

Pioneer Technology Center Board of Education  
Regular Meeting  
Tuesday, February 11, 2025, 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 - Pioneer Technology Center Staff Satisfaction Survey
5. Discussion and vote to approve or not approve the Minutes of the January 14, 2025, 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 #51114-51271 in the amount of \$221,172.79; Building Fund #50031-50036 in the amount of \$35,581.85; Payroll #70177-70178 in the amount of \$26,283.75)
7. Discussion, review and vote to approve or not approve the lease agreement with TOMCO Metal Fabrication for temporary classroom space for the PTC welding program during the remodel project.
8. Administrative Reports and Anticipated Discussion by the Board and Staff regarding facilities, district policy issues, community issues and/or personnel or student needs
  - 8.A. Traci Thorpe, Superintendent/CEO
  - 8.B. Kahle Goff- Executive Director Full-Time Programs
9. Discussion and vote to approve or not approve the Resolution authorizing Pioneer Technology Center to apply and administer the RBEG/RBOG and authorizing Traci Thorpe, Superintendent/CEO, to sign documents for the USDA Grant
10. Discussion and vote to approve or not approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix A.
11. Discussion and vote to approve or not approve contract renewals as listed on Appendix B (Executive Directors/Admin Team Directors)

12. Discussion and vote to approve or not approve the hiring of a Children's Lab & Preschool Teacher.
13. New Business- NONE
14. Board Comment
15. President Beliel adjourned the meeting at 7:11 pm

*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, January 14, 2025 6:00 PM  
Seminar Center West  
2101 N. Ash St.  
Ponca City, Oklahoma 74601

1. Call meeting to order

2. Roll call and establish a quorum

Also in attendance were Traci Thorpe, Ryan Burkett, Kendra Knight, Kahle Goff, Stacey Rush, Molly Kyler, Terri Busch, Mike Orr, Aimee Snyder and Kellie Johnson

3. Flag salute and moment of silence

4. Reports and Presentations  
School Board Appreciation

5. Discussion and vote to approve or not approve the Minutes of the December 10, 2024, regular Board of Education meeting

Motion to approve the Minutes of the December 10, 2024, regular Board of Education meeting passed with a motion by Ms. Gay Norris and a second by Ms. Rachel Shuey.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Absent

Yea: 4, Nay: 0, Absent: 1

6. Discussion, review and vote to approve or not approve the Financial Reports; Activity Fund Report; and Encumbrances & Change Order Lists (General Fund #50979-51113 in the amount of \$256,100.37; Building Fund #50028-50030 in the amount of \$186,632.35; Payroll #70176 in the amount of \$59,688.48)

Motion to approve the Financial Reports, Activity Fund Report, and Encumbrances & Change Order Lists as presented passed with a motion by Mr. Laurence Beliel and a second by Ms. Debbie Leaming.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Absent

Yea: 4, Nay: 0, Absent: 1

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

Traci Thorpe, Superintendent/CEO

Ponca Nursing Home donated a Hoyer Lift to our Health Careers programs to assist our students in learning the use of the equipment in the care of patients who need assistance in transferring from the bed to other locations. We appreciate their continued support of our students with clinical locations and necessary training equipment.

Morgan Lesemann, Precision Machining Instructor, recently had a vendor demonstration involving our advisory committee members to look into robotic technology and its use in the machining industry. We appreciate the advisory involvement in looking at the future of the industry and what we'll need to train the future workforce.

The City of Ponca City has responded that they are willing to consider a donation of the small parcel remaining between the newly acquired portion of the ONE Gas property and the neighborhood to the east.

PowerSchool, our Student Information System (SIS) provider, has been affected by a breach which impacted student and teacher records across their system. PTC has been impacted, and we are waiting to determine to what extent the data was exposed. PowerSchool is working with all affected institutions to determine what potential credit monitoring services may be needed for any individuals whose Personally Identifiable Information (PII) was exposed.

Laser welding apprenticeship is starting with former PTC Welding student, Abby Cathey, as our instructor. The student is sponsored by Cookshack, and we look forward to her participation in this innovative apprenticeship opportunity.

Central Tech is decreasing the Truck Driver Training tuition. This is in response to their additional legislative allocation and in an effort to assist more individuals in accessing this program. The January B&I sector breakfast will be for the Automotive sector, and it will be held on January 31st. We have resumed meeting with the architects and CM on the renovation project to finalize plans for the start of exterior work. The CM will bring a work trailer to campus at the end of January and begin the exterior preparation for the tool room expansion in the first few weeks of February. We are still finalizing with the subcontractors a few of the elements of the construction project like concrete sealing, earthwork, fencing and roofing.

B. Molly Kyler, Executive Director, Business & Industry Services

8. Discussion and vote to approve or not approve purchases over \$10,000 as listed on Appendix A.

Motion to approve purchases over \$10,000 as listed on Appendix A passed with a motion by Ms. Debbie Leaming and a second by Ms. Gay Norris.

Mr. Laurence Beliel: Yea

Ms. Debbie Leaming: Yea

Ms. Gay Norris: Yea

Ms. Rachel Shuey: Yea

Mr. J.D. Soulek: Absent

Yea: 4, Nay: 0, Absent: 1

9. Discussion and vote to approve or not approve FY25 Building Fund Budget Appropriation changes as listed in Appendix B

Motion to approve FY25 Building Fund Budget Appropriations changes as listed in Appendix B passed with a motion by Ms. Gay Norris and a second by Mr. Laurence Beliel.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Rachel Shuey: Yea  
Mr. J.D. Soulek: Absent  
Yea: 4, Nay: 0, Absent: 1

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

Motion to approve individuals on part-time and temporary employment contracts, and addenda to contracts as listed on Appendix C passed with a motion by Ms. Rachel Shuey and a second by Ms. Gay Norris.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Rachel Shuey: Yea  
Mr. J.D. Soulek: Absent  
Yea: 4, Nay: 0, Absent: 1

11. Proposed Executive Session to discuss the employment and evaluation of Traci Thorpe, Superintendent/CEO Okla. Stat. Title 25, 307(B)(1)

12. Vote to convene in Executive Session

Motion to convene in Executive Session passed with a motion by Ms. Gay Norris and a second by Ms. Debbie Leaming.at 6:37 pm.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Rachel Shuey: Yea  
Mr. J.D. Soulek: Absent  
Yea: 4, Nay: 0, Absent: 1

13. Acknowledge return of the Board to Open Session at 7:07 p.m.

14. Board President statement of Executive Session minutes

The board entered into executive session at 6:37 p.m. to discuss the employment and evaluation of Traci Thorpe, Superintendent/CEO per Okla. Stat. Title 25, 307(B)(1). Those present in executive session were Laurence Beliel, Board Member, Gay Norris, Board Member, Debbie Leaming, Board Member and Rachel Shuey, Board Member. No action was taken by the board of education.  
The board returned to open session at 7:07 p.m.

15. Motion to approve contract renewal for Traci Thorpe, Superintendent/CEO

Motion to approve renewal of contract for Traci Thorpe, Superintendent/CEO passed with a motion by Ms. Debbie Leaming and a second by Ms. Gay Norris.

Mr. Laurence Beliel: Yea  
Ms. Debbie Leaming: Yea  
Ms. Gay Norris: Yea  
Ms. Rachel Shuey: Yea  
Mr. J.D. Soulek: Absent  
Yea: 4, Nay: 0, Absent: 1

16. New Business - None

17. Board Comment

18. President Beliel adjourned the meeting at 7:13 pm.

Respectfully submitted,

*Kellie Johnson*

Kellie Johnson  
Board Minutes Clerk

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President, Board of Education

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Clerk, Board of Education

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Date of Approval

Motion:

Second:

Vote:



**PIONEER TECHNOLOGY CENTER**  
From PO: 51114 to PO: 51271

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

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
51114	CAROLINA BIOLOGICAL SUPPLY CO	BIOMED - SUPPLIES	99.36	01/09/2025
51115	AMAZON CAPITAL SERVICES	INFO TECH - SUPPLIES	556.96	01/09/2025
51116	AMAZON CAPITAL SERVICES	FINANCE SUPPLIES	14.89	01/09/2025
51117	AMAZON CAPITAL SERVICES	COMPUTER SERVICES - SUPPLIES	480.02	01/14/2025
51118	QUALITY LOGO PRODUCTS	MARKETING/ADVERTISING	818.38	01/14/2025
51119	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	14.99	01/14/2025
51120	A+ PRINTING	ENT SERV/INNOVATION MANAGER - SUPPLIES	69.00	01/14/2025
51121	UNIVERSITY OF TEXAS AT ARLINGTON OSHA EDUCATION	SAFETY TRAVEL REGISTRATION	2,895.00	01/14/2025
51122	SNAP-ON INDUSTRIAL TOOLS	AUTO SERVICE - SUBSCRIPTION	856.00	01/14/2025
51123	AMAZON CAPITAL SERVICES	LEADERSHIP DEV COORD - SUPPLIES	86.99	01/14/2025
51124	CAREER TECH PRINTING SERVICES	MARKETING/PRINTING	317.00	01/14/2025
51125	WAL-MART COMMUNITY CARD	TANF - STUDENT ASSISTANCE OTHER	64.88	01/14/2025
51126	AUTOZONE INC	TANF - STUDENT ASSISTANCE OTHER	109.99	01/14/2025
51127	UNITED COMMUNITY ACTION PROGRAM, INC	TANF - STUDENT ASSISTANCE OTHER	150.00	01/14/2025
51128	AMAZON CAPITAL SERVICES	HEALTH CAREERS - SUPPLIES	199.98	01/14/2025
51129	AMAZON CAPITAL SERVICES	MARKETING/SUPPLIES	11.99	01/14/2025
51130	COALITION ON ADULT BASIC EDUCATION - COABE	ABE/HSE - AEFL TRAVEL REGISTRATION	650.00	01/14/2025
51131	STOLHAND-WELLS GROUP	BLDG MAINT - SUPPLIES	397.00	01/14/2025
51132	LOWE'S HOME CENTER INC	PRECISION MACHINING SUPPLIES	151.05	01/14/2025
51133	S&K DIRECT STEEL	WELDING SUPPLIES	504.08	01/14/2025
51134	OKLAHOMA SCHOOL PLANT MANAGEMENT ASSOCIATION, INC.	BLDG MAINT - TRAVEL REGISTRATIONS	150.00	01/14/2025
51135	AMAZON CAPITAL SERVICES	RECEPTIONIST SUPPLIES	85.05	01/14/2025
51136	ES2 - ENGINEERED SYSTEMS AND ENTERGY SOLUTIONS	REPAIRS - BLDG MT	1,185.00	01/14/2025
51137	HOLT TRUCK CENTERS	VEHICLE FLEET - SCHOOL BUS	116,911.00	01/15/2025
51138	AMAZON CAPITAL SERVICES	FINANCE SUPPLIES	103.65	01/15/2025
51139	AMAZON CAPITAL SERVICES	VISUAL COMM SUPPLIES	1,092.98	01/16/2025
51140	AUTOZONE INC	TANF - STUDENT ASSISTANCE OTHER	190.99	01/16/2025
51141	WAL-MART COMMUNITY CARD	TANF - STUDENT ASST OTHER	196.71	01/16/2025



<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
51142	STAPLES ADVANTAGE	TEACHER PREP SUPPLIES	230.82	01/16/2025
51143	FIRST NATIONAL BANK OF OMAHA	TEACHER PREP BOOKS	316.00	01/16/2025
51144	A+ PRINTING	MARKETING/ADVERTISING	33.00	01/16/2025
51145	AMAZON CAPITAL SERVICES	AUTO SERVICE - SUPPLIES	51.39	01/16/2025
51146	AMAZON CAPITAL SERVICES	WELDING SUPPLIES	220.62	01/16/2025
51147	WAL-MART COMMUNITY CARD	COSMETOLOGY SUPPLIES	296.48	01/16/2025
51148	A+ PRINTING	WRO- ADVERTISING SIGN FOR OFFICE	85.00	01/16/2025
51149	NORTHWEST AUTO CARE ALLIANCE NWACA	AUTO SERVICE - STAFF TRAVEL REGISTRATION	129.00	01/16/2025
51150	FIRST NATIONAL BANK OF OMAHA	TANF - STUDENT ASST OTHER	189.00	01/16/2025
51151	FIRST NATIONAL BANK OF OMAHA	TANF - STUDENT ASST OTHER	189.00	01/16/2025
51152	AMAZON CAPITAL SERVICES	CENTRAL - SUPPLIES	263.22	01/16/2025
51153	REAL COLORS	IT&D RESALE BOOKS	502.49	01/16/2025
51154	OKLAHOMA CENTER FOR NONPROFITS	SCHOOL MEMBERSHIP	160.00	01/16/2025
51155	UNIVERSITY OF TEXAS AT ARLINGTON OSHA EDUCATION	SAFETY - TRAVEL REGISTRATION	650.00	01/16/2025
51156	MEEKS HOLDINGS LLC	MARKETING/PRINTING	6,200.00	01/16/2025
51157	STAPLES ADVANTAGE	IT&D RESALE SUPPLIES	87.84	01/17/2025
51158	BEST WESTERN - CHOCTAW	RECEPTIONIST TRAVEL LODGING	150.00	01/22/2025
51159	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	45.95	01/22/2025
51160	AMAZON CAPITAL SERVICES	WRO- CLASSROOM SUPPLIES	98.85	01/22/2025
51161	WAL-MART COMMUNITY CARD	BIO MED AND HEALTH CAREERS - SUPPLIES	66.72	01/22/2025
51162	AMAZON CAPITAL SERVICES	AT&D - RESALE SUPPLIES	281.26	01/22/2025
51163	SILLY FARM SUPPLIES	COSMETOLOGY SUPPLIES	868.97	01/22/2025
51164	OKLAHOMA CENTER FOR NONPROFITS	CONSULTING SERVICES	545.00	01/22/2025
51165	ASTRO PANDA STUDIOS	IT&D/EXISTING INDUSTRY - PROF SERVICES	720.00	01/22/2025
51166	AMAZON CAPITAL SERVICES	COSMETOLOGY SUPPLIES	343.17	01/22/2025
51167	AMAZON CAPITAL SERVICES	AT&D - RESALE SUPPLIES	268.80	01/22/2025
51168	BEST WESTERN PLUS - STILLWATER	FINANCE- LODGING	220.00	01/22/2025
51169	HIGHWAY 60 TIRE & SERVICE	REPAIRS - VEHICLE MT	52.00	01/22/2025



# PIONEER TECHNOLOGY CENTER

From PO: 51114 to PO: 51271

## Encumbrance For Board Approval GEN FUND-FOR OPERAT

<u>PO</u>	<u>Vendor Name</u>	<u>General Description</u>	<u>Amount</u>	<u>Date</u>
51170	ODCTE	FINANCE-TRAVEL REGISTRATION	450.00	01/22/2025
51171	MCDONALD HOPKINS	ATTORNEY FEES	10,000.00	01/23/2025
51172	AMAZON CAPITAL SERVICES	VEHICLE MAINT - REPAIRS	182.95	01/24/2025
51173	STAPLES ADVANTAGE	BIS ADMIN - SUPPLIES	338.99	01/24/2025
51174	AMAZON CAPITAL SERVICES	BLDG MAINT - SUPPLIES	259.25	01/24/2025
51175	B&H PHOTO-VIDEO	COMPUTER SERVICES - SUPPLIES	244.18	01/24/2025
51176	FLEETPRIDE, INC	VEHICLE MAINT. REPAIRS	786.70	01/24/2025
51177	AMAZON CAPITAL SERVICES	COMPUTER SERVICES - SUPPLIES	1,008.28	01/24/2025
51178	BEST WESTERN PLUS - CHOCTAW	FINANCE- LODGING	119.00	01/24/2025
51179	A+ PRINTING	MARKETING/ADVERTISING	58.00	01/24/2025
51180	AMC URGENT CARE PLUS	BUS PHYSICAL	45.00	01/24/2025
51181	PONCA CITY DUGOUT CLUB	MARKETING/ADVERTISING	125.00	01/24/2025
51182	THE E GROUP, INC	COSMETOLOGY SUPPLIES	675.00	01/24/2025
51183	SOUTHWESTERN STATIONERY & BANK SUPPLY, INC	WRO- PARTICIPANT SUPPLIES	3,465.00	01/24/2025
51184	FARHA WHOLESALE COMPANY INC	WRO- PARTICIPANT SUPPLIES	282.51	01/24/2025
51185	AMAZON CAPITAL SERVICES	INFO TECH - SUPPLIES	598.26	01/24/2025
51186	LOWE'S HOME CENTER INC	PRECISION MACHINING SUPPLIES	111.00	01/24/2025
51187	CENTRAL TECHNOLOGY CENTER	WRO- PARTICIPANT TRAINING/TUITION	8,600.00	01/24/2025
51188	AMAZON CAPITAL SERVICES	WELDING SUPPLIES	179.99	01/24/2025
51189	AMAZON CAPITAL SERVICES	COSMETOLOGY SUPPLIES	483.05	01/24/2025
51190	PIONEER TECHNOLOGY CENTER	WRO- PARTICIPANT TUITION/CERT	615.00	01/27/2025
51191	ADAM'S AUTO ASYLUM	AUTO SERVICE - TRAVEL REGISTRATION	500.00	01/27/2025
51192	OSU FIRE SERVICE TRAINING	SAFETY SUPPLIES	630.00	01/27/2025
51193	CTAC	SUPT - TRAVEL REGISTRATION	1,025.00	01/27/2025
51194	AMAZON CAPITAL SERVICES	MARKETING/SUPPLIES	78.38	01/27/2025
51195	STAPLES ADVANTAGE	MARKETING/SUPPLIES	114.56	01/27/2025
51196	AMAZON CAPITAL SERVICES	TESTING CENTER - SUPPLIES	67.44	01/27/2025
51197	OATC INC	SUPT - TRAVEL REGISTRATIONS	90.00	01/27/2025
51198	AMAZON CAPITAL SERVICES	CULINARY ARTS--SUPPLIES	493.91	01/27/2025
51199	AUTRY TECH	BIS COORDINATOR-TRAVEL/REGISTRATION	100.00	01/27/2025
51200	A+ PRINTING	CENTRAL - SUPPLIES	198.26	01/27/2025



