

Pioneer Technology Center Board of Education
Regular Meeting
Tuesday, December 13, 2022, 6:00 PM
Seminar Center West
2101 N. Ash St.
Ponca City, Oklahoma 74601

The Board will meet for a snack supper in Seminar Center West 5:30 p.m. 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 - Follow-Up Statistics, Kahle Goff, Executive Director, Full-Time Programs
5. Discussion and vote to approve or not approve the Minutes of the November 8, 2022 regular Board of Education meeting
6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (General Fund #30742-30850 in the amount of \$70,856.11; Building Fund #30070-30073 in the amount of \$22,870.27; Payroll #70160 in the amount of \$6,518.21).
7. Administrative Reports regarding facilities, district policy issues, community issues and/or personnel or student needs
 - 7.A. Traci Thorpe, Superintendent/CEO
 - 7.B. Kahle Goff, Executive Director, Full-Time Programs
8. Discussion and vote to approve or not approve purchases over \$10,000 as listed on Appendix A
9. Discussion and vote to approve or not approve surplus items as listed on Appendix B
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 C
11. New Business
12. Public Comment
13. Motion and vote to adjourn

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 Kellie Johnson, Minutes Clerk

Pioneer Technology Center Board of Education Regular Meeting
Tuesday, November 8, 2022 6:00 PM
Seminar Center West
2101 N. Ash St.
Ponca City, Oklahoma 74601

1. Call meeting to order at 6:01 pm
2. Roll call and establish a quorum

Board Members Present:

Mr. Laurence Beliel
Ms. Debbie Leaming
Ms. Gay Norris
Ms. Orva Rothgeb
Mr. J.D. Soulek

Also, in attendance were Traci Thorpe, Ryan Burkett, Kendra Knight, Kahle Goff, Stacey Rush, Molly Kyler, Terri Busch, Mike Orr and Allison Christy.

3. Flag salute and moment of silence
4. Reports and Presentations - Lori Evans, Assessment Team

Lori Evans reported to the board about the Testing Center at Pioneer Tech. We have given over 2,000 tests in last ? months. People come from all over to take tests here. We give competency, WorkKeys tests for paraprofessionals, driver's license, teacher certification and administration. We are just starting to provide the CDL test. Pearson Vue has hundreds of tests that are available to us. People schedule their tests on line.

5. Discussion and vote to approve or not approve the Minutes of the October 11, 2022 regular Board of Education meeting

Motion to approve the Minutes of the October 11, 2022 regular Board of Education meeting passed with a motion by Ms. Debbie Leaming and a second by Mr. Laurence Beliel.

Mr. Laurence Beliel: Yea
Ms. Debbie Leaming: Yea
Ms. Gay Norris: Abstain (Without Conflict)
Ms. Orva Rothgeb: Yea
Mr. J.D. Soulek: Yea

Yea: 4, Nay: 0, Abstain (Without Conflict): 1

6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (General Fund #30650-30741 in the amount of \$63,510.98; Building Fund #30066-30068 in the amount of \$21,243.58; Payroll #70159 in the amount of \$75,611.35).

Motion to approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists as presented. passed with a motion by Mr. J.D. Soulek and a second by Ms. Orva Rothgeb.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Orva Rothgeb: Yea

Mr. J.D. Soulek: Yea

Yea: 5, Nay: 0

7. Administrative Reports regarding facilities, district policy issues, community issues and/or personnel or student needs

Traci Thorpe, Superintendent/CEO

Traci mention she and Kahle had a great trip to Georgia. They came away with a new sense that no one else does it like we do. We serve over 85,000 students in Oklahoma while they serve 27,000 in Georgia. Their students don't always come out with a certification and they don't work with businesses and industries like we do. There were some interesting things they do at the state level, one being an educator externship. It might be good to look at that for our teachers. It was a great trip with lots of networking. Kahle, Molly, Ryan and Traci toured Phillips 66 with the new Plant Manager, Heath Wanamaker. We talked about how can we better educate our students about jobs at Phillips 66. Traci attended a meeting today with Work-Ready OK - DHS funds provided. Will allow some RFP's. Should be available sometime in December. We don't have a letter of resignation from Erika Johnson yet, but she is taking a position with PCPS. Molly has looked at Robert's old position and has modified the job description some and will open the position soon. Slowly but surely finishing up punch list items. Looking at purchasing a few more lights in Cosmetology and adjusting the programming for the lighting in Conference Center. The Holiday Market is on November 17 in conjunction with the Thanksgiving lunch.

Molly Kyler, Exec. Director, BIS

Molly mentioned some of the events that happened in the near past. Basic Peace Officer Certification graduation, Pioneer Tech Foundation banquet, which went great!! She mentioned the responsibilities of the BIS coordinators and announced a new position - "program developer".

8. Discussion and vote to approve or not approve list of proposed Board Meeting dates for 2023

Motion to approve list of proposed Board Meeting dates for 2023 passed with a motion by Mr. J.D. Soulek and a second by Ms. Debbie Leaming.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Orva Rothgeb: Yea

Mr. J.D. Soulek: Yea

Yea: 5, Nay: 0

9. Discussion and vote to approve or not approve purchases over \$10,000 as listed on Appendix A – agenda item tabled

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 B

Motion to approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix B passed with a motion by Ms. Orva Rothgeb and a second by Mr. Laurence Beliel.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Orva Rothgeb: Yea

Mr. J.D. Soulek: Yea

Yea: 5, Nay: 0

11. New Business

No New Business

12. Public Comment

No Public Comment

Board President Gay Norris adjourned the meeting at 6:55 pm

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

Encumbrance For Board Approval

From PO: 30742 to PO: 30850

GEN FUND-FOR OPERAT

PO #	Vendor Name	General Description	Amount	Date
30742	MEEKS GROUP	MARKETING/PRINTING	945.01	11/04/2022
30743	MERRIFIELD OFFICE PLUS	BUILDING MAINT SUPPLIES	875.00	11/07/2022
30744	A+ PRINTING	AT&D SUPPLIES	63.92	11/07/2022
30745	UNIFORM STOP - STILLWATER	TANF STUDENT ASSISTANCE OTHER	38.85	11/09/2022
30746	DEAN MEADOR PUBLISHING	MARKETING/ADVERTISING	195.00	11/09/2022
30747	EDUCATIONAL TESTING SERVICE	RESALE SUPPLIES	110.00	11/09/2022
30748	TANF STUDENT ASSISTANCE	TANF STUDENT ASSISTANCE OTHER	100.00	11/09/2022
30749	ACTION TARGET	BPOC SUPPLIES	352.08	11/09/2022
30750	PIONEER TECH FOOD SERVICE	SHARE STUDENT ASSISTANCE	2,000.00	11/09/2022
30751	MSC INDUSTRIAL SUPPLY CO	PRECISION MACHINING SUPPLIES	1,115.22	11/09/2022
30752	FIRST NATIONAL BANK OF OMAHA	FINANCE - TRAVEL LODGING/MEALS	272.19	11/09/2022
30753	MNJ TECHNOLOGIES DIRECT, INC	COMPUTER SERVICES -- SUPPLIES	1,209.00	11/09/2022
30754	A+ PRINTING	MARKETING/ADVERTISING	78.00	11/09/2022
30755	MEEKS GROUP	BLDING MAINT REPAIRS	394.00	11/09/2022
30756	LOWE'S HOME CENTER INC	CONSTRUCTION TECH SUPPLIES	1,500.00	11/09/2022
30757	S&K DIRECT STEEL	BUILDING MAINTENANCE SUPPLIES	1,020.00	11/09/2022
30758	AMAZON CAPITAL SERVICES	AT&D OFFICE SUPPLIES	147.77	11/10/2022
30759	STAPLES ADVANTAGE	CENTRAL SUPPLIES	108.86	11/10/2022
30760	ADAMS PLUMBING	BLDING MAINT REPAIRS	500.00	11/10/2022
30761	AMAZON CAPITAL SERVICES	FINANCE SUPPLIES	33.90	11/10/2022
30762	AMAZON CAPITAL SERVICES	BLDING MAINT SUPPLIES	216.55	11/10/2022
30763	CHAMPLIN MOTORS	TANF STUDENT ASSISTANCE OTHER	264.50	11/11/2022
30764	ESSENTIAL EDUCATION	TANF BOOKS	1,540.00	11/11/2022
30765	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	97.20	11/11/2022
30766	TESTOUT	VISUAL COMMUNICATIONS CURRICULUM	300.00	11/11/2022
30767	STAPLES ADVANTAGE	TANF CONSUMABLE SUPPLIES	244.03	11/11/2022
30768	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSISTANCE OTHER	390.00	11/11/2022



PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval

From PO: 30742 to PO: 30850

GEN FUND-FOR OPERAT

PO #	Vendor Name	General Description	Amount	Date
30769	AMAZON CAPITAL SERVICES	TANF BOOKS	705.12	11/11/2022
30770	AMAZON CAPITAL SERVICES	INFO TECH - SUPPLIES	1,005.44	11/11/2022
30771	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSISTANCE OTHER	55.00	11/11/2022
30772	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSISTANCE OTHER	100.00	11/14/2022
30773	HARLAND'S DIESEL SERVICE	REPAIRS/BUS MAINT	131.25	11/14/2022
30774	AMAZON CAPITAL SERVICES	COMPUTER SERVICES - SUPPLIES	208.36	11/14/2022
30775	WAL-MART COMMUNITY CARD	CENTRAL SUPPLIES	100.00	11/14/2022
30776	GRAINGER	BLDING MAINT SUPPLIES	466.06	11/14/2022
30777	4 IMPRINT INC	MARKETING/ADVERTISING	1,263.25	11/14/2022
30778	LOWE'S HOME CENTER INC	FIREFIGHTER - SUPPLIES	130.00	11/15/2022
30779	LAMPTON WELDING SUPPLY	WELDING SUPPLIES	843.90	11/15/2022
30780	ODCTE	DIRECTOR TRAVEL REGISTRATION	450.00	11/15/2022
30781	WAL-MART COMMUNITY CARD	AT&D - RESALE SUPPLIES	102.91	11/15/2022
30782	HOLT TRUCK CENTERS	BUS MAINT REPAIRS	1,000.00	11/15/2022
30783	HOLT TRUCK CENTERS	VEHICLE MAINT REPAIRS	500.00	11/15/2022
30784	STAPLES ADVANTAGE	CHILD LAB & PRESCHOOL - SUPPLIES	200.00	11/15/2022
30785	AMAZON CAPITAL SERVICES	BLDING MAINT SUPPLIES	223.71	11/15/2022
30786	PONCA IRON & METAL, INC.	AT&D RESALE SUPPLIES	964.38	11/15/2022
30787	TEAM RADIO	MARKETING/ADVERTISING	345.00	11/15/2022
30788	NEWEGG BUSINESS	COMPUTER SERVICES - SUPPLIES	1,017.00	11/15/2022
30789	FIRST NATIONAL BANK OF OMAHA	BIS ADMIN - SUPPLIES	445.70	11/16/2022
30790	AMAZON CAPITAL SERVICES	COSMETOLOGY SUPPLIES	66.85	11/16/2022
30791	HOBBY LOBBY	COSMETOLOGY SUPPLIES	245.40	11/16/2022
30792	MEEKS GROUP	MARKETING/PRINTING	10,562.78	11/17/2022
30793	GRAINGER	BUILDING MAINT REPAIRS	354.74	11/17/2022
30794	WAL-MART COMMUNITY CARD	TANF STUDENT ASSISTANCE OTHER	119.76	11/18/2022
30795	STAPLES ADVANTAGE	BIS COORDINATOR - SUPPLIES	90.30	11/18/2022
30796	AMAZON CAPITAL SERVICES	AT&D - OFFICE SUPPLIES	186.83	11/18/2022



PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval

From PO: 30742 to PO: 30850

GEN FUND-FOR OPERAT

PO #	Vendor Name	General Description	Amount	Date
30797	A+ PRINTING	AT&D INSTRUCTIONAL SUPPLIES	243.76	11/18/2022
30798	NORTHERN OKLAHOMA COLLEGE	BIOMED - COLLEGE TUITION	3,446.40	11/18/2022
30799	TOMS AUTO REPAIR	TANF STUDENT ASSISTANCE OTHER	618.07	11/18/2022
30800	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSISTANCE OTHER	55.00	11/18/2022
30801	MOHAWK MATERIALS	MECHATRONICS - SUPPLIES	150.50	11/18/2022
30802	WAL-MART COMMUNITY CARD	CENTRAL SUPPLIES	60.00	11/18/2022
30803	OU ECONOMIC DEVELOPMENT INSTITUTE	BIS COORD - STAFF TRAVEL REGISTRATION	299.00	11/28/2022
30804	3DVISTA	FULLTIME DIR OF INSTR SUBSCRIPTION	499.00	11/28/2022
30805	BOB HURLEY DODGE CHRYSLER	VEHICLE MAINTENANCE REPAIR	1,200.00	11/28/2022
30806	HOLT TRUCK CENTERS	BUS MAINT REPAIRS	45.00	11/28/2022
30807	MSC INDUSTRIAL SUPPLY CO	PRECISION MACHINING SUPPLIES	358.91	11/28/2022
30808	WAL-MART COMMUNITY CARD	AT&D - RESALE SUPPLIES	136.41	11/28/2022
30809	FASTENAL COMPANY	BUILDING MAINT REPAIRS	23.49	11/28/2022
30810	FIRST NATIONAL BANK OF OMAHA	BIS ADMIN - STAFF TRAVEL REGISTRATION	450.00	11/29/2022
30811	PIONEER FIRE & SAFETY	FIREFIGHTER - SUPPLIES	300.00	11/29/2022
30813	O'REILLY AUTOMOTIVE INC	VEHICLE MAINT REPAIRS	102.86	11/29/2022
30814	STAPLES ADVANTAGE	MARKETING/SUPPLIES	143.03	11/29/2022
30815	HOBBY LOBBY	AT&D RESALE SUPPLIES	155.52	11/30/2022
30816	WAL-MART COMMUNITY CARD	IT&D RESALE FOOD	150.00	11/30/2022
30817	FIRST NATIONAL BANK OF OMAHA	TANF STUDENT ASSISTANCE OTHER	70.00	12/01/2022
30818	WAL-MART COMMUNITY CARD	TANF STUDENT ASSISTANCE OTHER	140.00	12/01/2022
30819	AMAZON CAPITAL SERVICES	INFO TECH - SUPPLIES	322.49	12/01/2022
30820	STAPLES ADVANTAGE	TEACHER PREP SUPPLIES	58.29	12/01/2022
30821	AMAZON CAPITAL SERVICES	VISUAL COMM SUPPLIES	510.94	12/01/2022
30822	CARDIAC LIFE PRODUCTS	BLDING MAINT SUPPLIES	306.00	12/01/2022
30823	LOWE'S HOME CENTER INC	BUILDING MAINT REPAIRS	31.29	12/01/2022



PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval

From PO: 30742 to PO: 30850

GEN FUND-FOR OPERAT

PO #	Vendor Name	General Description	Amount	Date
30824	JUNIOR'S LOCK & ALARM	TANF - STUDENT ASSISTANCE OTHER	125.80	12/02/2022
30825	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	295.00	12/02/2022
30826	EARNHEART STATIONS	TANF STUDENT ASSISTANCE OTHER	3,000.00	12/05/2022
30827	OSU FIRE SERVICE TRAINING	FIREFIGHTER - PROF SERVICES	800.00	12/05/2022
30828	EDUCATIONAL TESTING SERVICE	RESALE - SUPPLIES	110.00	12/06/2022
30829	ADAMS PLUMBING	BLDG MAINT - REPAIRS	500.00	12/06/2022
30830	THE FORTE FACTOR	SUPERINTENDENT SUPPLIES	1,750.00	12/06/2022
30831	OKLAHOMA BOARD OF NURSING	PN ACCREDITATION FEES	500.00	12/06/2022
30832	AMAZON CAPITAL SERVICES	COSMETOLOGY SUPPLIES	210.93	12/06/2022
30833	WAL-MART COMMUNITY CARD	IT&D - RESALE SUPPLIES	100.00	12/06/2022
30834	CAMP HORIZON	IT&D INSTRUCTION - PROF SERVICES	1,324.00	12/06/2022
30835	SAVVAS LEARNING COMPANY	AT&D - RESALE BOOKS	2,425.64	12/06/2022
30836	DR. WILLIAM STUEVER	TANF - MEDICAL/DENTAL	110.00	12/06/2022
30837	CHAMPLIN MOTORS	TANF STUDENT ASSISTANCE OTHER	354.19	12/07/2022
30838	ASE	RESALE - SUPPLIES	1,334.00	12/07/2022
30839	TEACHERSPAYTEACHERS.COM	CAREER DEVELOPMENT - SUPPLIES	39.49	12/07/2022
30840	LAMPTON WELDING SUPPLY	AT&D WELDING - RESALE SUPPLIES	310.50	12/07/2022
30841	WAL-MART COMMUNITY CARD	BIOMED - SUPPLIES	69.65	12/07/2022
30842	STUTEVILLE CHEVROLET	VEHICLE MAINTENANCE REPAIRS	92.50	12/07/2022
30843	WAL-MART COMMUNITY CARD	CENTRAL - SUPPLIES	150.00	12/07/2022
30844	WAL-MART COMMUNITY CARD	AT&D - RESALE SUPPLIES	100.00	12/07/2022
30845	NATIONAL PEN COMPANY	MARKETING/ADVERTISING	1,114.95	12/08/2022
30846	FIRST NATIONAL BANK OF OMAHA	CULINARY SERVICES - SERVE/CATER SUPPLIES	7,039.40	12/08/2022
30847	FIRST NATIONAL BANK OF OMAHA	CULINARY SERVICES EQUIPMENT	2,650.00	12/08/2022
30848	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	80.28	12/08/2022
30849	FIRST NATIONAL BANK OF OMAHA	MECHATRONICS/BITE-INFO TECH SUBSCRIPTION	299.00	12/08/2022



PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval

From PO: 30742 to PO: 30850

GEN FUND-FOR OPERAT

PO #	Vendor Name	General Description	Amount	Date
30850	OKACTE	SUPERINTENDENT SUPPLIES	100.00	12/08/2022
Current Encumbered			70,856.11	



PIONEER TECHNOLOGY CENTER

From: 04 Nov 2022 to: 08 Dec 2022

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

PO #	Vendor Name	General Description	Amount	Date
30022	CROSS OIL CO.	BLANKET PO	-1,500.00	07/01/2022
30026	FARHA WHOLESALE COMPANY INC	BLANKET PO	3,000.00	07/01/2022
30035	LAMPTON WELDING SUPPLY	BLANKET PO	750.00	07/01/2022
30055	QUALITY WATER BY CULLIGAN	BLANKET PO	-423.75	07/01/2022
30065	TANF STUDENT ASSISTANCE	BLANKET PO	1,000.00	07/01/2022
30068	UNIVERSAL PREMIUM FLEET CARD	BLANKET PO	2,000.00	07/01/2022
30099	HEALTHSTREAM INC	PN RESALE SUPPLIES/MISC	700.00	07/01/2022
30105	KAY COUNTY ASSESSOR	RE-EVALUATION FEES	-953.24	07/01/2022
30125	OSAGE COUNTY ASSESSOR	TRUST AUTHORITY FEES	-1,027.22	07/01/2022
30128	PAWNEE COUNTY ASSESSOR	TRUST AUTHORITY FEES	-198.74	07/01/2022
30133	POWERSCHOOL GROUP LLC	SOFTWARE SERVICES	-3,428.00	07/01/2022
30143	SWASFAA	SCHOOL MEMBERSHP	-25.00	07/01/2022
30223	PONCA CITY REC PLEX	BASIC PEACE OFFICER - RESALE SUPPLIES	-378.00	07/07/2022
30258	ASE	AUTO SERVICES - ACCRED FEES	-400.00	07/14/2022
30435	HARLAND'S DIESEL SERVICE	BUS MAINT REPAIRS	-368.75	08/24/2022
30448	F A DAVIS COMPANY	PN BOOKS - RESALE	-132.64	08/25/2022
30450	MEDICAL EQUIPMENT AFFILIATES	PN SUPPLIES - RESALE	-3,180.44	08/25/2022
30451	WOLTERS KLUWER	PN BOOKS - RESALE	-179.00	08/25/2022
30460	FIRST NATIONAL BANK OF OMAHA	SUPERINTENDENT TRAVEL - LODGING	-30.00	08/29/2022
30473	KAPLAN EARLY LEARNING COMPANY	CHILD LAB & PRESCHOOL - SUPPLIES	-6.02	08/31/2022
30480	FIRE PROTECTION PUBLICATIONS	FIREFIGHTER - BOOKS	-45.00	08/31/2022
30489	BUMPER TO BUMPER EASY CDL	AT&D RESALE BOOKS	-2,500.00	09/01/2022
30541	FIRE PROTECTION PUBLICATIONS	FF/EMT BOOKS	-360.00	09/13/2022
30602	PONCA CUSTOM TEES	MARKETING - ADVERTISING	-6.22	09/23/2022
30605	LOWE'S HOME CENTER INC	CONSTRUCTION TECH SUPPLIES	-85.49	09/28/2022
30618	MEDICAL EQUIPMENT AFFILIATES	PN SUPPLIES RESALE	-16.56	09/29/2022
30640	OSU FIRE SERVICE TRAINING	FIREFIGHTER - PROF SERVICES	350.00	10/05/2022
30646	ADAMS PLUMBING	BLDING MAINT REPAIRS	-142.40	10/06/2022



PIONEER TECHNOLOGY CENTER

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

From: 04 Nov 2022 to: 08 Dec 2022

PO #	Vendor Name	General Description	Amount	Date
30653	FIRST NATIONAL BANK OF OMAHA	SUPT & EXEC DIRETOR TRAVEL - LODGING	-96.00	10/07/2022
30655	AMAZON CAPITAL SERVICES	CULINARY ARTS - SUPPLIES	-102.13	10/11/2022
30662	UNIFORM STOP - STILLWATER	SHARE - STUDENT ASSISTANCE	-2.79	10/11/2022
30665	THE CENTER FOR WORK ETHIC DEVELOPMENT	TANF BOOKS	16.06	10/12/2022
30675	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	-5.99	10/18/2022
30693	AMAZON CAPITAL SERVICES	SUPPLIES - INFO TECH	-43.46	10/21/2022
30694	AMAZON CAPITAL SERVICES	AT&D OFFICE SUPPLIES	-114.11	10/21/2022
30698	HOBBY LOBBY	BUILDING MAINT/SUPPLIES	-12.92	10/24/2022
30699	LOWE'S HOME CENTER INC	RESALE SUPPLIES - AT&D	-17.98	10/24/2022
30700	EDUCATIONAL TESTING SERVICE	RESALE SUPPLIES	-110.00	10/24/2022
30701	ADAMS PLUMBING	BLDING MAINT REPAIRS	-84.48	10/24/2022
30702	MSC INDUSTRIAL SUPPLY CO	PRECISION MACHING SUPPLIES	-315.26	10/25/2022
30708	AUTOZONE INC	TANF - STUDENT ASSISTANCE OTHER	-13.30	10/27/2022
30714	LOWE'S HOME CENTER INC	BUILDING MAINT SUPPLIES	-3.00	10/27/2022
30724	LOWE'S HOME CENTER INC	WELDING SUPPLIES	-86.24	11/01/2022
30725	SPA GIRL INTL CORP	COSMETOLOGY SUPPLIES	-128.00	11/01/2022
30730	LAKESHORE LEARNING	CHILD LAB & PRESCHOOL - SUPPLIES	-7.40	11/01/2022
30733	X-CEL BADGE & ENGRAVING C	STUDENT AMBASSADOR SUPPLIES	0.30	11/01/2022
30735	WELLAVITA	CULINARY SERVICES EQUIPMENT	-3.20	11/02/2022
30737	HAMPTON INN & SUITES - WOODWARD	INNOVATION INCUBATOR MGR - TRAVEL LODGING	-145.00	11/03/2022
30738	AMAZON CAPITAL SERVICES	FINANCE - SUPPLIES	-10.66	11/03/2022
30739	AMAZON CAPITAL SERVICES	COMPUTER SERVICES - SUPPLIES	-4.81	11/03/2022
30741	HOBBY LOBBY	BUILDING MAINT/ SUPPLIES	-0.63	11/03/2022
GEN FUND-FOR OPERAT TOTAL:			-8,877.47	
REPORT TOTAL:			-8,877.47	

Building



PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval

From PO: 30070 to PO: 30073

BUILDING FUND

PO #	Vendor Name	General Description	Amount	Date
30070	MURRAY WOMBLE	BLDG MAINT REPAIRS	1,200.00	11/28/2022
30071	MARTIN CONSTRUCTION	MAJOR REMODEL/REPAIRS	8,700.00	11/30/2022
30072	KEATHLYS	LAWN CARE SERVICES / LANDSCAPING	9,630.27	12/06/2022
30073	WATERMARK PAINTING & DRYWALL	BLDG MAINT - MAJOR REMODEL REPAIRS	3,340.00	12/07/2022
		Current Encumbered	22,870.27	



PIONEER TECHNOLOGY CENTER

From: 04 Nov 2022 to: 08 Dec 2022

Encumbrance For Board Approval
X
CHANGE ORDER REPORT
BUILDING FUND

PO #	Vendor Name	General Description	Amount	Date
30053	L&W SUPPLY CORPORATION	BLDING MAINT. REPAIRS	-62.08	09/16/2022
	BUILDING FUND TOTAL:		-62.08	
	REPORT TOTAL:		-62.08	

Payroll



PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval

From PO: 70160 to PO: 70160

GEN FUND-FOR OPERAT

PO #	Vendor Name	General Description	Amount	Date
70160	EVANS, TAYLOR D	PAYROLL ENCUMBRANCE	6,518.21	11/11/2022
		Current Encumbered	6,518.21	



PIONEER TECHNOLOGY CENTER

Encumbrance For Board Approval

CHANGE ORDER REPORT

From: 04 Nov 2022 to: 08 Dec 2022

GEN FUND-FOR OPERAT

PO #	Vendor Name	General Description	Amount	Date
70021	SUBS - CHILDREN'S LAB	BLANKET PAYROLL ENCUMBRANCE	2,700.00	07/01/2022
70070	GILES, BAILEY N	PAYROLL ENCUMBRANCE	-29,642.68	07/01/2022
70131	JOHNSON, ERIKA D	PAYROLL ENCUMBRANCE	-55,311.81	07/27/2022
70158	BRANSON, AMEY D	PAYROLL ENCUMBRANCE	-645.90	10/05/2022
70159	PTC STAFF/EMPLOYEES	BLANKET PAYROLL ENCUMBRANCE	-907.35	10/20/2022
		GEN FUND-FOR OPERAT TOTAL:	-83,807.74	
		REPORT TOTAL:	-83,807.74	

December 2022

Meetings and Activities

- **November – 9** – After Board Report meeting with Staff
- 9-12 - Leadership Oklahoma – Inclusion and Economic Development, Tulsa
- 14 – PC Chamber Banquet meeting; EMT Meeting – 8th Grade Tours; 50th Anniversary Committee meeting
- 15-16 – CTE Superintendent meeting – Altus – Southwest Technology Center
- 17 – PTC Holiday Market; RCB Bank Community Advisory Board meeting; PoHi Wildcat Internship Coordinator meeting
- 18 – Business and Industry Breakfast- Johnson Controls; PTC Westward Expansion meeting; ODCTE Get Skilled Now product demo
- 21 - 25 – Thanksgiving Break
- 29 – PTC Capital Planning Committee meeting
- **Dec 1** – 8th Grade Days; Ponca Chamber Education and Workforce Committee meeting
- 2 – 8th Grade Days; Ponca City Christmas Parade
- 5 – Admin Team meeting; FTP Goal Review meeting
- 6 – HS Truck Driver Training discussion with Central Technology Center
- 7 – 1 Million Cups with Skydance Brewery; BIS Goal Review Meeting; Area Special Education Teachers Meeting
- 8 – OASA Region 4/PTC Area Superintendent Meeting; PTC Westward Expansion meeting

Full-Time Programs

- PTC Holiday Market was another success this year. We raised \$7,300 for our CTSO account and appreciate all the hard work the staff and students put into making it a huge success.
- PTC also resumed its annual Thanksgiving Dinner this year, in conjunction with the Holiday Market. We saw close to 250 individuals for that event and appreciated all the community support for both the dinner and the Market.
- PTC hosted the 8th grade tour days on Dec 1-2. We saw close to 700 area 8th graders over the two days, as they toured 15 of our program areas.
- Kahle, Johnny Thornburgh, and I visited Central Tech and discussed a HS Truck Driver Training opportunity. We plan to pilot a class for six recent HS graduates, this summer, utilizing the ARPA funding to provide tuition assistance for 18 year-olds to participate.

