



**CANADIAN VALLEY TECHNOLOGY CENTER (CV TECH) DISTRICT NO. 6**  
**El Reno Campus, Board Room, Dr. Greg Winters Administration Building**  
**6505 E. Highway 66**  
**El Reno, Oklahoma 73036**  
**Regular Meeting Board of Education**  
**September 4, 2025 11:00 AM**

**AGENDA**

1. Roll call of Board of Education members and establish a quorum.
2. Public Comment  
This is an open public meeting held in accordance with the Open Meeting Laws of the State of Oklahoma. The purpose of this meeting is to conduct the business of CV Tech. As elected representatives of the voters and patrons of CV Tech, the members of the Board of Education will be making decisions concerning its operation. The agenda for Regular Meetings includes an opportunity for the public to address any item appearing on the agenda. Members of the public wishing to speak must sign in with the Clerk of the Board 15 minutes prior to the convening of the Board meeting. Statements to the Board by the public are limited to no more than 3 minutes per speaker, 15 minutes per meeting. The Board reserves the right to limit repetitive comments, comments unrelated to the business of the Board, or the total amount of time dedicated to public comment in a single evening. Board members cannot respond to questions or comments during public communications, but the Board President may refer matters of concern to the Superintendent for review and recommendations.
3. Showcase - Firefighter Program
4. Administrative Report
  - a. Discussion on possible time change for board meetings.
5. Financial Report
6. Personnel Report - Acting on behalf of the Board, Dr. Gayla Lutts has accepted the resignations/retirements of the following employee(s):
  - Resignation of Ronnie Graham, Electrical Trades Instructor, El Reno, effective August 27, 2025
  - Retirement of Michael Homic, Aviation Instructor, El Reno, effective June 30, 2025
  - Retirement of James W. Williams, HVAC Instructor, El Reno, effective May 23, 2025
  - Retirement of Teresa Laidley, Bus Driver, El Reno, effective May 23, 2025.
7. Proposed Executive Session to discuss the purchase or appraisal of real property, pursuant to 25 O.S. § 307 (B) (3) of the Open Meeting Act:
  - a. Vote to convene into Executive Session.
  - b. Vote to acknowledge return from Executive Session to Open Session.

c. Statement of minutes of Executive Session by Board President.

8. Vote to approve the employment as listed on Attachment A.
9. Vote to approve the FY26 Amended School Budget and Financing Plan for Appropriated Funds.
10. Vote to approve the conversion of FY26 School Calendar from 181 school days to 1,086 hours.

11. Consent Agenda

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, any one or more matters will be removed from the consent docket and acted upon individually. Any or all of the public record items included within the consent docket i.e., minutes to be submitted for approval; purchase orders to be submitted for acceptance; purchase requests for approval; financial report; proposed transfer of funds between activity accounts; may be examined at the Office of the Clerk of the Board of Education at any time during regular business hours, which are Monday through Friday 7:30 a.m. - 4:30 p.m.

- a. Minutes of the Special Meeting, August 13, 2025.
- b. Encumbrances and Change Orders - Attachment B
- c. Surplus/Salvage List - Attachment C
- d. Fundraiser Requests - Attachment D
- e. Policies - Attachment E
- f. Contracts - Attachment F

12. New Business

This item is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting this agenda—Okla. Stat. tit. 25, § 311(A)(9).

13. Board Members' Comments
14. Announcements/Coming Events:

- Board Meeting - October 14, 2025, El Reno campus

15. Adjournment

*Summer Humphries*

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Agenda posted on September 3, 2025 at 11:00 a.m. at the Canadian Valley Technology Center Administration Building, El Reno Campus, 6505 E Highway 66, El Reno, OK, and on the school district's website by Summer Humphries.

