



Minutes
Tuesday, March 11, 2025 at 5:30 PM

Attendance Taken at 5:34 PM.

Miriam Campos:	Present
Jess Eddy:	Present
Jimmy McKinney:	Absent
Sarah McKinney:	Absent
Ron Perry:	Present
Elizabeth Richards:	Present
Linda Ware Toure:	Present

{{Name: Agenda Item Name}}

1. **Call to Order**

Dr. Toure called meeting to order at 5:34 PM

2. **Roll Call and Determination of Quorum**

3. **Public Expressions**

4. **Moment of Silence, Pledge of Allegiance – Mission**

Karen Upton, Director of the Extension Programs, EECN called for a moment of silence followed by leading the assembly in the Pledge of Allegiance. Ms. Upton shared why she chose Metro Tech and recited the Mission Statement - "Metro Technology Centers prepares people for successful employment and life in a global society."

5. **Superintendent's Report**

"Mr. Collins expressed his heartfelt appreciation to Mr. Perry for his years of dedicated service to the district and his invaluable contributions to the various committees he has been involved with. Thank you, and we truly appreciate you."

"Dr. Toure stated that you will be deeply missed, Mr. Perry. Your exemplary service has made a profound impact, and you have truly made a great difference. Thank you for your dedication and commitment."

"Ms. Campos stated , I truly appreciated the time we shared at the conferences, where we enjoyed engaging conversations and valuable tips. Thank you for your dedication and service."

"Ms. Richards, it has been an absolute pleasure working alongside you over the years.

"Mr. Eddy stated that although he hasn't served with you for long, your commitment and dedication have made a profound impact, and I will continue to follow in your footsteps."

"Mr. Collins has passed on a message from Ms. McKinney, which she kindly asked to be shared with you, Mr. Perry. Ms. McKinney extends her sincerest regards and regrets that she was unable to attend today."

Mr. Perry, after 16 years of dedicated service, would like to extend his heartfelt gratitude to his family and his campaign manager, Barbara, his wife. He appreciates the opportunity to have worked alongside the Superintendents, witnessing the evolution of leadership over the years. He also acknowledges the staff with whom he has had the pleasure of interacting. The bond money has been utilized effectively, and he is proud of the accomplishments achieved. As a final request, he emphasizes the importance of teaching students essential soft skills: punctuality, dependability, and a positive attitude. He notes that the contributions of two board members, Ms. McKinney and Dr. Toure, have made a significant impact. In closing, he thanks everyone and expresses his enduring support for Metro Tech.

5.A. District Update by Mr. Aaron Collins, Superintendent/CEO

5.B. Presentations/Recognitions

1. Karen Upton, Director Extension Programs, Early Education Center North
2. Zac Gleason, Site Director, Business Technology Center

5.C.

Karen Upton, Director of Extension Programs, Early Education Center North

On behalf of Ms. Mack, Ms. Upton proudly introduced Neonna Tuggle, a remarkable cosmetology student who has achieved a perfect 4.0 GPA. Ms. Neonna is an outstanding student driven by her passion for the field and poised for a bright future.

Ms. Neonna shared her inspiring story: "I will be graduating this year, and I truly appreciate my teachers. As an ambassador, I aspire to become a motivational speaker to inspire others. Metro Tech has effectively prepared me for the workforce by equipping me with the skills and confidence needed to succeed. My mother is here with me today. Thank you, and I'm Metro Tech for life!"

The audience expressed heartfelt gratitude for her achievements. Mr. Eddy inquired about her involvement, which was facilitated by Ms. Daisy, Metro Technology's Career Advisor. Dr. Toure was thrilled to hear that Neonna plans to return and help others, reflecting her commitment to giving back. Ms. Campos congratulated her on her academic excellence, praising her for doing an amazing job and encouraging her to continue her good work. The audience applauded her accomplishments, thanking her for her dedication and wishing her continued success.

Zac Gleason, Site Director of the Business Technology Center

Mr. Gleason warmly introduced Chelsea McIntire, the Administrative Specialist for the Business Technology Center. He expressed his delight in working alongside Ms. McIntire and the team she collaborates with, highlighting her exceptional kindness

and integrity. Colleagues praised her for being highly organized, professional, dependable, and kind.

Chelsea shared how Metro Tech has instilled in her a passion for supporting individuals, finding it rewarding to help students. She emphasized that Metro Tech feels like a family, providing continuous education and a supportive work environment. "Metro Tech for life," she said, reflecting her commitment.

Mr. Eddy commended her dedication, while Dr. Toure noted that she embodies the qualities of a great workplace, being a kind and caring person. Ms. Campos appreciated hearing that Chelsea's role was more than just a job. Thank you!

5.D. Financial

5.D.1. Treasurer's Report for the month of February 2025 - Bruce Campbell, District Treasurer

Bruce Campbell, District Treasurer, presented an update on the financial status of Metro Technology Centers (MTC).

5.E. Dates of Upcoming Events [Administration]

3. Spring Break (Schools Closed -Offices Closed); Monday-Friday, March 17-21
4. April Regular Board Meeting; Tuesday, April 8, 2025; 5:30 p.m.; Room K District Center, 1900 Springlake Drive, Oklahoma City
5. Metro Tech Foundation Annual Sowing the Seeds of Success Banquet; Friday, April 11, 7:00 p.m. (VIP gathering 5:30–7:00 p.m.); Camp Trivera, 2508 North East 50th Street, Oklahoma City

5.F.

6. Board Member Reports

Appointment by the Board President of an Ad Hoc Board Nominating Committee to recommend a proposed slate of Board Officers [President, Vice-President, and Clerk], and present the proposed slate of officers at the April 8, 2025, Board Meeting. (no action required)

"Ms. Campos wanted to extend her warmest wishes for Women's History Month. Inspired by today's guest, she was delighted to share the numerous accomplishments of women and was particularly pleased to see the recognition of Liz Lee. She is thrilled to honor all the incredible women who have made significant contributions to our society."

"Dr. Toure shared an inspiring presentation about the Black History program, and it was wonderful to see everyone come together. The Superintendent's appearance on the news was impressive, and he did an excellent job. Additionally, we would like to salute and celebrate all the women who have made significant contributions during Women's History Month. Their dedication to education, mentorship, and leadership is truly commendable."

Mr. Collins announced that the Academic Committee will receive a report and update at the next board meeting, which will be presented by Dr. Kayleen Wichert.

The Personnel Committee documents, located in your red folder, will be reviewed and approved this evening.

Ms. Campos mentioned that a communication meeting took place. Additionally, a facilities meeting was held, where Ms. Richards indicated that several items, including the installation of a "ITM machine" and improvements to the "parking area," will be approved at the April board meeting. Other recommendations were also discussed during this meeting.

Board President Toure appointed Sarah McKinney, Miriam Campos, and Jess Eddy to serve on the Ad Hoc Board Nominating Committee. Ms. Sarah McKinney was appointed Chair of the Committee.

7. **Board Reports for Review (no action required):**

David Martin, Deputy Superintendent

Jeremy Cowley, Associate Superintendent, Innovation & Knowledge Management

Romel Muex-Pullen, Associate Superintendent, Quality & Strategy Management

Ronald Grant, Senior Director, Business & Finance

Robyn Miller, Senior Director, Operations

Jessica Martinez-Brooks, Senior Director, Strategic Communications & Engagement

Kayleen Wichert, Senior Director, Instructional Quality & Workforce Engagement

"Ms. Campos asked Ms. Martinez if that was for the love reel. Ms. Martinez replied that it was actually a post for graduation."

8. **Motion, discussion and possible vote to approve or disapprove the Minutes of the February 11, 2025, Regular Board Meeting. [Administration]**

"Ms. Campos asked Ms. Martinez if that was for the love reel. Ms. Martinez replied that it was actually a post for graduation."

Motion to approve the Minutes of. This motion, made by Ron Perry and seconded by Elizabeth Richards, Passed . Miriam Campos: Aye, Jess Eddy: Aye, Ron Perry: Aye, Elizabeth Richards: Aye, Linda Ware Toure: Aye

9. **Motion and possible vote to approve or disapprove the Consent Docket Item(s):**

[The following matters may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. [However, upon request by any Board member, anyone or more of said matters will be removed from the consent docket and acted upon separately.]