<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
51201	A+ PRINTING	FINANCE SUPPLIES	395.11	01/27/2025
51202	L1 AUTOMOTIVE TRAINING	IT&D INSTRUCT - PROF SERVICES	2,540.00	01/28/2025
51203	HALL OF HEROS	WRO- STUDENT ASSISTANCE OTHER	450.00	01/29/2025
51204	WAL-MART COMMUNITY CARD	TANF - STUDENT ASST OTHER	200.00	01/29/2025
51205	FIRST NATIONAL BANK OF OMAHA	TANF - STUDENT ASST OTHER	189.00	01/29/2025
51206	WAL-MART COMMUNITY CARD	TANF - STUDENT ASST OTHER	479.60	01/29/2025
51207	SAFELITE FULFILLMENT INC	VEHICLE MAINT - REPAIRS	1,000.00	01/29/2025
51208	ODCTE	WRO- STAFF TRAVEL REGISTRATION	35.00	01/29/2025
51209	FIRST NATIONAL BANK OF OMAHA	TANF - STUDENT ASSISTANCE OTHER	20.00	01/29/2025
51210	AMAZON CAPITAL SERVICES	STUDENT SERVICES/COUNSELING - SUPPLIES	53.18	01/29/2025
51211	WAL-MART COMMUNITY CARD	STUDENT SERVICES/COUNSELING - SUPPLIES	126.56	01/29/2025
51212	JUNIOR'S LOCK & ALARM	BUIDING MAINT REPAIRS	140.00	01/29/2025
51213	KRISTI BENNETT	WRO- GENERAL EVENT SUPPLIES	50.00	01/29/2025
51214	FIRST NATIONAL BANK OF OMAHA	ABE/HSE - TRAVEL LODGING	960.81	01/29/2025
51215	OKLA ASBO	FINANCE - TRAVEL REGISTRATION	700.00	01/29/2025
51216	OKLAHOMA HOSA	HEALTH STAFF/STUDENT TRAVEL REGISTRATION - HOSA	1,560.00	01/29/2025
51217	EMBASSY SUITES - NORMAN	HEALTH STAFF/STUDENT TRAVEL LODGING	2,400.00	01/29/2025
51218	FIRST NATIONAL BANK OF OMAHA	FINANCE - TRAVEL LODGING	1,740.00	01/29/2025
51219	AMAZON CAPITAL SERVICES	WELDING SUPPLIES	51.00	01/30/2025
51220	OKLA TEACHERS RETIREMENT SYSTEM	FINANCE - TRS FEES	47.41	01/30/2025
51221	WAL-MART COMMUNITY CARD	CAREER DEVELOPMENT - SUPPLIES	149.94	01/30/2025
51222	STAPLES ADVANTAGE	STUDENT SERVICES/COUNSELING - SUPPLIES	200.00	01/30/2025
51224	FIRST NATIONAL BANK OF OMAHA	SUPT / BIS ADMIN - TRAVEL LODGING	618.00	01/30/2025
51225	SHRM	LEADERSHIP DEV - SUBSCRIPTION	500.00	01/30/2025
51226	BREAKOUT, INC.	LEADERSHIP DEV - SUPPLIES	214.00	01/30/2025
51227	AMAZON CAPITAL SERVICES	MARKETING/SUPPLIES	6.98	01/30/2025
51228	SERRA LASER CENTER	IT&D INSTRUCT - REPAIRS	965.00	01/30/2025
51229	ASSESSMENT TECHNOLOGIES INSTITUTE LLC	PN BOOKS RESALE	7,780.00	01/30/2025



PO	Vendor Name	General Description	Amount	Date
51230	CENGAGE LEARNING	PN BOOKS RESALE	939.00	01/30/2025
51231	ELSEVIER	PN BOOKS RESALE	2,972.54	01/30/2025
51232	F A DAVIS COMPANY	PN BOOKS RESALE	281.85	01/30/2025
51233	MEDICAL EQUIPMENT AFFILIATES	PN SUPPLIES RESALE	2,482.65	01/30/2025
51234	WOLTERS KLUWER	PN BOOKS RESALE	451.94	01/30/2025
51235	WAL-MART COMMUNITY CARD	TANF - STUDENT ASSISTANCE OTHER	150.00	01/31/2025
51236	AMAZON CAPITAL SERVICES	VISUAL COMM SUPPLIES	860.28	01/31/2025
51237	AMAZON CAPITAL SERVICES	WELDING SUPPLIES	122.99	01/31/2025
51238	S&K DIRECT STEEL	WELDING SUPPLIES	653.77	01/31/2025
51239	LAKE MURRAY LODGE	FULL TIME PROGRAMS - TRAVEL LODGING	145.00	01/31/2025
51240	OKACTE SUPPORT STAFF DIVISION	FULLTIME PROGRAMS - TRAVEL REGISTRATION	130.00	01/31/2025
51241	FIRST NATIONAL BANK OF OMAHA	RECEPTIONIST/FINANCE- TRAVEL LODGING	716.00	02/03/2025
51242	FIRST NATIONAL BANK OF OMAHA	BIS COORD - TRAVEL LODGING	641.70	02/03/2025
51243	OSSBA	BLDG MAINT - STAFF TRAVEL REGISTRATION	300.00	02/03/2025
51244	ALTMAN & OSAGE SURVEYING SERVICES	PROF SERV/CONSULTANTS	1,200.00	02/03/2025
51245	S&K DIRECT STEEL	WELDING SUPPLIES	35.17	02/03/2025
51246	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	178.46	02/03/2025
51247	FARHA WHOLESALE COMPANY INC	CENTRAL SUPPLIES	1,640.00	02/03/2025
51248	AUTRY TECH	LEADER DEVELOP COORD - TRAVEL REGISTRATION	100.00	02/03/2025
51249	OSU FIRE SERVICE TRAINING	AT&D - RESALE SUPPLIES	210.00	02/03/2025
51250	LAKE MURRAY LODGE	PN STAFF LODGING	110.00	02/03/2025
51251	OKACTE SUPPORT STAFF DIVISION	PN - TRAVEL REGISTRATION	65.00	02/03/2025
51252	EMBASSY SUITES MEDICAL	FULLTIME/DIR OF INSTR - TRAVEL LODGING	130.00	02/03/2025
51253	AMAZON CAPITAL SERVICES	BLDG MAINT - SUPPLIES	37.38	02/04/2025
51254	AFFAIRS TO REMEMBER	CENTRAL - SUPPLIES	479.97	02/04/2025
51255	X-CEL BADGE & ENGRAVING C	MARKETING/ADVERTISING	13.50	02/05/2025
51256	OKACTE SUPPORT STAFF DIVISION	SUPT - TRAVEL REGISTRATION	65.00	02/06/2025



<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
51257	FIRST NATIONAL BANK OF OMAHA	SUPT - TRAVEL LODGING & MEALS	215.00	02/06/2025
51258	OSSBA	STAFF DEVELOP-PROF SERVICES	1,200.00	02/06/2025
51259	AMAZON CAPITAL SERVICES	INFO TECH - SUPPLIES	224.36	02/06/2025
51260	FIRST NATIONAL BANK OF OMAHA	TANF - STUDENT ASST OTHER	189.00	02/06/2025
51261	ODCTE	BIS COORD - TRAVEL REGISTRATION	35.00	02/06/2025
51262	AMAZON CAPITAL SERVICES	AT&D - RESALE SUPPLIES	103.93	02/06/2025
51263	WAL-MART COMMUNITY CARD	TANF - STUDENT ASST OTHER	200.00	02/06/2025
51264	WAL-MART COMMUNITY CARD	TANF - STUDENT ASST OTHER	150.00	02/06/2025
51265	TOTAL COM INC	BUS MAINT REPAIRS	300.00	02/06/2025
51266	AMAZON CAPITAL SERVICES	BIO MED - SUPPLIES	27.96	02/06/2025
51267	HUNTINGTON BILLBOARDS	WRO- GENERAL ADVERTISING	2,320.00	02/06/2025
51268	FLEETPRIDE, INC	REPAIRS BUS MAINT.	1,000.00	02/06/2025
51269	UNIVERSITY OF OKLAHOMA; CECPD ATTN: PDAS	CHILD'S LAB & PRESCHOOL - TRAVEL REGISTRATIONS	200.00	02/06/2025
51270	MEEKS HOLDINGS LLC	BLDG MAINT - SUPPLIES	271.52	02/06/2025
51271	HIGHWAY 60 TIRE & SERVICE	BUS MAINT - REPAIRS	2,500.00	02/06/2025

**(11) GEN FUND-FOR OPERAT Current Encumbered: 221,172.79**



PIONEER TECHNOLOGY CENTER

From 09 Jan 2025 to 06 Feb 2025

X CHANGE ORDER REPORT  
GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
50009	BRANDTS ACE HARDWARE	BLANKET PO	1,300.00	7/1/2024
50012	BUMPER TO BUMPER EASY CDL	BLANKET PO	2,251.75	7/1/2024
50018	CROSS OIL CO.	BLANKET PO	1,000.00	7/1/2024
50023	FIRST NATIONAL BANK OF OMAHA	BLANKET PO	-300.00	7/1/2024
50030	MSC INDUSTRIAL SUPPLY CO	BLANKET PO	5,000.00	7/1/2024
50039	ORKIN	BLANKET PO	1,200.00	7/1/2024
50043	PONCA CITY NEWS	BLANKET PO	-0.05	7/1/2024
50055	TANF STUDENT ASSISTANCE	BLANKET PO	1,000.00	7/1/2024
50056	PTC STAFF REIMBURSEMENTS	BLANKET PO	2,443.89	7/1/2024
50058	FUELMAN FLEET PROGRAM	BLANKET PO	1,520.00	7/1/2024
50063	WILLY'S WASH	BLANKET PO	500.00	7/1/2024
50087	CONSTANT CONTACT	MARKETING ADVERTISING	262.50	7/1/2024
50097	FIRST NATIONAL BANK OF OMAHA	VISUAL COMMUNICATIONS SUBSCRIPTION	-15.00	7/1/2024
50121	MARCIA BRENNER ASSOCIATES, LLC	MAINTENANCE CONTRACT	500.00	7/1/2024
50131	ODAT (OK DRUG & ALCOHOL TESTING)	RESALE SUPPLIES	1,200.00	7/1/2024
50357	LOWE'S HOME CENTER INC	BLANKET CONSTRUCTION TECH - SUPPLIES	5,000.00	8/7/2024
50625	HOBBY LOBBY	BIS ADMIN - SUPPLIES	-228.13	9/19/2024
50737	TONKAWA NEWS	WRO- JOB FAIR EVENT ADVERTISING	-50.00	10/8/2024
50929	AMAZON CAPITAL SERVICES	WRO- PARTICIPANT SUPPLIES	-30.72	11/20/2024
50935	BEST WESTERN PLUS WEATHERFORD	INFO TECH STAFF/STUDENT TRAVEL LODGING	11.99	11/20/2024
50948	TONKAWA NEWS	WRO- GENERAL ADVERTISING	-174.00	11/22/2024
50957	PRIMEX WIRELESS INC	COMPUTER SERVICES SUPPLIES	-26.00	12/2/2024
50963	MEDICAL WASTE SERVICES	GARBAGE WASTE DISPOSAL	40.00	12/4/2024
50970	LOWE'S HOME CENTER INC	BLDG MAINT - SUPPLIES	-30.00	12/5/2024

50976	CENTRAL TECHNOLOGY CENTER	WRO- SHORT TERM CERT FOR PARTICIPANT	-200.00	12/5/2024
50997	BEST WESTERN PLUS - STILLWATER	RECEPTIONIST TRAVEL LODGING	-10.00	12/9/2024
51004	FIRST NATIONAL BANK OF OMAHA	SUPT & DIR OF INSTRUCTION - TRAVEL LODGING	-4.00	12/10/2024
51005	B&H PHOTO-VIDEO	OETT K20 GRANT - EQUIP UNDER \$5000	8.85	12/12/2024
51006	FIRST NATIONAL BANK OF OMAHA	VISUAL COMMUNICATION - SUPPLIES	-29.55	12/12/2024
51009	AMAZON CAPITAL SERVICES	BUILDING MAINT - REPAIRS	-4.14	12/12/2024
51010	AMAZON CAPITAL SERVICES	CHILD LAB & PRESCHOOL - SUPPLIES	-10.00	12/12/2024
51024	DATA RECOGNITION CORP	ABE/HSE - SUPPLIES	3.05	12/12/2024
51034	SCHWABE & ASSOCIATES, CPAS, PLLC	FINANCE PROFESSIONAL SERVICES	-145.00	12/13/2024
51037	OKLAHOMA RESTAURANT ASSOCIATION	CULINARY STAFF/STUDENT TRAVEL REGISTRATION	-110.00	12/16/2024
51042	BEST WESTERN OKMULGEE	FULLTIME/DIR OF INST - TRAVEL LODGING	-6.01	12/16/2024
51044	CENTRAL TECHNOLOGY CENTER	WRO- PARTICIPANT CERTIFICATION FEES	-4,500.00	12/17/2024
51050	OSU EXTENSION	GROUNDS - REPAIRS	-10.00	12/18/2024
51056	AMAZON CAPITAL SERVICES	FINANCE SUPPLIES	-2.68	12/19/2024
51057	PACE	BIS PROG DEVELOP COORD - TRAVEL REGISTRATION	-425.00	12/19/2024
51063	MITCHELL1	AUTO SERVICE - SUBSCRIPTION	-884.50	1/6/2025
51067	AMAZON CAPITAL SERVICES	AT&D - RESALE BOOKS	-47.89	1/6/2025
51069	HAMPTON INN & SUITES	FULLTIME/DIR OF INST- TRAVEL LODGING	-130.00	1/6/2025
51071	JUNIOR'S LOCK & ALARM	BUILDING MAINT REPAIRS	-3.00	1/6/2025
51072	AMAZON CAPITAL SERVICES	BLDG MAINT - SUPPLIES	-13.00	1/6/2025
51074	AMAZON CAPITAL SERVICES	TEACHER PREP SUPPLIES	-8.99	1/6/2025
51075	AMAZON CAPITAL SERVICES	VISUAL COMM SUPPLIES	-5.99	1/6/2025
51076	AMAZON CAPITAL SERVICES	INFO TECH SUPPLIES	-8.71	1/6/2025
51079	AUTOMOTIVE SEMINARS INC	AUTO SERVICE - STAFF TRAVEL REGISTRATION	15.00	1/6/2025
51084	AMAZON CAPITAL SERVICES	TANF - CONSUMABLE SUPPLIES	1.00	1/7/2025
51085	WAL-MART COMMUNITY CARD	TANF - STUDENT ASST OTHER	-0.04	1/7/2025
51088	AMAZON CAPITAL SERVICES	INFO TECH - SUPPLIES	-104.30	1/7/2025

51091	AMAZON CAPITAL SERVICES	MECHATRONICS - SUPPLIES	-26.79	1/7/2025
51093	OKLAHOMA BPA	BITE/VIS COM STAFF/STUDENT TRAVEL REGISTRATION	-75.00	1/7/2025
51094	AMAZON CAPITAL SERVICES	CHILD LAB & PRESCHOOL - SUPPLIES	-50.00	1/7/2025
51096	OKLAHOMA SKILLS USA	VARIOUS STUDENT TRAVEL REGISTRATION SKILLS USA	-35.00	1/7/2025
51097	FIRST NATIONAL BANK OF OMAHA	FINANCE - TRAVEL LODGING	-571.08	1/7/2025
51102	LOWE'S HOME CENTER INC	BLDG MAINT - SUPPLIES	-26.49	1/8/2025
51104	STAPLES ADVANTAGE	CULINARY ARTS--SUPPLIES	-77.80	1/8/2025
51105	AMAZON CAPITAL SERVICES	BLDG MAINT - SUPPLIES	-10.00	1/8/2025
51106	AMAZON CAPITAL SERVICES	RECEPTIONIST SUPPLIES	-15.00	1/8/2025
51109	OKLAHOMA FCCLA	CULINARY STAFF/STUDENT REGISTRATION	150.00	1/8/2025
51110	STAPLES ADVANTAGE	HCC AND BIO MED - SUPPLIES	-2.24	1/8/2025
51112	AMAZON CAPITAL SERVICES	TANF - STUDENT ASSISTANCE OTHER	-63.97	1/8/2025

**(11) GEN FUND-FOR OPERAT Total:**

**14,937.96**





**PIONEER TECHNOLOGY CENTER**

From PO: 50031 to PO: 50036

*Building*  
**Encumbrance For Board Approval**  
**BUILDING FUND**

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
50031	SPIVA PAINTING & DRYWALL LLC	BUILD MAINT MAJOR/REPAIRS REMODEL	6,927.63	01/14/2025
50032	MURRAY WOMBLE	BLDG MAINT - REPAIRS	3,965.22	01/15/2025
50033	MURRAY WOMBLE	BUILDING MAINT MAJOR REPAIR/REMODEL	2,865.00	01/17/2025
50034	TOMCO METAL FAB LLC	BUILDING LEASE - WELD SHOP	15,000.00	01/17/2025
50035	STOLHAND-WELLS GROUP	BLDG MAINT - MAJOR REPAIRS	3,979.00	02/04/2025
50036	STOLHAND-WELLS GROUP	BLDG MAINT - MAJOR REPAIRS	2,845.00	02/04/2025
<b>(21) BUILDING FUND Current Encumbered:</b>			<b>35,581.85</b>	



**PIONEER TECHNOLOGY CENTER**

From 09 Jan 2025 to 06 Feb 2025



**CHANGE ORDER REPORT  
BUILDING FUND**

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
50029	S&K DIRECT STEEL	WELDING - EQUIPMENT	-726.23	12/13/2024
<b>(21) BUILDING FUND Total:</b>			<b>-726.23</b>	





**PIONEER TECHNOLOGY CENTER**

From PO: 70177 to PO: 70178

*Payroll*

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

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
70177	ADJUNCT APPRENTICESHIP INSTRUCTORS	BLANKET PAYROLL ENCUMBRANCE	10,765.00	01/09/2025
70178	BOOKOUT, STEVEN B	PAYROLL ENCUMBRANCE	15,518.75	01/30/2025
<b>(11) GEN FUND-FOR OPERAT Current Encumbered:</b>			<b>26,283.75</b>	



**PIONEER TECHNOLOGY CENTER**

From 09 Jan 2025 to 06 Feb 2025



**CHANGE ORDER REPORT  
GEN FUND-FOR OPERAT**

<b>PO</b>	<b>Vendor Name</b>	<b>General Description</b>	<b>Amount</b>	<b>Date</b>
70005	ABE / HSE INSTRUCTORS	BLANKET PAYROLL ENCUMBRANCE	1,900.00	7/1/2024
70008	ABE / CORRECTIONS INSTRUCTORS	BLANKET PAYROLL ENCUMBRANCE	147.61	7/1/2024
70137	EVANS, LORI L	PAYROLL ENCUMBRANCE	1,862.07	7/1/2024
70173	CLINTON, CASEY A	PAYROLL ENCUMBRANCE	-43.80	10/25/2024
70176	SNYDER, AIMEE R	PAYROLL ENCUMBRANCE	3,919.13	1/6/2025
<b>(11) GEN FUND-FOR OPERAT Total:</b>			<b>7,785.01</b>	

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## COMMERCIAL BUILDING LEASE

**THIS LEASE** made this 20th day of January, 2024, between Tomco Property Management, LLC (herein referred to as "Lessee"), and Pioneer Technology Center (herein referred to as "Lessee").