**ATTACHMENT A  
September 4, 2025**

**EMPLOYMENT ITEMS**

<b>FY26 New Hires</b>			
<b>Last Name</b>	<b>First Name</b>	<b>Position/Campus</b>	<b>Start Date</b>
Solano	Tamara	Custodian-Bus Driver/El Reno & Cowan	7/29/2025
Coffman	Brandy	Food Service Assistant/El Reno	8/18/2025
England	Jason	Child Care Floater/Chickasha	9/1/2025

<b>FY26 Part-Time/BIS Personnel</b>			
<b>Last Name</b>	<b>First Name</b>	<b>Position</b>	<b>End Date</b>
Ague	Robbie	Security Officer	6/30/2025
Aldridge	Norma	Substitute	6/30/2025
Avans	Stan	Fire Adjunct	6/30/2025
Aynes	Debra	CNA/AUA Adjunct Instructor	6/30/2025
Baker	Debera	Substitute	6/30/2025
Bowen	Thomas	Substitute	6/30/2025
Bowling	Linda	Substitute	6/30/2025
Boyd	Bobby	Substitute	6/30/2025
Brown	Ed	Substitute	6/30/2025
Brown	Kathy	Substitute	6/30/2025
Burrows	Shana	Substitute	6/30/2025
Castaneda	Thania	Kitchen Staff	6/30/2025
Castrop	Josh	Industry/Safety Adjunct Instructor	6/30/2025
Coppler	Carley	CNA Adjunct Instructor	6/30/2025
Davidson	Chris	ACCD	6/30/2025
Davis	Jason	Industry/Safety Adjunct Instructor	6/30/2025
Davis	Teracia	Substitute	6/30/2025
Derryberry	Lisa	Substitute	6/30/2025
DeVault	Nicole	AEFL Instructor	6/30/2025
Dowdle	Breann	ACCD	6/30/2025
Evans	Christy	AEFL Instructor	6/30/2025
Floyd	Toni	Substitute	6/30/2025
Forgay	Linda	Substitute	6/30/2025
Foster	Andrea	ACCD	6/30/2025
Gibson	Michael	HCP Evaluator	6/30/2025
Hall	Sherri	AEFL/ABE Instructor	6/30/2025
Harp	Ted	Substitute	6/30/2025
Harris	Bennie	Fire Adjunct	6/30/2025
Harris	Luke	ACCD	6/30/2025
Hughes	Jordan	Fire Adjunct	6/30/2025
Hughes	Laura	ACCD	6/30/2025
Hutcherson	Steven	ACCD	6/30/2025
Kerr	Sue	CNA/AUA Adjunct Instructor	6/30/2025
Kissner	Martha	Substitute	6/30/2025
Lashbrook	Joseph	Fire Adjunct	6/30/2025
Marvin	Jannett	Substitute	6/30/2025
McElhaney	Jody	Substitute	6/30/2025
McWilliams	Cynthia	Substitute	6/30/2025
Montgomery	Janet	Substitute	6/30/2025
Moore	Austin	Security Officer	6/30/2025
Moore	Jonathon	Security Officer	6/30/2025
Noreen	Jason	ACCD	6/30/2025
Paddock	Geoffrey	Substitute	6/30/2025

**ATTACHMENT A  
(Continued)  
September 4, 2025**

<b>FY26 Part-Time/BIS Personnel</b>			
<b>Last Name</b>	<b>First Name</b>	<b>Position</b>	<b>End Date</b>
Phillips	Jim	Substitute	6/30/2025
Pierce	Amanda	Flex Health	6/30/2025
Reading	Jacob	Fire Adjunct	6/30/2025
Rhoads	Seth	ACCD	6/30/2025
Robbins	Tammy	CNA/AUA Adjunct Instructor	6/30/2025
Schiffner	Steve	Substitute	6/30/2025
Shanor	Willis	Substitute	6/30/2025
Sine	Joseph	Substitute	6/30/2025
Sircy	Peggy	ACCD	6/30/2025
Spencer	David	Bus Driver	6/30/2025
Stewart	Jonathan "Scotty"	Substitute	6/30/2025
Summers	Ranae	Substitute	6/30/2025
Thompson	Alan	Fire Adjunct	6/30/2025
Tuck	Clifford "Tim"	Substitute	6/30/2025
Venable	Erika	Flex Health, CPR Adjunct	6/30/2025
Verser	Leah	Substitute	6/30/2025
Walstad	Beth	Substitute	6/30/2025
Williams	Kory	Bus Driving	6/30/2025
Wright	Alicia	ACCD	6/30/2025
Zurline	Mike	Sub/Bus Driver/TA	6/30/2025

