019-2020

	<u>FY 2018-2019</u>	<u>FY 2019-2020</u>	<u>DIFFERENCE</u>
FUND BALANCE (CARRYOVER)	3,542,194.81	4,066,721.62	\$524,526.81
INCOME FOR JULY	45,386.50	14,938.48	(\$30,448.02)
INCOME FOR AUGUST	98,691.37	35,943.04	(\$62,748.33)
INCOME FOR SEPTEMBER	85,484.75	76,927.42	(\$8,557.33)
INCOME FOR OCTOBER	68,307.59	58,671.45	(\$9,636.14)
INCOME FOR NOVEMBER	108,887.97	116,241.51	\$7,353.54
INCOME FOR DECEMBER	189,040.26	160,787.35	(\$28,252.91)
INCOME FOR JANUARY	1,539,111.66	1,546,960.36	\$7,848.70
INCOME FOR FEBRUARY	394,059.28	349,642.96	(\$44,416.32)
INCOME FOR MARCH	53,822.85	103,291.67	\$49,468.82
INCOME FOR APRIL	273,117.95	248,868.95	(\$24,249.00)
INCOME FOR MAY	128,796.35	0.00	\$0.00
<u>INCOME FOR JUNE</u>	<u>18,563.28</u>	<u>0.00</u>	<u>\$0.00</u>
INCOME AS OF 04/30/2020	\$6,545,464.62	\$6,778,994.81	\$380,889.82
CHECKS ISSUED FOR JUL	28,325.05	27,333.18	(\$991.87)
CHECKS ISSUED FOR AUG	18,692.38	63,723.06	\$45,030.68
CHECKS ISSUED FOR SEP	32,099.49	67,217.64	\$35,118.15
CHECKS ISSUED FOR OCT	41,522.82	49,753.16	\$8,230.34
CHECKS ISSUED FOR NOV	54,777.63	54,940.88	\$163.25
CHECKS ISSUED FOR DEC	32,033.04	6,480.59	(\$25,552.45)
CHECKS ISSUED FOR JAN	710,410.27	94,199.43	(\$616,210.84)
CHECKS ISSUED FOR FEB	32,878.59	148,118.57	\$115,239.98
CHECKS ISSUED FOR MAR	64,347.78	89,834.35	\$25,486.57
CHECKS ISSUED FOR APR	158,278.29	86,039.86	(\$72,238.43)
CHECKS ISSUED FOR MAY	245,222.21	0.00	\$0.00
CHECKS ISSUED FOR JUN	453,740.20	0.00	\$0.00
<u>CHECKS ISSUED AFTER JUN</u>	<u>502,965.86</u>	<u>0.00</u>	<u>\$0.00</u>
CHECKS ISSUED 04/30/2020	\$2,375,293.61	\$687,640.72	(\$485,724.62)
			\$866,614.44 TOTAL DIFFERENCE

FUNCTION SUMMARY
(Encumbrance Totals)

General

**PIONEER TECHNOLOGY
CENTER**

Function Summary Report 2020

Func	Description	Approp	Encumbered	Spent	Balance
0000	**Appropriated Only	0.00	0.00	0.00	0.00
	0000 FUNCTION TOTAL	0.00	0.00	0.00	0.00
1000	INSTRUCTION	1,507,660.83	169,228.45	587,395.85	751,036.53
1500	CLIENT BSD PG - TIPS	921,746.93	183,036.54	724,203.18	14,507.21
1700	Instructional Programs	2,747,862.22	598,300.39	1,985,369.69	164,192.14
	1000 FUNCTION TOTAL	5,177,269.98	950,565.38	3,296,968.72	929,735.88
2100	Supp Svcs-Students	667,274.06	121,429.44	500,192.15	45,652.47
2200	Supp Svcs-Inst Staff	295,060.67	30,548.97	235,790.92	28,720.78
2300	Supp Svcs-Gen Admin	1,147,931.43	128,682.74	481,698.17	537,550.52
2400	Supp Svcs-Sch Admin	1,399,508.51	242,055.98	1,126,505.33	30,947.20
2500	Supp Svcs-Business	1,111,961.32	179,840.46	856,652.56	75,468.30
2600	Oper&Maint Plant Svc	841,760.64	148,410.11	647,800.30	45,550.23
2700	Stud Transp'n Svcs	265,359.07	42,271.62	119,209.49	103,877.96
	2000 FUNCTION TOTAL	5,728,855.70	893,239.32	3,967,848.92	867,767.46
3100	Child Nut Prg Oper	1,100.00	169.06	575.94	355.00
3200	OTH ENTPRS SVC OP	648,499.31	125,328.17	404,687.23	118,483.91
	3000 FUNCTION TOTAL	649,599.31	125,497.23	405,263.17	118,838.91
4200	SITE ACQUISITION SVC	0.00	0.00	0.00	0.00
4300	SITE IMPROVEMENT SVC	0.00	0.00	0.00	0.00
4400	ARCH & ENGR SVC	0.00	0.00	0.00	0.00
4700	BLDG IMPR SVC	0.00	0.00	0.00	0.00
	4000 FUNCTION TOTAL	0.00	0.00	0.00	0.00
5200	FND TRANSFER/REIMB	1,000.00	0.00	375.00	625.00
5300	CLEARING ACCOUNT	0.00	0.00	0.00	0.00
5600	CORRECTING ENTRY	2,500.00	0.00	0.00	2,500.00
	5000 FUNCTION TOTAL	3,500.00	0.00	375.00	3,125.00
7200	STUDENT AID	509,000.00	170,355.00	241,560.00	97,085.00
7700	Flex Benefits	0.00	0.00	0.00	0.00
7900	OTHER USES	912,000.00	0.00	10,130.89	901,869.11
	7000 FUNCTION TOTAL	1,421,000.00	170,355.00	251,690.89	998,954.11
8100	RESTR FUND (ST/FED)	0.00	0.00	0.00	0.00
	8000 FUNCTION TOTAL	0.00	0.00	0.00	0.00
	FUND 11 TOTAL	12,980,224.99	2,139,656.93	7,922,146.70	2,918,421.36