Business and Industry Services

- Pioneer Tech will be the host site for the next CWE conveners' quarterly meeting, which will be held on December 20, 2022.
- PTC held the following BIS trainings in November: 16 Safety trainings for various companies and at the Safety Center; Firefighter 1 Skills and Live Burn for Jenks Fire Department and Firefighter 1 Test for Pawnee FD; Class B CDL training for City of Ponca City, and there were several new offerings in our evening programming: Plant Based Cooking; Diabetic Cooking; Scrumptious Scones and The Art of Christmas Bows and Wrapping.

Capital Planning

We do still have a few remaining contractors scheduled to return for items: kitchen equipment troubleshooting (refrigerator shutoff in teaching classroom), stainless-steel revision in dish pit, conference center lighting program adjustments and HVAC programming, flooring (cleaning, tile repair and vinyl flooring revisions, concrete (revision in West parking lot and repair of spalling areas), the coiling doors to secure the cafeteria dish pit area, HVAC ductwork and thermostat in B-131 (impacted

with the renovation of the cafeteria and production kitchen areas), and other minor punch items that Kyler will be completing.

Retirements/Resignations/Staff Changes

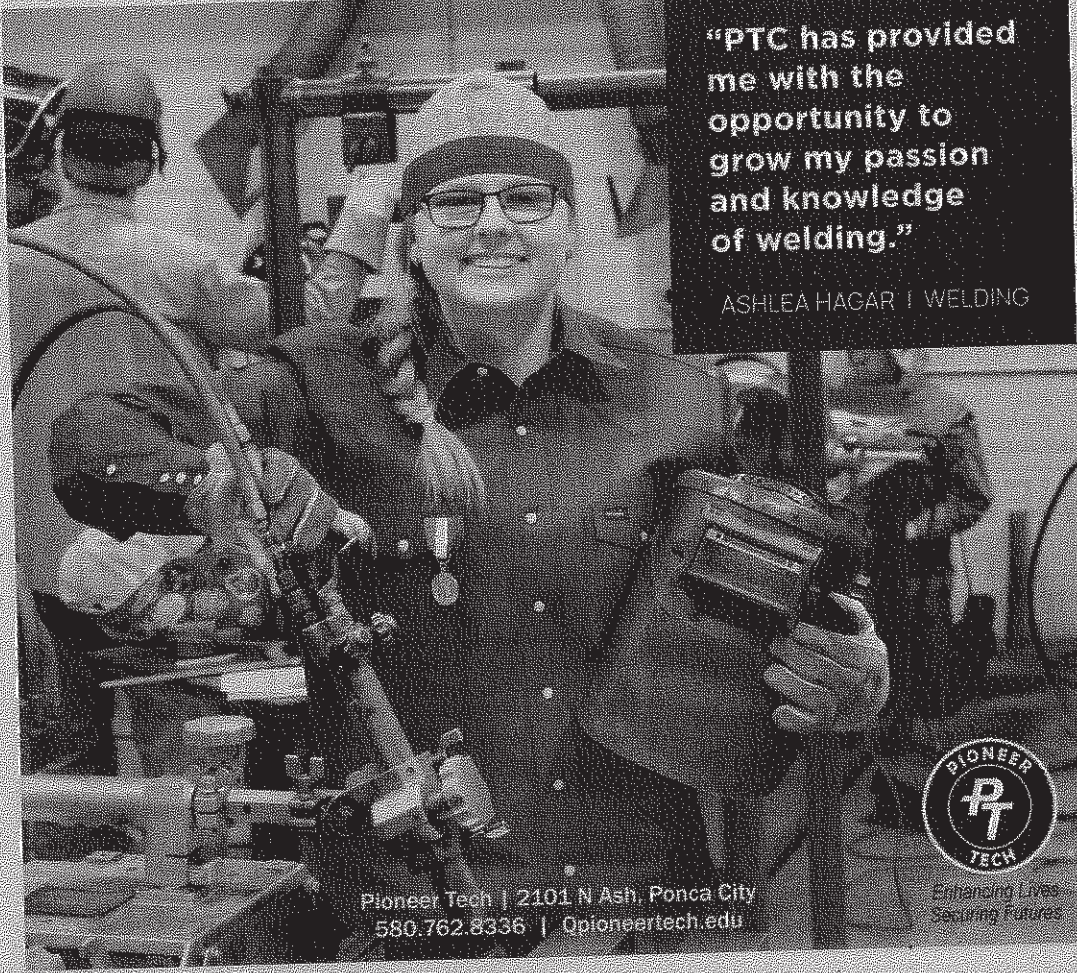
- Retirements: Nancy Jones, Career Center Specialist; Russell Hollingsworth, Maintenance Technician
- Working to identify interviewees for HR Manager/Admin Asst; Interviewing for Testing Center Specialist; Applications open for Maintenance Technician and Children's Lab and Preschool Teacher

Upcoming Events

- December 21 - Last Day with Students for 1st Semester
- December 22 – Holiday Work Day
- December 23 – January 1 – Christmas Break
- January 2 – Holiday Work Day
- January 3 – 1st Day of Second Semester
- January 5-7 – Leadership Oklahoma – Health, Innovation and Philanthropy - OKC

Paperclips

Nov. 2022



"PTC has provided me with the opportunity to grow my passion and knowledge of welding."

ASHLEA HAGAR | WELDING



Pioneer Tech | 2101 N Ash, Ponca City
580.762.8336 | Opioneertech.edu

Enhancing Lives
Securing Futures



BUSINESS & INDUSTRY SERVICES (BIS) PROGRAM DEVELOPER/ COORDINATOR

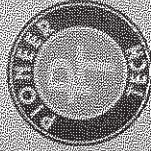
Pioneer Technology Center, a leader in business and industry services, is looking for a Program Developer!

Are you someone who is motivated by researching and building education and training programs to promote personal and professional growth in others? To be successful in this position, you must be focused, detail oriented, productive and collaborative.

Three years minimum of related experience and/or training, or equivalent combination of education and experience required in the areas of program development, curriculum development, project management, and adult education. A Bachelor's degree is preferred. You must have the ability to work with a team that values excellence, service, innovation and cooperation. 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. Complete your application at www.pioneertech.edu

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.



CHILDREN'S LAB AND PRESCHOOL TEACHER

Pioneer Technology Center, an engaging and supportive workplace providing high quality programs and services, is looking for a **CHILDREN'S LAB AND PRESCHOOL TEACHER.**

Are you someone who is moved by providing positive guidance and direction to children of all ages? To be successful in this job, you must be dependable, supportive, encouraging and productive.

You must also: High School Diploma or High School Equivalency (HSE) and have or be willing to obtain a Child Development Associate Credential. Additionally, you must have 2+ years of related experience and/or training, a clear criminal background check, and the ability to build relationships and relate to children. Previous teaching experience is 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.

Apply at pioneertech.edu

Legals 0001

PUBLISHED IN THE
PONCA CITY NEWS ON
NOVEMBER 19, 2022

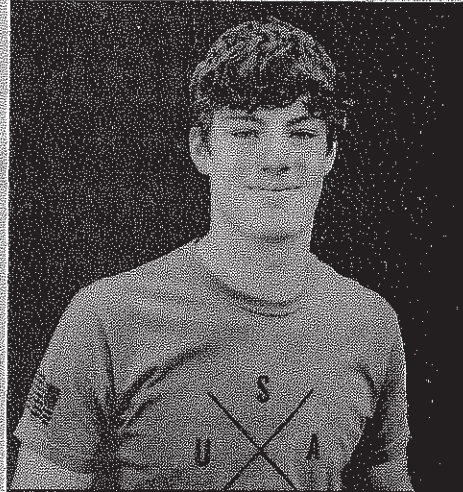
PUBLIC NOTICE

The Board of Education of Pioneer Technology Center School District hereby provides legal notice that the annual school board election filing period for candidates will open 8 a.m. Monday, December 5, 2022, and closes at 5 p.m. on Wednesday, December 7, 2022. Contact of candidacy petitions may be filed with the County Election Board until 5 p.m. on Friday, December 9, 2022. If contests of candidacy are filed, the hearings will be conducted by the County Election Board the following week.

Board Member Position on Ballot

The voters shall elect a board member for Zone 1 (Ponca City) which has a 3-year term.

PTC Students of the Month



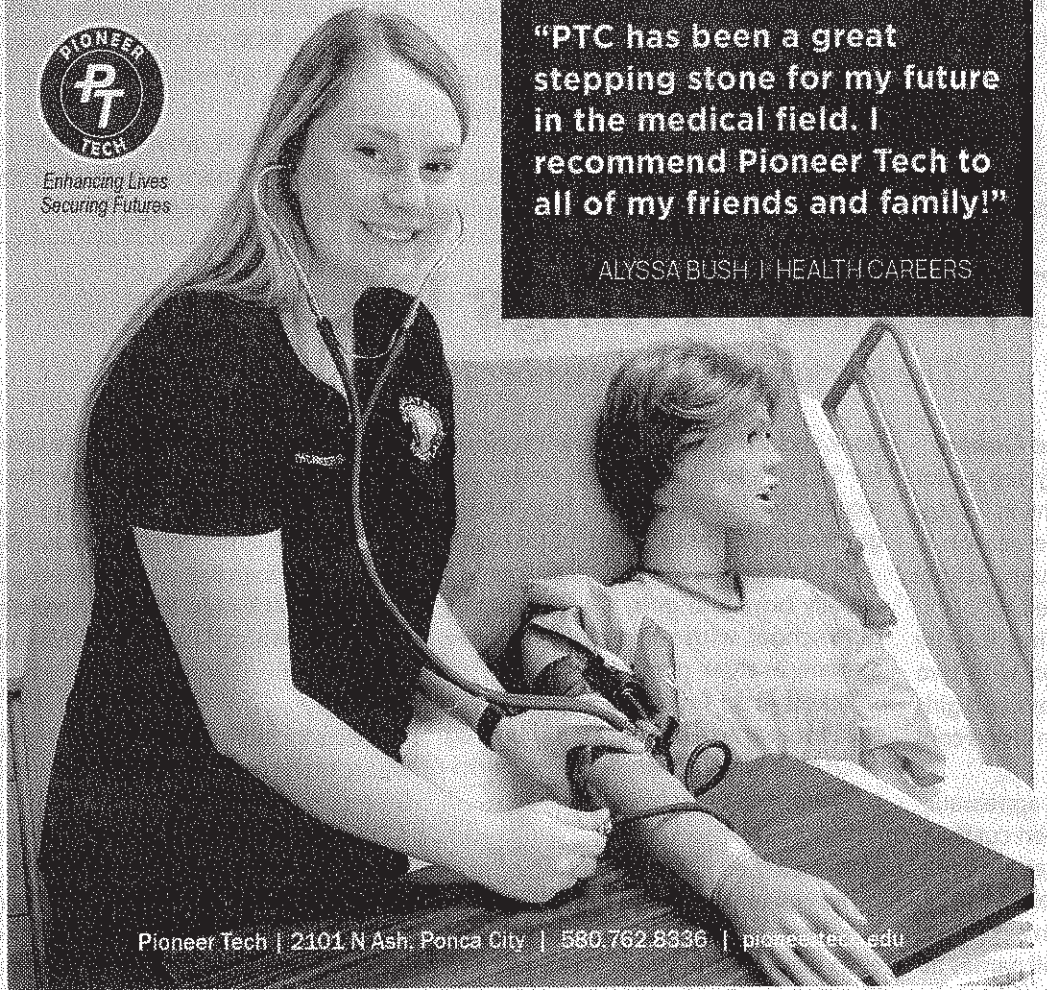
Pioneer Technology Center announced two Newkirk High School graduates as the November Students of the Month, including Cierra Usry, left, a biomed junior. Dalton Osborn was also the November Student of the Month. Osborn is a senior in fleet and facilities maintenance. *(Courtesy photos)*



Enhancing Lives
Securing Futures

"PTC has been a great stepping stone for my future in the medical field. I recommend Pioneer Tech to all of my friends and family!"

ALYSSA BUSH | HEALTH CAREERS



Pioneer Tech | 2101 N Ash, Ponca City | 580.762.8336 | pionertech.edu

Blackwell

7 Wednesday, November 16, 2022

MAINTENANCE TECHNICIAN/BUS DRIVER

Pioneer Technology Center, an engaging and supportive workplace providing high quality programs and services, is looking for a Maintenance/Bus Driver for the facilities maintenance department. This position is on a 12-month contract.