<b>FY26 Termination</b>			
<b>Last Name</b>	<b>First Name</b>	<b>Position/Campus</b>	<b>Effective Date</b>
Penwright	Jon	Plumbing Instructor/El Reno Campus	9/3/2025

**ATTACHMENT B**  
**September 4, 2025**

**FY26 ENCUMBRANCES/CHANGE ORDERS**

<b>Accounts Payable Encumbrances</b>			<b>Payroll Encumbrances</b>		
<b>POs 260868-261220</b>					
<b>Fund</b>	<b>Amount</b>		<b>Fund</b>	<b>Amount</b>	
11	General Fund	\$771,386.55	11	General Fund	\$1,356,000.00
11	General Fund - Travel	\$3,900.00			
21	Building Fund	\$0			
60	Activity Fund	\$151,399.36			
<b>Accounts Payable Change Orders</b>			<b>Payroll Change Orders</b>		
<b>POs</b>					
<b>Fund</b>	<b>Amount</b>		<b>Fund</b>	<b>Amount</b>	
11	General Fund	\$	11	General Fund	\$0
21	Building Fund	\$			
<b>ACCOUNTS PAYABLE TOTAL</b>		<b>\$926,685.91</b>	<b>PAYROLL TOTAL</b>		<b>\$1,356,000.00</b>
<b>TOTAL: \$2,282,685.91</b>					

**ATTACHMENT C**  
**September 4, 2025**

**SURPLUS LIST**

ITEM	INVENTORY TAG	SERIAL NUMBER
<b>EL RENO CAMPUS</b>		
BLACK CHAIR		
CLEAR FLOOR MAT		
MULTI-FUNCTION FACIAL MACHINE (X2)		
SALON COLOR TRAYS (X38)		
<b>CHICKASHA CAMPUS</b>		
BASIC CALORIMETRY SET		
DUAL RANGE FORCE SENSOR		
MISC MODEL PLAN PARTS		
MODEL PLANE FOAM (X3 BOXES)		
MULTI-DIGIT ALPHA NUMERIC RESPONSE PAD (X9)		
PASCO GM SENSOR		
PHOTOGATE		
STANLEY FAT MAX TOOLBOX		
TEMPERATURE PROBE		
TEXAS INSTRUMENT PRESENTER		
TEXAS INSTRUMENT TI-89 CALCULATOR		
VACCUUM BELL		
VERNIER LABQUEST (X2)		
<b>COWAN CAMPUS</b>		
APPLE IPAD	KC150089	SDMPJ3A6DFHW
DYMO LABEL WRITER 450		
SHARP PRINTING CALCULATOR		
TUFFARE HOSPITAL BED	KC240390	
<b>IT</b>		
IPAD 4TH GEN (X10)		
IPAD AIR 3RD GEN (X23)		
DELL DESKTOP	KM160118	4FSJ282
DELL LAPTOP	KA181157	
DELL LAPTOP	KM210024	
DELL LATITUDE 3520	KA230318	85MBCS3
DELL LATITUDE 5580	KA181026	3KT58H2
DELL LATITUDE 5580	KA181053	FLT58H2
DELL LATITUDE E5540	KA1411436	

ITEM	INVENTORY TAG	SERIAL NUMBER
DELL LATITUDE E5540	KA141436	
DELL LATITUDE E5550	KM160208	
DELL LATITUDE E6500	KA090303	54QXTH1
DELL OPTIPLEX 5050 MICRO	KA181058	524WWK2
DELL OPTIPLEX 5050 MICRO	KA181146	586VBM2
DELL OPTIPLEX 7440	KC160050	
DELL OPTIPLEX 7440	KC170242	
DELL OPTIPLEX 7450	KC181039	
DELL OPTIPLEX 7450	KC181099	
DELL OPTIPLEX 7450	KC181122	
DELL OPTIPLEX 7450	KC181123	
DELL OPTIPLEX 7450	KC181127	
DELL OPTIPLEX 7450	KC181129	
DELL OPTIPLEX 7450	KC181132	
DELL OPTIPLEX 7450	KC181141	
DELL OPTIPLEX 7450	KC181143	
DELL PRECISION 5520	KM180189	
DELL PRECISION 7550	KM210023	
INTEL NUC	KA141470	
IPAD	KA120358	
MAC MINI	KA150047	
MICROSOFT SURFACE 1724	KM160200	