### WITNESSETH:

**IN CONSIDERATION** of the mutual covenants contained herein, the Parties agree as follows:

#### I. GRANT

Lessor leases to Lessee in accordance with the terms of this Agreement the building and land located in Kay County, Oklahoma, and more particularly described as follows:

The north 5556 square feet (mol) of the building commonly known and understood by the parties as Building 4 located at 1415 West Summit Ave, Ponca City, Oklahoma, as more particularly described and depicted on Exhibit "A", attached hereto and incorporated herein (the "Leased Premises"). Lessee shall have the nonexclusive use of certain equipment, including rolls, shear, brake, forklift, and air compressor located on or about the Leased Premises. These items of equipment will be shared as needed by Tomco Metal Fab and Pioneer Technology Center. The Lessee will have exclusive access to all the break areas, offices, and restroom facilities in Building 4. The Lessee will have access to unlimited reasonable outside storage that does not interfere with Tomco Metal Fab's outside storage.

This Lease shall be for Lessee's use in connection with Lessee's welding and metal fabrication classes.

#### II. TERM AND RENTAL

Lessor leases the Leased Premises for a term commencing the 1st day of February, 2025, and terminating on the last day of the month of use, when facility or storage use is no longer needed. Rent shall be payable on the first day of each month in the amount of Three Thousand Twenty Six Dollars (\$3,026.00). This is a month-to-month lease with no annual contract or deposit required.

All rental payments shall be made to Lessor at the address of Lessor specified above, or otherwise as shall be provided to Lessee in writing by Lessor.

All taxes, charges, expenses that Lessee assumes or agrees to pay hereunder,

together with all interest and penalties that may accrue thereon in the event of the failure of the Lessee to pay those items, and all other damages or sums that Lessor may suffer or incur, or that may become due, by reason of any default of Lessee or failure of Lessee to comply with the terms and conditions of this Lease, shall be deemed to be additional rent and, in the event of non-payment, Lessor shall have all rights and remedies as herein provided for failure to pay the rent.

**III.  
ALTERATIONS, ADDITIONS & IMPROVEMENTS**

3.1 Lessee shall not make any alterations, additions or improvements, in or to the Leased Premises without the prior written consent of the Lessor.

3.2 All alterations, additions and improvements made to the Leased Premises by Lessee shall become a part of the Leased Premises and shall remain with the Leased Premises after termination of this Lease.

3.3 In the event of consent by Lessor to alterations, additions or improvements to be made by Lessee, such alterations, additions or improvements shall be made in accordance with the plans and specifications approved by Lessor, in compliance with all governmental regulations, and Lessee shall pay all costs and expenses thereof and shall not suffer nor permit any lien or encumbrance to be attached to the Leased Premises by reason thereof.

3.4 Alterations, additions and improvements shall not include moveable fixtures or equipment which may be installed by Lessee, provided that such installation shall result in no damage to the Leased Premises by such removal.

**IV.  
REPAIRS AND MAINTENANCE**

Lessee shall, at all times during the Lease and at its own cost and expense, repair, replace and maintain in a good, safe and substantial condition, ordinary wear and tear excepted, all buildings and improvements, including additions and alterations thereto, which are now or shall become a part of the Leased Premises and shall exercise reasonable care to prevent waste, damage or injury to the Leased Premises.

**V.  
UTILITIES**

Unless specifically set forth in this Agreement, all applications and connections for necessary utility services upon the Leased Premises shall be made by Lessee and in the name of Lessee only and Lessee shall be solely liable for utility charges, assessments or deposits as they become due, including sewer, water, electricity and telephone services.

Electricity is metered by the Ponca City Utility Authority. Natural gas is available

**X.  
DESTRUCTION OF PREMISES**

In the event of partial destruction of the Leased Premises during the term of this Lease from any cause, Lessor shall forthwith repair the same, provided the repairs can be made within sixty (60) days. Any partial destruction shall neither annul nor terminate this Lease, except that Lessee shall be entitled to proportionate abatement of rent in accordance with that portion of the Leased Premises which may become unusable by reason of such destruction. In the event of total destruction or in the event repairs cannot be made within sixty (60) days, Lessor may, at Lessor's option, rebuild or repair such damage within a reasonable time, provided that, in the event Lessor shall elect to rebuild or repair, Lessee shall have the option to continue said Lease, with proportionate abatement of rent for the time in which the Leased Premises are not usable. In the event of destruction as set forth in the immediate preceding sentence, Lessor shall notify Lessee of its election within ten (10) days after such total destruction or destruction requiring more than sixty (60) days in which to repair. Lessee shall notify Lessor in writing within ten (10) days of Lessor's notice as to Lessee's election to continue or discontinue the Lease.

In the event the Leased Premises shall be subjected to eminent domain proceedings, either in whole or in part, or subjected to the eminence of same, and such loss shall not result in loss of usability to the Lessee, then Lessor shall be entitled to all proceeds resulting therefrom attributable to Lessor's ownership of the property and interest in this Lease, and Lessee shall be entitled to Lessee's attributable interest and this Lease shall continue in force subject to partial abatement of rent equivalent to such loss. In the event such loss shall result in the Leased Premises becoming unusable for Lessee's purposes, then this Lease shall terminate and Lessor and Lessee shall be entitled to proceeds of such loss as their interests may be affected.

**XI.  
SUBORDINATION**

This Lease and all rights of Lessee hereunder shall be subject to and subordinate to any lien, encumbrance or mortgage that may now or hereafter be placed upon the premises by Lessor. Lessee shall on demand execute, acknowledge and deliver to Lessor, without expense to Lessor, any and all instruments that may be necessary to properly subordinate this Lease or to attorn the rights of Lessee herein.

**XII.  
LESSOR'S ACCESS**

Lessee shall permit Lessor or its designated agents to enter the Leased Premises at all reasonable hours, to inspect the Leased Premises and to insure compliance with the terms hereof. Lessor shall further have the right to post such sign indicating "For Rent" or "For Sale" upon the Leased Premises within three (3) months preceding the expiration of the terms hereof.

**XIII.  
QUIET ENJOYMENT**

Lessor warrants that Lessee shall be entitled to peaceable and quiet enjoyment of the Leased Premises, free from interference by Lessor or any third party claiming through Lessor during the term of this Lease and so long as Lessee is in compliance with the terms hereof.

**XIV.  
OCCUPANCY AND ACCEPTANCE OF PREMISES**

By entering into and occupying the Leased Premises, Lessee shall be deemed to acknowledge that the Leased Premises are in good order and repair and that the Leased Premises have been constructed substantially in accordance with the approved plans and specifications therefore. The entering on the Leased Premises by Lessee for the purpose of the installation of trade fixtures, furnishings and equipment or the storage of merchandise shall not be construed as an acceptance of the Leased Premises.

**XV.  
LIABILITY OF LESSOR**

Lessee shall be in exclusive control and possession of the demises Leased Premises and Lessor shall not be liable for any injury or damages to any property or any person on or about the Leased Premises, nor for any injury or damage to any property of Lessee.

**XVI.  
ASSIGNMENT OR SUBLEASE**

Lessee shall not assign, mortgage, pledge, sublease or encumber the Leased Premises or this Lease, in whole or in part, without the prior written consent of Lessor.

**XVII.  
SURRENDER OF PREMISES**

Lessee shall, upon the expiration of this Lease, or on earlier termination as provided herein, peaceably and quietly surrender and deliver the Leased Premises to Lessor free of subtenancies, encumbrance or claims and the Leased Premises shall be redelivered in a clean condition free of trash and debris and as good a condition and repair as at the commencement of the term of this Lease, except for ordinary wear and tear, casualty loss and other acts of God.

**XIX.  
NOTICES**

All notices to be given with respect to this Lease shall be in writing. Notice shall be deemed to have been given when delivered or forwarded through the postal service, postage prepaid, as follows:

LESSOR:

Tom Riley  
Tomco Property Management  
1514 W. Summit  
Ponca City, OK 74601

LESSEE:

Pioneer Technology Center  
2101 North Ash  
Ponca City, OK 74601  
ATTN: Superintendent

with a copy to

Will Oldfield  
Northcutt, Clark, Oldfield & Jech  
PO Drawer 1669  
Ponca City, OK 74602

**XX.  
MISCELLANEOUS**

23.1 Time is of the essence in all provisions of this Lease.

23.2 This Agreement shall be governed and construed in accordance with the laws of the State of Oklahoma.

23.3 This Lease contains the entire agreement between the Parties and supersedes all prior negotiations, oral agreements or representations.

23.4 This Lease and the terms and conditions hereof shall extend to and be binding upon the heirs, successors, legal representatives and assigns of the Parties.

**EXECUTED** the day and year first above written.

**LESSOR:**

**TOMCO PROPERTY MANAGEMENT,  
LLC**

By

  
\_\_\_\_\_  
President

**LESSEE:**

**PIONEER TECHNOLOGY CENTER**

By

\_\_\_\_\_  
President, Board of Education

# Superintendent Report – February 2025

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## Meetings and Activities

- **January**– 15 – After Board meeting report to staff
- 16 – Tonkawa Chamber Banquet
- 18 – Own Your Future Student Pitch-off
- 20 – MLK Jr. Day
- 21 – Snow Day
- 22 – CTE Superintendent Meeting @ Indian Capital
- 23 – McDonald Hopkins Scoping Call; RCB Community Advisory Board meeting; PC Chamber Banquet
- 24 – Ponca Politics Forum – Mayoral Debate
- 27 – ODCTE Accreditation Q&A Zoom; PTC Recruitment meeting
- 28 – OkACTE Legislative Bill review; Accreditation team meeting
- 29 – Peak Innovation Center, Ft. Smith, AR – Workforce Pipeline Summit
- 30 – PowerSchool communication meetings
- 31 – B&I Breakfast; CDL Curriculum call with Lankford field rep – Payton Burns
- **February 3** – Admin team meeting; PCPS/PTC Admin/Principal meeting; CTE Legislative Committee meeting
- 4 – 2<sup>nd</sup> Interview staff position; SmartDollar Zoom call; Accreditation team meeting;
- 5 – OASA/PTC Area Superintendent meeting; CWE Conveners' meeting; USDA Grant meeting; House Common Ed Committee meeting
- 6 – UC Board meeting; Blackwell PD MOU meeting; OkACTE Legislative Bill review
- 10 – PTC Team Goals Mid year review; OkACTE Legislative Committee meeting;
- 11 – Accreditation team meeting; PTC Board meeting

## Full-Time Programs

- Ilana Brown, January Student of the Month from Blackwell and a PN student, has been recognized by her employer as the Best Nursing Home Employee. Her recognition was recently posted in the Blackwell Journal. Not only is she a great student, but she is also a fantastic employee. It is great to see our students' outstanding accomplishments in their careers!
- Traci, Kahle Goff, Molly Kyler, Janet Schwabe, Cortney Horne and Ian Freeman along with Jordan Gross-Jackson, with ODCTE, attended the Peak Innovation Center Workforce Pipeline Summit in Ft. Smith, AR. It was an event hosted by PEAK and participants ranged from other schools wanting to learn best practices, business and industry partners, local and state economic development partners. They hosted a variety of sessions that were beneficial and offered some excellent resources to bring back to our region.

## Business and Industry Services

- Janet Schwabe, Mike Orr, Molly Kyler, Johnny Thornburgh and Traci have been working on the specifications for a USDA grant to assist in updating infrastructure for the driveway and access to the BIS building and incubator spaces. This grant would assist in paying a portion of the project to extend the drive and access to the north side of the BIS building.
- Traci and John Thorpe conducted a phone conference with Senator Lankford's field representative to discuss federal requirements for Class A and B licenses and the impact of recent regulations on Class A and Class B (bus driver) licenses. Discussion centered around the possibility to get bus driver licenses separated from the federal Entry Level Driver Training requirements that all CDL drivers are now required and the option to have a bus driver and passenger endorsement on Class D licenses instead.

## Capital Planning

The CM has installed a work trailer in the back lot and is scheduled to begin the exterior work the last few weeks of February. We have been moving the welding equipment and working on vacating the PTC shop, so the students can begin classes at Tomco Metal Fab the week of the 18<sup>th</sup>. The early access will assist in

providing some additional time for the contractors and hopefully allow a bit of cushion for the project to complete before the end of July.

The ONEGas fence has been removed, and the radio tower is enclosed. We are working with a surveyor to provide the boundary and legal description of the buffer zone parcel that the city is willing to donate to PTC.

Mike Orr is working with the TOPS group on preparing for an upgrade project to concrete in the north parking lot. We hope to have that approval ready for you at the March board meeting. Estimates for that have come in at just over one million to replace all of the remaining asphalt in the north parking area.

## **Retirements/Resignations/Staff Changes**

- Robbin Seymour's retirement celebration was held on January 31<sup>st</sup>. We're excited that she will still be returning to assist us as an adjunct, as needed. Jim Kelly has submitted his letter of retirement, effective July 1, 2025.

## **Upcoming Events**

- January 13<sup>th</sup> – Blackwell Chamber Banquet
- January 18<sup>th</sup> – Partners in Progress Celebration
- January 19<sup>th</sup> – CTE Superintendent meeting at Francis Tuttle
- January 20<sup>th</sup> – Leadership Tonkawa at PTC
- January 21<sup>st</sup> – 27<sup>th</sup> – Vacation

# **Paperclips**

## **Jan 2025**

# neer Technology Center releases fall semester honor rolls

Technology Center is announce those award-roll for the Fall 2024  
g the Superintendent Roll requires a 4.0 average; the Director Roll requires a 3.0 average.  
**Director's Honor Roll**  
ia, Teresa D, Ponca City  
i, Ponca City  
anner B, Ponca City  
iac A, Blackwell  
berly, Ponca City  
rder, Newkirk  
rter, Blackwell  
annah R, Woodland  
Ponca City  
brielle, Blackwell  
aniel D, Blackwell  
yna P, Ponca City  
ard R, Newkirk  
rran, Ponca City  
, Ponca City  
l, Katzy B, Shidler  
ly X, Woodland  
c D, Blackwell  
omas, Ponca City  
r M, Ponca City  
a, Newkirk  
bbigayle L, Ponca  
rdyn, Newkirk  
n D, Ponca City  
akinze D, Blackwell  
sker A, Newkirk  
nessa L, Ponca City  
ad R, Ponca City  
n L, Medford  
ie McCoy, Blackwell  
iah A, Ponca City  
lexandria M, Med-  
Addison, Newkirk  
Annabelle J, Black-  
x, Ponca City  
h, Newkirk  
jamin A, Kaw City  
on M, Ponca City  
inley S., Newkirk  
Cale Bradshaw,  
Cale Bradshaw,  
zabeth A, Newkirk  
ddison, Ponca City