Are you someone who is moved by the satisfaction of a job well done, and developing and maintaining positive working relationships with other professionals? To be successful in this job you must be dependable, loyal, team-focused, accurate, detailed-oriented and responsible. You must also have a High School Diploma or equivalent, and possess (or be able to obtain within 6 months) a valid Class B Commercial Driver's License with passenger/Air break/school bus endorsement. Additionally, you must have 2+ years of related experience and/or training in general minor construction, plumbing, electrical repairs, the ability to build relationships and relate to students, and be able to pass a drug test, driving records check, and a criminal background check. Proficiency with computer technology and recordkeeping is also a requirement. You must be able to work in a team that values people, innovation, character, learning, and economic development. If this is you, and can prove it, you could be a great fit for our facilities team.

Pioneer Technology Center 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.

Salary is commensurate with experience and qualifications. Complete your application at www.pioneer.tech.edu

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



PAGE 2 - THE PONCA CITY NEWS, THURSDAY, November 17, 2022

PTC Holiday Market November 17th

Ponca City, OK — Enjoy holiday shopping at the fourth annual Pioneer Technology Center (PTC) Holiday Market. On Thursday, November 17th, the PTC Conference Center will transform into a festive holiday marketplace with handcrafted items from the many programs and staff represented at the tech center. The PTC Holiday Market opens at 9:00 am and closes at 2:00 pm. All proceeds from the event will benefit Career Tech Student Organizations (CTSOs). The public can also come during lunch time from

11:00 am to 12:30 pm and enjoy PTC's Annual Thanksgiving Dinner. "Our hope is that visitors will come for lunch but stay and shop for all kinds of crafts made by our students and staff," said Traci Thorpe, Superintendent/CEO.

PTC guests can park and enter by the new cafeteria west and north entrances. The address is 2101 N. Ash in Ponca City. For more information about Pioneer Tech programs and services call 580-718-4222 or visit pioneer.tech.edu.

Blackwell

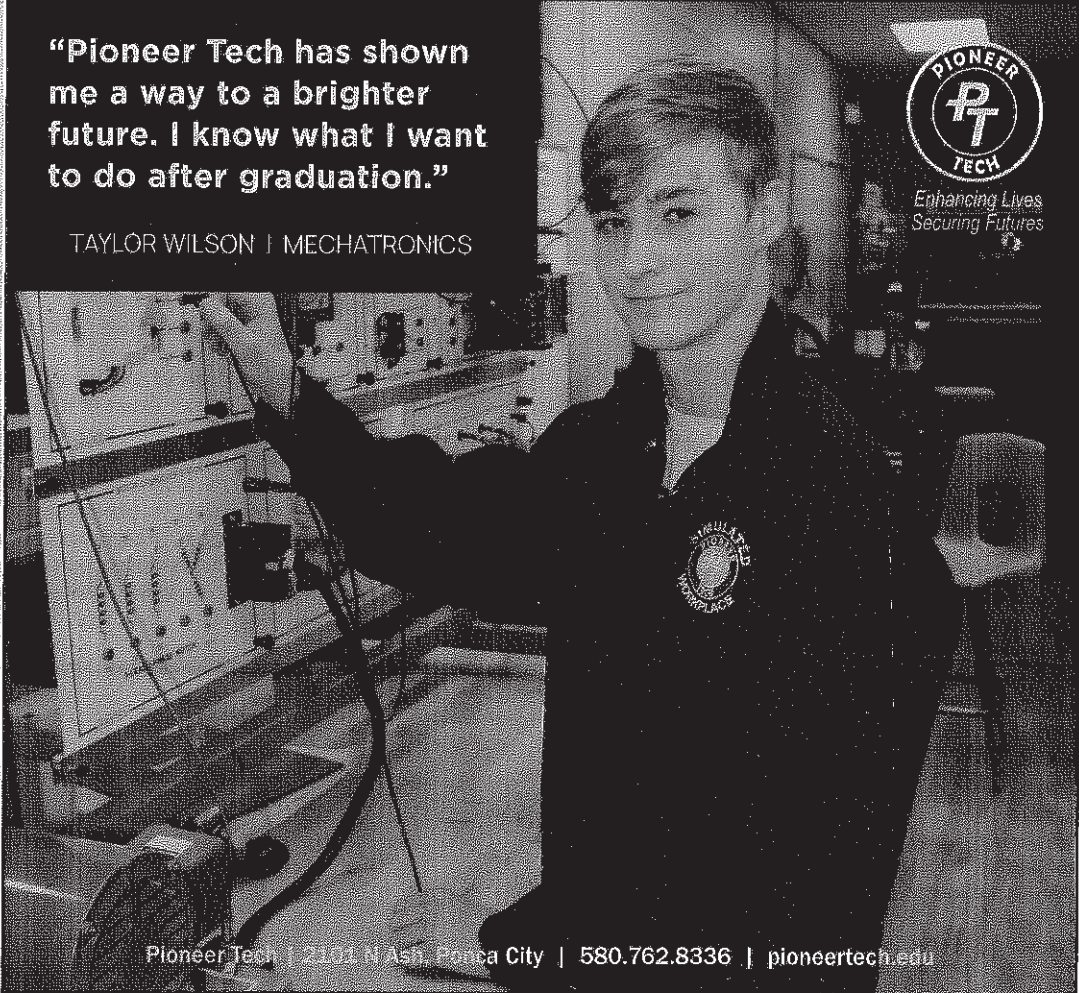
8 Wednesday, November 16, 2022

"Pioneer Tech has shown me a way to a brighter future. I know what I want to do after graduation."

TAYLOR WILSON | MECHATRONICS



Enhancing Lives
Securing Futures



Pioneer Tech | 2101 N Ash, Ponca City | 580.762.8336 | pioneertech.edu

PTC Peace Officer graduation

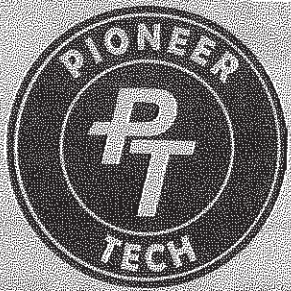


Pioneer Technology Center's first Basic Peace Officer Certification (BPOC) class celebrated its graduation with a ceremony and reception last week.

FRONT ROW, FROM LEFT: Amy Ballinger and Blake Gory with the Ponca City Police Department.

BACK ROW: Joseph Brown, Blackwell Police Department; Baylee Tanner, Blackwell Police Department; Napoleon Elston Jr., Ponca City Police Department; George Sims, Osage County Sheriff's Office; and Cordell Gillespie, Kay County Detention Center.

BPOC hands-on training provides realistic training scenarios from highly-qualified instructors. Students are held to the highest standard and evaluated on their ability to demonstrate their competency and ability for all aspects of the program. Enrollment is open for the January class. Applications are due by Dec. 15, contact Tucker Hodgson, BPOC coordinator, for more information at (580) 762-8336 or visit www.pioneertech.edu. (Courtesy photo)



MAINTENANCE TECHNICIAN/BUS DRIVER

Pioneer Technology Center, an engaging and supportive workplace providing high quality programs and services, is looking for a Maintenance/Bus Driver for the facilities maintenance department.

This position is on a 12-month contract.

Are you someone who is moved by the satisfaction of a job well done, and developing and maintaining positive working relationships with other professionals? To be successful in this job you must be dependable, loyal, team-focused, accurate, detailed-oriented and responsible. You must also have a High School Diploma, or equivalency, and possess (or be able to obtain within 6 months) a valid Class B Commercial Driver's License with passenger/Air break/school bus endorsement. Additionally, you must have 2+ years of related experience and/or training in general minor construction, plumbing, electrical repairs, the ability to build relationships and relate to students, and be able to pass a drug test, driving records check, and a criminal background check. Proficiency with computer technology and recordkeeping is also a requirement. You must be able to work in a team that values people, innovation, character, learning, and economic development. If this is you, and can prove it, you could be a great fit for our facilities team.

Pioneer Technology Center 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.

Salary is commensurate with experience and qualifications. Complete your application at www.pioneertech.edu

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

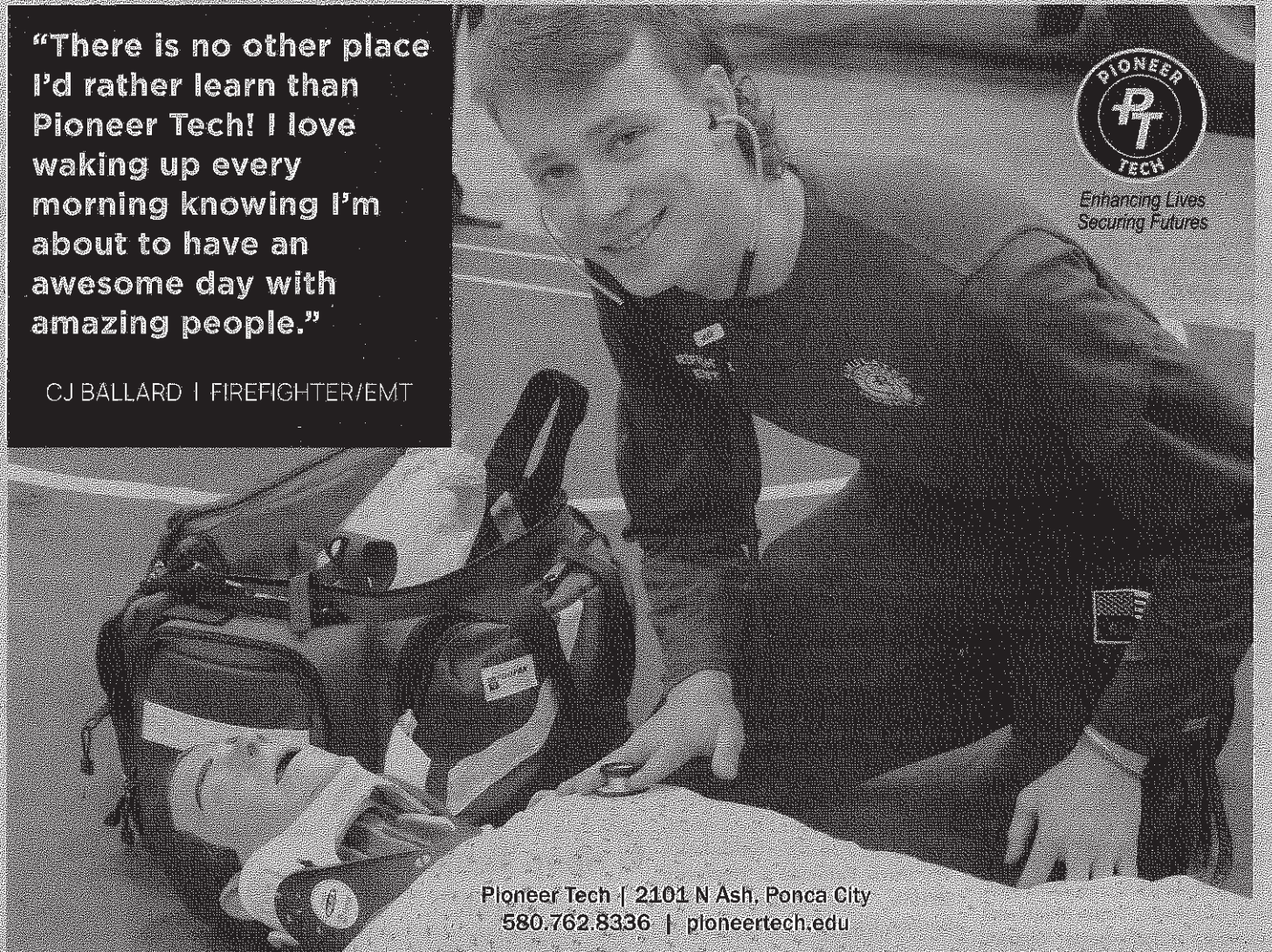
“There is no other place I’d rather learn than Pioneer Tech! I love waking up every morning knowing I’m about to have an awesome day with amazing people.”

CJ BALLARD | FIREFIGHTER/EMT



*Enhancing Lives
Securing Futures*

Pioneer Tech | 2101 N Ash, Ponca City
580.762.8336 | pioneertech.edu





Pioneer Technology Center's first Basic Peace Officer Certification

(BPOC) class celebrated their graduation with a ceremony and reception last week. They are pictured left to right in the back-row, Joseph Brown, Blackwell Police Department; Baylee Tanner, Blackwell Police Department; Napoleon Elston Jr., Ponca City Police Dept; George Sims, Osage County Sheriff's Office; and Cordell Gillespie, Kay County Detention Center. Front row left to right, Amy Ballinger and Blake Gory with the Ponca City Police Department. BPOC hands-on training provides realistic training scenarios from highly qualified instructors. Students are held to the highest standard and evaluated on their ability to demonstrate their competency and ability for all aspects of the program. Enrollment is open for the January class. Applications are due by December 15th, contact Tucker Hodgson, BPOC Coordinator, for more information at 580-762-8336 or visit www.pioneertech.edu.



MAINTENANCE TECHNICIAN/BUS DRIVER

Pioneer Technology Center, an engaging and supportive workplace providing high quality programs and services, is looking for a Maintenance/Bus Driver for the facilities maintenance department. This position is on a 12-month contract.

Are you someone who is moved by the satisfaction of a job well done, and developing and maintaining positive working relationships with other professionals? To be successful in this job you must be dependable, loyal, team-focused, accurate, detailed-oriented and responsible. You must also have a High School Diploma, or equivalency, and possess (or be able to obtain within 6 months) a valid Class B Commercial Driver's License with passenger/Air break/school bus endorsement. Additionally, you must have 2+ years of related experience and/or training in general minor construction, plumbing, electrical repairs, the ability to build relationships and relate to students, and be able to pass a drug test, driving records check, and a criminal background check. Proficiency with computer technology and recordkeeping is also a requirement. You must be able to work in a team that values people, innovation, character, learning, and economic development. If this is you, and can prove it, you could be a great fit for our facilities team. Pioneer Technology Center 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. Salary is commensurate with experience and qualifications.