A. Transfer of funds in the amount of \$81,896.96 from the Activity Fund to the General Fund account for the month of February 2025. [Business & Finance]

Motion to approve Consent Docket. This motion, made by Elizabeth Richards and seconded by Miriam Campos, Passed . Miriam Campos: Aye, Jess Eddy: Aye, Ron Perry: Aye, Elizabeth Richards: Aye, Linda Ware Toure: Aye

10. Motion, discussion and possible vote to approve or disapprove Personnel Items [Human Resources]

Personnel Items. This motion, made by Miriam Campos and seconded by Ron Perry, Passed . Miriam Campos: Aye, Jess Eddy: Aye, Ron Perry: Aye, Elizabeth Richards: Aye, Linda Ware Toure: Aye

10.A. Employment of the persons listed below:

10.A.1. Regular Full-Time (employees completing probationary employment):

10.A.2. Jamy Vasquez	10.A.3. Enrollment & Student Services Assistant	10.A.4. 3/26/2024
10.A.5.	10.A.6. 12-Month, Non-Exempt, Support Staff , Grade 5	10.A.7.
10.A.8.	10.A.9. Enrollment & Student Services	10.A.10.
10.A.11. Aaron Harley	10.A.12. Purchasing Coordinator	10.A.13. 3/26/2024
10.A.14.	10.A.15. 12-Month, Exempt, Professional/Support, Grade 2	10.A.16.
10.A.17.	10.A.18. Finance	10.A.19.
10.A.20. Gloria Brown	10.A.21. Receptionist	10.A.22. 3/1/2024
10.A.23.	10.A.24. 12-Month, Non-Exempt, Support Staff , Grade 1	10.A.25.
10.A.26.	10.A.27. Conference Services Center	10.A.28.
10.A.29.		

10.A.30. Part-Time, Adjunct Faculty & Business & Industry Services Division: [Attached]

10.B. Transfer:

10.C. Tonya Garrison	10.D. From: Custodian	10.E.
10.F.	10.G. 12-Month, Non-Exempt, Support Staff	10.H.

10.I.		10.J. Maintenance/Physical Plant	10.K.
10.L.		10.M. To: Technical Assistant, Automotive Service	10.N. 3/12/2025
10.O.		10.P. 10-Month, Non-Exempt, Support Staff	10.Q.
10.R.		10.S. South Bryant Campus	10.T.
10.U. Ronald Hearn		10.V. From: Irrigation Tech	10.W.
10.X.		10.Y. 12-Month, Non-Exempt, Support Staff	10.Z.
10.AA.		10.BB. Warehouse/Grounds	10.CC.
10.DD.		10.EE. To: Supervisor, Inventory, Warehouse and Grounds	10.FF.3/12/2025
10.GG.		10.HH. 12-Month, Exempt, Professional Support,	10.II.
10.JJ.		10.KK. Warehouse/Grounds	10.LL.
10.MM. Cody McPherson		10.NN. From: Workforce Development Coordinator	10.OO.
10.PP.		10.QQ. 12-Month, Exempt, Professional Support	10.RR.
10.SS.		10.TT. Economic & Workforce Development	10.UU.
10.VV.		10.WW. To: Coordinator, Environmental Safety	10.XX. 3/12/2025
10.YY.		10.ZZ. 12-Month, Exempt, Professional Support	10.AAA.
10.BBB.		10.CCC. ESRA	10.DDD.
10.EEE.			
10.FFF.	Release/Resignation/Retirement of:		
10.GGG. Jayden Nicholson		10.HHH. Release	10.III. 2/14/2025
10.JJJ.		10.KKK. Conference Services	10.LLL.
10.MMM.		10.NNN. Conference Room Attendant	10.OOO.

10.PPP.	Lana (Lynda) Speller	10.QQQ.	Retirement	10.RRR.	6/30/2025
10.SSS.		10.TTT.	Economic & Workforce Development	10.UUU.	
10.VVV.		10.WWW.	Workforce Development Coordinator	10.XXX.	
10.YYY.					

10.YYY.1. **New Positions: (Reviewed by Board Personnel Committee
02/25/2025)**
Facilities Technician
Coordinator, Outreach & Recruitment

10.ZZZ. **Revised Job Titles and/or Job Descriptions [Reviewed by Personnel
Committee 02/25/2025]**

10.AAAA.	From: Building Maintenance Worker	10.BBBB.
10.CCCC.	To: General Building Maintenance Technician	
10.DDDD.	From: Graphic Designer	10.EEEE.
10.FFFF.	To: Graphic Designer/Brand Coordinator	10.GGGG.
10.HHHH.		

10.HHHH.1.

**Eliminate the Following Positions: (Reviewed by Board Personnel
Committee 02/25/2025)**
Coordinator, Promotion & Employee Recognition

**11. Motion, discussion and possible vote to approve or disapprove the following
Encumbrances and Purchasing Items:**

Encumbrances. This motion, made by Miriam Campos and seconded by Elizabeth Richards, Passed . Miriam Campos: Aye, Jess Eddy: Aye, Ron Perry: Aye, Elizabeth Richards: Aye, Linda Ware Toure: Aye

11.A. FY2025 Encumbrances PO #2503237- PO #2503530 (see attachment for a full list of the encumbrances). **[Business & Finance]**

General Fund	\$407,245.09
Building Fund	\$382,638.16
<u>Bond Fund</u>	<u>\$ 6,895.40</u>
Register Total	\$796,778.65

- 11.B. Encumbrance to Tremco (Weatherproofing Technologies) for restoration services on the remaining 7 Air Handlers at District Center, total amount of \$362,470.93. [Operations]
- 11.C. Encumbrance for Firetrol Protection Systems to install a Public Address System at the South Bryant Campus for \$210,113. [Operations]
- 11.D. Encumbrance for Blackmon Mooring to do duct cleaning District wide in the amount of \$105,000. [Operations]
- 11.E. Agreement with Durante Construction, Inc., as general contractors for the Metro Technology Centers, Springlake - Water Well Rehabilitation Project in the amount of \$37,830.40, (Pricing, terms and conditions per quote). Bond funds will be utilized for this project. [Operations]
- 11.F. Encumbrance to Joultech Solutions to conduct an audit compliance of National Institute of Standards and Technology (NIST) Cybersecurity framework standards per required government contracting grants in the amount of \$47,380.21. [Information Technology Services]
- 11.G. Encumbrance to Oklahoma Direct in the amount of \$27,635.00 for printing 2,500 short-term catalogs, and the printing and mailing of 75, 000 postcards. [Strategic Communications and Marketing].

12. New Business

13. Adjournment

Motion to adjourn Meeting adjourned 6:13pm. This motion, made by Elizabeth Richards and seconded by Miriam Campos, Passed . Miriam Campos: Aye, Jess Eddy: Aye, Ron Perry: Aye, Elizabeth Richards: Aye, Linda Ware Toure: Aye

Valerie Manuel, Minutes Clerk

Ron Perry, Board Clerk

**Attachment:
Personnel 10.A.2**

Part-Time, Adjunct Faculty & Business & Industry Services Division:

FY24-25

<u>DEPT/DIVISION</u>	<u>NAME</u>	<u>JOB DUTIES</u>	<u>EMPLOYMENT TYPE</u>	<u>HOURS/DAYS</u>	<u>CLASS DATE</u>	<u>CLASS</u>
Economic & Workforce Development	White, Preston	Adjunct	Stipend	16 hrs.	01/11/2025-01/18/2025	Adult CPR First Aid AED
Adult Continuing Development	Booker, Opal	Adjunct	Stipend	60 hrs.	01/21/2025-04/03/2025	Phlebotomy
Economic & Workforce Development	Clinkenbeard, Ronald	Adjunct	Stipend	40 hrs.	01/13/2025-01/17/2025	CDL BTW
Economic & Workforce Development	Clinkenbeard, Ronald	Adjunct	Stipend	40 hrs.	01/27/2025-01/31/2025	CDL BTW City of OKC
Economic & Workforce Development	Brown, Mark	Adjunct	Stipend	40 hrs.	01/27/2025-01/31/2025	CDL BTW City of OKC
South Bryant Campus	Bruner, Glen	Adjunct	Stipend	36 hrs.	01/15/2025-06/31/2025	Hours updated
South Bryant Campus	Cooksey, Leslie	Counselor	Stipend	36 hrs.	01/15/2025-06/31/2025	Hours updated
Extension Programs	Mitchell, Renee Mack	Instructor	Stipend	36 hrs.	01/15/2025-06/31/2025	Hours updated
STEM	Veal, Tiffany	Instructor	Stipend	36 hrs.	01/15/2025-06/31/2025	Hours updated
South Bryant Campus	Jacobs, Jessica	Instructor	Stipend	36 hrs.	01/15/2025-06/31/2025	Hours updated
Health Careers Center	Slattery, Chelsea	Instructor	Stipend	36 hrs.	01/15/2025-06/31/2025	Hours updated
Business Technology Center	Anderson, Timeka	Instructor	Stipend	36 hrs.	01/15/2025-06/31/2025	Hours updated
South Bryant Campus	Hill, Jason	Instructor	Stipend	36 hrs.	01/15/2025-06/31/2025	Hours updated
Economic & Workforce Development	Ingram, Jeff	Adjunct	Stipend	8 Hrs.	01/09/2025-01/09/2025	CLASS CANCELLED DUE TO INCLEMENT WEATHER
Economic & Workforce Development	Brown, Mark	Adjunct	Stipend	40 hrs.	01/13/2025-01/17/2025	CDL BTW City of OKC
STEM	Bach, Cynthia	Substitute	Temporary	360 hrs.	01/21/2025-06/31/2025	STEM Substitute