Building

**PIONEER TECHNOLOGY
CENTER**

Function Summary Report 2020

Func	Description	Approp	Encumbered	Spent	Balance
0000	**Appropriated Only	0.00	0.00	0.00	0.00
	0000 FUNCTION TOTAL	0.00	0.00	0.00	0.00
1000	INSTRUCTION	396,446.74	17,184.78	9,682.82	369,579.34
1500	CLIENT BSD PG - TIPS	0.00	0.00	0.00	0.00
1700	Instructional Programs	215,578.26	203,050.53	12,527.73	0.00
	1000 FUNCTION TOTAL	612,025.00	220,235.31	22,210.35	369,579.34
2100	Supp Svcs-Students	0.00	0.00	0.00	0.00
2200	Supp Svcs-Inst Staff	0.00	0.00	0.00	0.00
2300	Supp Svcs-Gen Admin	514,746.40	0.00	0.00	514,746.40
2400	Supp Svcs-Sch Admin	0.00	0.00	0.00	0.00
2500	Supp Svcs-Business	109,468.61	82,254.02	27,214.59	0.00
2600	Oper&Maint Plant Svc	337,604.41	72,506.05	238,396.17	26,702.19
	2000 FUNCTION TOTAL	961,819.42	154,760.07	265,610.76	541,448.59
3200	OTH ENTPRS SVC OP	5,000.00	2,501.35	1,954.77	543.88
	3000 FUNCTION TOTAL	5,000.00	2,501.35	1,954.77	543.88
4300	SITE IMPROVEMENT SVC	52,000.00	0.00	51,624.85	375.15
4400	ARCH & ENGR SVC	530,000.00	210,423.06	319,576.94	0.00
4600	BLDG ACQ & CONST SVC	593,000.00	0.00	0.00	593,000.00
4700	BLDG IMPR SVC	500,000.00	362,667.00	43,477.21	93,855.79
	4000 FUNCTION TOTAL	1,675,000.00	573,090.06	414,679.00	687,230.94
5100	DEBT SVC	1,000,000.00	0.00	0.00	1,000,000.00
5300	CLEARING ACCOUNT	0.00	0.00	0.00	0.00
	5000 FUNCTION TOTAL	1,000,000.00	0.00	0.00	1,000,000.00
7700	Flex Benefits	0.00	0.00	0.00	0.00
7900	OTHER USES	2,988,176.01	0.00	0.00	2,988,176.01
	7000 FUNCTION TOTAL	2,988,176.01	0.00	0.00	2,988,176.01
FUND 21 TOTAL		7,242,020.43	950,586.79	704,454.88	5,586,978.76

ACTIVITY ACCOUNT

Pioneer Technology Center
Pioneer Technology Center
Ponca City, OK 74601

April, FY-2020
MTD Summary

Summary Of Accounts

May 04, 2020

For Bank Account: *** * 2794 Date: <u>5/4/2020</u>	This Report Is True And Correct To The Best Of My Knowledge. <i>Eris M Mercer</i>
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Beginning balance:	195782.88
Receipts:	41835.27
Checks:	157748.28
Adjustments:	689.51
Ending balance:	\$80,559.38

Acct. Name	Beg. Balance	Receipts	Checks	Adjust.	Ending
0001 INTEREST	312.86	0.00	0.00	1.39	314.25
0002 PETTY CASH	95.50	0.00	0.00	0.00	95.50
0005 STUDENT COUNCIL	14363.48	75.00	102.96	263.87	14599.39
0006 VENDING MACHINES	8484.22	642.48	0.00	218.23	9344.93
0010 BOOKSTORE REVENUES	15159.42	3524.60	10253.42	0.00	8430.60
0011 EQUIPMENT SALES (SURPLUS)	0.00	0.00	0.00	0.00	0.00
0012 FACILITIES RENTAL	0.00	0.00	0.00	0.00	0.00
0013 ABE TESTING FEES	232.50	0.00	232.50	0.00	0.00
0014 INCUBATOR RENTS	264.60	1258.78	264.60	0.00	1258.78
0015 INCUBATOR UTILITIES	48.75	127.51	48.75	0.00	127.51
0016 MISC REIMBURSEMENTS	1245.48	470.00	1245.48	0.00	470.00
0017 RESALE (CAFETERIA, COSMO)	5806.50	453.00	5806.50	0.00	453.00
0018 SHOP REVENUES (CHILD CARE)	13341.40	1156.00	13341.40	0.00	1156.00
0019 TUITION-DAY	46963.92	5106.00	41963.92	-147.23	9958.77
0020 TUITION-AT&D	9824.62	755.00	4851.62	353.25	6081.25
0021 TUITION-IT&D	1044.00	1265.90	1044.00	0.00	1265.90
0022 TUITION-SAFETY	18225.00	27001.00	18225.00	0.00	27001.00
0024 SHARE LOCAL	60368.13	0.00	60368.13	0.00	0.00
0029 ABE SCHOLARSHIP	2.50	0.00	0.00	0.00	2.50
TOTALS:	195782.88	41835.27	157748.28	689.51	\$80,559.38

Monthly Report

May, 2020

Meetings and Activities

- **April 15** Accreditation team meeting; After Board Report Meeting with Staff; FTP Zoom Meeting; OkACTE President's Zoom Meeting
- 16 – Culinary Arts Planning Meeting; CTE Conference Call with Dr. Mack; Oklahoma Summit Zoom Meeting
- 20 – Executive Team meeting; Admin Team Meeting
- 21 - Conference Call with Dr. Mack and CTE Superintendents
- 22 – Accreditation Team meeting; FTP Zoom Meeting, PCDA Zoom Meeting Q &A with Senator Lankford
- 23 – Children's Lab and Preschool Zoom Meeting; Conference call with ODCTE and CTE Superintendents
- 24 - Children's Lab and Preschool Zoom Planning Meeting; Conference Call with Karen Long – Family First Act and Employee Leave
- 27 – Student Technology Check-in Meeting; Executive Team Zoom Meeting; Admin Team Zoom Meeting;
- 28 – Centers for Workforce (CWE) Excellence Planning Meeting; SafetySkills Zoom Meeting; PC Chamber Board Zoom Meeting; CTE Superintendent Zoom Meeting
- 29 – Accreditation Team Meeting; PTC Westward Expansion Zoom Meeting; FTP Zoom Meeting
- 30 – Student Ambassador Zoom Meeting; CTE Superintendent Conference Zoom Meeting
- **May 1** – Remote work
- 4 – Executive Team meeting; Admin Team Meeting
- 5 – CWE Meeting; OSSBA COVID-19 and the Workplace Workshop; CTE Superintendent Zoom Meeting; Program planning meeting with Kahle and Dr. B
- 6 – Accreditation Team Meeting; Superintendent's Advisory Committee Meeting with Dr. Mack; SHARE Graduation Zoom Meeting; FTP Zoom Meeting
- 7 – UC Board Meeting; CTE Superintendent Zoom Meeting; Summer Conference Zoom Meeting;
- 11 - Executive Team Zoom Meeting; Admin Team Zoom Meeting
- 12 – Ponca City Library Board Meeting; PTC Student Ambassador Zoom Meeting; PTC Board Meeting

Full-Time Programs

- PTC's school calendar for FTP students will be ending on May 15th.
- Technology check-in for students will begin when the school year closes and will use the same procedures to return items.

- After May 15th, in line with Phase 2 guidelines, we can begin providing opportunities for post-secondary students to return to campus with precautionary measures and within CDC guidelines to resume in-person skills activities needed for program/certification completion. Returning secondary students who need to complete certification or skills will be eligible to return to campus when Phase 3 begins.
- We will hold a virtual graduation recognition for SHARE students on May 15th at 1:00 pm, it will be broadcast via Zoom and shared with YouTube.
- We are also working on plans to recognize our FTP graduates and award winners. Those details will be announced when finalized.
- PTC has provided some limited testing for critical infrastructure: POSSE testing for sheriff deputies needing assessed to qualify for virtual CLEET Academy starting April 27th; security guard Phase 4 assessment for a local security company. After May 15th, we will be able to begin providing testing with utilizing reduced numbers, social distancing, precautionary measures and following CDC guidelines.
- We are in the process of preparing disbursement of CARES Act stimulus funding to qualified students. PTC has available \$131,415 to provide to eligible post-secondary students stimulus funding to help offset expenses they may have related to the COVID-19 situation. PTC is also eligible for \$131,415 of educational stabilization for the institution as well as an additional \$237,170 for institutional flexibility. We are waiting on guidance for the ways we can apply these funds to our needs. We will have up to one year to spend it.