Dillow, Tyler D, Ponca City  
Dixon, Gabriel A, Ponca City  
Dooley, Cooper R, Ponca City  
Driffin, Luke, Fronteir  
Dugosh, Kendall J, Ponca City  
Espinoza Primero, Edgar E, Ponca City  
Fairchild, Jordan D, Blackwell  
Fuller, Riley, Ponca City  
Garcia, Rebekah M, Woodland  
Gehring, Logan J, Ponca City  
Godfrey, Abigail J, Shidler  
Goodaker, Gracie Ann, Woodland  
Gottman, Keeley M, Tonkawa  
Grell, Hayden H, Tonkawa  
Grossardt, Evan, Blackwell  
Hampton, Wyatt J, Shidler  
Hanger, Evelyn J, Ponca City  
Herrera, Alexes, Ponca City  
Herrera, Isabel A, Ponca City  
Hoff, Emily Ellen, Woodland  
Hogue, Dawn M, Ponca City  
Hopkins, Analeigh, EPIC  
Hoskinson, Cayden L, Woodland  
Huerta, Tatiana, Ponca City  
Hull, Declan G., Ponca City  
Huster, Logan J, Newkirk  
Ingram, Laker D, Blackwell  
Jacobs, Nora R, Blackwell  
James, Kenna K, EPIC  
Johnson, Jake A, Blackwell  
Johnson, Lauren M, Ponca City  
Jones, Connor J, Ponca City  
Kincaid, Rylee J, Woodland  
Kirkendall, Eymber A, Ponca City  
Lambert, Reese, Blackwell  
Lay, Wyatt M, Ponca City  
LeClair, Neosha, Ponca City  
Lee, Michaela R, Ponca City  
Lessert, Danner W, Woodland  
Looney, Emily L, Woodland  
Lorg, Emmy G, Blackwell  
Lovell, Blake, Blackwell  
Magnus, Wyatt Christian, Ponca City  
Maldonado Guzman, Pedro, Blackwell  
Martin, Brodix, Ponca City  
Matlock, Landon W, Blackwell  
Mayfield, Kyler L, Ponca City  
Mayo, Rustyn M, EPIC  
McCarty, Jade, Ponca City  
McVay, Kaleb N, Ponca City  
Meadows, Tracyn, Newkirk  
Menchaca, Joel H, Ponca City  
Miller, Jesse J, EPIC  
Miller, William E, Deer-Creek

Lamont  
Mills, Evan, Ponca City  
Moss, Nash D, Medford  
Naegele, Ashton, Newkirk  
Patterson, Adam P, Newkirk  
Patterson, Khamdyn Z, Woodland  
Paul, John B, Ponca City  
Perez, Adrian Jose Epifanio, Ponca City  
Poindexter, Ceira L, EPIC  
Potts, Avery M, Ponca City  
Pratt, John, Fronteir  
Prince, Malorie K, Blackwell  
Rains, Siara D, Newkirk  
Recio, Noemi G, Ponca City  
Rhodes, Seth A, Ponca City  
Richmond, Noah J, Blackwell  
Rizzi, Javier F, Ponca City  
Robb, Leanne N, Newkirk  
Roberts, Alliyah R, Woodland  
Robinson, Steven T, Ponca City  
Rodriguez, Andrew W, Ponca City  
Rowe, Kody I, Ponca City  
Scantling, Summer d, Medford  
Schieber, Claire H, Newkirk  
Scott, Seth H A, Newkirk  
Seeliger, Dayton C, Newkirk  
Seeliger, Kobiye J, Ponca City  
Seidel, Colten J, Ponca City  
Shaw, Cheyanne, Blackwell  
Shaw, Jadon, Ponca City  
Sherrill, Konner, Ponca City  
Sims, Stephanie D, Ponca City  
Smith, Jordyn J, Blackwell  
Smith, Sean H, Ponca City  
Spain, Sampson K, Ponca City  
Spiva, Shane B, Blackwell  
Stanton, Lariat Cope, EPIC  
Staton, Jesse D, Ponca City  
Stewart, Denay, Blackwell  
Stone, Lane A, Newkirk  
Tate, Camden W, Newkirk  
Thomas, Taytum L, Blackwell  
Thompson, Keegen D, Blackwell  
Thompson, William K, Ponca City  
Trammell, Cayden L, Ponca City  
Tucker, Corbin, Ponca City  
Vannoy, LeAnn M, Newkirk  
Waggoner, Jenna D, Ponca City  
Ward, Gavin J, Tonkawa  
Webster, Destiny N, Ponca City  
Wehr, Gavin, Ponca City  
Willard, Raider, Newkirk  
Wilmovsky, Kuper B, Ponca City

Wilson, Austin W, Woodland  
Wilson, Hunter, Woodland  
Woodcock, Elizabeth L, Newkirk  
Woods, Ryland A, Woodland  
Wynn, Christopher, Ponca City  
Young, Connor M, Blackwell  
**Director's Honor Roll**  
Adams, Lane d, Newkirk  
Armer, Joseph C, Medford  
Artman, Spencer, Ponca City  
Ballard, Brooklyn, Tonkawa  
Bohon, Camila A, Ponca City  
Barrows, Trinity Lane, Newkirk  
Benjamin, Becky S, Ponca City  
Brown, Aiden, Newkirk  
Brown, Ilana M, Tonkawa  
Buckner, Ian J, Woodland  
Burgess, Conner W, Ponca City  
Caniz-Lopez, Hailey M, Ponca City  
Carleton, Kylie, Ponca City  
Carlton, Nevaeh, Blackwell  
Casper, Daishawn M, Ponca City  
Chavez, Michael J, Ponca City  
Cole, Matthew C, Ponca City  
Cox, Kyler L, Ponca City  
Cross, Dayton W, Blackwell  
Curfman, Jayden (Elena) J, Ponca City  
Davidson, Zachary A, Ponca City  
Davisson, Chaise D, Ponca City  
Davisson, Peyton C, Ponca City  
Delodge, Destiney, Ponca City  
Dent, Jacob E, Frontier  
Dent, Sarah A, Blackwell  
Derrick, David, EPIC  
Derrick, Priscilla r, EPIC  
Doshier, Landee R, Woodland  
Drake, Katrina M, Newkirk  
Dressen, Jaycee, Ponca City  
Dupreez, Lainie A, EPIC  
Easter, Tallie, Ponca City  
Ebert, Gunnar L, Medford  
Edwards, N Kingston, Medford  
Espinoza, Luis (Jacob) J, Ponca City  
Fast, Justin T, Newkirk  
Fezer, Christian R, Ponca City  
Fisher, Scarlett K, Ponca City  
Florer, Connor, Ponca City  
Fuentes, Audianna K, Ponca City  
Gaytan, Zayne T, Ponca City  
Gibson, Addison L, Ponca City

Gillman, Joseph L, Blackwell  
Grant, Xavier Anthony-Miguel, Ponca City  
Grove, Justus A, Blackwell  
Hageberg, Ashlynn N, Newkirk  
Hand, Noah, Blackwell  
Hawk, McKinnlee D, Frontier  
Hein, Peyton J, EPIC  
Helming, Jacob I, Tonkawa  
Hernandez, Osmar G, Ponca City  
Hillis, Josiah, Ponca City  
Hise, Hunter L, Blackwell  
Hunt, Amber, Ponca City  
Ingram, Sarah E, Shidler  
Jimenez, Cesar M, Ponca City  
Johnson, Lane, Medford  
Jones, Noah A, Ponca City  
Jones, Preston S, Tonkawa  
Jones, Tre' J, Ponca City  
Joseph, Marcus M, Woodland  
Juhl, Jessica L, Ponca City  
Jurgens, Caden, Blackwell  
Keller, Kylie B, Medford  
Kellmer, Makenzie F, Ponca City  
Kennedy, Lola M, Woodland  
Kirk, Jaylynn L, Blackwell  
Knox, Danni L, Ponca City  
Landro, Alejandra, Ponca City  
Landro, Alexa, Ponca City  
Leach, Tristan G, Ponca City  
Leonard, Robert, Ponca City  
Lockett, Kimara, Ponca City  
Logan, Adrian, Newkirk  
Logan, Katelynn N, Newkirk  
Looper, Lane M, Blackwell  
Lopez, Antonia T, Ponca City  
Lorett, Saxxon D, Ponca City  
Lorg, Kylie Faith, Blackwell  
Lute, Keighyn, Blackwell  
Marazas, Mason, Ponca City  
Mason, Dakota J, Blackwell  
Mason, Mckenzie L, Blackwell  
Massey, Andi R, Ponca City  
Mayfield, Carlee R, Ponca City  
McAnally, Wade G, Woodland  
McNamara, Danika J, Ponca City  
McPhee, Ayden, Blackwell  
Miles, Riley E, Ponca City  
Mitchell, Elizabeth A, Woodland  
Morris, Stormy E, Woodland  
Navarro, Joana, Ponca City  
Navarro, Rodrigo, Ponca City  
Neff, Tryp, Woodland  
Nibarger, Kaylee M, Medford  
O'Brien, Joseph, Newkirk

Owen, Mark W, Newkirk  
Paschal, Vanice E, Tonkawa  
Prince, Emily S, Blackwell  
Reyes, Anthony R, Woodland  
Rivera, Danna, Ponca City  
Robertson, Clifford A.D., Woodland  
Robinson, Caitlynn, Tonkawa  
Robinson, Payton L, Ponca City  
Rogers, Briar R, Ponca City  
Roller, Carma R, Ponca City  
Rowton, Aiyden W.G., Ponca City  
Sage, Mia, Ponca City  
Seagraves, Melia, Ponca City  
Selvey, Sydney A, Ponca City  
Short, Richard L, Newkirk  
Shotton, Randy (Trey), Frontier  
Smith, Malachi j, Woodland  
Smith, Moriah H, Kaw City  
Sosa Chavez, Shirley, Ponca City  
Stafford, Keith A, Blackwell  
Stearman, Esmerelda, Ponca City  
Stephens, Xander C, Newkirk  
Stoll, Zady G, Ponca City  
Strong, Jayden B, Blackwell  
Tabares, Devin J, Ponca City  
Tedrow, Keaton, Ponca City  
Testerman, Peyton, Ponca City  
Thiele, Riley J, Ponca City  
Trejo, Merari E, Ponca City  
Trousdale, Brayden A, Ponca City  
Trousdale, Dalton G, Ponca City  
Tucker, Laine L, Blackwell  
Tucker, Meara L, Newkirk  
Vance, Shyle L, EPIC  
VanDusen, Scarlett, Ponca City  
VanFleet, Jacob, Ponca City  
VanHorn, Ireland B, Ponca City  
Vannoy, Xarles, Newkirk  
Veloz, Julissa M, Blackwell  
Villarruel, Julian D, Ponca City  
Voegele, Kayden, Newkirk  
Walton, Melanie G, Blackwell  
Ward, Neely, Blackwell  
Weaver, McKenzie L, Marland  
White, Dalton T, Ponca City  
White, Izick, Ponca City  
White, Jacob K, Ponca City  
Williams, Kaydence n, Ponca City  
Wilson-Sindorf, Andrya, Newkirk  
Yandell, Brynna L, Newkirk  
Zobisch, Parker R, Blackwell

**Friday**

**January 31, 2025**

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## *Blackhawk helicopter rides*



**SEVERAL INDIVIDUALS** were given the opportunity to ride in a Blackhawk helicopter on Wednesday, Jan. 29 at the Ponca City Airport as part of a teacher appreciation event. The pair of helicopters were from the Aviation Support Facility in Tulsa, and members of the Oklahoma National Guard were on hand to instruct and answer questions for those in attendance as they were briefed prior to the rides. (Photo by Calley Lamar)

# PTC Students of the Month



Pioneer Technology Center has announced the January Students of the Month Lynkon Davis and Ilana Brown. These individuals exemplify hard work, dedication, and leadership in their respective programs. These students were selected by their instructors as role models, embodying PTC's mission of "Enhancing Lives and Securing Futures."

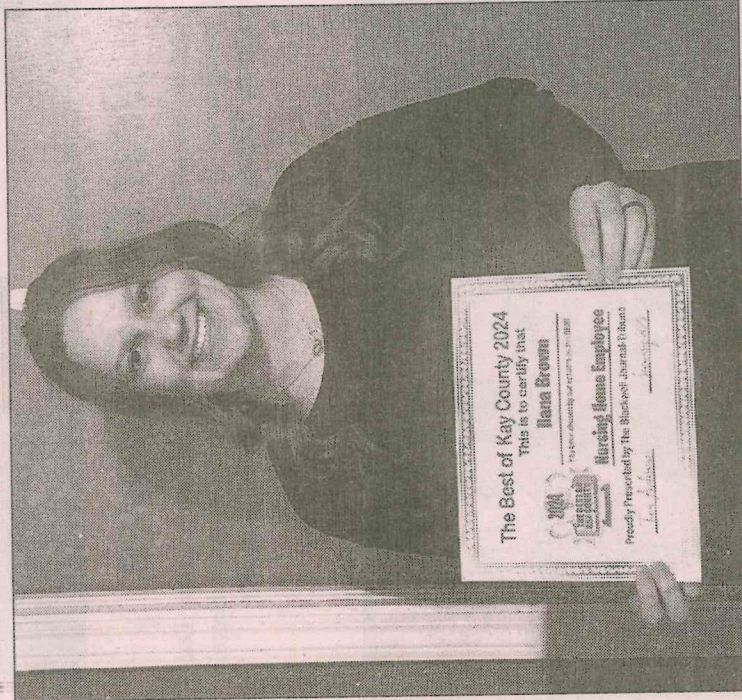
Lynkon Davis is a junior from Ponca City High School enrolled in the welding program under the trade and industry division. Davis is consistently the first to step up and complete tasks without hesitation. He maximizes his time at PTC to refine his welding skills and has made impressive progress thanks to his dedication and work ethic. Known for his respectful demeanor, Davis is always willing to assist his peers, both in the classroom and in the shop, making him a valued member of the program.

Ilana Brown, an adult student from Blackwell in the practical nursing program, was also recognized for her outstanding commitment and leadership. Brown is described as kind, hardworking, and determined. She excels in mastering the nursing curriculum and skills, taking the initiative during clinical rotations. Her leadership qualities and drive to succeed in the healthcare field make her a role model among her peers.

As a reward, both Davis and Brown can enjoy filling their Student of the Month cups with their favorite beverages at no cost throughout January. *(Courtesy photo)*

Blackwell

14B Wednesday, January 29, 2025



## Best Nursing Home Employee

Ilana Brown was chosen by the readers of the Journal-Tribune as the Best Nursing Home Employee in Kay County.

The Newkirk Community Since 1893 • Thursday, January 30, 2025



Newkirk Chamber of Commerce member Dawn Brakey presents Citizen of the Year to Debbie Leaming. (Courtesy)

# WR WORK READY

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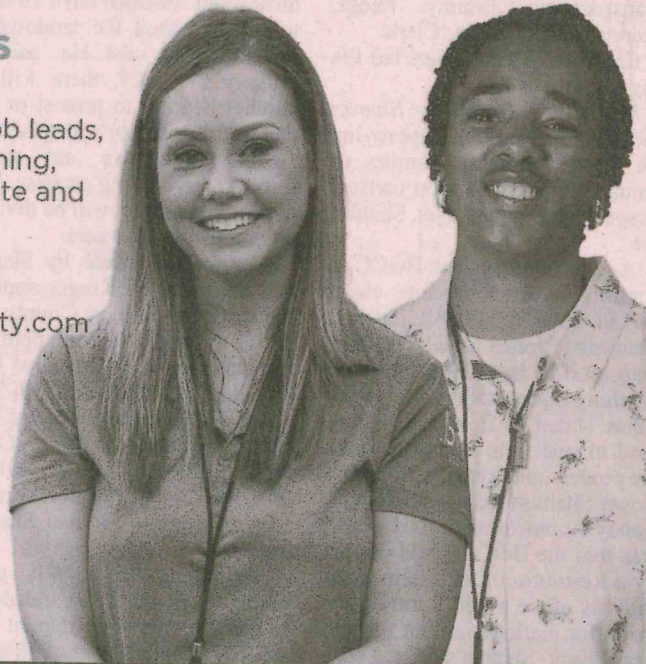
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Blackwell

8 Wednesday, January 29, 2025

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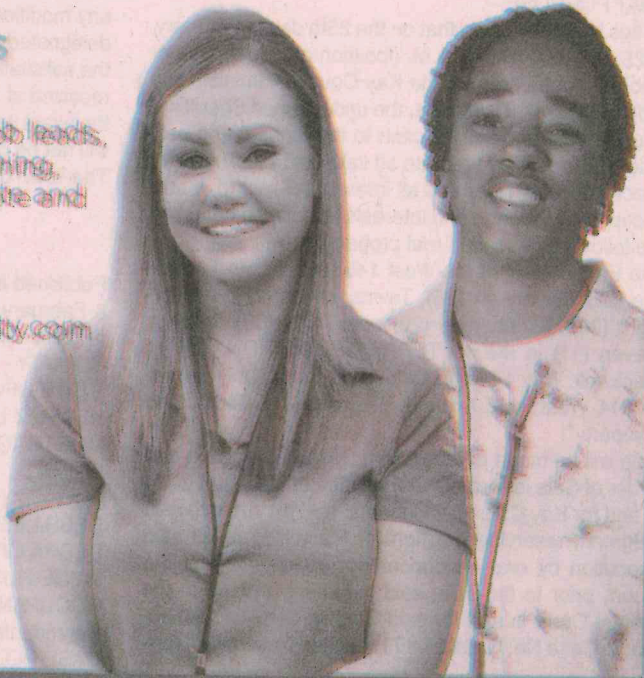
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Ilana Brown and Lynkon Davis

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See *PTC* page 3

### PTC

Continued from page 1  
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As a reward, both Davis and Brown can enjoy filling their Student of the Month cups with their favorite beverages at no cost throughout January. For more information about Pioneer Technology Center's programs and services, call 580-762-8336 or visit [www.pioneertech.edu](http://www.pioneertech.edu).

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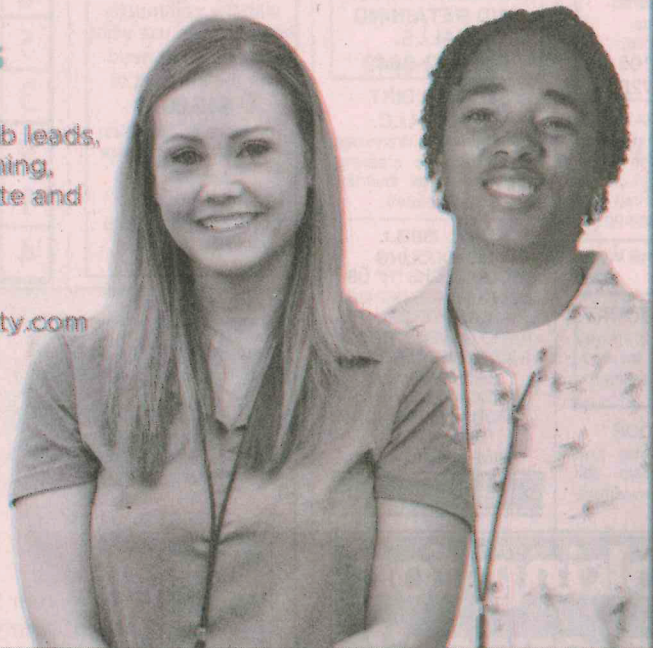
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THE NON-PROFIT of the Year Award was presented to New Emergency Resource Agency (NERA). Pictured are NERA Executive Director Christopher Radaker-James, Ryan Austin, and Janet Schwabe.