Complete your application at www.pioneerotech.edu

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



HUMAN RESOURCE MANAGER/ ADMINISTRATIVE ASSISTANT

Pioneer Technology Center, an engaging and supportive workplace providing high quality programs and services, is looking for a Human Resource Manager/Administrative Assistant.

Are you motivated by helping internal and external customers and maintaining positive working relationships with other professionals? We are searching for a Human Resources/Admin Assistant at Pioneer Tech. We need someone to manage projects simultaneously, be organized, work in a team environment, and have the ability to complete tasks independently. If you have 3 to 5 years of related work experience or an equivalent combination of education and experience please apply.

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. Complete your application at www.pioneerotech.edu.

interceptions a



**THANKSGIVING
DINNER** *and*

holiday market

THURSDAY, NOVEMBER 17

Shop: 9 am - 2 pm | Eat: 11 am - 1 pm



Proceeds Benefit PTC Student Organizations

Pioneer Technology Center
2101 N Ash, Ponca City | pioneertech.edu

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



THANKSGIVING
DINNER *and*

holiday market

THURSDAY, NOVEMBER 17

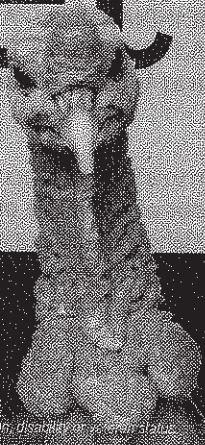
Shop: 9 am - 2 pm | Eat: 11 am - 1 pm



Proceeds Benefit PTC Student Organizations

Pioneer Technology Center
2101 N Ash, Ponca City | pioneertech.edu

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





**THANKSGIVING
DINNER *and***
**holiday
market**

THURSDAY, NOVEMBER 17

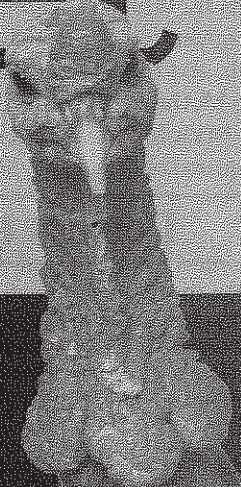
Shop: 9 am - 2 pm | Eat: 11 am - 1 pm



Proceeds Benefit PTC Student Organizations

Pioneer Technology Center
2101 N Ash, Ponca City | pioneertech.edu

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



www.newkirkherald.com



THANKSGIVING
DINNER *and*

holiday market

THURSDAY, NOVEMBER 17

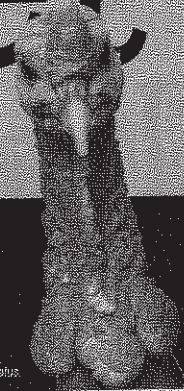
Shop: 9 am - 2 pm | Eat: 11 am - 1 pm



Proceeds Benefit PTC Student Organizations

Pioneer Technology Center
2101 N Ash, Ponca City | pioneertech.edu

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



Blackwell

8 Wednesday, November 9, 2022



**THANKSGIVING
DINNER** *and*

holiday market

THURSDAY, NOVEMBER 17

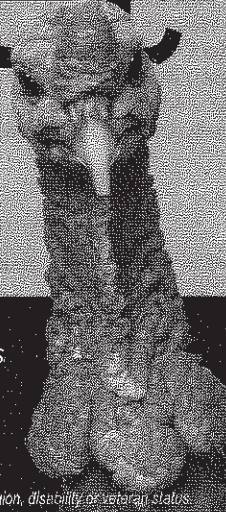
Shop: 9 am - 2 pm | Eat: 11 am - 1 pm



Proceeds Benefit PTC Student Organizations

Pioneer Technology Center
2101 N Ash, Ponca City | pioneer.tech.edu

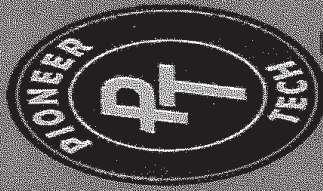
Pioneer Technology Center does not discriminate on the basis of race, color, national origin, sex/gender, age, religion, disability or veteran status.



Blackwell

2B Wednesday, November 9, 2022

we SALUTE our VETERANS!



Pioneer Technology Center

2101 N. Ash, Ponca City, OK 74601

580.762.8336 | www.pioneerotech.edu



Kyler graduates from OU Economic Institute

Ponca City, OK ----- Molly Kyler, Executive Director of Business and Industry Services at Pioneer Tech, graduated from the University of Oklahoma Economic Development Institute (OU EDI) on October 20, 2022 at the OU EDI Fall session.

OU EDI is an intensive 117-hour certificate program which provides a broad spectrum of advanced education for the economic development professional. Barry Matherly, CEcD and Dean for OU EDI, said, "OU Economic Development Institute is the premier organization dedicated to training economic development professionals. These graduates have invested in improving their professional capabilities to support their local communities. Congratulations to all."

OU EDI began in 1962 and is celebrating its 60th year of service to the economic development community. Fully accredited by the International Economic Development Council (IEDC), the program has trained 6,000 professionals and remains the world's leading economic development teacher.

OU EDI provides economic developers with up-to-date knowledge and tools necessary to succeed in today's constantly changing environment. In addition to classwork, students receive the benefit of a strong mentoring program and opportunities to expand their professional network. Students typically take 1-2 years to complete the program through a series of intensive in-person or online courses.

Traci Thorpe, Superintendent/CEO of Pioneer Tech added, "Molly Kyler thrives on learning, and her growth in the OU Economic Development



Pictured are Nathan Ohle, President & CEO of the International Economic Development Council (IEDC), Molly Kyler, Executive Director of Business and Industry Services, and Barry Matherly, President & CEO of Hickey Global, and Dean of OU Economic Development Institute. For more information on Pioneer Tech's Business and Industry Services programs, as well as Adult Training and Development classes, please call 580-762-8336 or visit pioneertech.edu.

ment Institute adds value to the Business and Industry team at Pioneer Tech as well as the businesses, industries and communities we serve. I'm extremely proud of Molly and value her as a vital member of the PTC family."

For more information on Pioneer Tech's Business and Industry Services programs, as well as Adult Training and Development classes, please call 580-762-8336 or visit pioneertech.edu.



MAINTENANCE TECHNICIAN/BUS DRIVER

Pioneer Technology Center, an engaging and supportive workplace providing high quality programs and services, is looking for a **Maintenance/Bus Driver** for the facilities maintenance department. This position is on a 12-month contract.

Are you someone who is moved by the satisfaction of a job well done, and developing and maintaining positive working relationships with other professionals? To be successful in this job you must be dependable, loyal, team-focused, accurate, detail-oriented and responsible. You must also have a High School Diploma or equivalency and possess (or be able to obtain within 6 months): a valid Class B Commercial Driver's License with passenger/Air break/school bus endorsement. Additionally, you must have 2+ years of related experience and/or training in general minor construction, plumbing, electrical repairs; the ability to build relationships and relate to students, and be able to pass a drug test, driving records check, and a criminal background check. Proficiency with computer technology and recordkeeping is also a requirement. You must be able to work in a team that values people, innovation, character, learning, and economic development. If this is you, and can prove it, you could be a great fit for our facilities team.

Pioneer Technology Center 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.

Salary is commensurate with experience and qualifications.
Apply online at pioneertech.edu/about

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

Tuesday

November 8, 2022

Vol. 130 - No. 27
poncacitynews.com

PTC hosts media in Kay County

By **CALLEY LAMAR**
calley@poncacitynews.com

Pioneer Technology Center (PTC) held a Media Preview event for their Westward Expansion. Ground was broken for the Westward Expansion in June of 2020 and after two years of construction and delays, the project was completed in August of 2022.

The project added nearly 21,000 additional square feet to the facility. For the first time ever, cosmetology students are a part of the main building and culinary students will have their own space in the teaching kitchen. The production kitchen is used for preparations on

breakfast and lunch which will be served to the public, the launch date will be announced soon. The Conference Center space is over 5,000 square feet which also acts a safe room on the campus during severe weather.

Media figures from newspaper, radio, and online outlets were provided lunch at the PTC cafeteria followed by a presentation and Q&A with Terri Busch, PTC Communications and Marketing Coordinator.

Busch then gave the members of the media a tour of the Culinary Arts teaching kitchen, the Cosmetology salon, and the Conference Center.



Cosmetology provides a classroom space for nails, facials, spraying, waxing and traditional salon services. Media members in attendance got the chance to try the waxing treatment. (Photo by Calley Lamar)



Pioneer Technology Center students Tedi Hill, from Ponca City and Levi Barnett, from Blackwell, feature the crafts that will be sold at the Holiday Market November 17th. The marketplace opens at 9:00 am and closes at 2:00 pm. All proceeds will benefit Career Tech Student Organizations (CTSO). The public can also come during lunch from 11:00 am to 12:30 pm and enjoy PTC's Annual Thanksgiving Dinner. For more information about Pioneer Tech Construction Technology program call 580-718-4222 or visit pioneertech.edu.

Pioneer Tech Holiday Market November 17th

Enjoy holiday shopping at the fourth annual Pioneer Technology Center (PTC) Holiday Market. On Thursday, November 17th, the PTC Conference Center will transform into a festive holiday marketplace with handcrafted items from the many programs and staff represented at the tech center. The PTC Holiday Market opens at 9:00 am and closes at 2:00 pm. All proceeds from the event will benefit Career Tech Student Organizations (CTSO). The public can also come during lunch time from 11:00 am to 12:30 pm and enjoy PTC's Annual Thanksgiving Dinner. "Our hope is that visitors will come for lunch but stay and shop for all kinds of crafts made by our students and staff," said Traci Thorpe, Superintendent/CEO.

PTC guests can park and enter by the new cafeteria west for lunch or use the west and north entrances. The address is 2101 N. Ash in Ponca City. For more information about Pioneer Tech programs and services call 580-718-4222 or visit pioneertech.edu.

Thursday

November 3, 2022

Vol. 130 - No. 24
poncacitynews.com

Nova Coffee Truck presents at 1 Million Cups

By CALLEY LAMAR
calley@poncacitynews.com

1 Million Cups met for their monthly presentation at Pioneer Technology Center to hear a speaker share information about their business. This month's speaker was Tate Burdick, the owner of Nova Coffee Truck.

Nova Coffee Truck opened very recently, but Burdick began his journey in the coffee business six years ago at age 16.

"I always knew I wanted to own a business. [I] didn't really know what I wanted to do, but I knew I wanted to do something where I was self-employed," said Burdick.

Burdick worked for several coffee shops including The Perk, PC Provisions, Aspen and Starbucks, where he gained the skills and knowledge on how to manage a coffee shop.

After college, Burdick bought a \$500 trailer that was a 1950s camper the previous owner planned to utilize for hunting purposes. The trailer was completely rotted out, and had holes in the roof where it was rained in.

It took three and a half months, but Burdick managed to overhaul the trailer.

"I flipped the whole thing, and made it into this usable camper," said Burdick. "I've been upgrading it all the time so I can reach the peak and demand of my store."

The trailer was advantageous for Burdick as it meant he could keep his product low cost without having to worry about rent or other expenditures.

Nova partners with coffee shop in Vinita, Oklahoma called Keagan's Coffee who serves as the roaster for Nova.

Burdick's primary goal with Nova is to create a place that he enjoys going to

work everyday, and a personal experience for every customer.

As the business grows, Burdick hopes to open a drive thru locations and to sell other items beyond coffee such as pastries, bags of the espresso and merchandise.

Nova Coffee Truck has a Facebook page where they post their schedule for

each day and location. They primary are in location within Ponca City and Stillwater. The business also has a website at www.novacoffeetruck.com.

Following his presentation, Burdick was presented with an orange cup by Brook Lindsay. The orange cup is something given to every speaker for 1 Million Cups.



Tate Burdick (left) was the speaker at 1 Million Cups on Wednesday, Nov. 2. He was presented with an orange cup by Brook Lindsay (right). The cup is a token given to every speaker at the event. (Photo by Calley Lamar)

Ponca Politics hosts State of the Schools forum

By CALLEY LAMAR
calley@poncacitynews.com

Ponca Politics hosted a State of the Schools forum at City Hall on Friday, Oct. 28 with several speakers from area educational institutes including Sheri Snyder with Northern Oklahoma College (NOC), University Center (UC) CEO Robyn Armstrong, Pioneer Technology Center (PTC) Superintendent Traci Thorpe, and Ponca City Public Schools (PCPS) Superintendent Shelley Arrott. This forum was also streamed via Facebook Live on the Ponca City Chamber of Commerce's Facebook

page.

Each speaker was given 15 to 20 minutes to provide an update on various statistics, projects and challenges facing their various institutes.

First to speak was PCPS Superintendent Shelley Arrott.

PCPS has a little over 4600 students enrolled this year, an increase since the pandemic and numbers have stayed stable.

There are 762 employees in the district. PCPS was formerly the largest employer in Ponca City, but that title now goes to

Dorada Foods.

Since the onset of the COVID-19 pandemic, it was recognized that the district had a need for a virtual academy. This void was filled with Ponca City Virtual Academy (PCVA). At PCVA's highest point in the pandemic, there were 608 students. Today, there are 93 students enrolled in PCVA.

The pandemic resulted in many setbacks for many school districts, and PCPS was no exception. There are academic gaps, lower levels of school spirits due to activities being restricted or canceled, and increased levels of stress, grief, anxiety and depression amongst students and faculty alike.

With the academic relief plan money and ESSER funds, PCPS hired response councilors and additional therapists.

The 2022-2023 school year is the most normal since the onset of the pandemic. To put that into perspective: this is the first normal year for the seniors since they were in 8th grade; it is also the first normal school year period for the 2nd graders. This year's Pre-K students could well be the first to experience a normal kindergarten through 12th grade experience barring any further pandemics or setbacks.