Business and Industry Services

- The Firefighter Hybrid training we are providing in partnership with OSU Fire Service will be able to resume training with the move to Phase 2. Beginning May 16th, we will resume the onsite skills portions of their training with modifications to follow health and safety requirements and CDC guidelines.
- PTC's partnership with Autry and the Oklahoma Alliance for the MEA position will have two new partners, High Plains and Northwest Technology Centers.
- Ben Evans and Jeff Lockett have been asked to assist with the City of Ponca City on potential Small Business Assistance Grants, pending funding approval.

Capital Planning

- HVAC systems have been ordered for the B-hallway HVAC replacements. We will be working with the contractors to coordinate the replacement schedule as soon as the units are available to install.
- We have been working with the architects and construction manager on the bid package information and specifications. Bids were issued on April 30th. The pre-bid meeting will be held on May 13th, and bids will be opened on May 21st.
- PTC's facilities and maintenance staff have been accomplishing a lot of their summer work while we have had access to campus areas during the closure. The re-configuration of the Career Center and offices has been in progress, and they will begin working on updates to the classroom/meeting space B-127 to meet the needs as a temporary classroom space for Culinary Arts during the construction project. They have also been working with the Culinary Arts staff to move the production equipment and items to the BIS Incubator space and to temporary storage, if not needed during this transition.

Upcoming Events

- May 13 – Pre-bid construction project meeting
- May 15 – School Year End for Students; SHARE Virtual Graduation
- May 21 – Construction project bid opening

Directors' Report to the PTC Board of Education – May 2020
(Alphabetic by Area)

Business & Industry Services & Safety

- The BIS team conducted 236 one-on-ones/consults for a total of 237 counseling hours.
- Janet Schwabe conducted 202 marketing contacts.
- Ben Evans, Robert Howard, and Dawn Brakey provided technical assistance to clients resulting in client awards/client savings of approximately \$5,879,793.
- The BIS team also logged 1,063 contact hours with district clients.
- Due to refunds, our AT&D classes generated revenues of -\$2,805.
- The revenue generated from our Safety training is \$28,165.
- Corbin Dewitt finished up with the Manager's Tool Belt with 16 attendees, created a YouTube video on Working from Home (with 18 registered), and is putting together a series of leadership interviews.
- Ben Evans coordinated EIDL and PPP presentation, via zoom with 28 local attendees.
- Ben is assisting the City of PC with a potential Community Development Block Grant project application project.
- AT&D coordinated CNA-Long Term Care Nurse Aide with 6 attendees, MAT Full Course with 10 attendees.
- Sylvia Urioste continues to reach out to the tribes to maintain contacts. She made initial contact with the new GM of Fancy Dance Casino.
- Molly Kyler is participating in the bi-weekly ODCTE BIS Directors' meetings that the state dept. is hosting through Zoom. She continues to work with the accreditation team and center for workforce excellence team on each application's efforts.
- The team continues to have Monday morning team huddles via Zoom to touch base on anything a team member might need for the week. The team wraps up each week with a Zoom debrief to highlight what went well that week and what they learned.
- On the horizon...
 - May 21 - Dare to Lead – Via Zoom – Corbin Dewitt
 - May 28, June 25 and July 23 – Taste of Success – Corbin Dewitt
 - June 4 – Leadercast Positive Disruption – Corbin Dewitt
 - June 24 – SHRM – HR Handbook – Robert Howard

Communications & Marketing

- Videos were created daily for the #Thankful Social Media campaign where we thanked local heroes for all they were doing.
- Angie Ogden created leadership graphics for Corbin Dewitt, all events were placed on social media. This was for his Leadership series.
- Zoom calls for social media were held with a Public Relations group to see what other tech centers and schools were doing for virtual graduations and more.
- Accreditation graphs were created by Terri and edited with the team each Wednesday.
- Graphics were made and put on social media for Teacher Appreciation and postcards were made to accompany cookies for teachers.
- Daily Google Duo calls were made between Angie Ogden and Terri Busch for updates daily with the Communications and Marketing team.
- Retirement adjustments were made on invites for Mary Field
- Terri Busch assisted instructors with video music and content when needed.

- Admin Team Zoom calls were held, Terri Busch participated weekly.
- Student Ambassador concepts and graphics were designed, the team is deciding which look to go with and soon all content will be created.
- T-shirt design was completed and over 500 t-shirts were ordered, they will be handed out to all staff and students as a remembrance of COVID-19.
- Created google form for financial aid scholarship and Angie Ogden placed all information on the website. This is so students can apply online and we worked with Lisa Jackson on this.
- Visited with Robyn Ryan about PoncaCity.com a new free magazine in Ponca City. She spoke about opportunities to advertise.
- Posted social media for SkillsUSA and HOSA winners as well as State Officers.
- Angie Ogden is working remotely and Terri Busch is remote and on-campus on Wednesdays.

Instructional Services

Instructional Directors

- Kendra Keelin attended NERA (New Emergency Resource Agency) Board Meeting via zoom
- Kendra Keelin visited with Twila Green about the SREB Summer Conference being cancelled and about grant monies.
- Kahle Goff attended the Opportunity Center Board Meeting via zoom.
- Kahle Goff, Dr. Ryan Burkett, and Kendra Keelin have been working with Lori Evans and Terri Busch to redesign the Student Leadership Academy for next school year. The new PTC Student Ambassador program will be open to 1st and 2nd year student and be a larger group of students.
- Kahle Goff and Dr. Ryan Burkett have been working closely with the Culinary Arts staff to ensure a smooth transition to the temporary kitchen location in the PTC Culinary Incubator.
- Kahle Goff and Dr. Ryan Burkett have been working with Mike Orr to ensure the Career Center and temporary Culinary Arts classroom are remodeled allowing instruction to take place during the building project.
- Kahle Goff participated in the PTC blood drive held in the Seminar Center.
- All Instructional Directors are working to provide professional development opportunities to the Full Time Program staff. Each Friday the staff receives a recently published article to read, and a thought provoking question. The Full Time Program staff members are required to respond from their point of view. Topics Have Included: What will education look like after the pandemic? How do we reach children who have experienced trauma?
- Kahle Goff is working on Career Major Renewals with the ODCTE.
- The Instructional Directors worked to identify a process for checking in any equipment or technology that was used during online instruction.
- Dr. Ryan Burkett is working with Ben Evans to design an online submission option for the Ponca City Small Business Assistance Grant2020
- Traci Thorpe, Kahle Goff and Dr. Ryan Burkett are working on reformatting data collection and summary strategies for CTSO and WBL participation rates
- Mary Allan has been working with the State PN and ADN Directors to initiate a letter to the Board of Nursing to review on "Virtual Simulation" to meet some clinical hours required.
- Mary Allan assisted the OBI with their blood drive at PTC.
- Ms. Allan working with AAMP credentialing agency to facilitate testing for MA students.

Adult Health Programs

Medical Assisting:

- Students continue their review in preparation for the RMA exam. Hoping clinical offices will open soon, so they can complete their clinical hours. Four students will be participating in the “National HOSA Virtual” competitions in June. We wish them luck.

Practical Nursing:

- Students and instructors working through curriculum, simulations and testing. Student progress has been impressive, in spite of the new learning/teaching styles.