THE OUTSTANDING Citizen of the Year award was presented to Robyn Ryan (left), and was presented by Brook Lindsay (right).

**Tuesday**  
**January 28, 2025**

Vol. 132 - No. 82  
poncacitynews.com



DEBBIE LEAMING, right, was recognized as the 2025 Citizen of the Year by the Newkirk Chamber of Commerce for her role in the community. Also pictured is Chamber President Dawn Brakey. (Photo Provided)

## PTC recognizes school board members

### Press Release

January is School Board Appreciation Month and Pioneer Technology Center (PTC) recognized their dedicated board members during this week's PTC Board of Education meeting. Each board member was presented with an herb, butter candle made by students in the Culinary Arts program for recognition of their service.

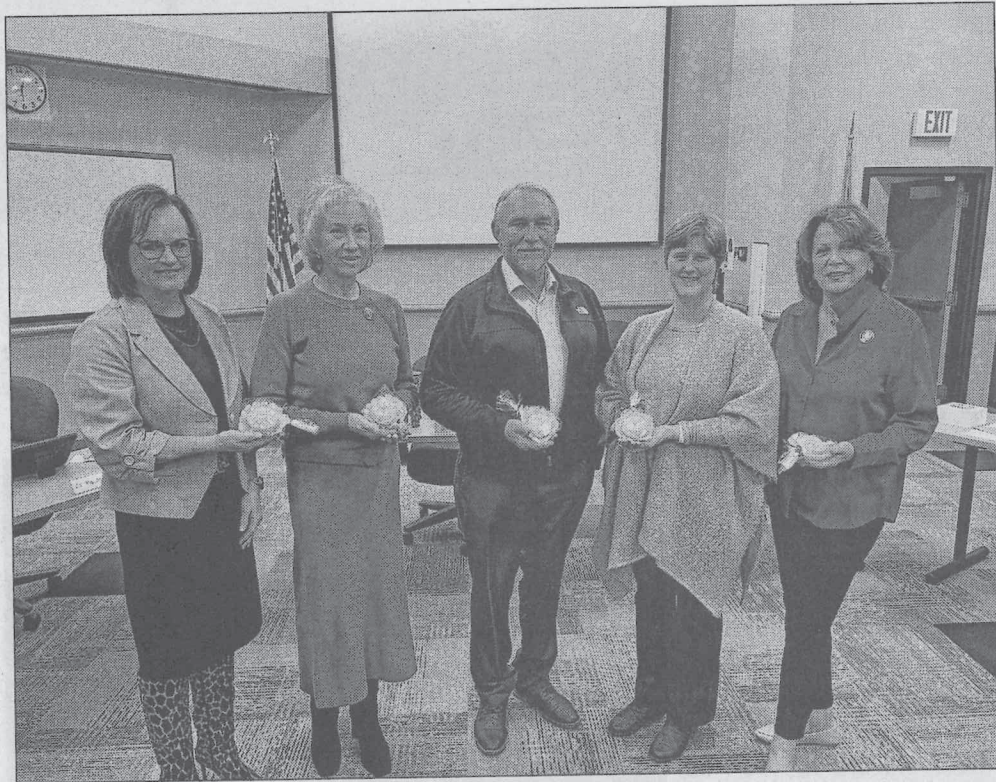
School board members serve as a vital link between the community and the tech center, establishing policies that shape the future of education in the district. The Pioneer Tech Board of Education meets monthly on the second Tuesday to ensure the continued success of PTC's programs and services.

"Our school board members dedicate

their time and talents to guide our district with vision and purpose," said Traci Thorpe, Superintendent/CEO of Pioneer Tech. "Their commitment to our students, staff, and local industries drives progress and ensures our programs continue to meet the needs of the community. We are incredibly grateful for their service and leadership."

The board members serving Pioneer Tech include JD Soulek, Blackwell; Gay Norris, Ponca City; Rachel Shuey-Bunney, Tonkawa; Debbie Leaming, Newkirk; and Laurence Beliel, Ponca City.

For more information about Pioneer Technology Center's programs and services, call (580) 762-8336 or visit [www.pioneertech.edu](http://www.pioneertech.edu).



January is School Board Appreciation Month. Pioneer Technology Center recognized its board members at the PTC Board of Education meeting this week. All members were given an herb and butter candle made by students in the culinary arts program for recognition of their service. From left, Traci Thorpe (Superintendent/CEO), Debbie Leaming, Laurence Beliel, Dr. Rachel Shuey-Bunney, and Gay Norris. Not Pictured was JD Soulek. (Courtesy photo)

# 'Back from Death's Doorstep'

## Author highlighted as part of new bookstore promotion

By ADAM CATLIN  
NHJ Editor

Brace Books, at 2205 N. 14th in Ponca City, has started the year with a new program spotlighting local authors each month. Tara Anson, manager at Brace Books, spoke over the weekend about their first candidate, Benji Evans, and why he was chosen.

"Not only is his story, *Back from Death's Doorstep*, such an inspiration, he has taken the life he was given and chose to help other people in everything he does," Anson said.

She explained that as her store employees moved into the new year, they were trying to find things to promote that brought attention, not only to Brace Books, but to the community as a whole.

"Benji has helped Brace Books in so many behind the scenes things that come along with owning and running a small business, that we decided he was the perfect

first Local Author Spotlight candidate," she said.

Evans was born and raised in Blackwell. He went to Northern Oklahoma College and then went to OSU for his bachelor's degree. He then went into banking and worked for BancFirst at three different locations in Lincoln County. He came to Ponca City in 2007 and went to work for RCB Bank.

"I was working there when my illness happened in June 2016," he said. "I am now the Entrepreneurial Services Coordinator (business advisor) at Pioneer Technology Center. I started this job in November 2017 so I was off work for almost 18 months."

Evans said he actually wrote the book in 2021; it's his only book so far.

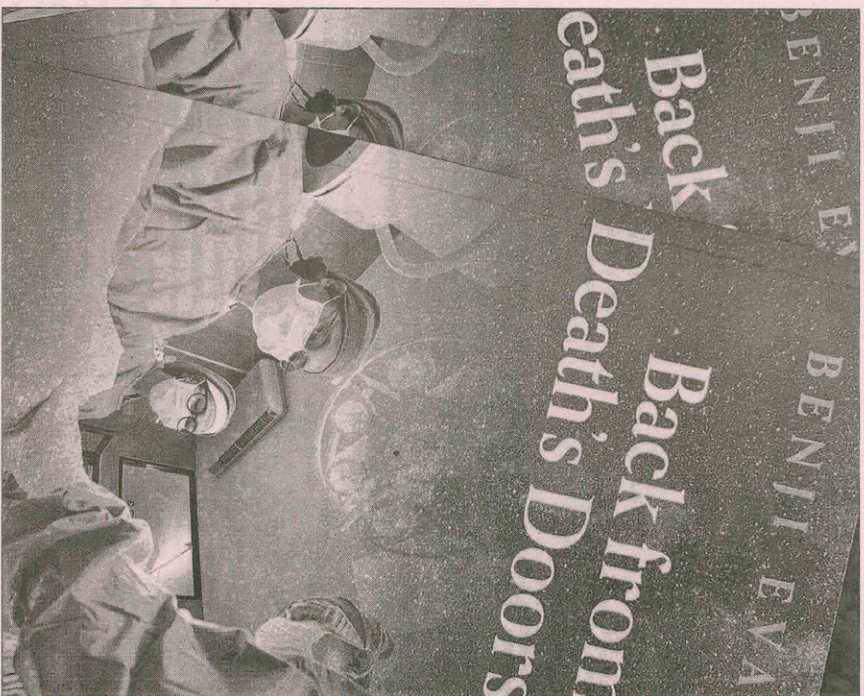
"I have done some radio and online promotions through the publishers," he said. "I honestly haven't promoted much since the first year. Brace Books just started the new Local Author Spotlight and asked me to be the first one. The biggest difference in my book than others that talk about trials

and tribulations is it actually has five total authors. My wife, mom, sister and really good friend that is an ER doctor assisted in the writing. They each wrote their perspective of what was happening. It showed the emotions that they were dealing with during the darkest days."

The book is about an illness he went through in June 2016 that included pancreatitis, kidney failure, ketoacidosis, and his triglycerides topped that machine out and said greater than 4,500.

"I was in a medically induced coma for 18 days, coded three times, had three life flights and 16 surgeries and procedures over a 13 month period," Evans said. "I came close to dying multiple times during the first 6 months. I really believe that it is a miracle that I am alive. Dr. Foister who is one of the world renowned pancreas surgeons gave me a 3% chance of survival."

He said there were two main reasons for him to want to write this book. To recount the details of what happened and to show the perceptive of his caregivers and how they need support as well.



Benji Evans, author of 'Back from Death's Doorstep,' is the featured author at Brace Books in Ponca City. (Courtesy photo)

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# Saturday

January 18, 2025

Vol. 132 - No. 76  
poncacitynews.com



## Second-year welding students tour Phillips 66 Ponca City Refinery Weld Shop

PONCA CITY, OK — On Wednesday, January 15, 2025, second-year welding students from Pioneer Technology Center had the unique opportunity to tour the Phillips 66 Ponca City Refinery weld shop. The event showcased the industry's possibilities and gave students hands-on experience with advanced welding equipment.

The visit began with a safety briefing led by shop employees, emphasizing the critical importance of safety practices in the welding craft. Students learned about the shop's exceptional safety record—a testament to the team's commitment to being "your brother's keeper" and taking personal responsibility for safety.

Students then enjoyed lunch while being introduced to Phillips 66 employees. During this time, attendees shared what inspired their interest in welding. Refinery Manager Carl Perkins shared his own background, recounting how he grew up on a farm and became a certified welder at the age of 14. With a passion for the craft, he encouraged the students to "chase your passions," even if they haven't yet discovered what those passions might be.

Maintenance Manager Zack Montague and PCR Welder Journeyman Cody Rosson, who coordinated the visit, also provided insights, inspiring students with their experiences and advice.

After lunch, students toured the shop and explored its cutting-edge equipment. They donned welding hoods to observe welders performing various processes. Highlights included watching carbon steel welding using the GTAW process, demonstrations of Monel welding, and an introduction to the GMAW process on the Rotoweld 3.0. Cody Rosson and Chad Rozell (Welder Journeyman) demonstrated the Rotoweld's capabilities, explaining its role in improving efficiency and precision in welding processes. Trey Clapp, Welder Journeyman, and other weld shop employees also shared their expertise, offering valuable insights into the skills and dedication required to excel in the craft.

The tour concluded with a Q&A session, where students asked thoughtful questions about career opportunities and the welding industry.

This visit provided an invaluable opportunity for Pioneer Technology Center students to witness weld-



ing careers in action and emphasized the need for skilled craftsmen in the industry. It also highlighted the potential for welding backgrounds to lead to prosperous careers in inspection and other specialized fields.

The Ponca City Refinery weld shop employees and leadership were proud to inspire the next generation of welders and craftsmen, fostering a greater appreciation for the trade and its significance within the local community and beyond.

**About Phillips 66**  
Phillips 66 (NYSE: PSX)

is a leading diversified and integrated downstream energy provider that manufactures, transports and markets products that drive the global economy. The company's portfolio includes Midstream, Chemicals, Refining, and Marketing and Specialties businesses. Headquartered in Houston, Phillips 66 has employees around the globe who are committed to safely and reliably providing energy and improving lives while pursuing a lower-carbon future. For more information, visit [phillips66.com](http://phillips66.com) or follow @Phillips66Co on LinkedIn.

# Friday

## January 17, 2025

Vol. 132 - No. 75  
poncacitynews.com

### Pioneer Tech recognizes school board members

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## PTC to offer truck driver training

Pioneer Technology Center (PTC) is proud to partner with Central Tech Truck Driver Training (TDT) to address the nationwide truck driver shortage and create life-changing career opportunities for individuals in our community. Beginning January 1, 2025, Central Tech is reducing the cost of its Class A CDL training program from \$4,800 to \$4,300, making this essential training more affordable and accessible.

This tuition reduction comes at a critical time, as college tuition and fees have increased by 2.6% according to the US Inflation Calculator. Rising costs of goods and services (CBS News) and limited funding for short-term training programs have made it increasingly difficult for individuals to pursue new career opportunities. By lowering tuition, Central Tech and its partners, including PTC, are helping to ease these financial barriers.

"Truck drivers are the backbone of our economy, delivering over 80% of the goods we use every day," said John Thorpe, director of truck driver training at Central Tech. "At Pioneer Technology Center and across Oklahoma, we're committed to making trucking careers attainable. Reducing tuition helps more people achieve their goals while addressing the urgent need for qualified drivers."

The American Trucking Associations (ATA) projects a truck driver shortage of approximately 60,000 drivers, a figure that could surpass 160,000 by 2030 if current trends con-

See *TRUCK* page 3

### TRUCK

Continued from page 1  
tinue. Accessible training programs like Central Tech's TDT, available at PTC and other technology centers statewide, play a crucial role in meeting this growing demand.

Central Tech's TDT program provides comprehensive CDL training in just 28 days, with an impressive 99% job placement rate and an average starting salary of \$61,000. The program prioritizes safety and professionalism, offering over 60 hours of hands-on driving experience with a two-students-per-truck model. Students also participate in an additional week of real-world training, which includes long day and night road trips.

As part of the Oklahoma CareerTech system, PTC is proud to offer this transformative program to individuals in Ponca City and surrounding areas. Central Tech delivers its TDT program in partnership with 14 technology centers across Oklahoma, including:

Autry Technology Center (Enid)  
Canadian Valley Technology Center (El Reno)  
Central Tech (Drumright)  
Chisholm Trail Technol-

ogy Center (Omega)  
Francis Tuttle Technology Center (Oklahoma City at Metro Tech)  
Green Country Technology Center (Okmulgee)  
Gordon Cooper Technology Center (Shawnee)  
High Plains Technology Center (Woodward)  
Kiamichi Technology Center (Idabel and Poteau)  
Metro Technology Center (Oklahoma City)  
Mid-Del Technology Center (Oklahoma City at Metro Tech)  
Moore Norman Technology Center (Oklahoma City at Metro Tech)  
Northwest Technology Center (Alva and Fairview)  
Pioneer Technology Center (Ponca City)  
Wes Watkins Technology Center (Wetumka)  
"Reducing tuition is a key step in empowering individuals to take control of their futures," Thorpe added. "At Pioneer Technology Center, we're committed to providing our community with the training and resources needed to thrive in this vital industry."

To learn more about the Truck Driver Training program at Pioneer Technology Center and how to enroll, visit [TDT.centraltech.edu](http://TDT.centraltech.edu).

Blackwell

8 Wednesday, January 15, 2025

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PONCA CITY

We help you find, get and keep the RIGHT job!

## Free Workshops Monthly!

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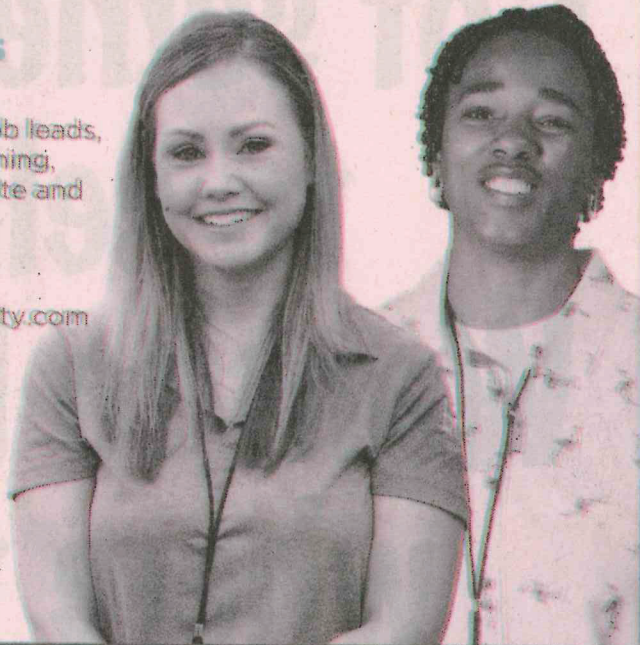
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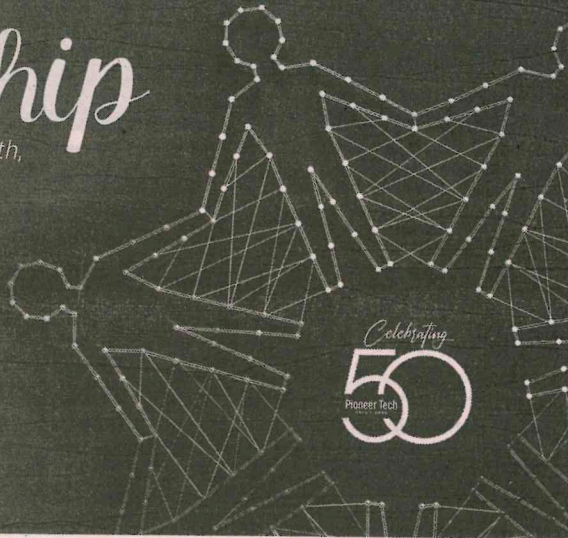
SATURDAY, JANUARY 11, 2025 • PAGE 3

# SUPPORT GREAT *Leadership*

*January is School Board Recognition Month,  
and Pioneer Tech Appreciates our Board  
of Education...*

**LAURENCE BELIEL  
DEBBIE LEAMING  
JD SOULEK  
GAY NORRIS  
RACHEL SHUEY-BUNNEY**

Pioneer Technology Center | 2101 N Ash, Ponca City  
580.762.8336 | [pioneertech.edu](http://pioneertech.edu)



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**The Newkirk Herald Journal**  
Thursday, January 2, 2025 • PAGE 2

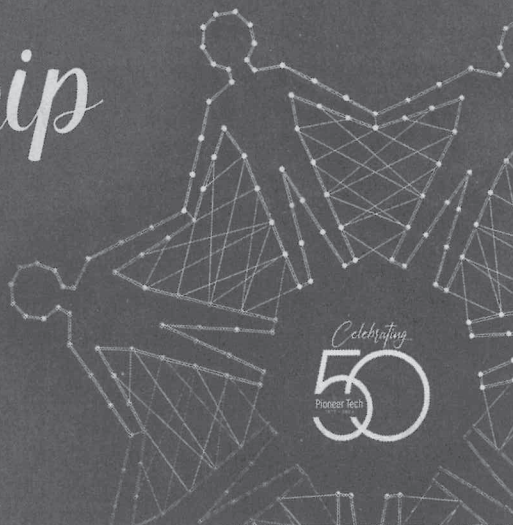
[www.newkirkherald.com](http://www.newkirkherald.com)

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*Celebrating 50*  
Pioneer Tech

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[www.blackwelljournaltribune.net](http://www.blackwelljournaltribune.net) • Wednesday, January 1, 2025 3

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*Celebrating 50*  
Pioneer Tech

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# WORK READY, OKLAHOMA HAS GROWN TO 23 SITES STATEWIDE!