STEM	Baccus Bowie, Denise	Substitute	Temporary	133 hrs.	01/21/2025- 06/31/2025	Hours Updated
Economic & Workforce Development	Birth, Connie	Adjunct	Stipend	24 hrs.	01/23/2025- 01/23/2025	CANCELLATION due to down training vehicle.
Economic & Workforce Development	Damani, Hital	Adjunct	Stipend	16 hrs.	01/22/2025- 01/29/2025	Microsoft excel, Lvl 1 City of OKC utilitites
Economic & Workforce Development	McCarty, TyKeesha	Adjunct	Temporary	560 hrs.	01/21/2025- 06/31/2025	Evening Adult Adjunct
Health Careers Center	McGuire, Vanessa	Adjunct	Regular Part Time	600 hrs	01/23/2025- 06/31/2025	Practical Nursing Adjunct
Health Careers Center	Brown, Sara	Adjunct	Regular Part Time	600 hrs.	01/24/2025- 06/31/2025	Practical Nursing Adjunct
Wellness and Community Outreach	Varner, Monique	Adjunct	Regular Part Time	100 Hrs.	01/13/2025- 06/31/2025	Wellness Adjunct Instructor
Adult Continuing Development	Hutcherson, Steve	Adjunct	Stipend	32 hrs.	01/13/2025- 01/106/2025	Phase-IV Armed Security
Adult Continuing Development	Hutcherson, Steve	Adjunct	Stipend	20 hrs.	01/08/2025- 01/10/2025	Phase-II Unarmed
Adult Continuing Development	Hutcherson, Steve	Adjunct	Stipend	20 hrs.	01/06/2025- 01/08/2025	Phase-I Unarmed
Economic & Workforce Development	White, Preston	Adjunct	Stipend	8 hrs.	01/29/2025- 01/29/2025	CPR/AED/FIRST AID
Economic & Workforce Development	Clinkenbeard, Ronald	Adjunct	Stipend	6.5 hrs.	01/22/2025- 01/22/2025	CDL Testing
Economic & Workforce Development	Brown, Mark	Adjunct	Stipend	6 hrs.	01/23/2025- 01/23/2025	CDL Testing
Economic & Workforce Development	White, Preston	Adjunct	Stipend	8 hrs.	01/28/2025- 01/28/2025	CPR/AED/FIRST AID
Adult Continuing Development	Peirce, Ronald	Adjunct	Stipend	17 hrs.	01/25/2025- 01/26/2025	Basic Riders Course
Adult Continuing Development	Clark, Darryl	Adjunct	Stipend	17 hrs.	01/25/2025- 01/26/2025	Basic Riders Course
Adult Continuing Development	Clinkenbeard, Ronald	Adjunct	Stipend	40 hrs.	01/27/2025- 01/31/2025	instructor, medical complications
Economic & Workforce Development	Brown, Mark	Adjunct	Stipend	40 hrs.	01/27/2025- 01/31/2025	CANCELLATION No instructor, medical complications

Economic & Workforce Development	Moore, Dana	Adjunct	Stipend	1500 hrs.	01/27/2025-06/31/2025	Hours Updated
Economic & Workforce Development	Adams, Mike	Adjunct	Stipend	64 hrs.	02/03/2025-02/27/2025	Sooner Challenge Microsoft 365
Economic & Workforce Development	Ingram, Jeff	Adjunct	Stipend	8 hrs.	01/30/2025-01/30/2025	Fall protection
Economic & Workforce Development	Damani, Hital	Adjunct	Stipend	32 hrs.	02/03/2025-02/27/2025	Sooner Challenge Microsoft 365
Economic & Workforce Development	Aldridge, Robert	Adjunct	Stipend	8 hrs.	01/28/2025-01/28/2025	Heat/Cold stress, and Hazard Coms. City of OKC Utilities
Economic & Workforce Development	Aldridge, Robert	Adjunct	Stipend	8 hrs.	01/29/2025-01/29/2025	LOTO-ERGO-WWS
Economic & Workforce Development	Clinkenbeard, Ronald	Adjunct	Stipend	40 hrs.	02/03/2025-02/07/2025	CDL BTW City of OKC
Economic & Workforce Development	Brown, Mark	Adjunct	Stipend	40 hrs.	02/03/2025-02/07/2025	CDL BTW City of OKC
Economic & Workforce Development	Ingram, Jeff	Adjunct	Stipend	8 hrs.	02/11/2025-02/11/2025	Fall Protection City of OKC Utilitites
Economic & Workforce Development	Ingram, Jeff	Adjunct	Stipend	8 hrs.	02/10/2025-02/10/2025	WWS-FIRE-PPE-NOISE
Economic & Workforce Development	Ingram, Jeff	Adjunct	Stipend	8 hrs.	02/05/2025-02/05/2025	WWS-FIRE-PPE-NOISE
Economic & Workforce Development	Ingram, Jeff	Adjunct	Stipend	8 hrs.	02/12/2025-02/12/2025	Fall Protection City of OKC Utilitites
Economic & Workforce Development	Byers, Connie	Adjunct	Stipend	8 hrs.	02/27/2025-02/27/2025	CPR/AED/FIRST AID
Economic & Workforce Development	Byers, Connie	Adjunct	Stipend	8 hrs.	02/18/2025-02/18/2025	CPR/AED/FIRST AID
Economic & Workforce Development	Byers, Connie	Adjunct	Stipend	8 hrs.	02/12/2025-02/12/2025	CPR/AED/FIRST AID

Economic & Workforce Development	King, Ryan	Adjunct	Stipend	64 hrs.	02/03/2025-02/27/2025	OSHA 10 AAA Driver Improvement Program
Economic & Workforce Development	Wittman, Tony	Adjunct	Stipend	8 hrs.	02/04/2025-02/04/2025	HZ COM-BBP-PRCS-FIRE SAFETY -(LM)
Economic & Workforce Development	Wittman, Tony	Adjunct	Stipend	8 hrs.	02/05/2025-02/05/2025	HZ COM-BBP-PRCS-FIRE SAFETY -(LM)
Economic & Workforce Development	Aldridge, Robert	Adjunct	Stipend	8 hrs.	02/19/2025-02/19/2025	HZ COM-BBP-PPE-HEAT/COLD-WILDLIFE
Economic & Workforce Development	Aldridge, Robert	Adjunct	Stipend	8 hrs.	02/25/2025-02/25/2025	HZ COM-BBP-PPE-HEAT/COLD-WILDLIFE
Economic & Workforce Development	Aldridge, Robert	Adjunct	Stipend	8 hrs.	02/17/2025-02/17/2025	WWS-FIRE-PPE-NOISE-ERGO
Economic & Workforce Development	aldridge, Robert	Adjunct	Stipend	8 hrs.	02/17/2025-02/17/2025	AAA Driver Improvement Program Oklahoma Military Academy
Economic & Workforce Development	Ingram, Jeff	Adjunct	Stipend	8 hrs.	02/28/2025-02/28/2025	HZ COM-BBP-LAB SAFETY-FIRE-WWS-EGO
Economic & Workforce Development	Jones, Greg	Adjunct	Stipend	16 hrs.	01/14/2025-01/29/2025	Accountability City of OKC Dept. of Airports
Economic & Workforce Development	Jones, Charles	Adjunct	Stipend	9 hrs.	02/05/2025-02/05/2025	Microsoft Excel 2019, Lvl 2 City of OKC Utilities
Economic & Workforce Development	White, Preston	Adjunct	Stipend	24 hrs.	02/03/2025-02/13/2025	CPR First Aid AED Oklahoma Military Academy

Encumbrance Report		Metro Technology Centers		
Fiscal Year 2024-2025				
03.11.2025				
DAC	Vendor Name	PO Board Summary	PO No.	Amount
2019 Bond	Durante Construction Inc	Encumbrance to Durante Construction, Inc. to supply labor and materials to install additional electrical outlets in the PSA Call Center located on the Metro Technology Centers, South Bryant Campus. (Pricing, terms, and conditions per quote). RFP #22-002	2503453	\$6,895.40
Adult Education and Family Literacy	Tucker, Lashae K	Request for Per Diem (Travel & Claim Reimbursement) for LaShae Tucker, coordinator of AEFL to attend COABE Conference in Dallas, Tx - 3/30 thru 4/2 2025.	2503434	\$465.00
Adult Education and Family Literacy	All About Travel LTD	Hotel/lodging to attend the COABE conference in Dallas, Tx, 3-30-25 thru 4-2-25 - L. Tucker / A.E.F.L.	2503300	\$1,040.00
Aviation Career Center	Composite Educational Services LLC	General Supplies for Airframe Aviation Class	2503528	\$784.00
Aviation Career Center	Grainger	General Supplies for Airframe Class	2503527	\$103.70
Aviation Career Center	Aircraft Technical Publishers	Veryon Publications Maintenance Library Subscription Annual Renewal 06/02/2025 - 06/01/2026	2503526	\$3,070.25
Aviation Career Center	Electro Enterprises Inc	General Supplies for General Aviation Classes	2503521	\$80.00
Aviation Career Center	Amazon Capital Services Inc.	General supplies for general aviation class	2503520	\$65.00
Aviation Career Center	Air Centre Llc	General Supplies for Aviation	2503449	\$639.70
Aviation Career Center	Amazon Capital Services Inc.	General Supplies for Aviation	2503417	\$288.54
Aviation Career Center	Horton, Xavier Charles	Testing Reimbursement	2503378	\$175.00
Aviation Career Center	Composite Educational Services LLC	General Supplies for Aviation	2503377	\$3,385.70
Aviation Career Center	Grainger	General Supplies for Aviation	2503376	\$157.20
Aviation Career Center	Walmart - PCard Only	General Supplies for Aviation Staff Lounge	2503355	\$317.00
Aviation Career Center	Uline Inc.	Trash Cans for the McNickle Conference Room	2503354	\$332.94
Aviation Career Center	Home Depot	General Supplies for Airframe	2503353	\$1,249.00