PCPS is pushing STEM activities in all grades and working to close remedial gaps. This has proven effective as 2022 ACT scores have improved in all areas



A State of the Schools forum was held at City Hall on Friday, Oct. 28 with several speakers from area educational institutes. Pictured left to right: Sheri Snyder with NOC, University Center CEO Robyn Armstrong, Pioneer Technology Center Superintendent Traci Thorpe, Ponca City Public Schools Superintendent Shelley Arrott, and Ponca Politics Chair Wayne Mitchell. (Photo by Calley Lamar)

(See PONCA, Page 2)

Ponca Politics...

Can't from Page 1

from 2021, and Ponca City students have outperformed the state average in several areas.

Arrott shared that this year students appear to be excited about school, activities and being with friends. Students have been able to enjoy a normal school year with extracurricular activities, dress up days, fun days, concerts and movies nights.

Arrott then proceeded to talk about some legislative hot topics including school vouchers.

SB 1647, otherwise known as the Oklahoma Empowerment Act, failed to pass in the previous legislative session back in March of 2022. The bill failed in a 22 to 24 vote. SB 1647, introduced by Senator Greg Treat (R-Oklahoma City) would have allowed current and potential private school students to utilize public school funding for specific costs of private schooling, and would take some \$3,600 the state would spend on a public school student and put it in a savings account. The bill was controversial amongst school districts, as well as Democrats and rural Republicans, due to its proposed use of taxpayer money on private schooling, how it would impact public school state aid, and there being very few state regulations and accountability for private schools.

SB 1647 is expected to make a return in the upcoming legislative session.

Teacher shortage has been another issue facing schools and there are a number of factors contributing to this situation including salary and a lack of respect for the profession. To illustrate how severe the situation is, Arrott showed data for emergency certifications from 11 years ago versus now. 11 years ago there were 32 emergency certificates in the entire state of Oklahoma, now there are 4000 this year.

PCPS has 47 emergency certified teachers or about 15% of the teachers in the district.

There is new legislation incentivizing students to become teachers. HB 3564, that provide a \$1000 scholarship in their first three years of college, and \$2500 in their final year if they agreed to teach in an Oklahoma public school for at least five years.

Arrott closed out her section of the forum discussing several upcoming projects and renovations from the recent bond issue including classrooms at the Concert Hall, the Anderson STEM building, a new multipurpose facility, and various other remodels.

"I want to say that this community supports their public schools and their students more than any community I have ever seen," said Arrott. "We have some great kids. We have amazing Wildcats and it's our goal for them to be the future workforce of Ponca City, the future leaders of Ponca City, and productive citizens."

PTC Superintendent, Traci Thorpe, was next to speak and provided an overview on career tech system.

Within the career tech system there are program in 391 schools across Oklahoma, and 29 technology centers districts. There are also skill center programs that serve as workforce training in correctional facilities.

More than \$3.5 billion annually are added to the economy through the graduates of the career tech system.

Career techs have their own state board and each technology center have their own board of education.

Thorpe shared that 42.9% of the state's overall budget goes to

education, and breaking that number down further: 75.8% goes to the Department of Education, 20.8% goes to the Regents for Higher Education, and 3.4% goes to career tech. Since the majority of the funding for education does not go to career tech, that funding has to be made up locally.

For the upcoming appropriations request, PTC are asking for additional dollars that are related to education attainment, and to increase the programs and services they provide. There are 163 approved career tech programs in the Pre-K to 12th grade schools that are currently not funding, so PTC would like to provide additional resources for those. PTC wants to expand offers for high demand/high wage careers such as health industry, manufacturing, transportation, construction and aerospace. They also want continue to expand the careers programs in the skills centers for more opportunities for training.

Career techs have a big carry over because they have to have a cash flow to pay their necessary operational expenses. A career tech's revenue typically only comes in between December or March, thus necessitating money for the rest of the year. No state funds are used for capital improvements; those instead come from local dollars and bond issues. PTC will not pursue bond issues to avoid competing with the public schools.

Next, UC CEO Robyn Armstrong spoke about some of the history of University Center.

Operations at UC began in 1999 in the basement of the Conoco Complex with two classrooms and 40 students. In 2011, the UC had to find a new location at 2800 N. 14th.

The UC offers courses primarily through Northwestern and Northern Oklahoma College. They also facilitate online test proctoring, as well as having an area on site for proctoring tests.

Pre-pandemic there were 320 students enrolled per semester with an average of 2100 credit hours; post-pandemic there are 211 students enrolled per semester.

UC has more than 20 undergrad and graduate degrees to choose from; bachelor's degree options including accounting, computer science, criminal justice, business admin, early childhood, special ed, general studies, psychology, sociology, and nursing; and master's degree options for education, counseling, psychology and American studies.

UC is seeing an uptick in concurrently enrolled students and are increasing online classes. They are also working to increase their STEM opportunities, and updated their current technology to a Zoom format.

Finally, Vice President for Development Community Relations Sheri Snyder, spoke about NOC on behalf of NOC President Dr. Clark Harris, who could not be in attendance.

The higher ed system in Oklahoma is comprised of 25 colleges and universities across the state.

NOC is the first community college in Oklahoma, and started as a prep school for the University of Oklahoma. They acquired the Enid campus in 1999.

In the early 2000s, 70% of NOC's budget was composed of state appropriations compared to 34% today. An extensive budget discussion is being had at NOC going into next year.

This fall semester saw a 5% increase in student headcount and a 1% increase in credit hours. Concurrent enrollment has increased to 436 students, a 27% increase from the previous year.

NOC has a Native American Serving Non-Tribal Institution program, 15% of the student population are Native American. In 2016 the college was given a US Department of Education Title Three grant and received \$1.74 million to support Native American and low-income student needs.

In 2021, NOC was awarded a second grant of \$2.5 million.

As a community college, between 50% to 60% of incoming students are first generation college students, meaning they are the first in their family to attend college.



THANKSGIVING
DINNER *and*
holiday
market

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

NOV
17
—
SHOP
9 - 2
—
EAT
11 - 1



30 NOVEMBER 2022

PONCACITY MONTHLY



CPR

A Matter of Life and Death

Story by Marlys Cervantes/Contributing Writer

Many of you have likely sat through a CPR training at work and halfway listened to the instructions, or half-heartedly followed the directions on the mannequin when practicing the skill. That's me. Well, it was me ... before Sept. 4, 2022, when I received a call from my dear friend Terri Harris at about 4:45 in the morning.

The American Heart Association develops science-based guidelines for CPR, Cardiopulmonary Resuscitation, that are used as emergency lifesaving procedures performed when the heart stops beating. Immediate CPR can triple the chances of survival after cardiac arrest. AHA explains that every year 350,000 people die from cardiac arrest in the United States.

On the early morning of Sunday, Sept. 4, Travis Harris was not one of those 350,000 people. Travis serves as the

Chief of the Kildare Volunteer Fire Department, so it's no surprise that he's trained in CPR and numerous emergency skills. However, his wife Terri happens to be trained as a member of the Emergency Response Team at Phillips 66, where she's received training to be a registered Emergency Medical Responder.

Until that early morning, however, her skills had all been book learning and the hands-on training offered. But it was exactly this training that the

paramedics who later came and the doctors and nurses who worked on Travis at the ER said saved his life. The thing is, the chest compressions must circulate oxygenated blood for the individual who has experienced cardiac arrest to remain alive.

For the compressions to work the patient must be on a hard surface, so Teri's first chore was moving

Travis from the bed to the floor. If you know them, Travis is no small man, and this was not easy. Sheer adrenaline was needed to help Teri make that happen. Then, she said she knows her method wasn't perfect, but it was enough – enough to keep the circulation occurring in his body until the first responders arrived. She bought Travis the time he needed to survive until more help made it. Teri kept doing as many compressions as she could as hard as she could – through panic and tears. She knew she couldn't stop. She did not want to be a widow at 54. She didn't

want her happily-ever-after to end on that morning.

Her group of friends didn't want that for her either. We remember when Travis proposed – before church in all his firefighting gear. It was a beautiful moment that we'll all remember forever. Then they went in one of his older firetrucks from their wedding ceremony to the



reception. They've worked together ever since at fund-raising activities for the department. His work has

See CPR Continued on Page 54

CPR Continued from Page 53

always been part of their relationship, and they'd both devoted so much of their lives to work before finally finding one another. It just couldn't end yet.

When we met for breakfast after this experience, someone mentioned you can just think about the song "Stayin' Alive" as you do the compressions to keep yourself moving quickly enough. Our friend Deborah Layton, with her crazy sense of humor, said, "Or you can use 'Another One Bites the Dust.'" We all laughed after giving her a funny look, but Travis said, "Whatever works is fine with me!" We definitely agreed with him about that.

The CPR has been critical, but an AED (Automated External Defibrillator) had to also be used on Travis twice to get his heart beating again – once when the first responders arrived on the scene and once on the way to the hospital. These are devices that are often kept at businesses, gyms and many other locations, and it is a good idea for individuals to be trained about how to use them as well as knowing CPR.

For the Harrises, their family home is 5 miles north of the airport, so it was 12 minutes before the paramedics arrived. Compressions were critical for survival, and Travis would not have survived without them. We simply must be more prepared on our own to buy time needed for our loved ones and others in circumstances such as these. We never know what may get in the way of timely arrival on highways and streets when a crew is trying to reach us.

On the American Heart Association website, it keeps it simple for us in two steps. It says: 1) Call 9-1-1 (or send someone to do that), 2) Push hard and fast in the center of the chest. However, another point Teri wants to make about the panic that sets in when this occurs to someone you love is, "You can't just practice the CPR. Practice dialing that phone."

When our group of friends met with her the first time after Travis was home, and we all knew he was going to be okay, one of the main parts of the experience Teri wanted to stress was what a difficult time she had dialing 9-1-1 on her phone. She had never

considered practicing waking up and immediately attempting to do that. You can't call that number on a whim, but maybe we can practice a different one. Practice dialing your 3-digit area code when you first wake up with your alarm and are still very sleepy. Something. This needs to be made easier rather than it being the hard part of what you are going to have to do if in this situation.

In speaking with the EMS division at the Ponca City Fire Department, they indicated there hadn't been much interest in CPR training lately, even without the certification, which they used to offer. However, when we discussed the recent events and upcoming article, we agreed that interest may go up and offerings begin again for groups who just want to know the basic skill without certification.

Pioneer Technology Center offers a three-hour certification course two times each semester (fall, spring, summer) for interested individuals. The course teaches adult, child and infant CPR and AED use according to the American Heart Association's techniques. Certification is valid for two years, at which time a person must recertify if they would like their card to remain current. However, as we know it's the skillset that's most important in an emergency for most of us.

The Journal of the American Heart Association's 2017 report stated that fewer than 6% of those who suffer cardiac arrest outside of the hospital survived, and only about 24% of those suffering one in the hospital survived. An American Heart Association 2022 update doesn't appear much better, stating that even after actively stressing CPR training and AED availability, nearly 90% of out-of-hospital cardiac arrests are fatal.

There are miracles all around this particular story. Teri was awake when Travis' cardiac arrest happened. She woke up, looked at her phone for the time, and then heard the horrific, ragged sounds he made – and then heard him go quiet and knew something was horribly wrong. Would she have fully woken up if she hadn't already been awake? Who knows. What we do all agree about now is that knowing this skill may be more important than any of us can imagine.

Travis was in pain afterward, but it was from the injured ribs from the chest compressions. They hurt when he coughed, a reminder of the tough love his sweetheart had for him during his time of need, I'd say.

I don't know about you, but I'm going to set up my training during a department meeting with our Paramedic Program staff at Cowley College. I cannot imagine if someone close to me has cardiac arrest without my being prepared.



Teri says, "The minutes you could give your loved one in crisis could be the difference between life and death."

Get that CPR training, practice dialing that phone in a panic situation, sing what you will – Bee Gees, Queen or something else. Let's carry on with life.

Directors' Report to the PTC Board of Education – December 2022
(Alphabetic by Area)

Business & Industry Services & Safety

- The BIS team conducted 116 one-on-ones/consults for a total of 105.75 counseling hours.
- Ben Evans, Brook Lindsay, Dawn Brakey, and Jeff Locket provided technical assistance to clients, resulting in 5 client awards/client savings of approximately \$1,903,605.
- The BIS team also logged
- 41.5 Safety Contact Hours
- 122 AT&D/Open Enrollment Contact Hours
- 113 Customized Contact Hours (Type 31)
- The revenue generated from our Safety training is \$23,045.
- Our AT&D classes generated revenues of \$3,915.
- AT&D offered 16 on-campus classes, classes made 9, classes canceled 7, new classes 5 offered, new classes made 4, fulfilled registrations 116, enrollments in online classes 0. Of the 7 on-campus classes starting this month – 3 offer certification.

CPR	18
CMA-CE	02
CMA	06
Total Students	26

- The Blackwell Chamber Board held their annual retreat at the PTC BIS Building. Ben Evans and Cody Tabor are board members.
- The B&I Breakfast for November were Jason Rogers & Michael Pockrus with Johnson Controls.
- Skydance Brewery owners were the presenters for our 1 Million Cups session on December 7.
- Johnny Thornburgh conducted a mock interview for one of Mr. Rector's students.
- Some of the members of the BIS team hosted the PCDA team for a Thanksgiving lunch.
- Dawn Brakey attended a Construction Contracting Course for PTACs.
- Janet Schwabe continues to participate in the Oklahoma Department of Commerce Industry calls.
- Molly Kyler facilitated a strategic planning work session for Marland's Place and similar activities for the United Way.
- This month's BIS travelling lunch was in Ralston.
- Ben, Janet and Dawn helped plan and participate in activities for Global Entrepreneurship.
- Brook, Markesha and Molly are participating on the 50-year Anniversary Committee.
- The Adult Training & Development department visited their counterparts at Autry Tech and Meridian Tech to get ideas for their team.
- Molly worked with John Thorpe on his BIS Cert Program mentoring piece.
- Molly attended the TechCAP leadership program at Francis Tuttle's new Danforth Campus. The December session is in Woodward.
- Client based coordinators of the BIS team met with Chef Bex from Batter Than Good to prep them for their upcoming interview with the incubator advisory committee.