Health, BITE and Special Programs

Academic Math:

- All classes are structured similarly right now. We have a weekly grade for class discussion, videos and lessons, and assignments on Knowre Math or Khan Academy.
- Algebra 2 is working on Rational Functions.
- Geometry is moving from Right Triangles/Trig Ratios to Circles.
- PreCalc is continuing to work on Trig Graphs.
- Algebra Finance students are making great progress through the Dave Ramsey Foundations Digital program.

Children’s Lab and Preschool:

- All of the children's belongings were gathered for parents to pick up.
- All staff members are working on completing a variety of professional development classes online.
- Teachers are touching base with their families a minimum of once per week.
- Ms. Heather Underwood is working on planning a zoom meeting for her children to get to see each other and say goodbye to those friends that will not be returning.
- All teachers are working on developing summer lesson plans.
- Lora Walton is working to assure that health and safety procedures are in place for when we re-open.
- Lora Walton called all families to touch base with them and to learn what children would be continuing when we re-open and which will move on.
- The center opened on May 4, 2020 to a limited (11) children while adhering to DHS and CDC protocols.

HCC1:

- Physiology students have completed the curriculum for the year. Students completed it through a variety of ways with distance learning such as paper study guides, PDF scanned study guides, domino google slide activity, Kahoot, Google forms, Zoom lectures and meetings, special speaker, and more.
- Core Health students completed DHO for the year. Students completed it through a variety of ways with distance learning such as lectures, videos, digital portfolios, Kahoot, MindTap online content, Google forms, and more.
- Medical Terminology students have completed the Urinary System also through a variety of ways such as listed already above.
- Medication Administration Technician students have completed the curriculum and took the Final Exams for certification.
- Career Center: all first year students are studying and continuing to work on obtaining their WorkKeys certifications with Mrs. Jones while they are at home.

HCC2:

- Met with students online/on the phone to discuss progress/curriculum.

- Career Center: students are studying and continuing to work with Mrs. Smith while they are at home.
- HOSA-We hosted the March Friday Fun Day for a CTSO Fundraiser. We had numerous students compete in the Virtual HOSA SLC with students placing in several areas. Veterinary Science-2nd Place Post-Secondary, Pharmacy Science-2nd Place Post-Secondary, and Health Career Photography-3rd Place Secondary. We had a student receive the Rebecca Needham Anderson Scholarship & the Barbara James Service Recognition Awards. PTC HCC HOSA received the Gold Star Chapter Award & the National Service Project Certificate of Merit Awards. Kiley Sheets our HOSA State Officer did an excellent job in her role to make the HOSA Virtual SLC happen.

ABE/HSE:

- Only class not currently being served is Blackwell High School due to lack of participation from students.
- ABE group is working diligently to make sure all students are being served.
- Several students are waiting for testing center to reopen so they can complete tests

Teacher Prep:

- This month has been history in the making! We canceled our field trips to Positive Tomorrows and the National Museum and the new homeless childcare for infants in OKC.
- Now having a Zoom class meeting each Monday. The students love it. They enjoy seeing each other and visit. We have the opportunity to set eyes on them and to see how they are doing. Kindal Eller is calling them on Thursdays. Holly Farmer is working on our grade book. Vicki Braden calling/texting them randomly to check on them when see or feel a red flag.
- Students are sending us texts that they miss school. They miss the teachers and they really miss our little ones.
- Vicki Braden is also checking in on the Children's Lab Teachers to see if they need anything, how their family is doing ok and how are they fairing. Lora Walton and Vicki Braden visit on a daily basis. We are ALL learning so many new things!

SHARE:

- Continuing to contact the students and encouraging them to complete lessons and classes.
- One student completed all coursework for graduation since spring break and have several more who are close.

New Beginning:

- 3 students became employed, received a new student, students are doing well with their online instruction at this time.
- Working on a zoom meeting for students to participate in parenting class.

BITE:

- The BITE programs are moving along and work is being collected.
- We are in the middle of ordering books and equipment for next year.

T&I and Service Programs

Automotive

- Creating instructional Videos
- Checking in with students
- Attended ZOOM meeting with Jon Day from ODCTE and other automotive teachers

Construction

- Google classroom/student instruction
- Google forms corrections with Ali Carpenter/ answering students' online curriculum questions

- Corresponded with coworkers through email about WBL and mock interviews. Monitored google classroom for student participation. Answered students' questions about online curriculum

Cosmetology

- Zoom Meetings with students
- Preparing for skills testing at Autry Tech
- Managing online instruction

Criminal Justice

- Students were certified by the Kay County Jail in Baton Training and Taser. Members of the Kay County Detention Center came to PTC and worked with the students for 2 weeks on Baton training and Taser training. Members of the Kay County Detention Center were going to continue their training with the students on OC pepper spray training the week after spring break, but Covid 19 happened.
- Officers from the Ponca City Police Department have been working with students helping them prepare for Skills USA. The Officers assisted me in training them in Patrol Stops, latent prints, domestic assaults and report writing.
- Students have been training since the 1st day of school for the physical fitness challenge in OKC on Friday March 13th, unfortunately it was cancelled on Thursday March 12th because of Covid 19

Culinary Arts

- Contacting students to check online curriculum questions
- Textbook Quotes
- Working on Curriculum Updates

Firefighter/EMT

- Planning for resuming Volunteer Firefighter training
- Working with students to complete online assignments in Resource One
- Working on equipment orders

Fleet & Facilities Management

- Working on Google Classroom
- Answering student questions
- Delivering students' belongings

Industrial Tech

- ALL students completed the Snap-On multimeter certification
- One student earned certification in Wind Energy
- 3D printing mask straps
- Updated courses

Machine Tool

- Checking student progress on Tooling U
- Working on getting proper documents for new HAAS and HEMSAW equipment
- Updating curriculum

Welding

- Preparing course completions
- Working on curriculum
- Filming videos for Google Classroom

Student Services

Student Services

- It has been a very strange month! We are moving forward with next year enrollment with the assistance of technology. Lori has been doing many phone interviews to finish up new students. Also working on finishing up the year with NTHS, Guaranteed Graduates and Attendance Awards from the Foundation. We are becoming pros at Zoom meetings as we strive to keep up with the team and all that is going on with students.

Career Center

- Daily contacting students by phone and or email to see how they are doing. Sending them a lesson to complete. Also finding material as well as assignments to post in the Google Classroom.
- Employability Skills have been working on mock interviews. So far we have been able to do some mock interviews via Zoom for some Industrial Tech, mostly all Teacher Prep, BITE-Admin, and some Construction. Up for next week is hopefully rest of Construction, Cosmo, and HCC2.

Career Development Facilitator

- Whitney Edens is continuing to work on ICAPs from East Middle School and Newkirk Middle School. While this hasn't been a fun transition, it is nice to be able to at least have email communications with the 8th graders. Nearly daily she is adding more activities and resources to both the 8th grade and 3rd grade Google Sites. Online professional developments and books for professional development have been on the agenda as well.

Assessment Facilitator

- Sheila Foxworthy has been working on the Carl Perkins Grant and the Comprehensive Local Needs Assessment for the entire month. Assessment Center has been closed due to Covid-19 requirements.

Disabilities Specialist/Job Placement Facilitator

- Calling and emailing 504/IEP students and parents.
3rd quarter WBL Data: collecting, recording, calling and emailing instructors, sending data to instructors to review, etc.
- Assisting when needed with Carl Perkins grant information.
- Webinars: HiSet, Reading Plus, Post COVID instruction, etc.
- Working on College/Military Contact and Information listing to post for PTC students.