Aviation Career Center	S & S Textiles Inc	Shirts for aviation camp for local middle schools.	2503348	\$576.86
Aviation Career Center	Tech-Lock OKC LLC	General Aviation Maintenance	2503337	\$150.00
Aviation Career Center	Amazon Capital Services Inc.	General Office Supplies for Aviation	2503334	\$66.12
Aviation Career Center	Oklahoma City Airport Trust	TSA Badging Required by OKC Airport for students and staff	2503333	\$1,500.00
Aviation Career Center	Aviation Technician Education Council	2025 dues (Jan-Dec) AMTS, ATEC Membership	2503301	\$600.00
Aviation Career Center	Harbor Freight Tools	General Supplies for Aviation	2503280	\$450.00
Aviation Career Center	Bill Warren Office Products	Office and Classroom Supplies	2503268	\$38.48
Aviation Career Center	Cross Precision Measurement	General Maintenance for Aircraft Equipment	2503257	\$1,023.12
Aviation Career Center	Fluitek Corporation	General Supplies for Aviation	2503245	\$1,006.90
Aviation Career Center	Aircraft Spruce West	General Supplies for Aviation	2503244	\$750.52
Aviation Career Center	Amazon Capital Services Inc.	General Supplies for Aviation	2503240	\$53.94
Building Maintenance	Grainger	General supplies for the Maintenance Department	2503508	\$215.85
Building Maintenance	Air Comfort Solutions LLC	Maintenance repair, testing and troubleshooting at BTC for VAV pneumatic control issue	2503494	\$1,000.00
Building Maintenance	Air Comfort Solutions LLC	Maintenance repair, testing and troubleshooting at Cosmetology, RTU #2	2503491	\$1,000.00
Building Maintenance	Automated Bldg Sys Inc	Maintenance repair testing and troubleshooting at Aviation Campus Airframe classrooms	2503490	\$1,000.00
Building Maintenance	Grainger	General supplies for the Maintenance Department	2503484	\$582.88
Building Maintenance	Luckinbill Mechanical Inc	Supplemental for PO#2502915 emergency PO for gas leak at South Bryant	2503465	\$2,426.29
Building Maintenance	Grainger	General supplies for the Maintenance Department	2503459	\$356.07
Building Maintenance	Durante Construction Inc	Add ADA Access to entry doors at Cosmo building -WO 1736	2503447	\$7,701.55
Building Maintenance	Cornet Carpet	Repair 2 stair treads at District Center	2503444	\$627.25
Building Maintenance	Automated Bldg Sys Inc	Add lighting control system to Industrial trades building at SBC	2503443	\$3,600.00
Building Maintenance	Grainger	General supplies for the Maintenance Department.	2503384	\$74.08
Building Maintenance	Durante Construction Inc	Wall repair and paint district wide	2503359	\$10,000.00
Building Maintenance	Hunter Mechanical & Controls, Inc	Mechanical HVAC VFD Replacement at STEM	2503356	\$3,800.00

Building Maintenance	Grainger	General supplies for the Maintenance Department	2503346	\$240.69
Building Maintenance	Grainger	General supplies for the Maintenance Department.	2503332	\$987.66
Building Maintenance	Air Comfort Solutions LLC	Problem solving leak on roof top unit 38 at STEM	2503327	\$500.00
Building Maintenance	Grainger	General supplies for the Maintenance Department.	2503320	\$36.88
Building Maintenance	Grainger	General supplies for the Maintenance Department.	2503319	\$544.76
Building Maintenance	Amazon Capital Services Inc.	General supplies for the Maintenance Department	2503289	\$202.96
Building Maintenance	Automated Bldg Sys Inc	Add Sensors & Programming scope at BCC	2503285	\$4,600.00
Building Maintenance	Luckinbill Mechanical Inc	Water Heater Replacement at STEM	2503255	\$16,424.55
Business and Technology Center	Cam's Silkscreening and Design	Silkscreens needed for instructional use in the Graphic Design Program.	2503510	\$584.10
Business and Technology Center	Cam's Silkscreening and Design	Supplies needed for screen prints in the Entrepreneurship Program.	2503477	\$159.80
Business and Technology Center	Amazon Capital Services Inc.	Supplies needed in the Cyber Security program to hand out at the 8th grade expo on 2/27-2/28/2025	2503464	\$103.96
Business and Technology Center	Graphic Solutions Group Inc	Printing supplies needed for student & instructional use in the Graphic Design Program.	2503460	\$257.40
Business and Technology Center	City Of Oklahoma City_Permits & ID Unit	Food Service License renewal of the Lakeside Café needed for the FY25 year.	2503458	\$160.00
Business and Technology Center	Fashion Cleaners	Encumbrance needed for laundry services for Culinary Arts student uniforms.	2503450	\$500.00
Business and Technology Center	Shutterstock Inc	Yearly subscription for Shutterstock for Entrepreneurship students to use.	2503437	\$300.00
Business and Technology Center	Amazon Capital Services Inc.	Cameras and telephoto lenses needed for instructional use in the Multimedia Journalism program. Funded through the INASMUCH Foundation Grant.	2503436	\$8,063.89
Business and Technology Center	Zaurac Technologies Pte Ltd	Software needed for instructional use in the Cyber Security Program. Lottery Grant-No State Contract. Approved on February 11, 2025 under agenda item 11.C	2503435	\$28,500.00
Business and Technology Center	Amazon Capital Services Inc.	Supplies needed for instructional use in the Entrepreneurship program.	2503430	\$206.97

Business and Technology Center	Whole Foods	Encumbrance needed for food and milk for students to use during Prostart.	2503425	\$125.00
Business and Technology Center	Kahoot! AS	Kahoot!+ Gold for Higher Ed needed for instructional use in the Cyber Security Program.	2503397	\$156.00
Business and Technology Center	Graphic Solutions Group Inc	Roland printer ink needed for student and instructional use in the FY25 Entrepreneurship program.	2503390	\$499.99
Business and Technology Center	Amazon Capital Services Inc.	Supplies needed for the Catering department.	2503351	\$45.54
Business and Technology Center	Ben E Keith	Encumbrance needed for food and milk in the Culinary Arts program.	2503345	\$7,500.00
Business and Technology Center	Amazon Capital Services Inc.	Supplies needed for the BTC Site Director.	2503325	\$18.91
Business and Technology Center	Bill Warren Office Products	Supplies needed for the Culinary Arts office.	2503318	\$55.35
Business and Technology Center	Ben E Keith	Encumbrance needed for chemicals and cleaning supplies for the Culinary kitchen.	2503317	\$500.00
Business and Technology Center	Ben E Keith	Encumbrance needed for food and milk in the Metro Café.	2503316	\$5,000.00
Business and Technology Center	WebstaurantStore - P Card Only	Supplies needed for the Culinary Arts program.	2503297	\$447.09
Business and Technology Center	WebstaurantStore - P Card Only	Supplies needed for the Metro Café.	2503292	\$213.07
Business and Technology Center	WebstaurantStore - P Card Only	Supplies needed for the Culinary Arts catering department.	2503291	\$444.57
Business and Technology Center	Kahoot! AS	Kahoot!+ needed for instructional use in the Cyber Security program.	2503279	\$179.88
Business and Technology Center	30 Bird Media LLC	Instructor manuals needed for instructional use in the Cyber Security program.	2503260	\$733.57
Business and Technology Center	Go Fresh	Encumbrance needed for food and milk in the Culinary Arts program.	2503253	\$2,000.00