- Over Thanksgiving break, Kat reached out on behalf of Batter Than Good to see if we could offer a provisional tenancy since they were having challenges with their current production area. They will be meeting with the advisory board for official program entry and occupancy in December.
- As usual, the team participated in several ribbon cuttings, committee meetings, board meetings, leadership programs and more.

On the horizon...

- December 13 – PTC BIS Incubator to host Oklahoma Business Incubator Association meeting
- December 15 - Ranch Succession Planning 101 ON-LINE
<https://www.oklahomafarmreport.com/okfr/2022/11/30/ranch-succession-planning-101/>
(Speakers are highly recommended by Jeff Lockett)
- December 16 - B&I Breakfast guest is Donnie Curfman with Continental Carbon
- December 20 – Pioneer Tech to host the Dept. of Commerce’s CWE Convener group
- AT&D Winter/Spring courses start
- The next CDL Class B course starts January 9

Communications & Marketing

- Terri Busch met with Speak Now to discuss the 50th Anniversary video that will be ready by July of 2023.
- Angie Ogden fulfilled requests for many different promo items for campus events.
- The C&M Team is working together to help with all retirements in December.
- The C&M Team assisted Student Services with tours and all media preparing for the 8th grade event.
- Special social media and ads have went out for the AT&D Jan. – May schedule which dropped to all district mail boxes on Dec. 2nd.
- We are promoting open positions for employment.
- Christmas and New Year greeting ads are being created both print and video for the holiday season by the C&M Team.
- Angie Ogden created numerous flyers for campus and BIS events.
- Terri Busch led the monthly 50th Anniversary Committee meeting.
- KLOR and KPNC interviewed Terri Busch in regards to the Holiday Market.
- The C&M Team assisted with the Holiday Market we made over \$7,300 a new record.
- WBBZ interview Terri Busch and came the day of the Holiday Market to hand out money for a special promotion,
- Terri Busch assisted with A/V during the Veterans Day parade and Angie Ogden made graphics to promote it.
- Special testimonial Ads were created by Angie Ogden to promote programs and services.
- New acrylic signs have been purchased and placed in the Cafeteria Serving Line.
- Terri Busch participated in the Ponca City Christmas parade with Traci Thorpe in her side by side.
- Testimonial photos were taken and ads were created by the C&M team to promote the HEERF Scholarship.

- The C&M Team hosted media and chambers of commerce on campus giving them a tour, a welcome presentation and lunch. A HUGE Success!
- Terri Busch filmed 1 Million Cups presentation and added it to the Youtube channel.
- The OKSPRA Meeting at Jenks Public School was attended by Terri Busch.

Instructional Directors / Full Time Programs

Instructional Directors

- Kahle Goff participated in and took notes of the OASA Region 4 Area Superintendents meeting at Pioneer Technology Center.
- Kahle Goff worked with the Veterans Day Committee to host an in-person Veterans Day Assembly. Chuck Rector served as the MC for the event.
- Kendra Knight, Dr. Ryan Burkett, and Kahle Goff welcomed Taylor Evans to Pioneer Technology Center. Taylor is temporarily filling a vacancy in the Academic Math program.
- Dr. Ryan Burkett and Kahle Goff worked with PTC Instructors to complete the annual ODCTE Follow-Up Report.
- Lori Evans, Denise Tyson, and Kahle Goff served as the interview committee for the Testing Specialist position.
- Kendra Knight, Dr. Ryan Burkett, and Kahle Goff participated in a demonstration of the Get Skilled Now online work-based learning platform.
- Kahle Goff participated in the Opportunity Center Board Meeting.
- Dr. Ryan Burkett, Kendra Knight, and Kahle Goff participated in the 8th Grade Tours as an assistant to the PTC Student Ambassador tour guide.
- Vicki Braden, Kendra Knight, and Kahle Goff provided a tour of the Teacher Preparation program to Canadian Valley Technology Center.
- Kahle Goff and Molly Kyler completed phone interviews for the HR/Administrative Assistant position at PTC.
- Kahle Goff provided a teambuilding activity for the Blackwell Chamber of Commerce.
- Kahle Goff, Johnny Thornburgh, and Traci Thorpe attended a meeting at Central Technology Centers Truck Driver Training program to discuss high school CDL training options.
- Dr. Ryan Burkett attended the SkillsUSA Regional hosts meeting with Morgan Lesemann (Precision Machining)
- Kahle Goff, Kendra Knight, and Dr. Ryan Burkett attended a Capital Planning Meeting for PTC

Practical Nursing

- The Sept 22 cohort is progressing well through theory and are now starting clinical rotations. This is an exciting step for them to start practicing what they have been learning for the last three months.
- The March 22 cohort is starting the last Trimester of the program and will be completing clinicals in OB, pediatrics, leadership, and mental health in the next two months.
- The Community Health Foundation awarded 10 PN students each a \$500 scholarship for the fall semester. We are grateful for the CHF continued support of our PN students.
- Three recent graduates of the program took and passed NCLEX on the first try. We have two more that should test before the end of the year.
- We have accepted 21 students into the upcoming March 2023 class. Any additional applicants that qualify for entry will be put on a waiting list and are accepted into the Sept 2023 cohort.

- Michelle attended the PN Directors Retreat at Broken Bow State Park in November
- Students enjoyed a potluck Thanksgiving celebration in November. The fellowship and food were great!

Health, BITE and Special Programs

Medical Assisting

- Finishing up curriculum for A&P, Clinical I, Med Term, Law and Ethics, and Pharmacology.
- Students will be touring Alliance Health this month, and will also be listening to a speaker from Alliances' Billing department.
- The students are also participating in monthly HOSA meetings.
- We will start our mock clinic in a few weeks to get the students ready for the upcoming clinical rotation, starting in March.

Academic Math

- Continue to work in curriculum.
- Instructor took a position with PCPS, and we are currently deciding how best to meet students' needs for 2nd semester.

Teacher Prep

- Ms. Lora Walton spoke to the students about the CECPD (Center for Early Childhood Professional Development) and its critical importance. We made sure all students were registered and are beginning to download all training and certifications that students have received. This will allow industry to access all of the training/certifications our students bring to the job.
- Students attended the Future Teacher Academy at UCO...it was a great experience!
- Attended the Veterans Day Assembly
- Received Bloodborne Pathogen training from Robbin Seymour

Children's Lab and Preschool

- The National Association for the Education of Young Children conducted out Accreditation visit. It was a positive experience and we are awaiting the results.
- The Lab staff members all contributed items to help make a "Cuddle Up with a Book" basket to donate to the Holiday Market fundraiser.
- Lora Walton activities:
- hosted the North Central Childcare Association "Thanks for Giving" dinner and meeting.
- Lora Walton participated in the North Central Partners meeting with many area agencies related to the field of Early Education including DHS and the Scholars for Excellence State Regents.
- Continues to teach Child Development Associate Credential Classes 2 nights per week.
- Applied for and was awarded another DHS stabilization grant for \$18,900 for the Children's Lab.

HCC1

- Caitlyn Clark, Ashley Eddinger and Shonda Garrison toured Autry to look for fresh ideas for our restructuring of HCC/MA classes and came back with some ideas.
- Students took huge initiative in talking about our program and communicated so well during 8th grade tours!! HCC students 1st and 2nd year were welcoming, answered questions, and made me so proud!

- Students are working on learning the Nervous system. This unit is very challenging but the students are really engaged and wanting to learn it. All of the students are eager to pass this semester to get to next semester to learn vital sign skills and the more exciting health science curriculum.

HCC2

- Long Term Care Aide & Home Health Care Nursing Aide: We officially have 10 new Certified Nurse Assistants to send out into the community! We have 3 more to test and I am confident in a 100% pass rate for this year!
- **ACNA: (Advanced Acute Care Nursing Assistant or Pre-Nursing)** Pre-Nursing students have completed the Assessment Unit & Skills, Plan of Care Unit and Skills, Documentation Unit & Skills.
- **PhT: (Pharmacy Technician)** Pharmacy students have completed the Orientation to Pharmacy Technician Unit and the Federal Law Unit. Pharmacy students have also learned how to make medication labels for prescription bottles, common abbreviations used in pharmacies, SIGS, HIPAA Regulations, and Calculating of Drug Dosages, compounding medications, and using syringes/needles appropriately
- **VA: (Veterinary Assistant)** Foundations for Veterinary Staff, Kennel Maintenance Principles, Veterinary Receptionist Training, and DEPCO Assignments 1-4. Veterinary Assistant students have also learned how to perform assessments, obtaining a history on animals, and performing CPR on animals.
- HOSA: We made holiday lighted garlands for the community to purchase at the PTC Holiday Market and it was a great success!
- Career Center: Second year students are learning communication techniques & job readiness skills during Employability Training.
- We recently had the 8th graders from schools in the area tour our campus and we did a teamwork activity with an obstacle course. It was a fun experience for our students and the visiting students.
- PTC Activities: We participated in the Veteran's Day Presentations.

ABE/HSE

114 students enrolled in the ABE and TANF programs

- In November, we had:
 - 21 new students enrolled
 - 1 student graduated and earned their high school diploma
 - 17 HiSET tests were passed
 - 4 students earned a level gain
- Teachers attended virtual and face-to-face training:
 - PassAssured-Dual/IET models
 - Next Steps with Essential Ed
 - Engagement and Retention Strategies for Adult Learners
 - Using the Equitable Apprenticeship Toolkit in Adult Education
 - Strategies for Stop-In and Stop-Out Students
- Coordinator attended:
 - Oklahoma Association of Adult and Continuing Education Meeting
 - Differentiation for Adult Learners
 - GED Testing Discussion and Training
- Coordinator provided training:

Strengths Training for Mid-Del Technology Center

SHARE

- SHARE has added another student this month.
- Currently 4-5 that want to enroll in SHARE 2nd semester.

New Beginning

- We have started to get more referrals
- 2 new students
- 25 students in all
- 2 received a job in their field of study
- 13 in follow up
- We had a great Thanksgiving Lunch with our students
- Everyone seems to be doing great in their full-time programs.

BITE

- The IT class has recently added a few 3D printers to coincide with the updated curriculum. Students are learning to repair and maintain these 3D printers.
- The esports lab is fully set up and we are open every day during lunch for students to stop in and play. The Visual Communications students are learning to use all of the new equipment and have been producing t-shirts and cut vinyl.

Biomed

- Biomed first year students spent this month finishing up our CSI case by filling out our decedent's autopsy report. This meant going over MRI scans of her brain and taking an inside look of her heart (actually a sheep's heart). Before the heart dissection they had to learn a little more about the circulatory system along with the structure and function of pumping blood through the body. What they discovered was Anna Garcia actually died of a traumatic brain injury due to a soccer injury earlier in the day. Now with all of this forensic knowledge, they will need to use it to solve one last case before we move on to our next unit about clinical care.
- Second year students have been discovering more about the endocrine system and how important it is for our hormones to do what they are supposed to and what can happen if they don't. We also finished up this communication unit with a variety of different eye tests that examine the eyes peripheral vision, near and far sightedness, astigmatism and more. Then we did a cow eye dissection.

T&I and Service Programs

Automotive

- ASE certification exams are next week
- 90% of students are certified in Ford electrical
- New tire machine is up and running

Construction

- Working on the 10x12 storage building including, roofing, installing trim boards, installing exterior doors, practicing installing door knobs and deadbolts. Next will be installing windows, building a barn door and painting.
- Next semester will include simulated workplace and commercial construction training

Cosmetology

- On November 18th Cosmo participated in a hands-on hot tools training
- November 28th the afternoon students completed a microdermabrasion and chemical peel certification class
- On November 29th Cosmo students toured the following salons; Transformations, Bazooka Cuts, Remedies, Sage & Soul, Dip N Dye, and Ionic. We also participated in a sign making class

Criminal Justice

- Students are working on theory concerning communication and writing skills, The Criminal Justice System, and Models of Policing and Day-To-Day Operations
- Students assisted in parking cars and directing traffic for the opening night of the Festival of Angels at Lake Ponca
- Students toured Wal-Mart loss prevention and learned about the day to day operations of Loss Prevention
- Students continue to prepare for Skills USA Contests

Culinary Arts

- Preparing for competition
- Students visiting OSUIT 12.8.22

Firefighter/EMT

- Firefighter students have completed their FF1 certifications and testing. They are now working on Hazmat operations, and will test on December 16th
- The EMT students are more than half way through and will begin their clinical ride-alongs in January
- Through our partnership with OSU FST, we will host a Hazmat Awareness in January, a Hazmat Operations in February, and a Firefighter 2 in March. These courses will be offered to area fire department personnel free of charge, being paid for by grants

Fleet & Facilities Management

- Working on serving tray center pieces for the area Special Education Teachers Meeting
- 2 more Christmas parades left. Students from FFM, Construction Tech, Welding, and Mechatronics have been involved with parades this year
- PTC will have been to 12 parades by the end of this week

Mechatronics

- More students this year are ahead in completed program hours than last year
- Two students accepted to High Plains Wind Energy program (one going in Jan, one going in June/July)
- Vendor came with a miniature robotic arm, and we've decided it is not worth the investment

Precision Machining

- More students working in the shop with lathes
- Several students moving on to manual mills
- Students beginning CNC

Welding

- Dec 13th, Laser welder training with Lampton Welding Supply
- Dec 14th, Ryland Stonehocker will be here to cert test all of the welding students
- Dec 15th, Mr. Freeman and Steve Ivie will cert test Autry Tech welding students
- Preparing to send several students to WBL next semester with Custom Mechanical Equipment

Student Services

Student Services

- We wish Nancy Jones a wonderful retirement at the beginning of January! She will be a missed member of the Student Services Team.
- The team had the pleasure of organizing the 8th grade career event at PTC with Cortney as lead and hosted approximately 700 8th graders from our sending schools and outreach areas.
- Hosted Student Services Advisory Meeting with area counselors and community partners.
- Team participated in Special Education Teachers meeting with Carol as lead.
- We are busy finalizing schedule changes for the semester and looking at enrollment changes, grades, attendance and eligibility.
- Hosting Retirement party for Nancy – December 15th 11:00 – 1:00 – all are invited!
- Wishing you each a blessed Christmas Season from our team to you!