Plant/Facilities

- Receiving quotes for flooring in B-127 to move culinary in for a temporary classroom.
- Receiving quotes for plumbing and electrical for B-127 and Incubator space for culinary.
- Started routing summer maintenance projects early.
- Fleet and bus summer maintenance.
- Lighting replacement in classrooms.
- Building project to divide B-126 classroom ongoing.
- Storage container placement for displaced culinary program equipment etc.

Paper Clips

April 2020

Help Wanted

Pioneer Technology Center, an engaging and supportive workplace providing high quality programs and services, is looking for a Health Careers Certification Instructor (Medical Assisting). Contract length is 10 month (school year)

Are you someone who is moved by facilitating all aspects of instruction, and developing and maintaining positive working relationships with other professionals? To be successful in this job you must be dependable, team-focused, reliable and responsible. Registered or Licensed Practical Nurse preferred, quality for ODCTE Teaching Certification and have a clear criminal background check. You must also have two years' experience in the nursing/health field, medical office experience and an understanding of Oklahoma Board of Nursing processes and procedures. Previous teaching experience preferred, but not required. You must be able to work in a team that values people, innovation, character, learning, and economic development. If this is you, and you can prove it, you could be a great fit for our team.

PTC offers excellent pay and benefits, and provides a supportive, relationship-based environment. We are committed to assisting employees in developing strengths, focusing on opportunities, and performing purposeful work. We hire based

on individual talent and fit for the organization.

Pioneer Technology Center considers all qualified applicants for each position and does not discriminate on the basis of race, color, national origin, sex/gender, age, religion, disability or veteran status.

Salary is commensurate with experience and qualifications
Open until a suitable applicant is found.

Pioneer Technology Center does not discriminate on the basis of race, color, national origin, sex/gender, age, religion, disability or veteran status.

Oklahoma State Bureau of Investigation records check required upon employment.

Pioneer Tech moves to distance learning and online training

Press Release

PONCA CITY — In response to the current situation in Oklahoma related to COVID-19 and the most recent CDC guidelines for social distancing, the Pioneer Technology Center campus will remain closed. However, training will continue in online learning environments for the remainder of the current school year.

"We believe this difficult decision is the right one to protect our students, staff and community, which is our greatest concern as a district," Superintendent/CEO Traci Thorpe said.

One of PTC's primary functions is hands-on training, and although this delivery method is currently unavailable, their goal is to provide online instructional environments to the community's workforce.

Beginning April 6, learning opportunities and other digital tools will continue to be delivered to full-time students in an online format. This applies to some limited short-term offerings as well. As instructors continue to prepare for this transition, they will communicate with students and share details as soon as they are available.

The PTC Business and Industry Services (BIS) Team is continuously evaluating and developing online learning environments for short-term courses and training. The PTC BIS Team members will make direct contact to individuals and companies where online learning options are available for training, classes or meetings.

In an effort to limit exposure, onsite training and events will be suspended. Only PTC required personnel will continue to report to campus through the remainder of the school year. Other PTC employees will be working remotely to maintain operations without interruption.

"This is an unprecedented situation, requiring an extraordinary response. The health, safety and well-being of our students and staff are Pioneer PTC top priorities. As the COVID-19 situation continues to evolve, updates will be made on the district Web site, www.pioneertech.edu - and social media pages," Thorpe added.

PTC has also provided numerous resources, including community updates, frequently asked questions, small business resources to assist community partners and CDC recommendations.

For questions or concerns, contact PTC at (580) 762-8336, 866-612-4PTC or visit www.pioneertech.edu/covid-19.

**TECHNOLOGY CENTERS
COOPERATIVE AGREEMENT WITH
THE GOODEN GROUP
(2020-2021)**

This Agreement is entered into as of July 1, 2020, between: Autry Technology Center School District No. 15; Caddo-Kiowa Technology Center School District No. 2; Canadian Valley Technology Center School District No. 6; Central Technology Center School District No. 3; Chisholm Trail Technology Center School District No. 26; Eastern Oklahoma County Technology Center School District No. 23; Francis Tuttle Technology Center School District No. 21; Gordon Cooper Technology Center School District No. 5; Great Plains Technology Center School District No. 9; Green Country Technology Center School District No. 28; High Plains Technology Center School District No. 24; Indian Capital Technology Center School District No. 4; Kiamichi Technology Center School District No. 7; Meridian Technology Center School District No. 16; Metro Technology Center School District No. 22; Mid-America Technology Center School District No. 8; Midwest City-Del City Lewis Eubanks Technology Center; Moore Norman Technology Center School District No. 17; Northeast Technology Center School District No. 11; Northwest Technology Center School District No. 10; Pioneer Technology Center School District No. 13; Pontotoc Technology Center School District No. 14; Red River Technology Center School District No. 19; Southern Oklahoma Technology Center School District No. 20; Southwest Technology Center School District No. 27; Tri County Technology Center School District No. 1; Tulsa Technology Center School District No. 18; Wes Watkins Technology Center School District No. 25; Western Technology Center School District No. 12 (the “Cooperative Districts”).

RECITALS:

A. The Cooperative Districts have determined that it is in their mutual interest to jointly pursue a marketing and public relations initiative in order to improve communications with the public, expand the public’s awareness of educational opportunities available under the Career Tech system and foster community and governmental support for Career Tech programs.

B. The Cooperative Districts have selected Meridian Technology Center to act as the Fiscal Administrator (“Administrator”) and keep the accounting records of the joint program.

C. The Cooperative Districts have determined that the Administrator should obtain the services of a consultant to further their joint undertaking and that the associated costs should be equitably allocated among the Cooperative Districts.

In consideration of the mutual covenants contained herein, and intending to be legally bound, the Cooperative Districts agree as follows:

1. **Cooperative Agreement.** The Cooperative Districts are school districts with the authority under Okla. Stat. tit. 70, § 5-117(C), to enter into cooperative agreements. The Cooperative Districts wish to enter into this Agreement to allocate the cost of employing a consultant to advise the Cooperative Districts regarding public relations matters and to provide marketing and

communications consultation. The Cooperative Districts have agreed to share the cost of the consultant's services in the manner set forth in this Agreement.

2. **Term.** The Initial Term of this Agreement will begin on the date it is fully executed by all parties and will terminate on June 30, 2021. The Agreement may be renewed by agreement of the parties for successive one year terms beginning on July 1 and ending on June 30 of each year (each a "Renewal Year").

3. **Duties of Administrator.** The Cooperative Members hereby designate and appoint Meridian Technology Center to serve as the administrative entity responsible for administering the parties' joint marketing and public relations program (the "Administrator"). The Administrator will contract with the *Gooden Group, Inc.* (the "Consultant") for consulting services relating to the parties' marketing and public relations initiatives (the "Consulting Contract"). The total amount of the Consultant's fee and related expenses shall not exceed the sum of One Hundred Twenty-Three Thousand Dollars (\$123,000.00). The Administrator shall promptly submit an invoice to each Cooperative District for that District's pro rata share of the Consultant's fee. All sums due from the Cooperative Districts under the terms of this Agreement shall be paid to the Administrator who shall deposit the funds into a separate account established for such purpose. Upon receipt of all remittances, the Administrator shall pay the contract fee for services rendered by the Consultant. The Administrator is also authorized by this Agreement to arrange for related services connected with the preparation and administration of this contract to include, but not be limited to, legal fees and costs. Expenses incurred by the Administrator related to this Agreement shall not exceed One Thousand Dollars (\$1,000.00) and shall be charged to participating districts on a pro rata basis in the same manner as the expenses for services by Gooden Group. The Administrator shall not incur any indebtedness for or on behalf of the Cooperative Districts other than the obligation to pay the fees and costs described in this Agreement and as provided for in the Consulting Contract.