Business and Technology Center	Video Reality	Smart Board needed for instructional use in the Graphic Design program.	2503239	\$2,393.88
Communications, Marketing, & Media	Hilton Corporate Headquarters	Lodging for Marketing & Communications Staff to Attend OKSPRA Spring Conference 4/15/25 - 4/17/25 in Bartlesville, OK	2503504	\$900.00
Communications, Marketing, & Media	Bill Warren Office Products	Promotional Items for District Use	2503497	\$2,601.50
Communications, Marketing, & Media	Cowart, Ashley N	Mileage for Travel to OKSPRA Quarterly Meeting 2/26/25 in Edmond, OK	2503471	\$30.24
Communications, Marketing, & Media	Southwestern Stationary	Graduation Programs	2503470	\$2,951.00
Communications, Marketing, & Media	Southwestern Stationary	Annual Reports	2503469	\$5,076.00
Communications, Marketing, & Media	GraduationSource	Regalia Rentals for Staff	2503431	\$2,500.00
Communications, Marketing, & Media	Journal Record	Ad for 2025 Workforce Development Guide	2503420	\$1,587.00
Communications, Marketing, & Media	Macco Promotions Inc	Promotional Items for District Use	2503383	\$426.69
Communications, Marketing, & Media	Amazon Capital Services Inc.	General Supplies for the Communications & Marketing Department	2503381	\$18.59
Communications, Marketing, & Media	Bill Warren Office Products	Advisory Gifts	2503379	\$2,777.50
Communications, Marketing, & Media	Southwest Airlines Love Field	Airfare for Marketing & Communications Staff to Attend NSPRA National Seminar 7/18/25 - 7/23/25 in Washington D.C.	2503264	\$1,500.00
Community Events	Howard, LaDonna	Professional balloon display services needed for the Black History Month Celebration on 2/27/2025.	2503467	\$500.00
Community Events	Ladd, Marlon	Guest speaker services needed for the Black History Month Celebration on 2/27/2025.	2503466	\$250.00
Community Events	S & S Textiles Inc	T-Shirts for Resale	2503341	\$1,000.00

Conference Center Services	Bill Warren Office Products	Supplies for CCS.	2503269	\$104.67
Continengency - Dean of Instruction	S & S Textiles Inc	T-Shirts for Signing Night	2503509	\$2,892.00
Counseling & Special Populations	Oklahoma FCCLA	Student & Advisor registration for FCCLA State Convention April 10 2025 Tulsa Ok.	2503529	\$480.00
Counseling & Special Populations	Cooksey, Leslie Jean	FY25 Out-of-District Travel for Leslie Cooksey - CCD	2503500	\$115.00
Counseling & Special Populations	Aloft Tulsa Downtown	Hotel and parking at Aloft Downtown Tulsa March 2-5, 2025 for BPA SLC students and advisors.	2503432	\$2,531.00
Counseling & Special Populations	DoubleTree by Hilton	Lisa Knox to attend SkillsUSA SLSC April 25-29 2025 Tulsa Ok DoubleTree with State Officer LaToria Cruikshank.	2503423	\$636.00
Counseling & Special Populations	HOSA	HOSA membership registration for student Tina Barr.	2503422	\$17.00
Counseling & Special Populations	Fairfield Inn & Suites by Mariott	Lodging for students & advisors to attend FCCLA Competitive Events at Payne County Expo Center Fairgrounds March 26-27 2025.	2503396	\$580.00
Counseling & Special Populations	Oklahoma Hosa	Registration for students and Advisors from HCC to attend HOSA SLC April 14-16, 2025 in Norman OK.	2503391	\$1,950.00
Counseling & Special Populations	Oklahoma Hosa	Registration for HCC Advisors and students to attend HOSA SLC April 14-16 2025	2503322	\$6,955.00
Counseling & Special Populations	DECA Inc	Official attire for DECA students to attend CDC.	2503315	\$640.00
Counseling & Special Populations	Centricity	Supplies needed for SkillsUSA contests.	2503314	\$177.00
Counseling & Special Populations	Knox, Lisa D	In-District Travel for Lisa Knox, CTSO Coordinator.	2503258	\$150.00
Counseling & Special Populations	Amazon Capital Services Inc.	FY25 Guidance General Supplies	2503242	\$436.00
Curriculum and Instructional Support	Amazon Capital Services Inc.	Supplies needed in the Curriculum & Instructional Department.	2503263	\$121.62

Deputy/Assistant Superintendent	Sanders, Tammy Michele	Supplemental to PO 2503047 for approved travel reimbursement	2503515	\$125.00
Deputy/Assistant Superintendent	American Airlines	Supplement to PO 2503086 to transportation for approved travel	2503514	\$439.18
Deputy/Assistant Superintendent	Amazon Capital Services Inc.	Printer needed for administration offices	2503513	\$99.99
Deputy/Assistant Superintendent	Walker Companies	Renewal Oklahoma Notary Public Kit for Trish Potter, Senior Administrative Assistant	2503287	\$130.00
Deputy/Assistant Superintendent	Panera Bread	Professional Development Training Session #5 - February 5, 2025 - EDC/Room 123	2503243	\$248.97
Economic and Workforce Development	Entrinsic Inc	Early bird registration for Casey Rainbolt and Lori Lyons to attend the Entrinsic 2025 -Entrinsic user conference in Raleigh, NC September 15-19th, 2025	2503516	\$1,798.00
Economic and Workforce Development	Pinnacle Partners West LLC	Instructional services for City of OKC Utilities: lean green belt, six 8-hour sessions plus mentoring between sessions on 3/7/25, 3/27;25, 4/4/25, 4/24/25, 5/15/25 and 6/5/25 (Cost recouped through client invoicing)	2503493	\$20,600.00
Economic and Workforce Development	Troya Maldonado, Elena Veronica	Elena Troya-In district milage. Mileage to cover dept trainings and classes.	2503478	\$400.00
Economic and Workforce Development	HDK 45 Ventures LLC	Training for Parks and Recreation for Customer Service training on 3/13/25. (cost to be recouped through client invoicing)	2503457	\$1,300.00
Economic and Workforce Development	Quikservice Steel Company	Supplies for Sooner Challenge Steel Tuition reimbursement	2503456	\$1,529.60
Economic and Workforce Development	Lincoln Electric Company	Supplies for Sooner Challenge Steel Tuition reimbursement	2503455	\$1,303.50
Economic and Workforce Development	Jones, Gregory	Training for Parks and Recreation on Accountability on 2/25/25 and 2/27/25. (costs will be recouped through client invoicing)	2503454	\$2,000.00
Economic and Workforce Development	Cafe 7 Delicatessen And Pastaria	Breakfast and Lunch for Metro Lead VIII on 4/24/25 (costs recouped through client invoicing)	2503448	\$682.20

Economic and Workforce Development	Lincoln Electric Company	Standard Welding Gear Ready-Pak for Sooner Job Challenge	2503446	\$2,324.97
Economic and Workforce Development	Gellco Clothing And Shoes	Georgia/Hytest Boot style safety shoes for Sooner Job Challenge	2503445	\$1,035.00
Economic and Workforce Development	City Center East Garage LLC	Encumbrance - Student Parking for training classes at DBC for FY24/25	2503442	\$2,500.00
Economic and Workforce Development	Eventbrite Inc.	Registration for staff to attend the 2025 WED Forum at Moore Norman Tech , S Penn Campus March, 12, 2025	2503438	\$175.00
Economic and Workforce Development	Rose State College	Encumbrance for remaining 2025 February-June training for the City of OKC DEQ licensure requirements. MOU approved under item 9.H. on August 13, 2024.	2503429	\$50,000.00
Economic and Workforce Development	Pinnacle Partners West LLC	Instructional services: lean 101 (general session) for City of OKC Utilities on 4/18/25 (Cost recouped through client invoicing)	2503415	\$2,600.00
Economic and Workforce Development	Paradigm Shift LLP	Instructional services: corp - ip - 12 rtsc for City of OKC Utilities for training services to be rendered March 12, 2025 (Cost recouped through client invoicing)	2503413	\$2,500.00
Economic and Workforce Development	Paradigm Shift LLP	Instructional Services: corp - ip - 12 rtsc for the City of Oklahoma City Utilities on 2/19/25 (Cost recouped through client invoicing)	2503412	\$2,500.00
Economic and Workforce Development	30 Bird Media LLC	Books required for client training March–June 2025; cost recouped through invoicing City of Oklahoma City, Utilities.	2503375	\$2,654.23
Economic and Workforce Development	Health and Safety Institute (HSI)	Supplies to conduct CPR, First Aid, and AED Training for all ages. This is to replace some of our over 10-year-old equipment with more up-to-date equipment and supplies. HSI is currently offering a 20% on these items.	2503367	\$1,850.00
Economic and Workforce Development	Amazon Capital Services Inc.	This splitter and HSMI cords will allow multiple screens to be connected to accommodate large groups in room 102	2503358	\$60.97
Economic and Workforce Development	HDK 45 Ventures LLC	Professional Services for Customer Service classes on 2/11, 2/12, 2/13, 2/18, 2/19, 2/20 and 2/26 (costs recouped through client invoicing)	2503349	\$9,300.00