Work Ready, Ponca City is your local office. We are an employment education program through Pioneer Technology Center, located in the City Central Building, 400 E. Central, Suite 307.

Each month, Work Ready, Ponca City holds a 30-hour workshop from 9 am - 3:30 pm where participants learn the value of being a better employee. So much is gained at Work Ready including practice of interviewing skills, communication techniques that support safe workplace connections and helps participants identify their cross-selling skills. Our program includes a professionally written resume and can open the door to short term certifications. The job search can be daunting and we want to help you find, get and keep the right job.

What we love seeing each month is the confidence and excitement our participants gain over the week with us. They recognize their self-worth and know they are "Work Ready."



Left to right: Fae Rabb, Job Coach; Katie Holman, Job Coach; Hannah Patrick, Administrative Assistant; Dondi Rowe, Project Director and Cena O'Driscoll, Project Manager.

Stop by and meet our team!

Dondi, Cena and Hannah can help you get signed up. Fae and Katie are your Job Coaches and will support you throughout your job search. If you are between jobs and need reenergized about landing a better job, our classes are at no cost to you, so come spend the week with us!

Follow us on social media at Work Ready, Ponca City or give us a call at **580-718-4237**

For information on any sites across the state, visit our website:

[www.WorkReadyOklahoma.com](http://www.WorkReadyOklahoma.com)

**FUTURE WORKSHOPS**  
FEBRUARY 3-7 • MARCH 3-7

We help you find, get and keep the right job!

**WR** WORK READY  
PONCA CITY

Soft Skills Employment Education

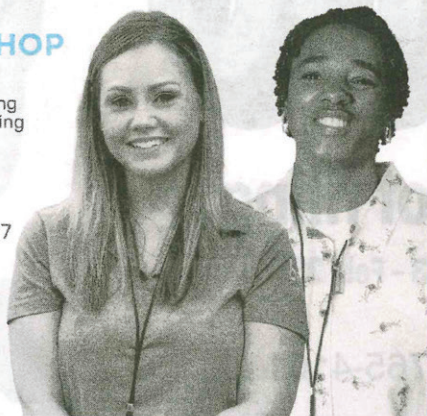
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Job coaching, resume writing  
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Reach us @

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# PIONEER TECH

Adult Training & Development | Jan. - May. 2025 | [pioneertech.edu](http://pioneertech.edu)

## Coffee Basics AT THE PERK

Plus 14 More New Classes

ENROLLMENT  
NOW OPEN



Enhancing Lives  
Securing Futures

**Directors' Report to the PTC Board of Education – February 2025  
(Alphabetic by Area)**

**Business & Industry Services & Safety**

- The BIS team conducted 150 one-on-ones/consults for 194.25 counseling hours.
- The BIS team also logged
- 805 Safety Contact Hours
- 3,844 AT&D/Open Enrollment Contact Hours
- 638 Customized Contact Hours (Type 31)
- The revenue generated from our Safety training is \$15,195; BIS classes generated revenues \$4,639; AT&D classes generated revenues \$31,280.
- AT&D offered eight on-campus classes: seven were made, one was canceled, 85 registrations were fulfilled, and one enrolled in online courses.
- Of the four on-campus classes starting this month, three offer certification: CNA, CDA, and Dental Assisting
- Ben Evans assisted clients in the following areas this past month: business start-up, forming and renewing LLCs, working with the ABLE commission, lending options, business plan development, financial reviews, marketing assistance, loan proposal reviews, selling business/business transition, sales tax permitting and Beneficial Ownership Information submittals.
- Ben spoke with Fire Service/EMT students about diabetics. He also presented to the Teacher Prep classes on personal finance.
- Brook Lindsay's consulting this past month included working with clients on their branding, marketing, logo design, and new business development opportunities.
- As two of the most tenured BIS staff, Dawn Brakey and Shelly Houston got to participate in the Black Hawk flight day. (Thank you Kahle for coordinating!)
- Johnny Thornburgh and Heather Smith took a field trip to Stillwater to talk to a professor at OSU about his 3D construction tooling.
- Heather Smith taught a Canva and AI course for Blackwell Public Schools' educators for their professional development day. She also taught a beginner's lesson on AI for Organizational Functionality for the Ponca City Noon Lions club.
- Ian Freeman worked with the print production, food manufacturing, accounting, pattern manufacturing, non-profit, tribal and cosmetology related businesses on either exploring and/or developing apprenticeship occupations.
- Ian, Janet Schwabe, Molly Kyler, and Jordan Jackson-Gross (ODCTE) attending the Workforce Pipeline Summit at the Peak Innovation Center in Ft. Smith, Arkansas with Traci, Kahle and Cortney Horne. We got some interesting ideas and nuggets of information to apply at PTC.
- Janet has also been working with incubator and small business clients in the areas of grant writing, grant close-outs, employee recruitment, and industry needs assessments.
- Johnny Thornburgh coordinated a continuous improvement session with Laurence Beliel as instructor for one of our industry client's retreats.
- Class B Truck Driver Training was also held in January for one of our local municipalities.

- Jenn Miller has been working with clients on projects like HR policies, staff surveys, teambuilding, and facility safety along with Google and marketing consulting.
- The training Jenn has coordinated includes SHRM, Teambuilding, Working Genius, Real Colors, HIPAA, Self-Defense and Safety Awareness.
- Heather and Jenn attended the Getting It All Done project management training.
- As a Real Colors(™) Certified facilitator, Sylvia Urioste, put on classes for two different BIS clients. She also presented customer service for managers training for a local restaurant.
- Sylvia has been working with her tribal and other clients on planning future training in the areas of Customer Service, Leadership, Team Building, Excel, and other technology.
- Molly, Markesha Duggan, Heather and Jordan (ODCTE) visited an instructional coach at Moore Norman Tech Center to explore ways we can improve our adjunct on-boarding.
- Molly participated in the State Chamber's Economic Development and Workforce & Employment policy committees' meetings.
- Molly and Kahle attended the Career Fair Planning Meeting for the Blackwell community.
- Molly hosted the Ag and Small Business Management Coordinator from Central Tech for a mentoring session.
- Several members of the BIS team attended and assisted with the Ponca City Chamber Banquet. They also attended the Newkirk and Tonkawa Chamber Banquets (Congratulations to Debbie on Newkirk's Citizen of the Year), and the automotive B&I breakfast along with other chamber and community committee meetings.
- The BIS team put on a luncheon for some of Pioneer Tech's newest employees to help them understand BIS more fully and to encourage engagement across the organization. (We have three more lunches on the calendar to make sure we get everyone included.

#### **On the horizon for BIS...**

Kaufmann FastTrack! (Business Start-up)  
 2/10-3/19 Class A CDL  
 2/17-2/28-Class B CDL  
 2/27-Market Research for Small Businesses  
 Selling to Big Buyers  
 3/27-Preparing to Meet Your Government  
 Buyers  
 4/21-5/28 Class A CDL  
 SAT/ACT Prep Course - Part 1 & 2 Offered  
 Monthly Online  
 DDS MAT-NEW! Call for Information

#### **On the horizon for AT&D**

1/14 - 6/7 - Child Development Associate  
 1/17-5/9-Dental Assisting  
 1/23-3/6 - "Quilting Houses" NEW!  
 2/3-4/2-Private Security: Phases 1&2  
 2/3-4/21-Guitar 101  
 2/10-Raising Chickens 101  
 2/10-3/5 - CNA-Long Term Care Nurse Aide  
 2/12-19-Resin Art-Cutting Board  
 2/15-Automotive Diagnostics

2/24-3/13-Plumbing Journeyman TEST PREP  
 2/24-26-AAA Defensive Driving  
 2/24-Reflexology  
 2/24-Drafting Your Own Will  
 2/24-Raising Chickens 201  
 2/24-3/26-Creative Art NEW!  
 2/25-26-CPR/First Aid  
 2/25-3/11-Family Tree Genealogy  
 2/3-4/21-Guitar 101

## **Communications & Marketing**

- Angie Ogden created numerous flyers for classes, programs and services. She also made packets and provided promo items to several speakers and visitors on campus.
- The C&M Team put together CareerTech Month activities by aiding with Goody Day, Promoting LifeLaunch, Dress-Up week at the end of February and the CareerTech Month bingo game.
- Terri Busch attended a dinner/event for the Marland Estate Commission welcoming an ancestor of EW Marland from England.
- The C&M Team took photos of all the Wall of Fame recipients and they are now viewable in the hallway. Congratulations to these individuals. They will be featured on social media as well the entire month of February (CareerTech Month).
- Terri Busch worked with Traci Thorpe and Ryan Burkett on the alerting customers to the Cyber Security Breach with PowerSchool. An email was sent and information was placed our website; we are still working on this issue.
- Angie Ogden assisted Student Services with help for the Counselor retreat.
- Terri Busch attended an in-person meeting for the Tri-State District Board of Administration in Bartlesville.
- The C&M Team assisted with the Ponca City Chamber Banquet. Angie Ogden created graphics for the programs. Terri Busch worked that evening to volunteer for A/V assistance, set-up and clean-up.
- Terri Busch was a guest speaker on the Morning Buzz during the 2<sup>nd</sup> week of January.
- The C&M Team assisted Student Services for planning of PTC Preview Night, we are promoting the event on social media and working the registration area.
- Terri Busch provided video assistance as well as the Visual Communications class to the BIS Team with the 1 Million Cups Presentation of Farha. The video was streamed live on Youtube.
- The C&M Team is attending the OKSPRA meeting at Edmond on Feb. 12<sup>th</sup>.
- Terri Busch met with the Accreditation team on Tuesday of the month to make changes for our upcoming application.
- The C&M Team had the opportunity to ride in a Blackhawk helicopter along with other PTC employees. It was amazing—very fun and we are thankful for the opportunity.
- The C&M Team attended the Statewide Communications and Marketing meeting at Mid America Tech in Wayne, OK.
- Terri Busch attended a zoom call with OKSPRA officers to discuss the Spring Conference and planning.
- The C&M Team continues their study of John Maxwell's book Everyone Communications, Few Connect. They went over chapters 6 & 7.
- Snow Days were communicated to the community through Thrillshare, Social Media, Oklahoma Closings, & our website.

## **Instructional Directors / Full Time Programs**

### **Instructional Directors**

- Kahle Goff attended the Annual Tonkawa Chamber of Commerce Banquet.
- Kahle Goff was selected to serve in the Kay County Court Jury pool for 8 weeks.

- Kahle Goff and Traci Thorpe participated in the Newkirk Soccer Bowling Fundraiser.
- Kahle Goff and Molly Kyler participated in Blackwell Industrial Authority's Career Fair planning meeting.
- Kendra Knight, Wendy Burg, and Kahle Goff met with representatives from the Supplemental Assistance for Need Family Employment and Training (SNAPE&T) office to discuss partnering.
- Kendra Knight, Kyla Carlson, and Kahle Goff conducted interview for the Children's Lab Instructor position.
- Dr. Ryan Burkett, Kahle Goff and Kendra Knight met with the Newkirk principal and counselor to discuss graduation requirements, schedule changes, and the school calendar.
- Kahle Goff and Kendra Knight met with the Woodland superintendent, principal, and counselor to discuss graduation requirements, schedule changes, and the school calendar.
- Traci Thorpe, Kendra Knight, Dr. Ryan Burkett, and Lori Evans met with the POHI principal and PCPS Associate Director of Secondary Curriculum to discuss graduation requirements, schedule changes, partnering on programs, student recruitment, and the school calendar.
- Kahle Goff, Dr. Ryan Burkett, and Kendra Knight participated in an ODCTE Zoom Meeting related to accreditation.
- Kendra Knight and Dr. Ryan Burkett had the opportunity to fly in an Oklahoma National Guard Blackhawk Helicopter with several PTC staff members.
- Kahle Goff attended a Workforce Pipeline Summit in at the Peak Innovation Center in Ft. Smith, Arkansas.
- The Director Team with the help of Troy Buller and the Visual Communications program produced the monthly faculty meeting video.
- Kahle Goff attended PTC's Business and Industry Breakfast focusing on the transportation industry.
- Kahle Goff and the Nursing Faculty attended a retirement reception for Robbin Seymour.
- Kahle Goff, Dr. Ryan Burkett, and Lori Evans met with Tonkawa's principal and counselor to discuss graduation requirements, schedule changes, and the school calendar.
- Traci Thorpe, Kahle Goff, Jayme Evans, and Kendra Knight met with the Blackwell superintendent, principal, and counselor to discuss graduation requirements, schedule changes, and the school calendar.
- Kahle Goff and Tucker Hodgson met with Blackwell's Police Chief and Assistant Police Chief to discuss partnering with PTC's Basic Peace Officer Certification Program.
- Dr. Ryan Burkett attended Tech Cap at Pontotoc Technology Center.
- Dr. Ryan Burkett attended the Pioneer Woman Museum Board Meeting.

### **Practical Nursing**

### **Health, BITE and Special Programs**

#### Academic Math

- Adult students in Medical Services have all completed their A&P courses. Now they can focus on their Clinicals starting this month.
- Working on getting all Welding students complete in their respective courses so they can focus on class after this move to an Alternate Site.
- Biomed Students in AM and PM are working along great in respective courses while having me help with their Biomed content.

#### Teacher Prep

- Tutoring 2nd grade reading students continued at Lincoln Elementary
- ELCCT Certification tests taken
- Ben Evans discussed personal finance basics with our students
- Safe Sleep Certification training
- Rick Eddington from NOC came to speak to the students about coming to NOC

#### Children's Lab and Preschool

- Kaitlynn Clark completed an Infant/ Toddler Stipend, which consists of 30 hours of training.
- Heather Golay began her first semester at NOC pursuing her associate's degree in early childhood education.
- We selected a candidate for our preschool teaching position.

#### HCC

- We are learning many new skills every week such as feeding and bathing patients as well as how to safely assist those that use wheelchairs and walkers. We incorporate patient privacy, safety, and professionalism during all these lessons.
- Studies have included Cultural Diversity, Emergency Care and Disaster Preparedness, Patient Rights, Infection Prevention, Basic Nursing Skills, and The Care Team.
- Kathy Casper, Advisory Board member and Administrator of Ponca City Nursing and Rehab sent our class a surprise delivery of a Hoyer patient lift. The HCC students are very excited and have practiced their skills checks using the lift.
- Daishawn is Kathy Casper's grandson and an afternoon PTC Health Careers student. He is active in facilitating HOSA community projects and enjoys the relationship Pioneer Tech has with Ponca Nursing and Rehab.

#### Medical Services

- The students are in their final two weeks of the administrative side of the Medical Assistant program! Following the completion of these two weeks we will head into the workfield to participate in clinical rotations. They will have get clinical experience at:
- Fairfax Medical Facilities, Inc. - Fairfax and Newkirk Health Centers
- Integris Health Clinics - Family Practice, General Surgery, Obstetrics/Gynecology, and Pediatrics
- Family Vision Care of Ponca City - Dr. Kelly Campbell
- Chenoweth Eye Center - Dr. Andrew Coufal - (2025 *new clinical partner*)
- Diagnostic Laboratory of Oklahoma (DLO) Ponca City - (2025 *new clinical partner*)
- The students are also working their way through simulation charting material. We will be doing in-class scenarios and hands-on skills on the days they are on-campus rather than in the clinic setting.

#### AEFL

- January Data
  - 20 new students enrolled in the AEFL and TANF programs
  - 123 students total enrolled
  - 3 high school equivalency tests passed
  - 4 students have graduated and earned their high school equivalency diploma
  - 27 students have made an EFL gain (Educational Functioning Level)
- AEFL Staff attended virtual and face-to-face training:
  - Planning to Thrive in 2025: Growth Skills for Adult Students and Educators
  - COABE's IBM Present with Excellence
  - Reading Ready: Preparing Adult Students to Pass GED and HiSET Reading

- Lessons in Language: Helping Adult Students to Pass GED and HiSET Writing
- Career Opportunities in the Affordable Housing and Comprehensive Community Development Field
- What the Future Holds: Career Opportunities in the Affordable Housing and Comprehensive Community Development Field
- History Helpers: Educating Adult Students to Pass GED and HiSET Social Studies
- LACES Training

#### SHARE

- SHARE had 1 more student finish their course work to graduate.
- We had 3 more students join us this semester and 1 more considering enrollment

#### New Beginning

- New Beginning had 22 students
- 2 students received employment in their field of study
- 2 students moved to a College Navigator
- 2 new students participating in New Beginning
- 6 students are in part time programs – all are doing well
- 1 student was closed by DHS
- Stephanie Hara (ODCTE) visited my program – she reviewed my accounting for Gas Cards, no problem with my program.