4. **Financial Arrangements.** The Cooperative Districts agree to allocate the Consultant's fee and associated expenses among themselves based upon the percentages allocated to each district on Exhibit "A", attached hereto and incorporated herein. Exhibit A shall be amended for each Renewal Term to account for changes in assessed valuations in each district and to recognize the addition or withdrawal of Cooperative Districts.

5. **Compliance with Laws.** Each Cooperative District represents and warrants to the others that this Agreement has been duly authorized by its Board of Education, and constitutes a valid and binding agreement enforceable in accordance with its terms.

6. **Amendment.** This Agreement represents the entire understanding of the parties with respect to the terms and conditions contained herein and may be modified only by mutual agreement of the parties.

7. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which will be deemed an original and all of which, together, shall constitute the Agreement.

Dated this 30th day of June, 2020.

**AUTRY TECHNOLOGY CENTER SCHOOL
DISTRICT NO. 15**

By: _____
President, Board of Education

**CANADIAN VALLEY TECHNOLOGY
CENTER SCHOOL DISTRICT NO. 6**

By: _____
President, Board of Education

**CHISHOLM TRAIL TECHNOLOGY
CENTER SCHOOL DISTRICT NO. 26**

By: _____
President, Board of Education

**FRANCIS TUTTLE TECHNOLOGY
CENTER SCHOOL DISTRICT NO. 21**

By: _____
President, Board of Education

**GREAT PLAINS TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 9**

By: _____
President, Board of Education

**HIGH PLAINS TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 24**

By: _____
President, Board of Education

**KIAMICHI TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 7**

By: _____
President, Board of Education

**CADDO-KIOWA TECHNOLOGY
CENTER SCHOOL NO. 2**

By: _____
President, Board of Education

**CENTRAL TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 3**

By: _____
President, Board of Education

**EASTERN OKLAHOMA COUNTY
TECHNOLOGY CENTER SCHOOL
DISTRICT NO. 23**

By: _____
President, Board of Education

**GORDON COOPER TECHNOLOGY
CENTER SCHOOL DISTRICT NO. 5**

By: _____
President, Board of Education

**GREEN COUNTRY TECHNOLOGY
CENTER SCHOOL DISTRICT NO. 28**

By: _____
President, Board of Education

**INDIAN CAPITAL TECHNOLOGY
CENTER SCHOOL DISTRICT NO. 4**

By: _____
President, Board of Education

**MERIDIAN TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 16**

By: _____
President, Board of Education

**METRO TECHNOLOGY CENTER SCHOOL
DISTRICT NO. 22**

By: _____
President, Board of Education

**MIDWEST CITY-DEL CITY LEWIS
EUBANKS TECHNOLOGY CENTER**

By: _____
President, Board of Education

**NORTHEAST TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 11**

By: _____
President, Board of Education

**PIONEER TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 13**

By: _____
President, Board of Education

**RED RIVER TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 19**

By: _____
President, Board of Education

**SOUTHWEST TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 27**

By: _____
President, Board of Education

**TULSA TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 18**

By: _____
President, Board of Education

**WESTERN TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 12**

By: _____
President, Board of Education

**MID-AMERICA TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 8**

By: _____
President, Board of Education

**MOORE NORMAN TECHNOLOGY
CENTER SCHOOL DISTRICT NO. 17**

By: _____
President, Board of Education

**NORTHWEST TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 10**

By: _____
President, Board of Education

**PONTOTOC TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 14**

By: _____
President, Board of Education

**SOUTHERN OKLAHOMA
TECHNOLOGY CENTER SCHOOL
DISTRICT NO. 20**

By: _____
President, Board of Education

**TRI COUNTY TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 1**

By: _____
President, Board of Education

**WES WATKINS TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 25**

By: _____
President, Board of Education

The Gooden Group Agreement

FY21 Costs

Tulsa Technology Center	\$7,000
Francis Tuttle Technology Center	\$7,000
Metro Technology Center	\$7,000
Moore Norman Technology Center	\$7,000
Kiamichi Technology Center	\$7,000
Autry Technology Center	\$4,200
Caddo-Kiowa Technology Center	\$4,200
Canadian Valley Technology Center	\$4,200
Central Technology Center	\$4,200
Eastern Oklahoma County Technology Center	\$4,200
Gordon Cooper Technology Center	\$4,200
Great Plains Technology Center	\$4,200
High Plains Technology Center	\$4,200
Indian Capitol Technology Center	\$4,200
Meridian Technology Center	\$4,200
Mid-America Technology Center	\$4,200
Mid-Del	\$4,200
Northeast Technology Center	\$4,200
Northwest Technology Center	\$4,200
Pioneer Technology Center	\$4,200
Pontotoc Technology Center	\$4,200
Red River Technology Center	\$4,200
Southern Technology Center	\$4,200
Tri-County Technology Center	\$4,200
Western Technology Center	\$4,200
Southwest Technology Center	\$1,000
Green Country Technology Center	\$1,000
Wes Watkins Technology Center	\$1,000
Chisholm Trail Technology Center	\$1,000
Totals	\$123,000

**TECHNOLOGY CENTERS
COOPERATIVE AGREEMENT
(2020-2021)**

This Agreement is entered into as of _____, 2020, between: Autry Technology Center School District No. 15; Caddo-Kiowa Technology Center School District No. 2; Canadian Valley Technology Center School District No. 6; Central Technology Center School District No. 3; Chisholm Trail Technology Center School District No. 26; Eastern Oklahoma County Technology Center School District No. 23; Francis Tuttle Technology Center School District No. 21; Gordon Cooper Technology Center School District No. 5; Great Plains Technology Center School District No. 9; Green Country Technology Center School District No. 28; High Plains Technology Center School District No. 24; Kiamichi Technology Center School District No. 7; Meridian Technology Center School District No. 16; Metro Technology Center School District No. 22; Mid-America Technology Center School District No. 8; Midwest City-Del City Lewis Eubanks Technology Center; Moore Norman Technology Center School District No. 17; Northeast Technology Center School District No.11; Northwest Technology Center School District No. 10; Pioneer Technology Center School District No. 13; Pontotoc Technology Center School District No. 14; Red River Technology Center School District No. 19; Southern Oklahoma Technology Center School District No. 20; Southwest Technology Center School District No. 27; Tri County Technology Center School District No. 1; Tulsa Technology Center School District No. 18; Wes Watkins Technology Center District No. 25; Western Technology Center School District No. 12; Oklahoma Department of Career Technology and Education; Oklahoma ACTE (the “Cooperative Districts”).

RECITALS:

A. The Cooperative Districts have determined that it is in their mutual interest to jointly pursue a marketing and informational design that emphasizes a broad range of media sources. The objective is to deliver information to the public regarding the wide array of programs available to individuals, business and industry, and to enhance the image of and support for Career Tech as a leading source of education and training opportunities.