Economic and Workforce Development	HDK 45 Ventures LLC	Training for Parks and Recreation on 2/11/25 (costs recouped through client invoicing)	2503326	\$1,300.00
Economic and Workforce Development	HDK 45 Ventures LLC	Supplemental PO for PO# 2503023 for Professional Services (cost recouped through client invoicing)	2503290	\$2,600.00
Economic and Workforce Development	Logical Operations Inc	Books required for BancFirst training February 21, 2025; cost recouped through invoicing.	2503286	\$193.30
Economic and Workforce Development	Amazon Capital Services Inc.	Supplies needed for DBC client training/catering sessions	2503272	\$42.57
Economic and Workforce Development	Aaa Driver Improvement Program	Books for OMA Training Sooner Job Challenge AAA DIP Training. Cody McPherson	2503271	\$193.60
Economic and Workforce Development	Amazon Capital Services Inc.	Supplies will be used for City of OKC trainings. Coordinator Dalana Seay	2503270	\$33.91
Economic and Workforce Development	Amazon Capital Services Inc.	Supplies to be used for office and trainings for EDC. Requestor Casey Rainbolt.	2503259	\$231.48
Environmental Safety	Waste Management Recycle America	Disposal of office paper, shredding and plastic recycling program	2503487	\$1,000.00
Environmental Safety	Firetrol Protection Systems Inc.	Repair Fire System at SBC-Automotive Trades. Pricing, terms and conditions per State Contract SW1048F.	2503462	\$2,000.00
Environmental Safety	Firetrol Protection Systems Inc.	Quote # 2081082, Firetrol Refurb of cleanguard fire extinguishers for Warehouse	2503385	\$561.82
Environmental Safety	Firetrol Protection Systems Inc.	Replace packing on a OS&Y fire suppression leak repair at Aviation Campus. Quote #2082344, Pricing, Terms and Conditions per State Contract SW1048F.	2503323	\$958.60
Environmental Safety	Firetrol Protection Systems Inc.	Fire extinguisher refurb for DC IT Room	2503288	\$315.00
Evening Programs	Amazon Capital Services Inc.	General supplies for evening cosmetology program.	2503474	\$81.27
Evening Programs	Amazon Capital Services Inc.	General supplies for evening HVAC program.	2503463	\$3,773.81
Evening Programs	Marianna Industries Inc	Supplemental PO to PO 2503227. Quote from vendor did not include freight.	2503461	\$95.28
Evening Programs	Amazon Capital Services Inc.	General Supplies for evening cosmetology program.	2503370	\$98.43
Evening Programs	Amazon Capital Services Inc.	Shirts for students for evening welding program.	2503369	\$304.80
Evening Programs	lwt - Gas And Supply	Blanket PO for gas cylinders for welding programs.	2503365	\$2,000.00

Evening Programs	Air Centre Llc	General supplies for evening aviation program.	2503363	\$463.80
Evening Programs	Amazon Capital Services Inc.	General supplies for evening aviation program.	2503306	\$203.88
Evening Programs	Grainger	General supplies for evening aviation program.	2503303	\$156.10
Evening Programs	Amazon Capital Services Inc.	General supplies for evening cosmetology program.	2503299	\$225.44
Evening Programs	Tronair	Airplane jack to complete set for evening aviation program.	2503252	\$2,848.00
Extension Programs	Project Lead The Way Inc	Teacher training for new curriculum change to program for next school year. Request for external training form and copy of schedule/agenda are attached.	2503530	\$2,400.00
Extension Programs	Sam'S Club	Light refreshments for Aerospace Spring Advisory Meeting scheduled for Tues., 3-4-2025 - agenda attached.	2503495	\$15.94
Extension Programs	Amazon Capital Services Inc.	General office supplies for Gateway - Millwood Middle School program.	2503475	\$194.93
Extension Programs	Marianna Industries Inc	Salon supplies needed for classroom instruction and lab/skills participation - Douglass Cosmo. Quote attached.	2503407	\$1,180.00
Extension Programs	Amazon Capital Services Inc.	Disinfecting wipes and Kleenex to combat flue and illness in the classroom.	2503382	\$31.59
Extension Programs	Marianna Industries Inc	Both general and salon supplies needed for classroom instruction and lab/skills participation. Quote attached.	2503340	\$3,271.07
Extension Programs	Amazon Capital Services Inc.	General supplies - masks to combat flu and illness in the classrooms.	2503336	\$70.14
Financial Aid - Department	Osage Casino Hotel - Tulsa	Hotel for OASFAA 2025 conference from April 9th through April 11th, for Alicia Smith, Melissa Thornton, Craig Marable, and Regina Powell in Tulsa Oklahoma.	2503399	\$775.00
Financial Aid - Department	Thornton, Melissa L	Travel for OASFAA 2025 conference from April 9th through April 11th, for Melissa Thornton.	2503398	\$169.00
Financial Aid - Department	Powell, Regina K	Travel for OASFAA 2025 conference from April 9th through April 11th, for Regina Powell.	2503394	\$169.00
Financial Aid - Department	Smith, Alicia Marie	Travel for OASFAA 2025 conference from April 9th through April 11th, for Alicia Smith	2503393	\$219.00
Financial Aid - Department	Marable, Craig L	Travel for OASFAA 2025 conference from April 9th through April 11th, for Craig Marable.	2503392	\$169.00

Financial Aid - Department	Oasfaa-Ok Assoc Student Fin Aid Admin	OASSFA 2025 conference registration, from April 9th-April 11th.	2503357	\$800.00
Financial Services	Amazon Capital Services Inc.	Stickers to hand out during Finance 101 trainings.	2503350	\$8.89
Financial Services	SuccessFund, Inc.	15 card readers for Activity Fund fundraisers.	2503342	\$1,195.00
Financial Services	Amazon Capital Services Inc.	Supplies needed for Finance department	2503284	\$247.03
Financial Services	Oklahoma State School Boards Assn Inc	Terry Spencer to take the 2025 Money Talk: Purchahse orders, Emcumbrances and Warrents-Webinar	2503281	\$60.00
Grants, Perkins etc	Bill Warren Office Products	Encumbrance to Bill Warren for MT bags that will be handed out at the Opioid Conference. Expenditure to be reimbursed with Opioid Abatement Grant funds.	2503440	\$815.00
Grants, Perkins etc	Verde Technologies, Inc	Encumbrance to Verde Technologies for medication disposal pouches to be distributed as part of Metro Tech's Opioid Abatement initiative. Expense will be reimbursed using funds from the Opioid Abatement Grant.	2503387	\$4,280.00
Grants, Perkins etc	THoffman Enterprises LLC	Encumbrance to THoffman Enterprises LLC for keynote address at April 17, 2025 student conference. Cost will be reimbursed using Opioid Abatement Grant funds.	2503362	\$14,700.00
Health Careers Center	Courtyard/Mariott San Francisco Downtown	out-of-district lodging for 2025 Support Staff Spring Leadership Conference on April 1 & 2 in Ardmore	2503524	\$101.00
Health Careers Center	Maynard, Sheila Y	To attend the 2025 Support Staff Spring Leadership Conference on April 1& 2 in Ardmore, OK.	2503503	\$250.00
Health Careers Center	OkACTE Support Staff Division	Registration for 2025 Support Staff Spring Leadership Conference on April 1 & 2 in Ardmore.	2503492	\$65.00
Health Careers Center	Bill Warren Office Products	Office/Lab organization supplies	2503419	\$269.07
Health Careers Center	American DataBank LLC	Supplemental PO for 2503163, immunization for Ashley Sneed.	2503361	\$25.00
Health Careers Center	American DataBank LLC	Complio instructor/adjunct accounts for clinical requirement tracking.	2503339	\$500.00
Health Careers Center	Pocket Nurse Medical Supplies	MA program supplies	2503328	\$375.07
Human Resources/Personnel	Cooksey, Zackery W	Tuition Enhancement - Staff Reimbursement FY25	2503476	\$3,000.00

Human Resources/Personnel	Oklahoma State School Boards Assn Inc	Initial Deposit for Employment Services.	2503408	\$5,000.00
Human Resources/Personnel	Amazon Capital Services Inc.	Supply order for Human Resources	2503278	\$211.21
Information Technology Services	Okacte	Registration cost for Director IT & Data Management to attend the NRS Conference, March 2, 2025.	2503505	\$52.00
Information Technology Services	Joultech Solutions	Blanket encumbrance for ad hoc reports as needed	2503502	\$5,000.00
Information Technology Services	Cdw Government Inc	Adobe Creative Cloud with Adobe Sign capability for district staff use.	2503489	\$4,506.26
Information Technology Services	Dell K12 Educational Sales	For new computers to replace student and staff computers in the amount of \$239,238.81. This will be purchased through OMES Oklahoma Contract number ITSW 1020D. Approved at the February 11th, 2025, board meeting, Item 11.D.	2503481	\$239,238.81
Information Technology Services	United Data Technologies, Inc	Network engineer support for emergency network repairs.	2503360	\$1,480.00
Information Technology Services	Dell K12 Educational Sales	Encumbrance for laptop chargers for district use.	2503298	\$2,331.00
Information Technology Services	Dell K12 Educational Sales	Encumbrance to purchase laptop chargers for district use.	2503237	\$693.60
ODCTE One Time Allocation - 413 Funds	Durante Construction Inc	Encumbrance to Durante Construction, Inc as general contractors for Metro Technology Centers, to renovate Suite B located in the Health Career Center. This is Change order #1 for moisture remediation for rooms: B107, B110, B111, B113, B114, B115A B115B, B	2503352	\$13,962.94
Operational Services	Minick Building Materials	General Supplies- Supplies needed for the maintenance of the grounds	2503525	\$350.00
Operational Services	Uline Inc.	Encumbrance to Uline for mobile shelving and trash cans for Nursing Program located in STEM building	2503523	\$1,816.10
Operational Services	Amazon Capital Services Inc.	General Supplies- Supplies needed for the maintenance of the grounds	2503522	\$79.92