#### BITE

- The BITE programs are gearing up for the state BPA competition that will take place Mar. 3-5 in Tulsa. We have 14 students that will be competing in a variety of events.
- The spring season for esports starts the first week of February and we have 12 students competing this semester.
- Progress is coming along with all of the video and streaming equipment that was acquired through the K20 grant. We should be streaming and broadcasting multiple events across campus very soon.
- 

#### Biomed

- We are off to a great start to another semester in Biomed!
- First year students have spent a lot of time working on the nervous system for anatomy and physiology. Students have made a brain hat and have been exploring how different drugs affect the nervous system.
- Students are also dissecting healthy and “diseased” sheep hearts. This will help them ultimately discover what has happened to our fictional decedent, Anna Garcia!
- Second year students are enjoying the next Biomed course called Medical Interventions. This course explores how science and technology have had such an impact in treating diseases and patients. Students are currently tracking the source of a bacterial meningitis outbreak at a fictional college campus. We recently did a type of ELISA assay to determine who had meningitis. At home Covid tests and pregnancy tests are a type of ELISA test. So this is definitely a lab test that is relevant in today’s healthcare.
- Coming up for second year students, we will be growing different strains of nonpathogenic bacteria and combining them to see if we can make a nonpathogenic “superbug” that is resistant to certain antibiotics. We will also discuss the drawbacks to healthcare that this can cause.

#### WRO

- We are geared up for back-to-back classes with the week of Jan 20<sup>th</sup> having 12 participants graduating and 4 returning to Feb class as they became ill and did not complete in Jan.
- February was just the week of 2/3-2/7. We have 12 new participants and 3 returning to finish up from Jan workshop.
- Community engagements included small group presentations to The Family Resource Program and 1<sup>st</sup> Time Offender group at NOYS, A Winter Less Cold, PCA Mom's Group
- Our Work Ready group celebrated its 1<sup>st</sup> year together as a team this month. We have fun upcoming milestones of moving into our location at the end of February, open house in March and our year anniversary of classes coming up in April

### **T&I and Service Programs**

#### Automotive

- Students who have passed all 10 of their ASE tests were given a patch courtesy of Lori Evans.
- Gearing up for SkillsUSA - Taking 4 students on Thursday for the district competition in Stillwater.
- 2 AM students are now doing WBL on both Thursday and Friday for jobs that they acquired during the program, and will move to W-Th-F after spring break.

#### Cosmetology

- 12 Students attended SkillsUSA Contest at Autry Tech on Feb. 3<sup>rd</sup>.
- Cosmetology 1st Place- Andi Massey- Advancing to State! 2nd Place - Jordyn Smith- Advancing to State!
- Barbering Post-Secondary 2nd Place- Carma Roller -Advancing to State! Secondary 2nd Place- Carlee Mayfield- Advancing to State!
- Nails 2nd Place- Jenna Waggoner- Advancing to State! 5th Place- Vanice Paschal.
- Esthetics 5th Place- Alissa Horinek.
- All students have been working through the nail units and will wrap them up this week.

#### Construction Trades

- Preparing for SkillsUSA Competition.
- Students are learning about roofing including laying out shingles.
- Students will be starting to layout and build stairs.

#### Criminal Justice

- Students have been working on Traffic Stops, Crime Scene Investigations, Fingerprints, Domestic Assault and Battery Cases and dispatch 911 training.
- Students are training for SkillsUSA Leadership and State SkillsUSA Contests.

#### Culinary Arts

- Leanne Robb placed 3rd at FCCLA Regional Star Events.
- Starting to get a variety of freeze-dried foods from our stock, sauces, and soups labs for next year's Holiday Market.
- Gearing up to take 1 high school and 1 adult team to the State ProStart competitions.

#### Firefighter/EMT

- FF students are working on Hazmat Operations, certification testing on 2/24.
- EMT students have completed required clinical hours (ride outs) and are currently advancing through the trauma section of the curriculum.
- I'm working on a SME committee for OSU Fire Service Training to update FF1 and FF2 training requirements for the new NFPA standard.

#### Mechatronics

- First 2 students will complete all six PMI certifications this week.
- One Student received Platinum in WorkKeys.
- Student doing WBL (with pay) at A+ Printing.

#### Precision Machining

- Kicking off Skills USA contest this month.
- Students have started running the Hurco mill.
- Started Students on the Precision Measurement certifications.

#### Welding

- Working on clearing out shop and preparing for the move to TomCo. We will have our first class there on 2/18/25.
- Mr. Bookout is getting to know the students and will be helping while we are at TomCo.
- Students preparing to compete at SkillsUSA on 2/6/25.

### **Student Services**

#### Student Services

- January came and went in a blurrrrrr! The team covered in Testing and Career Center as staff were out during this busy month. We pitched in and helped with the PC Chamber Banquet, adapted for the snow days, and kicked off 2025-26 pre-enrollment. It opens February 13<sup>th</sup> with Preview Night for all students.
- Jayme, Cortney, Carol and I planned and hosted the annual Counselor Retreat Thursday.

#### WorkKeys:

#### Professional Skills:

#### Career Development Facilitator

- Explored the STEM Career Cluster with 8th Graders
- Explored the Architecture and Construction Career Cluster with 8th Graders
- Confirmed dates and times with district elementary schools for Pioneer Technology Center's 3rd Grade Days event
- Attended the Workforce Pipeline Summit at the Peak Innovation Center in Ft. Smith, Arkansas

#### Counselor

- Met with students/instructors regarding grades and attendance
- Attended Blackwell's FAFSA Night
- Attended a zoom NTHS meeting with other Career Techs
- Had the opportunity to fly in a Blackhawk with the National Guard
- Attended OBN presentation

#### Testing Specialist

- The Testing Center successfully administered 255 assessments, bringing our fiscal year total to 1,409.
- Information Technology and Visual Communications students completed assessments for BPA, while students from Automotive, Construction, Cosmetology, Criminal Justice, Mechatronics, Precision Machining, and Welding participated in SkillsUSA assessments. Teacher Prep students began their end-of-year competency testing by taking the Entry-Level Child Care Training assessment.
- We have also started weekly EMT Practice Test sessions for the FF/EMT program to help prepare students for the NREMT exam!

#### Disability Services Facilitator

- Schedule, host, and attend IEP/504 meetings.
- Continue IEP/504 paperwork and updating listings for 2nd semester.
- Conferences with students, parents and instructors regarding semester changes, provisional contracts, etc.
- Provide read aloud accommodation for qualifying students and adults.

- First semester IEP/504 grades and attendance to all sending school teachers.
- Schedule and attend planning meetings for the North Central Transition Fair.

### **Plant/Facilities/Maintenance**

- HVAC projects underway in the c109, c110, and c111 shops. They are currently 50% complete. Setting the units on Thursday Feb 6<sup>th</sup>, 2025.
- Construction remodel will be starting very soon, and we have adjusted for the contractor to have a job-site trailer on campus.
- Completed a surplus auction, and will be starting another one with surpluses welding shop equipment.
- Met with furniture supplier on January 30<sup>th</sup>, 2025 for up-coming furniture request.
- Picked up the recently approved 29 passenger school bus.
- C. Massey recently completed his bus driver's course at Central Tech and is an available PTC bus driver.
- Working on a project for the removal and replacement of the north main parking lot. Utilizing a state approved agency called The Oklahoma Purchasing System (TOPS). PTC is a recent member and can utilize TOPS for such construction projects. More info to follow.
- Mike and Jason will attend the Oklahoma School Plan Manager Association (OSPMA) core module (#3) meeting on Feb 19<sup>th</sup>, 2025. The #3 core module is a 6-session module for "Environmental Health & Safety".

CAREER FIELD	a.m.	p.m.	Total Slots Enrolled	High School a.m.	High School p.m.	Pt Adult a.m.	Pt Adult p.m.	Full-Time Adult	Total Students	# of Slots Capacity	% Enrolled
<b>PN - M. Tripp</b>											
Practical Nursing*	28		28	0	0	0	0	28	28	36	78%
Sep-24	4										
Sep-23	1										
Mar-24	12										
Jun-24	11		PN Select Transfer								
<b>BPOC - T. Hodgson</b>											
Basic Police Officer	6		6	0	0	0	0	6	6	8	75%
<b>T&amp;I - R Burkett</b>											
	<b>210</b>										
Automotive Tech	15	17	32	15	15	0	2	0	32	40	80%
Construction	13	16	29	12	15	1	1	0	29	30	97%
Cosmetology	15	16	31	11	13	1	0	3	28	40	78%
Criminal Justice	14	7	21	14	7	0	0	0	21	24	88%
Culinary Arts	14	12	26	9	11	5	1	0	26	30	87%
Firefighter/EMT	8	2	10	7	0	0	1	1	9	20	50%
Mechatronics	11	7	18	9	4	1	2	1	17	40	45%
Precision Machining	7	7	14	5	4	1	2	1	13	30	47%
Welding	18	17	35	18	17	0	0	0	35	40	88%
<b>Health, BITE, TP, Sp Prog - K Keelin</b>											
	<b>156</b>										
Information Technology	15	10	25	12	7	1	1	2	23	30	83%
Teacher Preparation	11	10	21	11	10	0	0	0	21	30	70%
BioMedicial Sciences	11	10	21	11	10	0	0	0	21	30	70%
Health Careers	16	10	26	16	10	0	0	0	26	30	87%
Medical Services	5	6	11	3	4	0	0	2	9	30	37%
PN Select	5	5	10	4	2	1	3	0	10	12	83%
Visual Communications	14	8	22	12	2	1	5	1	21	30	70%
SHARE	14	11	25	14	11	0	0	0	2	40	63%
Academic Lab	24	11	35	40	20	0	0	0	0		
TOTAL			<b>411</b>						<b>377</b>		

HIGH SCHOOLS	a.m.	p.m.	Both	Total Students
Blackwell	26	23	5	54
Frontier	5	0	0	5
Ponca City	49	62	16	127
Tonkawa	6	6	1	13
Newkirk	23	16	3	42
Woodland	26	0	0	26
DCLA	0	1	0	1
Shidler	5	1	0	6
Medford	11	0	0	11
EPIC	6	8	0	14
HomeSchool	1	2	0	3
<b>Total High School</b>	<b>158</b>	<b>119</b>	<b>302</b>	
Adults - full-time			45	
Adults - part-time	12	18	30	
<b>Total Adults</b>			<b>75</b>	
<b>Grand Total</b>			<b>377</b>	

**NOTES: In the top table, the Total Students column counts each student on campus one time by program. The bottom table counts each student once by classification.**

**\* Practical Nursing total of 4 start dates.**

**\*\*SHARE has 23 students that are combined**

**SHARE/CareerTech courses both a.m. and p.m.; and 2 who are SHARE Academic Only full time.**

Special Programs	Total Enrollment
AEFL	123
New Beginnings	22
Apprenticeship	3

# USDA Rural Business Development Grant Pioneer Technology Center Small Business Incubator Access Road

## Section 1. Summary Information

LEGAL NAME OF APPLICANT

Pioneer Technology Center

REQUESTED GRANT AMOUNT

\$44,627

UEI #

KGK4SMWF3FG6

SAM REGISTRATION CAGE CODE AND EXPIRATION DATE

4EE56, Expires 4/4/2025

CERTIFICATION OF RELATIONSHIP TO RD EMPLOYEE

There is no known relationship or association with a Rural Development employee.

CERTIFICATION OF SERVING RURAL AREAS

The benefitting businesses will be located in an eligible rural community. This was verified on the USDA Rural Eligibility Website.

CERTIFICATION OF ASSISTING SMALL AND EMERGING BUSINESSES

As an incubator serving new, start-up businesses, all businesses assisted will meet the RBDG program definition of small and emerging private business enterprise upon entry to the program. According to available records, PTC Small Business Incubator has had one tenant with more than 50 employees and only one tenant has reached the milestone of more than \$1,000,000 in revenues during their tenancy. We have had 64 tenants in the 33 years of serving entrepreneurs in the incubator facility. The goal of the Incubator is to help businesses grow and prosper. To comply with the RBDG guidelines, if awarded the grant, PTC Small Business Incubator will implement a mandatory exit strategy for businesses exceeding the small, emerging private business thresholds.

DEVELOPMENT OR FINANCING OF SMALL & EMERGING PRIVATE BUSINESSES

While the proposed project does not directly provide funding or development for small and emerging businesses, it provides funding to the Business Incubator located in a rural area that serves only small and emerging entrepreneurial private businesses. The road project will provide greater accessibility for these businesses.

## **Section 2. Applicant Type**

Public Body/Municipality

## **Section 3. Project Eligibility – Enterprise Grant**

- Demonstration of Need
- Clear identification of Small and Emerging Business(es) to be assisted
- Suggested Performance Criteria

## **Section 4. Proposed Scope of Work**

### PROJECT TYPE/DESCRIPTION

Roadway Construction, Reconstruction and Resurfacing.

The project includes all labor, materials, equipment and services required to mix, place and cure concrete. It includes the erection and removal of forms, placement of reinforcing steel, and completion of the work as outlined in the plans and specifications. The work will be performed in accordance with the contract documents, adhering to the specified timeline and conditions of the project. This is a unit price project, and all associated expenses for performing the required tasks are included.

### PROPOSED ACTIVITIES AND TIMEFRAME FOR INDIVIDUAL ACTIVITY COMPLETION

1. Mobilization. Mobilization shall include preparatory work and operations, including, but not limited to, those necessary for the movement of personnel, equipment, supplies and incidentals to the project site; for the establishment of all offices, buildings and other facilities necessary for work on the project, and for all other work and operations which must be performed or costs incurred prior to beginning work on the various items on the project site. 0-5 days.
2. Sub-grading Compaction. Grading/Compaction which includes all general grading and movement of earth, including all grading as required for bringing the service road surfaces to grade and all compaction, stabilization and preparation of said service road subgrades, shall be measured and paid for by the square yard, measured to the nearest 0.1 square yard, as SC-03 indicated on the proposal form. Measurement will be made from beginning to end of construction as shown on the plans. Grading shall include all excavation, embankment and compaction of material. Excavation is unclassified as to type of material encountered. 5-15 days.
3. Concrete Drive Approach. Concrete Drive Approach will be measured by the square yard measured to the nearest 0.1 sq. yd. and payment will be made at the contract unit price for each square yard of "Concrete Drive Approach" placed and approved including all curb and curb/gutter removal, excavation, embankment, compaction and backfilling required. 5-10 days.

4. 8" Reinforced Concrete Pavement. Concrete Pavement will be measured by the square yard measured to the nearest 0.1 sq. yd. and payment will be made: at the contract unit price for each square yard of "Concrete Pavement" placed and approved including all excavation, embankment, compaction and backfilling required. 10-15 days.

5. Project Water Pollution Control (Soil Erosion). Project Water Pollution Control (Soil Erosion) shall be measured as a lump sum to be paid for as a percentage of control structures implemented during the construction in accordance with the project water pollution control plan (SECTION 904). This percentage estimate will be made by the engineer and applied to the contract lump sum price to determine amount due the contractor. 0-65 days throughout project.

#### TIMEFRAME TO PROJECT COMPLETION – PROJECT DURATION

Barring any unforeseen circumstances, significant weather delays or other environmental factors, the project should be completed within 45-65 days.

#### TIMEFRAME FROM GRANT APPROVAL TO PROJECT START - PROJECT IMPLEMENTATION

If awarded, the contractor will be notified of approval and the project will begin as soon as the contractor is available; planning for a November 1, 2025 start date.

### Section 5. Written Narrative

#### DEMONSTRATED PROJECT NEED – include supporting documentation – pictures

The Pioneer Technology Center (PTC) Small Business Incubator is configured with the manufacturing suites on the back side of the facility which currently lacks a proper egress road, making it extremely difficult for semi-trucks to make deliveries. The existing layout forces trucks to navigate tight spaces and sharp corners, often requiring them to drive over curbs or onto unpaved grassy and gravel areas. This creates safety hazards, increases wear and tear on vehicles and infrastructure, and leads to inefficiencies in deliveries.

In many cases, delivery trucks must park on the main campus drive, requiring forklifts to travel outside to unload materials. This process is especially challenging in bad weather, increasing the risk of accidents and delays. A dedicated access road would provide a safe, efficient route for trucks to deliver goods directly to our tenants, supporting the growth of small businesses in our incubator. This improvement aligns with USDA's goals of fostering economic development and enhancing rural business infrastructure.

The grant request proposes extending the existing access road to connect with a main road on the opposite side.

#### PROJECT BENEFITS

- Eliminates the need for large trucks to back out around a curve, improving safety and efficiency for truck traffic transporting raw materials and finished goods.
- Improved productivity being able to receive materials and equipment and load deliveries in a timelier manner.

- Allow clients of the current incubator business selling fresh produce boxes to use a drive-through system, reducing congestion at the pick-up location.

## PROJECT MEETS ELIGIBLE GRANT PURPOSE – ENTERPRISE GRANT

The criteria this project meets to be an eligible grant purpose (use of funds) includes:

1. Acquisition or development of land, easements, or rights of way; construction, conversion, renovation of buildings; plants, machinery, equipment, access for streets and roads; parking areas and utilities.
2. Rural business incubators.