B. The Cooperative Districts have selected Francis Tuttle Technology Center to act as the Fiscal Administrator (“Administrator”) and keep the accounting records of the joint program.

C. The Cooperative Districts have determined that the Administrator should obtain

and enter into agreements for services as necessary to further their joint undertaking. The associated costs shall be equitably allocated among the Cooperative Districts.

In consideration of the mutual covenants contained herein, and intending to be legally bound, the Cooperative Districts agree as follows:

1. **Cooperative Agreement.** The Cooperative Districts are school districts with the authority under Okla. Stat. tit. 70, § 5-117(C), to enter into cooperative agreements. The Cooperative Districts wish to enter into this Agreement to allocate the costs of marketing or advertising related services to prepare media for, among other uses, transmittal to local media outlets. The Cooperative Districts have agreed to share the cost of the services in the manner set forth in this Agreement.

2. **Term.** The Term of this Agreement will begin on the date it is fully executed by all parties and will terminate on June 30, 2021. The Agreement may be renewed by agreement of the parties for successive one year terms beginning on July 1 and ending on June 30 of each year (each a “Renewal Year”).

3. **Duties of Administrator.** The Cooperative Members hereby designate and appoint Francis Tuttle Technology Center to serve as the administrative entity responsible for administering the parties’ joint marketing and advertising program (the “Administrator”). The Administrator will contract with vendors, individuals, or others as needed for services relating to the parties’ marketing and advertising plan (the “Contract”). The total amount of the fees and related expenses paid from the joint contributions of the Cooperative Districts shall not exceed the sum of Five Hundred One Thousand Eight Hundred Seventy Five Dollars (\$501,875.00). The Administrator shall promptly submit an invoice to each Cooperative District for that District’s pro rata share of necessary fees and costs. All sums due from the Cooperative Districts under the terms of this Agreement shall be paid to the Administrator who shall deposit the funds into a separate account established for such purpose. Upon receipt of all remittances, the Administrator shall pay the contract fee for services rendered by vendors, individuals or others with whom an agreement is entered. The Administrator is also authorized by this Agreement to arrange for related services connected with the preparation and administration of this contract to include, but not be limited to, legal fees and costs. Expenses incurred by the Administrator related to this Agreement shall be charged to participating districts on a pro rata basis in the same manner as the services procured pursuant to this contract. The Administrator shall not incur any indebtedness for or on behalf of the Cooperative Districts other than the obligation to pay the fees and costs described in this Agreement and as provided for in the Contract for Services.

4. **Financial Arrangements.** The Cooperative Districts agree to allocate the fees and associated expenses, as described in this Agreement, among themselves based upon the amounts allocated to each district on Exhibit “A”, attached hereto and incorporated herein. Exhibit A shall be amended for each Renewal Term to account for changes in assessed valuations in each district and to recognize the addition or withdrawal of Cooperative Districts.

5. **Compliance with Laws.** Each Cooperative District represents and warrants to the others that this Agreement has been duly authorized by its Board of Education, and constitutes a valid and binding agreement enforceable in accordance with its terms.

6. **Amendment.** This Agreement represents the entire understanding of the parties with respect to the terms and conditions contained herein and may be modified only by mutual agreement of the parties.

7. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which will be deemed an original and all of which, together, shall constitute the Agreement.

Dated this ____ day of _____ 2020.

**AUTRY TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 15**

By: _____
President, Board of Education

**CANADIAN VALLEY TECHNOLOGY
CENTER SCHOOL DISTRICT NO. 6**

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President, Board of Education

**PONTOTOC TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 14**

By: _____
President, Board of Education

**SOUTHERN OKLAHOMA
TECHNOLOGY CENTER SCHOOL
DISTRICT NO. 20**

By: _____
President, Board of Education

**TRI COUNTY TECHNOLOGY
CENTER SCHOOL DISTRICT NO. 1**

By: _____
President, Board of Education

**WES WATKINS TECHNOLOGY
CENTER SCHOOL DISTRICT NO. 25**

By: _____
President, Board of Education

**WESTERN TECHNOLOGY CENTER
SCHOOL DISTRICT NO. 12**

By: _____

President, Board of Education
**OKLAHOMA ASSOCIATION OF
CAREER AND TECHNOLOGY
EDUCATION (ACTE)**

By: _____

Executive Director

**OKLAHOMA DEPARTMENT OF
CAREER AND TECHNOLOGY
EDUCATION (ODCTE)**

By: _____

State Director

FY21 Statewide Marketing
Cooperative Agreement
Tentative Financial Participation Amount by Tech Center

Tier I Schools (\$27,500 each)

Tulsa Technology Center
Francis Tuttle Technology Center
Metro Technology Center
Moore Norman Technology Center
Kiamichi Technology Center
Canadian Valley Technology Center
Northeast Technology Center

Tier II Schools (\$20,625 each)

Great Plains Tech Center
Central Tech Center
Meridian Tech Center
Gordon Cooper Tech Center
Mid-America Tech Center
Western Tech Center
Tri County Tech Center
Southern Oklahoma Tech Center
Autry Tech Center

Tier III Schools (\$13,750 each)

Pioneer Tech Center
Eastern Oklahoma Tech Center
Red River Tech Center
Pontotoc Tech Center
Northwest Technology Center
High Plains Technology Center
Caddo-Kiowa Tech Center
Oklahoma Department of Career Tech

Tier IV Schools (\$6,875 each)

Chisholm Trail Technology Center
Green County Technology Center
Southwest Technology Center
Wes Watkins Technology Center
Oklahoma ACTE
Mid-Del Technology Center



E-Rate Board Resolution

We have completed your E-Rate Application(s) for the 2020-21 funding year.

The final requirement is approval by your Board to pay your share of the requested services subject to E-Rate funding and receipt of services.

Include the FOLLOWING WORDING on your next board agenda:

Vote to approve or disapprove Resolution for Schools and Libraries Universal Services (E-Rate) for 2020-21. This resolution authorizes filing of the Form 471 applications for funding year 2020-21 and the payment of the applicant's share upon approval of funding and receipt of services.

RETURN TO KELLOGG & SOVEREIGN:

1. The approved E-Rate Board Resolution
2. INCLUDE the Board Agenda
3. AND the Approved Minutes (when available).

Send all documents once your minutes have been approved.

Contact your account manager if you have any questions: 580-332-1444

RESOLUTION

Be it resolved that the governing board for PIONEER TECHNOLOGY CENTER

1. Authorizes the filing of FCC Form 471, Schools and Libraries Universal Service Program Services Ordered and Certification Form for the services and/or products as detailed in the attached report, "E-Rate Requests, FY 2020", for the fiscal year 07/01/2020-06/30/2021.
2. Authorizes payment of the applicant's share subject to the following conditions:
 - (1) approval of funding of the discounted portion by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC) and
 - (2) receipt of services during the fiscal year 07/01/2020-06/30/2021.