Operational Services	Amazon Capital Services Inc.	Encumbrance to Amazon Capital Services for cleaning supplies for custodial department: bathroom cleaner, leather cleaner and multi-purpose cleaner	2503488	\$86.46
Operational Services	Ewing Irrigation	General Supplies- Supplies needed for the maintenance of the grounds	2503483	\$1,421.85
Operational Services	Classic Paper Supply	Encumbrance to Classic Paper for cleaning supplies for custodial department: spot cleaner	2503480	\$108.48
Operational Services	Amazon Capital Services Inc.	Encumbrance to Amazon Capital Services for cleaning supplies for custodial department: all purpose degreaser for aviation bldg.	2503468	\$29.60
Operational Services	Amazon Capital Services Inc.	Encumbrance to Amazon Capital Services for general supplies for fleet garage: pvc tubing and bungee cords	2503441	\$211.94
Operational Services	Holt Truck Centers of Oklahoma LLC	Encumbrance to Perfection Equipment for estimate and repairs to district vehicle during FY 25	2503418	\$2,849.10
Operational Services	Car Doctor	Encumbrance to Car Doctor for initial estimate and repairs to district police car for needed repairs	2503416	\$3,500.00
Operational Services	Vestis Services, LLC	Encumbrance to Vestis Services, LLC. for FY25 districtwide cleaning services for uniforms, mats, shop towels and cleaning supplies	2503414	\$14,000.00
Operational Services	Holt Truck Centers of Oklahoma LLC	Encumbrance to Holt Truck Centers for registration for Charles Gordon and Clinton Hill to attend the 2025 IC Bus University, in Tulsa, OK, June 2nd - 6th, 2025	2503405	\$1,600.00
Operational Services	Hyatt Hotels - P Card Only	Encumbrance to Hyatt Hotels for Metro Technology Centers, staff (Clinton Hill) lodging while attending the 2025 IC Bus University, June 2nd - 6th, 2025, Tulsa, OK. Check In:6/02/2025, Check Out: 06/06/2025	2503404	\$536.00
Operational Services	Hyatt Hotels - P Card Only	Encumbrance to Hyatt Hotels for Metro Technology Centers, staff (Charles Gordon) lodging while attending the 2025 IC Bus University, June 2nd - 6th, 2025, Tulsa, OK. Check In:6/02/2025, Check Out: 06/06/2025	2503403	\$536.00

Operational Services	Hill, Clinton Allen	Out of District Travel: encumbrance for per diem while attending the 2025 IC Bus University in Tulsa, OK, June 2nd - 6th, 2025	2503402	\$230.00
Operational Services	Gordon, Charles Daniel	Out of District Travel: encumbrance for per diem while attending the 2025 IC Bus University in Tulsa, OK, June 2nd - 6th, 2025	2503401	\$230.00
Operational Services	Perfection Equipment	Encumbrance to Perfection Equipment for estimate and repairs to district vehicle during FY 25	2503400	\$1,500.00
Operational Services	Car Doctor	Encumbrance to Car Doctor for initial estimate and repairs for district police car: current estimation \$1910.00	2503389	\$2,500.00
Operational Services	Car Doctor	Encumbrance to Car Doctor for initial estimates and repairs for district vehicles during FY 25 calendar year	2503388	\$500.00
Operational Services	Harvey Janitorial Sales	Encumbrance to Harvey Janitorial Sales for districtwide general supplies for custodial department: paper towels and toilet paper	2503386	\$10,058.00
Operational Services	T & W Tire	Encumbrance to T & W tire for replacement tires for district vehicles for transportation department: police car tires: State Contract: SW0024	2503380	\$5,740.40
Operational Services	South Central Industries Inc.	Encumbrance to South Central Industries for districtwide general supplies for custodial department: trash can liners	2503374	\$3,030.00
Operational Services	Amazon Capital Services Inc.	Encumbrance to Amazon Capital Services for districtwide cleaning supplies for custodial department: Clorox disinfecting wipes	2503372	\$1,783.50
Operational Services	Napa Auto Parts	Encumbrance to NAPA Parts for automotive and bus supplies for transportation department: truck fuel protection	2503368	\$101.94
Operational Services	Lowe'S Home Centers Inc_102084	General Supplies- Supplies needed for the grounds	2503366	\$100.00
Operational Services	Classic Paper Supply	Encumbrance to Classic Paper Supply for districtwide general and cleaning supplies for custodial department: liners, disinfectant and handwash	2503364	\$2,331.22

Operational Services	5 Star Auto Glass LLC	Encumbrance to 5 Star Auto Glass to replace windshield in district bus #03: Estimate #691.	2503338	\$475.00
Operational Services	Amazon Capital Services Inc.	Encumbrance to Amazon Capital for general supplies for Transportation department: gallon drum dollies	2503335	\$159.99
Operational Services	Oklahoma School Plant Management Assn	Encumbrance to Oklahoma School Plant Management Association for registration to attend the OSPMA Winter Training Core Certification Class, Module 3, March 11, 2025 at Metro Technology Centers for Derek Lollis and Temieke Chatman.	2503296	\$150.00
Operational Services	Choctaw Conference Center - P Card Only	Encumbrance for staff lodging while attending the Oklahoma Association Pupil Transportation Conference, June 8th -11th, 2025, Durant, OK. Staff members: D. Lollis, C. Scott, T. Hankins, C. Gordon, and Clinton Hill. Check in:06/08/2025 Check out: 6/11/2025	2503295	\$2,725.00
Operational Services	Oklahoma Assn For Pupil Transportation	Encumbrance to OAPT for Derek Lollis, Crystal Scott, Terry Hankins-West, Charles Gordon and Clinton Hill for registration to attend 49th Annual Oklahoma Association Pupil Transportation Conference, June 8, 2025 - June 11th, 2025 in Durant, OK 74701	2503294	\$910.00
Operational Services	Grainger	Encumbrance to Grainger for general supplies for custodial department: aerosol spray, cleaner /degreaser and cleaning/buffing pads	2503293	\$264.55
Operational Services	OkACTE Support Staff Division	Registration for Crystal Freeman to attend the OKACTE Support Staff Conference April 1st and 2nd, 2025 in Ardmore OK.	2503277	\$65.00
Operational Services	Holt Truck Centers of Oklahoma LLC	Encumbrance to Holt Truck Centers for automotive and bus supplies for transportation department: coupler for air tank	2503276	\$141.64
Operational Services	Oklahoma Tourism and Recreation Dept.	Encumbrance for lodging while attending the OKACTE Support Staff Conference, April 1st - 2nd in Ardmore, OK. Check in: 4/1/2025, Check Out: 4/2/2025	2503275	\$90.00

Operational Services	Freeman, Crystal Dawn	Encumbrance for per diem/mileage and meals while attending the OKACTE Support Staff Conference April 1st and 2nd, 2025 in Ardmore OK.	2503274	\$260.00
Operational Services	Napa Auto Parts	Encumbrance to NAPA Parts for automotive and bus supplies: batteries for district buses	2503273	\$1,650.78
Operational Services	Napa Auto Parts	Encumbrance to NAPA Parts for automotive and bus supplies for transportation department: replacement battery for district vehicle 17A	2503249	\$585.98
Operational Services	Holt Truck Centers of Oklahoma LLC	Encumbrance to Holt Truck Centers for automotive and bus supplies for transportation department: bus coolant	2503246	\$790.30
Operational Services	Napa Auto Parts	Encumbrance to NAPA for automotive and bus supplies for transportation department: bus DEF fluid	2503238	\$2,068.12
South Bryant Campus	Willards Wholesale Roofing Co. Inc.	Roofing material for SBC construction program.	2503507	\$631.85
South Bryant Campus	Forest Lumber Co Inc	2x4's for SBC construction program.	2503498	\$1,305.00
South Bryant Campus	Iwt - Gas And Supply	Equipment needed in the Welding Program.	2503485	\$2,703.75
South Bryant Campus	Bolay Mobilecom Inc	Supplies needed for South Bryant Campus Instructors.	2503479	\$4,351.57
South Bryant Campus	Lowe'S Home Centers Inc_102084	Framing supplies for SBC construction program.	2503472	\$223.80
South Bryant Campus	Amazon Capital Services Inc.	Stepladder for the SBC front office.	2503452	\$132.94
South Bryant Campus	Proad Inc	Supplemental PO to PO 2503230. The vendor shipped extra because the item cost changed to a lower price after the original quote, so it seems they decided to send extra since the total was still under the original PO. There is no additional cost with these	2503451	\$31.60
South Bryant Campus	Carrier Enterprise	Equipment Supplies needed in the HVAC Program.	2503427	\$3,180.74
South Bryant Campus	City Electric Supply Company	Supplies for SBC electrical program, instructor Glenn Brunner.	2503411	\$1,892.73
South Bryant Campus	Amazon Capital Services Inc.	Replacement filters for the vacuum cleaner.	2503410	\$19.99
South Bryant Campus	Amazon Capital Services Inc.	Microwave for the Public Safety Academy simunitions break room.	2503409	\$94.99
South Bryant Campus	Johnstone Supply Of Okc Inc	Equipment supplies needed in the HVAC Program.	2503406	\$2,497.11