Career Center

WorkKeys:

- Students have been busy completing curriculum and testing. One hundred and eight WorkKeys test assessments have been taken by the first-years this semester.
- 36 students are scheduled to test in December.
- 32 students have completed all three assessments and earned the ACT National Career Readiness Certificate (WorkKeys) as of December 1.
- Helped with Sophomore and Eighth Grade recruitment.
- Assisted with Friendship Feast.

Employability Skills:

- In November for Employability Soft Skills, our topic was Responsibility/Self-Motivation. We filled out job applications and also filled out online job applications.
- Assisted with 8th grade tours

Career Development Facilitator

- Organized tours for West Middle School's Gifted and Talented students
- Organized 8th Grade Tours
- Explored Post-Secondary Options with 8th Graders
- Researched possible career options with 8th graders

Counselor

- Continued to meet with students regarding grades and attendance
- Assisted with 6th grade Gifted and Talented tours
- Assisted with 8th grade tours

Testing Specialist

- The Testing Center ended the month with a total of 184 assessments given. That brings the total for the year to 2,299.
- Our local school districts have been able to utilize our Testing Center to test their employees who are needing a Work Keys Readiness Certificate for employment purposes.
- Participated on interview team for Testing Specialist position that is open.

Disabilities Specialist/Job Placement Facilitator

- Continued with IEP/504 Meetings for students.
- Recorded all 1st Quarter Work Based Learning Data.
- All 2nd quarter Work Based Learning forms were updated and given to instructors.
- Attended parent/student conferences to review grades, attendance, and status for returning second semester.

- Met with Rachel Brown, DRS, to review student needs.
- Hosted and Lead the Area Special Education Teachers Meeting.

Plant/Facilities/Maintenance

- Completed landscaping project on admin wing.
- Storage room addition in the west seminar center.
- Celebrating Russell's retirement of 22 years on December 16th, 2022 at 2:00 p.m.
- Complete mid-year evaluations for facilities staff.
- Schedule holiday preventive maintenance.

PIONEER TECHNOLOGY CENTER
PURCHASES OVER \$10,000
Equipment/Furniture/Remodel or Repairs/Technology
December 13, 2022

EQUIPMENT

Administration, Teacher Workroom, Student Services, Fulltime Programs, Nursing, BIS Center

48m lease agreement	RK Black Inc (6) Kyocera TASKalfa Series Copiers	\$ 997.48
48m maint agreement	RK Black Inc .0056 b/w .03693 color (average 18,549 b/w 25,927 color)	\$1,061.35

Total Monthly \$2,058.83

Other quotes – see attached spreadsheet

Current Lease - 60 Month
SHARP ADVANCED SERIES

Monthly
\$1,214.76

B/W Cost
0.007

Color Cost
0.0525

		<u>Monthly</u>	<u>B/W Cost</u>	<u>Color Cost</u>	
Galaxie	Sharp Advanced	\$1,051.54	0.006	0.045	60 month
Galaxie	Sharp Essential	\$949.94	0.006	0.045	60 month
RK Black	Sharp Advanced	\$1,039.00	0.0079	0.049	60 month
RK Black	Kyocera TA	\$684.86	0.0056	0.03693	60 month - TA6054 in Teacher Workroom
RK Black	Kyocera TA	\$724.00	0.0056	0.03693	60 month - TA7353 in Teacher Workroom
RK Black	Kyocera TA	\$876.75	0.0056	0.03693	48 month - TA6054 in Teacher Workroom
RK BLACK	Kyocera TA	\$997.48	0.0056	0.03693	48 month - TA7353 in Teacher Workroom
Standley Systems	Kyocera TA - Option 1	\$998.89	0.0077	.042 / .048	60 month - 7 machines - did not break optional machine out seperately
Standley Systems	Kyocera TA - Option 2	\$955.89	0.0077	.042 / .048	60 month - 7 machines - did not break optional machine out seperately

LIST OF ITEMS - TO DECLARE SURPLUS December 13, 2022

<u>Quantity</u>	<u>Description</u>	<u>Tag #</u>
4	Hair Washing Chairs	689304 (all tagged with same #)
2	Pedicure Spa Chairs	689377, 689379
4	Hair Dryers	690842 - 690845
5	Manicure Tables	687088 - 687092
8	Stone Top Tables	687953 - 687960
8	Wood Top Tables	685813, 685830, 685839*
10	Formica Tables	655983, 991956 – 991958*
12	Classroom Tables	991350 – 991354, 991356, 991357*
1	Washer/Dryer Combo	690086
1	Craftsman Vac, does not work	000208
1	Lincoln Electric Welding	689213
1	Wilton Abrasive Finishing Machine	990016
1	Drainage pump, from Nursing	000264
1	Mixer, motor bad	687447
1	Computer Cabinet	685235
1	Facial Bed	No Tags
18	Hair Styling Chairs	No Tags
40	Assorted Chairs, poor condition	No Tags
10	Formica Table, poor condition	No Tags
18	Mats for styling chairs	No Tags
3	Outdoor Benches	No Tags
1	Dishwasher	No Tags
1	Drill Press Rockwell	No Tags
1	Circular saw, broken	No Tags
1	Oil Changing Cart	No Tags
1	AC Recovery Machine, broken	No Tags
1	CPR Manikins, broken and out of date	No Tags
1	Hobart Slicer, leaks oil	No Tags
4	Flour Containers	No Tags
1	Bunn Cappuccino Machine	No Tags
1	Ice Maker, broken	No Tags
2	VHS Machines	No Tags

**Some tag numbers are missing or not legible*

PIONEER TECHNOLOGY CENTER
Part-Time & Temporary Employment Contracts and/or Addenda to Contracts
December 13, 2022 FY 2022/2023

<u>Name</u>	<u>Position/Class Taught</u>	<u>Dates</u>	<u>Contract amount</u>
Coleen Blevins	ABE/HSE Instructor	12/01 – 12/31 (17.5 hrs)	437.50
Carol Bottoms	ABE/TANF Instructor	12/01 – 12/31 (21 hrs)	525.00
Vicki Braden	ABE/HSE Instructor	12/01 – 12/31 (17.5 hrs)	455.00
Ramona Buzgariu	Plant Based Cooking Instructor	11/10 (4 hrs)	200.00
Christina Chapman	ABE/HSE Instructor	12/01 – 12/31 (31.5 hrs)	787.50
Aimee Clark	ABE/HSE Instructor	12/01 – 12/31 (7 hrs)	175.00
Carson Combest	EMT Tester	10/27 (5 hrs)	100.00
Tom Duroy	Security Guard Prep Hours	11/18 – 12/20 (3 hrs)	75.00
Lori Evans	Testing Proctor	11/22 (4 hrs)	240.00
Taylor Evans	Adjunct Math Instructor	11/14 – 12/21 (173 hrs)	6,055.00
Joella Francis	CSO Skills Check-off	11/29 – 12/15 (10.5 hrs)	262.50
Nicholas Fulton	EMT Tester	10/27 (5 hrs)	100.00
Jackson Gallagher	Scrumptious Scones Asst.	11/01 (4.5 hrs)	67.50
Jackson Gallagher	Plant Based Cooking Asst.	11/10 (4.5 hrs)	67.50
Jackson Gallagher	Diabetic Cooking Asst.	11/15 (4.5 hrs)	67.50
Larry Godley	ABE/HSE Instructor	12/01 – 12/31 (19.5 hrs)	585.00
Cordell Hanebrink	EMT Tester	10/27 (5 hrs)	100.00
Elaine Harman	ABE/HSE Instructor	12/01 – 12/31 (14 hrs)	350.00
Elaine Harman	ABE/TANF Instructor	12/01 – 12/31 (10.5 hrs)	262.50
Annette Hunt	Scrumptious Scones Instructor	11/01 (3 hrs)	75.00
Annette Hunt	Christmas Bows & Gift Wrapping	11/28 (2 hrs)	50.00
Annette Hunt	Christmas Bows & Gift Wrapping	11/30 (2 hrs)	50.00
Annette Hunt	Christmas Wreaths	12/05 (2 hrs)	50.00
Annette Hunt	Christmas Wreaths	12/07 (2 hrs)	50.00
Tonya Jackson	ABE/HSE Instructor	12/01 – 12/31 (24.5 hrs)	637.00
Aletha Kearney	Diabetic Cooking Prepping	11/15 (1.5 hrs)	37.50
Aletha Kearney	Diabetic Cooking Instructor	11/15 (3 hrs/6-9pm)	75.00
Jay Kirkendall	School Bus Driver	10/31 – 11/11 (2 hrs/5-9pm)	54.80
Tim Lawver	CPR Instructor	11/09 (3 hrs)	75.00
Allyson Leonard	ABE/HSE Instructor	12/01 – 12/31 (14.5 hrs)	362.50
Jeff Lockett	Ag Business & Finance Consultant	01/16 – 02/15 (up to 48 hrs)	1,200.00
Jeff Lockett	Ag Business & Finance Consultant	02/16 – 03/15 (up to 48 hrs)	1,200.00
Jeff Lockett	Ag Business & Finance Consultant	03/16 – 04/14 (up to 48 hrs)	1,200.00
Jeff Lockett	Ag Business & Finance Consultant	04/17 – 05/15 (up to 48 hrs)	1,200.00
Jeff Lockett	Ag Business & Finance Consultant	05/16 – 06/15 (up to 48 hrs)	1,200.00
Jeff Lockett	Ag Business & Finance Consultant	06/16 – 06/30 (up to 48 hrs)	1,200.00
Steven Long	Paramedic Skills	11/30 – 12/15 (20 hrs)	500.00
Jourdyn Mooring	EMT Tester	10/27 (5 hrs)	100.00
John Munger	CPR Instructor	11/09 (6-9pm)	75.00
John Munger	First Aid	12/07 (6-9pm)	75.00
Joni Murphy	ABE/HSE Instructor	12/01 – 12/31 (9 hrs)	225.00
Ashley O'Hara	RN Supervisor	01/01 – 01/31 (10 hrs)	250.00
Ashley O'Hara	RN Supervisor	02/01 – 02/28 (10 hrs)	250.00
Ashley O'Hara	RN Supervisor	03/01 – 03/31 (10 hrs)	250.00
Ashley O'Hara	RN Supervisor	04/01 – 04/30 (10 hrs)	250.00
Ashley O'Hara	RN Supervisor	05/01 – 05/31 (10 hrs)	250.00
Ashley O'Hara	RN Supervisor	06/01 – 06/30 (10 hrs)	250.00
Diane Pendleton	ABE/HSE Instructor	12/01 – 12/31 (14 hrs)	350.00
Robert Peterson	IBEW Electrical Training	01/02 – 01/31 (21 hrs)	767.55
Robert Peterson	IBEW Electrical Training	02/01 – 02/28 (21 hrs)	767.55

Appendix C

<u>Name</u>	<u>Position/Class Taught</u>	<u>Dates</u>	<u>Contract amount</u>
Robert Peterson	IBEW Electrical Training	03/01 – 03/31 (18 hrs)	657.90
Robert Peterson	IBEW Electrical Training	04/03 – 04/28 (21 hrs)	767.55
Robert Peterson	IBEW Electrical Training	05/01 – 05/17 (12 hrs)	438.60
Pam Powers	ABE/TANF Instructor	12/01 – 12/31 (63 hrs)	1,575.00
Chuck Rector	Industrial Maintenance	09/19 – 11/15 (40 hrs/4-6pm)	1,000.00
Kristi Reed	CNA Instructor	10/24 – 11/15 (93.5 hrs)	2,150.00
Kristi Reed	CMA Instructor	11/17 (8 hrs)	184.00
Kristi Reed	CMA Instructor	11/28 – 12/09 (56 hrs)	1,288.00
Chase Robertson	IBEW Electrical Training	01/02 – 01/31 (9 hrs)	328.95
Chase Robertson	IBEW Electrical Training	02/01 – 02/28 (9 hrs)	328.95
Chase Robertson	IBEW Electrical Training	03/01 – 03/31 (9 hrs)	328.95
Chase Robertson	IBEW Electrical Training	04/03 – 04/28 (9 hrs)	328.95
Chase Robertson	IBEW Electrical Training	05/01 – 05/17 (3 hrs)	109.65
David Rush	School Bus Driver	10/31 – 11/16 (8.75 hrs)	218.75
Brooke Stanton	EMT Tester	10/27 (5 hrs)	100.00
Tabron Stanton	EMT Tester	10/27 (5 hrs)	100.00
Rebecca Stephens	ABE/TANF Instructor	12/01 – 12/31 (14 hrs)	350.00
Rebecca Stephens	ABE/HSE Instructor	12/01 – 12/31 (28 hrs)	700.00
Denise Tyson	Testing Proctor	11/23 (5.5 hrs)	165.00
Gary Vap	EMT Tester	10/27 (5 hrs/5-10pm)	100.00
Gary Vap	CPR Instructor	11/09 (3 hrs/6-9pm)	75.00
Angel Wade	Team Building Instruction	11/11 (4 hrs)	460.00
Robert Wood	IBEW Electrical Training	01/02 – 01/31 (21 hrs)	767.55
Robert Wood	IBEW Electrical Training	02/01 – 02/28 (21 hrs)	767.55
Robert Wood	IBEW Electrical Training	03/01 – 03/31 (18 hrs)	657.90
Robert Wood	IBEW Electrical Training	04/03 – 04/28 (21 hrs)	767.55
Robert Wood	IBEW Electrical Training	05/01 – 05/17 (12 hrs)	438.60

Appendix C