## AREA TO BE SERVED

The Pioneer Technology Center district serves all of Kay County and a small part of Osage and Pawnee Counties in Oklahoma. Cities/towns included in the district are Ponca City, Blackwell, Newkirk, Tonkawa, Kildare, Peckham, Kaw City, McCord, Ralston and Fairfax. The purpose of the Small Business Incubator is to encourage and develop industry and employment within the tax district of Pioneer Technology Center. Businesses planning to permanently locate in these areas after graduating from the Incubator have priority for acceptance but other prospective tenants from north central Oklahoma may receive consideration.

### **Demographics for the Proposed Project to be Located in Ponca City, OK; Kay County**

**Population:** According to the United States Census Bureau, the population of Ponca City in July of 2023 was 24,306.

**Unemployment:** According to the Oklahoma Employment Security Commission, Economic Research and Analysis Division, Oklahoma Labor Force Data report for 2023, the unemployment rate for Kay County was 3.6% and the Oklahoma rate was 3.2%.

**Median Household Income:** According to the United States Census Bureau, the median household income (in 2023 dollars), 2019-2023 was \$56,673 with 18.8% persons in poverty.

**Economic Distress:**

1. Trauma: Federal Emergency Management Agency declared a disaster in Kay County on April 30, 2024 for Oklahoma Severe Storms, Straight-line Wind, Tornadoes and Flooding occurring in the incident period from April 25, 2024-May 9, 2024. DR-4776-OK
2. Economic distress: In February 2009, ConocoPhillips relocated the roughly 250 remaining non-refinery jobs to Bartlesville or Houston. The lengthy divergence of Conoco, ConocoPhillips and now Phillips 66 reduced the employment in Ponca City from over 5000 to approximately 615 employed at Phillips 66 today. Tyson Foods closed its plant in January 2010 impacting all ~400 jobs. In 2012, Sykes released 125 employees and kept 100 who went to remote work. Smith Tool/Schlumberger vacated its operations in Ponca City in 2017 (last known employment was 240 in January of 2016).
3. Long-term poverty: The proposed location does not appear to be located in a federally-designated, long-term poverty area.

4. Long-term population decline: According the United States Census Bureau, the population of Kay County in 2000 was 48,080, in 2010 was 46,562 and in 2020 was 43,700.

## PROJECT COORDINATION WITH AREA ECONOMIC DEVELOPMENT PLANS

The project will be located at 2015 N. Ash in the city of Ponca City, Kay County, Oklahoma. Small Business tenants in Pioneer Technology Center’s Small Business Incubator are from the areas served by the school district which includes Blackwell, Braman, Kildare, Newkirk, Peckham, Ponca City, and Tonkawa in Kay County; Deer Creek and Lamont in Grant County; Fairfax, McCord and Shidler in Osage County; Ralston in Pawnee County; and Red Rock in Noble County.

## GOALS

The primary goal of the project is to improve accessibility to the Business Incubator suites with entrances at the back of the building. Enhanced thoroughfare access will facilitate smoother business operations, improving maneuverability for shipping and receiving.

## BUSINESSES ASSISTED WITH PROJECT – ECONOMIC DEVELOPMENT

As a Small Business Incubator, businesses typically participate for up to three years, meaning the proposed project will have a short-term impact on individual businesses but long-term benefits for multiple tenants over time in the incubator facility. Since opening in 1992, the incubator has supported 64 businesses. Of those, 42 have occupied the manufacturing suites accessed by the road proposed for expansion.

Currently, one tenant in the manufacturing suites would directly benefit from improved accessibility with two potential tenants in the application process for incubator participation.

### *Sunny Creek Trading Post*

Sunny Creek Trading Post (SCTP) has been in the Business Incubator for a year and has approximately two years remaining in the program. SCTP is both a manufacturer of value-added products and a subscription-based produce box service, offering delivery and pick-up. By partnering with local farmers, SCTP provided customers with nutritious boxes filled with seasonal, locally sourced fruits and vegetables, alongside a variety of other value-added goods produced in the region. This model ensures a steady supply of fresh, farm-to-table products while supporting the local agricultural economy.

Sunny Creek’s commitment to sustainability and community-driven commerce will continue to foster local agriculture and provide the community with access to the best the region has to offer.

This project meets a State Strategic Goal impacting SCTP, a business providing locally produced, locally manufactured food networks and distribution systems.

## SUMMARY OF JOB IMPACT – HOW IT RESULTS IN CREATING, SAVING OR SUPPORTING JOBS

<b>Jobs Summary</b>	<b>Full Time</b>	<b>Part Time</b>	<b>3-Years</b>
Current- Existing # of jobs	1	1	

Projected jobs to be created as a result of this project	*	*	**
Projected jobs to be saved as a result of this project	*	*	**

\* Since this project is for a small business incubator, it does not directly contribute to job growth. However, accessibility challenges could discourage businesses from participating in the incubator, which may, in turn, limit overall employment growth within the program. Improving accessibility could help attract more businesses, fostering greater opportunities for entrepreneurship and job creation.

\*\* Quantifying the exact number of jobs created or saved by this project is challenging. Historically, past tenants have averaged just under five employees per business. If all suites are occupied by different businesses over a three-year period, it is estimated that the project could support approximately 15-20 total jobs. However, it’s important to note that many start-up businesses begin as sole proprietorships, with the owner being the only employee.

**Businesses Assisted Summary** Number of Businesses

Total Businesses to be assisted:	1*
Type of Sub-Business assisted: <sup>1</sup>	
Farmer/Rancher	0
Small Business	1
Individuals	0
Groups	0
Cooperatives	0
Type of Plan to be accomplished for the business (i.e. feasibility, business plans):	Road construction

\* The incubator has four manufacturing suites that utilize the access road to the back of the incubator facility. Currently, only one suite is occupied, while two were vacated January 31, 2025. There are two manufacturing businesses applying for tenancy. If both are approved, occupancy in these manufacturing suites will be 75%. One of the potential candidates has indicated a potential need for an additional suite as the business expands. With the short-term tenancy of approximately three years, there is potential to assist up to four businesses at a time. If each business stays three years and all suites remain leased by new businesses, a total of 16 businesses could be assisted in a 10-year time period.

**Project Summary**

The Small Business Incubator Access Road Extension project includes the removal of 52.05 linear feet of existing curb and gutter on the northwest corner of the incubator facility, site excavation, subgrading, and the installation of a 4" aggregate base. The project also involves constructing an 8" reinforced concrete pavement drive and approach (210 linear feet by 24 feet; 610 yards of concrete) and saw cutting expansion joints. Additionally, 76.54 linear feet of curb and gutter will be removed at the exit on the northeast corner of the facility. For detailed plans, refer to Appendix D for the engineering rendering of the project.

APPLICANT EXPERIENCE – KEY PERSONNEL \*refer to Appendix E for resumes

Project Manager – Mike Orr, Facility Manager

- Mr. Orr has more than 24 years of experience in developing bidding projects and managing contracts for large capital projects.

Grant Coordinator – Janet Schwabe, Innovation and Incubator Manager

- Mrs. Schwabe has written and administered grants and proposals for 17 years, including multiple USDA - Rural Development grants.

#### PROJECT AREA - RATIONALE FOR SELECTION OF SERVICE AREA

Pioneer Tech is a technology center within the Oklahoma CareerTech system serving students and businesses in a specified service area based on proximity to the nearest technology center. The Small Business Incubator typically admits tenants from this service area, however any small, start-up business can apply.

#### PROJECT EXECUTION – DESCRIPTION OF PROJECT METHODOLOGY

The project will be managed by Pioneer Technology Center Facility Manager, Mike Orr. Upon award notification, a request for proposals and bid packet will be prepared. The project will be advertised for 21 days in the local newspaper and through Construct Connect, a bid lead service available in PTC’s Contractors Plan Room for all area contractors. Following the public bid opening on the designated date, the PTC Board of Education will review and approve the selected bid before entering into a contract for service. All project construction will be performed by a contractor. The project is expected to begin approximately three months after RBDG award notification.

#### WORK PLAN AND BUDGET

##### Project Budget Summary

Activity #	Task Name and Description	Start Date	End Date	RBDG Funds	Supplemental Funds	Total Project Costs
1	Demo curb and gutter	11/1/2025	11/5/2025	\$940.80	\$979.20	\$1,920.00
2	Excavation	11/5/2025	11/18/2025	\$1,969.80	\$2,050.20	\$4,020.00
3	Sub-grading	11/19/2025	11/25/2025	\$1,181.88	\$1,230.12	\$2,412.00
4	Install 4” ODOT aggregate base	11/26/2025	12/1/2025	\$3,545.64	\$3,690.36	\$7,236.00
5	Install 8” concrete pavement and ½” rebar	12/2/2025	12/8/2025	\$30,728.88	\$31,983.12	\$62,712.00

6	Expansion joint saw cutting	12/6/2025	12/8/2025	\$439.04	\$456.96	\$896.00
7	Contingency funds for unforeseen future expenses			\$5,820.96	\$6,058.44	\$11,879.40
<b>TOTAL PROJECT</b>				<b>\$44,627.00</b>	<b>\$46,448.40</b>	<b>\$ 91,075.40</b>

**Sources of Funding**

Pioneer Technology Center will provide the matching funds for the project. Refer to Appendix C for verification of the commitment from the Board of Education.

**Task Budget Format** \*Note: All project tasks will be performed under contract.

<b>Task #1</b>	<b>RBDG Funds</b>	<b>Supplemental Funds</b>	<b>Total Project Costs</b>
<b>Budget Categories</b>			
Contractual	\$940.80	\$979.20	\$1,920.00
<b>Total</b>	<b>\$940.80</b>	<b>\$979.20</b>	<b>\$1,920.00</b>

<b>Task #2</b>	<b>RBDG Funds</b>	<b>Supplemental Funds</b>	<b>Total Project Costs</b>
<b>Budget Categories</b>			
Contractual	\$1,969.80	\$2,050.20	\$4,020.00
<b>Total</b>	<b>\$1,969.80</b>	<b>\$2,050.20</b>	<b>\$4,020.00</b>

<b>Task #3</b>	<b>RBDG Funds</b>	<b>Supplemental Funds</b>	<b>Total Project Costs</b>
<b>Budget Categories</b>			
Contractual	\$1,181.88	\$1,230.12	\$2,412.00
<b>Total</b>	<b>\$1,181.88</b>	<b>\$1,230.12</b>	<b>\$2,412.00</b>

<b>Task #4</b>	<b>RBDG Funds</b>	<b>Supplemental Funds</b>	<b>Total Project Costs</b>
<b>Budget Categories</b>			
Contractual	\$3,545.64	\$3,690.36	\$7,236.00

<b>Total</b>	\$3,545.64	\$3,690.36	\$7,236.00
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<b>Task #5 Budget Categories</b>	<b>RBDG Funds</b>	<b>Supplemental Funds</b>	<b>Total Project Costs</b>
Contractual	\$30,728.88	\$31,983.12	\$62,712.00
<b>Total</b>	\$30,728.88	\$31,983.12	\$62,712.00

<b>Task #6 Budget Categories</b>	<b>RBDG Funds</b>	<b>Supplemental Funds</b>	<b>Total Project Costs</b>
Contractual	\$439.04	\$456.96	\$896.00
<b>Total</b>	\$439.04	\$456.96	\$896.00

<b>Task #7 Budget Categories</b>	<b>RBDG Funds</b>	<b>Supplemental Funds</b>	<b>Total Project Costs</b>
Contractual	\$5,820.96	\$6,058.44	\$11,879.40
<b>Total</b>	\$5,820.96	\$6,058.44	\$11,879.40

## Performance Criteria - Basis for Project Success or Failure

### DEMONSTRATED NEED

The Pioneer Technology Center (PTC) Small Business Incubator is configured with the manufacturing suites on the back side of the building without a complete thoroughfare. The current access road dead-ends into a small parking area, making egress inconvenient and difficult for some vehicles. The request proposes extending the existing access road to connect with a main road on the opposite side.

### PROJECT EVALUATION – HOW TO DETERMINE SUCCESS OR FAILURE

Key performance indicators for the road construction project include:

1. Budget adherence – final cost vs. budgeted cost
2. Compliance with the project timeline – monitoring each task
3. Construction quality with minimal rework - concrete quality testing will adhere to American Society and Testing Standards (ASTM), including testing the mix and batching at the plant for correct consistency of the concrete; on-site slump test, core sample strength test every 100

yards of material; and water absorption testing and color examination for consistency and appearance. Maximum of 10% variance for run and rise of the surface to avoid rework.

4. Feedback from Business Incubator tenants – assessment of improved accessibility and functionality

#### PROJECT ELEMENTS – MAJOR ELEMENTS OF PROJECT

1. Demolition of existing curbing to allow for straighter pathway around the building
2. Preparation of the site; excavation and sub-grading
3. Installation of aggregate base
4. Placement of rebar
5. Pouring concrete
6. Saw cutting expansion joints

#### PROJECT IMPACT – ASSESS IMPACT AT ITS CONCLUSION

To evaluate the impact of the road construction upon completion, current tenants will be surveyed to assess their satisfaction with the improvements and the effectiveness of the enhanced accessibility in supporting their business operations. This feedback will help measure the project's success and identify any areas for further improvement.

**PIONEER TECHNOLOGY CENTER**  
**Part-Time & Temporary Employment Contracts and/or Addenda to Contracts**  
**February 11, 2025 FY 2024/2025**

<u>Name</u>	<u>Position/Class Taught</u>	<u>Dates</u>	<u>Contract amount</u>
Brittany Acklin	Intro to Product Photo	02/02 – 02/12 (12 hrs)	360.00
Kari Bartley	ABE/HSE Instructor	02/01 – 02/28 (21 hrs)	525.00
Steve Bookout	Welding Asst. & Bus Driver	02/03 – 05/27 (up to 35 hrs/wk)	25.00/hr
Carol Bottoms	ABE/HSE Instructor	02/01 – 02/28 (14 hrs)	350.00
Hannah Cathey	Laser Welding Apprentice Instr.	01/09 – 06/30 (up to 20 hrs/wk)	20.00/hr
Chad Chrisco	Bread Culinary Class Asst.	01/28 (4 hrs)	60.00
Aimee Clark	ABE/HSE Instructor	02/01 – 02/28 (24.5 hrs)	612.50
Nick Compala	EMT Back-up Instructor	12/17 (3 hrs)	75.00
Joshua Conaway	Forming an LLC	01/27 (4 hrs)	200.00
Lori Evans	Evening Supervisor	01/16 – 02/15 (up to 40 hrs)	1,080.00
Lori Evans	Evening Supervisor	02/16 – 03/15 (up to 40 hrs)	1,080.00
Lori Evans	Evening Supervisor	03/16 – 04/15 (up to 40 hrs)	1,080.00
Lori Evans	Evening Supervisor	04/16 – 05/15 (up to 44 hrs)	1,188.00
Larry Godley	ABE/HSE Instructor	02/01 – 02/28 (14 hrs)	420.00
Elaine Harman	ABE/HSE Instructor	02/01 – 02/28 (63 hrs)	1,638.00
Misty Jordan	Dental Assisting	01/17 – 02/15 (28 hrs)	980.00
Misty Jordan	Dental Assisting	02/16 – 03/15 (24 hrs)	840.00
Misty Jordan	Dental Assisting	03/16 – 04/15 (24 hrs)	840.00
Misty Jordan	Dental Assisting	04/16 – 05/09 (24 hrs)	840.00
Julie Lawrence	ABE/Corrections Instructor	02/01 – 02/28 (14.5 hrs)	362.50
Allyson Leonard	ABE/HSE Instructor	02/01 – 02/28 (26.5 hrs)	662.50
Sandy May	ABE/HSE Instructor	02/01 – 02/28 (10.5 hrs)	262.50
Joni Murphy	ABE/HSE Instructor	02/01 – 02/28 (16 hrs)	400.00
Eric Payne	Class B ELDT	01/27 – 01/29 (24 hrs)	720.00
Eric Payne	Class B ELDT	02/17 – 03/04 (96 hrs)	2,880.00
Brenda Pollak	Evening Supervisor	01/16 – 02/15 (up to 40 hrs)	1,000.00
Brenda Pollak	Bread, Bread, and more Bread	01/28 (5 hrs/6-9pm)	150.00
Brenda Pollak	Evening Supervisor	02/16 – 03/15 (up to 36 hrs)	900.00
Brenda Pollak	Evening Supervisor	03/16 – 04/15 (up to 32 hrs)	800.00
Brenda Pollak	Evening Supervisor	04/16 – 05/15 (up to 44 hrs)	1,100.00
Pam Powers	ABE/HSE Instructor	02/01 – 02/28 (79 hrs)	1,975.00
Kristi Reed	CNA Instructor	01/13 – 01/20 (95.5 hrs)	2,865.00
Sue Roy	Quilted Houses	01/23 – 02/15 (10.5 hrs)	262.50
Sue Roy	Quilted Houses	02/16 – 03/15 (10.5 hrs)	262.50
Joby Sadler	Fast Track Phlebotomy	01/27 – 02/14 (48 hrs)	1,536.00
Brenna Scott	Adjunct Culinary Arts	01/21 – 02/21 (up to 20 hrs/wk)	20.00/hr
Rebecca Stephens	ABE/HSE Instructor	02/01 – 02/28 (63 hrs)	1,575.00
Mary Ann Sudbury	ABE/Corrections Instructor	02/01 – 02/28 (14.5 hrs)	362.50
Lora Walton	Child Development	01/14 – 02/15 (30 hrs)	750.00

**FEBRUARY BOARD MEETING CONTRACT RENEWALS**  
Executive Directors/Admin. Team Directors  
For FY25

<b>POSITION/TITLE</b>	<b>EMPLOYEE NAME</b>
Chief Financial Officer	Stacey Rush
Executive Director, Business and Industry Services	Molly Kyler
Executive Director, Full-Time Programs	Kahle Goff
Instructional Director	Ryan Burkett
Instructional Director	Kendra Knight