South Bryant Campus	Uline Inc.	Supply for SBC high school aviation program.	2503373	\$557.39
South Bryant Campus	Amazon Capital Services Inc.	Needed for the classroom	2503371	\$49.99
South Bryant Campus	Amazon Capital Services Inc.	Supplies needed in HVAC Program.	2503324	\$379.99
South Bryant Campus	Grainger	Traffic cones for SBC campus parking.	2503321	\$269.64
South Bryant Campus	Amazon Capital Services Inc.	Supplies needed in the Auto Collision Program.	2503313	\$312.65
South Bryant Campus	Hull Machine Tools, Inc	Equipment needed in the SBC Aviation Program.	2503312	\$3,584.20
South Bryant Campus	GMC Machine Tools	Equipment needed in the SBC Aviation Program.	2503311	\$3,950.00
South Bryant Campus	Main Street Uniforms LLC	Uniform shirts need for the Criminal Justice Class	2503310	\$176.00
South Bryant Campus	City Electric Supply Company	Supplies for SBC electrical program, instructor Glenn Brunner.	2503309	\$2,695.00
South Bryant Campus	Amazon Capital Services Inc.	Ink pens for SBC automotive technology office.	2503307	\$47.79
South Bryant Campus	Quikservice Steel Company	Materials for SBC welding program.	2503304	\$1,279.33
South Bryant Campus	Bill Warren Office Products	Office supplies for SBC automotive technology office.	2503302	\$35.17
South Bryant Campus	Quikservice Steel Company	Supplies for SBC welding program projects.	2503283	\$2,045.60
South Bryant Campus	O'Reilly Auto Parts_101133	Supplies needed in the Auto Service Program.	2503282	\$917.93
South Bryant Campus	Oklahoma Dept of Tourism and Recreation	Hotel stay for Out of District Travel	2503267	\$90.00
South Bryant Campus	OkACTE Support Staff Division	Registration Fee for Support Staff Spring Conference	2503266	\$65.00
South Bryant Campus	Iwt - Gas And Supply	Supplies for SBC welding program.	2503265	\$1,144.79
South Bryant Campus	National Institute For Automotive Svc Ex	Automotive Service Excellence (ASE) accreditation fee for SBC automotive service program.	2503262	\$2,530.00
South Bryant Campus	Dickerson, Lori M	Travel Reimbursement/Per Diem/Mileage to OKACTE Support Staff Spring Conference	2503261	\$364.20
South Bryant Campus	Iwt - Gas And Supply	Equipment - Durable Supplies needed in the Auto Collision Program.	2503256	\$2,017.84
South Bryant Campus	Banner Fire Equipment Inc	Durable Supplies - Protective Gear needed in the Firefighter Program.	2503254	\$15,650.00
South Bryant Campus	City Electric Supply Company	Supplies for SBC electrical technology program.	2503251	\$3,755.23
South Bryant Campus	Home Depot	Shelving for SBC high school aviation program.	2503248	\$1,896.80
Sponsorships	Sunbeam Family Services	Shimmer Sponsorship to Sunbeam's Shine a Light event.	2503511	\$1,500.00
Sponsorships	Metro Tech Foundation	Sowing the Seeds of Success Banquet Sponsorship.	2503486	\$5,000.00

Sponsorships	Oklahoma Hispanic Institute Inc	Gold Event Sponsorship for Oklahoma Hispanic Hall of Fame Induction Ceremony.	2503424	\$2,500.00
STEM Academy	Leaver, Brian K	STEM- Site Director - Travel Reimbursement - for Brian Leaver attending Instructional Leaders Meeting Feb / 27-28/2025 in Tulsa /BA	2503512	\$371.66
STEM Academy	Amazon Capital Services Inc.	STEM- Pre-Nursing-Classroom/Office Supplies -for students supplies.	2503501	\$68.88
STEM Academy	Lowe'S Home Centers Inc_102084	Supplies needed to proceed in classroom instruction	2503499	\$143.15
STEM Academy	All About Travel LTD	STEM Director Out of District Travel - Brian Leaver Lodging at Hilton Garden Inn / for attending Instructional Leaders Meeting in Coweta, Tulsa /BA on 2/27 - 2/28 /2025.	2503439	\$185.60
STEM Academy	Sam'S Club	STEM - Pre - Nursing - classroom/office supplies - lab supplies	2503433	\$90.56
STEM Academy	Lowe'S Home Centers Inc_102084	Supplies needed to proceed in classroom instruction	2503428	\$76.39
STEM Academy	Project Lead The Way Inc	STEM Bio-Med - office /classroom supplies for students Quote: sole source	2503347	\$7,736.90
STEM Academy	Amazon Capital Services Inc.	Supplies needed to proceed in classroom instruction	2503308	\$304.43
STEM Academy	Amazon Capital Services Inc.	Supplies needed to proceed in classroom instruction	2503305	\$222.04
STEM Academy	Home Depot	Supplies needed to proceed in classroom instruction	2503247	\$121.22
Student Services	Amazon Capital Services Inc.	FY25 Student Services - Assessment - Career Advisement General Supplies	2503519	\$715.88
Student Services	Sanchez, Sandra	FY25 Out-of-District Mileage for Sandra Sanchez - OkACTE NARS Conference March 6th 2025	2503518	\$25.00
Student Services	Sanchez, Sandra	FY25 OkACTE NARS Conference Registration Fee - Sandra Sanchez	2503517	\$50.00
Student Services	Jolly, Selina A	FY25 In-District Travel for Selina Jolly	2503496	\$300.00
Student Services	Amazon Capital Services Inc.	FY25 Student Services General Supplies	2503421	\$145.36
Student Services	Amazon Capital Services Inc.	FY25 General Supplies for Assessment and Student Services	2503241	\$213.36
Superintendent	Holiday Inn Headquarters	Hotel Reservation for Ronald Grant, to attend TechCAP XI, Session #8 April 9-10, 2025, Red River-Duncan, OK	2503426	\$120.00

Superintendent	Amazon Capital Services Inc.	Supplies needed for Board Members	2503395	\$78.89
Superintendent	American Airlines	Flight for Aaron Collins to attend the National Policy Conference in Arlington VA, on 3/15-19/2025.	2503344	\$861.66
Superintendent	Delta Air Lines	Flight for Aaron Collins to attend the National Policy Seminar in Arlington VA, on 3/15-19/2025.	2503343	\$620.00
Superintendent	Hertz Rental Car	Rental Vehicle for Aaron Collins to attend the National Policy Seminar in Arlington, VA on 3/15-19/2025.	2503331	\$349.68
Superintendent	DoubleTree by Hilton	Hotel stay for Aaron Collins to attend the National Policy Seminar in Arlington, VA from 3/15-19/2025.	2503330	\$1,624.64
Superintendent	Acte Registration	Registration for Aaron Collins to attend the ACTE National Policy Seminar in Arlington VA, from 3/15/2025-3/19/2025.	2503329	\$410.00
TANF-Empower	Dell K12 Educational Sales	The purchase of 20 new laptop computers (including charging station/cart and briefcases) for new Empower/TANF program participants. Board approved, 2-11-25 - line item 11B (copy of minutes attached). This will be purchased through OMES Oklahoma Contract n	2503482	\$29,369.05
TANF-Empower	Amazon Capital Services Inc.	Office and general supplies for new Empower/TANF program.	2503473	\$518.26
Wellness	Amazon Capital Services Inc.	Encumbrance for General Supplies for Community Outreach and Wellness Department.	2503506	\$654.98
Wellness	Amazon Capital Services Inc.	Encumbrance for General Supplies for the Community and Outreach Wellness Department.	2503250	\$45.71
		Total PO's	294 Total Amount	\$ 796,778.65

Metro Technology Centers

PO Board Report Fund Totals

Fiscal Year: 2024-2025

Fund	Description	Amount
11	General Fund	\$ 407,245.09
21	Building Fund	\$ 382,638.16
31	Bond Fund	\$ 6,895.40
	Total Amount	\$ 796,778.65

End of Report