Application #	Pre-Discount Amount	E-Rate Amount	Applicant's Share
201012135	\$27,240.00	\$21,792.00	\$5,448.00
Totals	\$27,240.00	\$21,792.00	\$5,448.00

Signature: _____ Date: _____

Printed Name: _____ Title: _____

E-Rate Requests, FY 2020 (07/01/2020-06/30/2021)

Applicant Name: PIONEER TECHNOLOGY CENTER

Billed Entity #: 140268

471 App #	FRN	Service Provider	SPIN	Category	Pre-Disc Amount	Disc	Requested Amount	Applicant Share
201012135	2099015028	OneNet (Oklahoma State Regents)	143015254	Data Transmission And/or Internet Access	11,040.00	80%	8,832.00	2,208.00
	2099015033	OneNet (Oklahoma State Regents)	143015254	Data Transmission And/or Internet Access	16,200.00	80%	12,960.00	3,240.00

Totals for 471 App # 201012135: 27,240.00 21,792.00 5,448.00

Totals for Billed Entity # 140268: 27,240.00 21,792.00 5,448.00

PIONEER TECHNOLOGY CENTER
Part-time & Temporary Employment Contracts and/or Addenda to Contracts
May 14, 2020 FY 2019/2020

<u>Name</u>	<u>Position/Class Taught</u>	<u>Dates</u>	<u>Contract amount</u>
LaDonna Bartlett	ABE/HSE Instructor	05/01 – 05/31 (T 5:00-7:00pm)	330.00
Steve Bookout	IELCE Instructor	05/01 – 05/31 (24.5 hrs)	612.50
Mike Boon	Curriculum update for OTA	02/21 (8 hrs)	200.00
Rick Clovis	ABE/HSE Instructor Ralston	05/01 – 05/31 (TH 5:00-7:00pm)	190.00
Nick Compala	EMT Practical Exam Helper	03/12	70.00
Lori Evans	ABE/HSE Instructor NOC	05/01 – 05/31 (M 5:00-8:00pm)	262.50
Larry Godley	ABE/ESL Instructor	05/01 – 05/31 (M 10am – 12pm)	210.00
Anthony Hallum	ABE/HSE Instructor Otoe Tribe	05/01 – 05/31 (38.5 hrs)	962.50
Ashley Hull	EMT Practical Exam Helper	03/12	70.00
Anna Irwin	Comm to Connect/Synergy of Ques	05/28 & 06/25	600.00
Tonya Jackson	IELCE Instructor	05/01 – 05/31 (M-T 5:00-8:00pm)	612.50
Tonya Jackson	ABE/HSE Instructor	05/01 – 05/31 (W 4:30-7:30pm)	350.00
Tonya Jackson	ABE/HSE Data Entry	05/01 – 05/31 (M-TH 8am – 1:00pm)	1,120.00
Kathy Lawson	EMT Practical Exam Helper	03/12	70.00
Tracy McCloud	ABE/HSE Instructor	05/01 – 05/21 (M-TH 84 hrs)	2,814.00
James Page	School Bus Examiner	03/14 (8.25 hrs)	206.25
Diane Pendleton	ABE/HSE Instructor	05/01 – 05/31 (M/T/TH 4:30-7:30pm)	962.50
Pam Powers	ABE/TANF Instructor	05/01 – 05/31 (M-F 8am – 2:30pm)	3,500.00
Kristina Reed	MAT – Zoom, plus prep hrs	04/16 – 04/17 (24 hrs)	528.00
Kristina Reed	CNA – Zoom	04/20 – 05/14 (114.5 hrs)	2,519.00
Amy Rosenthal	Medical Terminology – Pawnee	03/18 – 04/08 (W 6:00-9:00pm)	500.00
Amy Rosenthal	Medical Terminology – Pawnee	04/15 – 05/06 (W 6:00-9:00pm)	500.00
Amy Rosenthal	Medical Terminology II – Pawnee	05/13 – 06/03 (W 6:00-9:00pm)	500.00
Amy Rosenthal	Medical Terminology II – Pawnee	06/10 – 06/30 (W 6:00-9:00pm)	500.00
Sue Roy	Quilting	01/30 – 03/12 (18 hrs)	378.00
Valerie Streeter	ABE/HSE Admin Data Entry	05/01 – 05/31 (118 hrs)	1,652.00
Tammy Wingo	EMT Practical Exam Helper	03/12	70.00

PIONEER TECHNOLOGY CENTER
PURCHASES OVER \$10,000
Equipment/Furniture/Remodel or Repairs
FY 2019-2020 May 14, 2020

GENERAL FUND

<u>Program/Area</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
E-Rate Computer Serv	MNJ Technologies Direct Inc	(16) Aruba 2930M 48G POE+ 1-Slot Switches	\$42,784.00
		(16) HPE Aruba X372 54VDC Power Supply	\$ 4,304.00
		Total	\$47,088.00

(These were open for quotes on Erate portal for 90 days - no other quotes received)

MAY BOARD MEETING CONTRACT RENEWALS

Instructors/Facilitators
For FY21

POSITION/TITLE	EMPLOYEE NAME
Assessment Center Facilitator	Sheila Foxworthy
Career Development Facilitator	Whitney Edens
Disabilities Specialist/Placement Facilitator	Carol Lynes
Instructor, Automotive Service Technology	Kyle Renfrow
Instructor, BITE	Dana Pulley
Instructor, BITE	Zac Ladner
Instructor, Construction Technology	James Kirkendall
Instructor, Cosmetology	Kayla Randol
Instructor, Criminal Justice	Tom Burg
Instructor, Culinary Arts	Brenda Pollak
Instructor, Emergency Services	Gary Vap
Instructor, Fleet & Facilities Maintenance	Steve Bookout
Instructor, Health Careers Certification	Caitlyn Clark
Instructor, Health Careers Certification	Amber Feaster
Instructor, Industrial Tech/Pre-Engineering	Chuck Rector
Instructor, Machine Tool	Jared McMartin
Instructor, Practical Nursing	Kathryn Sullins
Instructor, Practical Nursing	Robbin Seymour
Instructor, Practical Nursing	Michelle Tripp
Instructor, Safety	Mason Parker
Instructor, Safety	Cody Tabor
Instructor, Secondary Math	Erika Johnson
Instructor, SHARE	John Munger
Instructor, Teacher Preparation	Vicki Braden
Instructor, Welding	Ian Freeman
Instructor/Coordinator, SHARE	Karl Lynes

MAY BOARD MEETING CONTRACT RENEWALS

Instructors/Facilitators
For FY21

POSITION/TITLE	EMPLOYEE NAME
Assessment Center Facilitator	Sheila Foxworthy
Career Development Facilitator	Whitney Edens
Disabilities Specialist/Placement Facilitator	Carol Lynes
Instructor, Automotive Service Technology	Kyle Renfrow
Instructor, BITE	Dana Pulley
Instructor, BITE	Zac Ladner
Instructor, Construction Technology	James Kirkendall
Instructor, Cosmetology	Kayla Randol
Instructor, Criminal Justice	Tom Burg
Instructor, Culinary Arts	Brenda Pollak
Instructor, Emergency Services	Gary Vap
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Instructor, Health Careers Certification	Caitlyn Clark
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Instructor, Industrial Tech/Pre-Engineering	Chuck Rector
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Instructor, Practical Nursing	Kathryn Sullins
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Instructor, Safety	Cody Tabor
Instructor, Secondary Math	Erika Johnson
Instructor, SHARE	John Munger
Instructor, Teacher Preparation	Vicki Braden
Instructor, Welding	Ian Freeman
Instructor/Coordinator, SHARE	Karl Lynes