**ATTACHMENT D**  
**September 4, 2025**

**FUNDRAISER REQUESTS**

<b>GROUP/ ORGANIZATION</b>	<b>FUNDRAISER</b>	<b>PURPOSE</b>
Chickasha ABM	BPA Change for Chain of Love - Participants donate change to purchase a paper chain link.	Donations sent to Oklahoma BPA, which are then donated to Special Olympics
Chickasha PN	National Marrow Donor Program – Monetary donations	Donations will be sent to NMDP through the HOSA chapter
Chickasha Pre-Engineering	Southwest Oklahoma Robotics Class – Teams will pay an entry fee to register for the robotics competition	Proceeds will be used to pay CEMS for setting up and running the competition and for future competitions.
Chickasha Student Vending	CVTech Branded Gear Sales – CVTech items will be sold in the bookstore with markup proceeds	Proceeds used for student stipends for state and national CTSO travel, student awards/recognition, and food for student activities (e.g. ice cream social)
Cowan Accounting & Medical Office	BPA Change for Chain of Love - Participants donate change to purchase a paper chain link.	Donations sent to Oklahoma BPA, which are then donated to Special Olympics
Cowan Accounting & Medical Office	BPA Change for Chain of Love – Participants donate change to purchase a paper chain link	Donations sent to Oklahoma BPA, then donated to Special Olympics.
Cowan Administrative Sub Account	Promotional Items – Money collected from purchase of promotional items	Cowan Campus Activity Fund’s Administrative Sub-Account
Cowan Biomedical Sciences	BioMed HOSA Shirt Sales – Students will create and vote on a t-shirt design to represent the BioMed program to purchase	Proceeds go to BioMed HOSA Chapter’s donation to the HOSA national service project, NMDP
Cowan Biomedical Sciences	Pi(e) Day – Students will donate money towards a HOSA advisor/program rep to receive pie in the face	HOSA National Service Project - NMDP
Cowan Health Careers/BioMed/MA/PN, Surg Tech	Fall Door Decoration Contest – Students will decorate doors and then students will donate money to their favorite door	HOSA Service Project – Proceeds go to NMDP
Cowan Physical Therapy Services	PTS Program Shirt sales – Students will help design PTS HOSA program shirts to purchase	HOSA Philanthropy – Proceeds go to Be the Match
District-Wide	Friday Hat Days – Employees can donate \$1 per week to wear hats on Fridays	Proceeds go to Campus Flower & Gift Fund, Food Pantry, and/or CVTech Foundation
El Reno Administrative Account	CVTech branded gear sales - CVTech items will be sold in the bookstore with markup proceeds	Proceeds go to the administrative account to support expenses for staff team building activities
El Reno BPA	BPA Chain of Love - Participants purchase a paper chain link to add to the growing chain.	Donations sent to Oklahoma BPA, which are then donated to Special Olympics
El Reno HVAC	Howard Griffin Memorial Fund – Copper tubing & condenser/evaporator coils will be sold at the scrap yard	Donation to the Howard Griffin Memorial fund for student scholarship awarded to an HVAC student.
El Reno Pre-Engineering/Vex Robotics	Gearing Up for Red Dirt Robotics - Donation cards with ‘Gears’ for \$10-\$50; ask donors to pick a ‘gear’ with a monetary amount to donate to the robotics program	Uncovered expenses for VEX Robotics competitions such as entry fees, lodging, equipment, and snacks/food
El Reno Pre-Engineering/Vex Robotics	VEX-Red Dirt Robotics Team Expenses - Participating students will request donations & sponsorships	Travel expenses, including but not limited to, food & lodging, uniforms, and entry fees not covered by CVTech.
El Reno Pre-Engineering/Vex Robotics	VEX-Red Dirt Robotics Tournament - Participating students will request donations & sponsorships from local businesses; Tournament entry fees	Rental of Canadian County Expo Center; hospitality room expenses for judges/coaches; banners, stickers, trophy plates; rental of digital tournament software system; and other expenses not covered by CVTech
El Reno Service Careers Building and Grounds	Service Careers Spring Greenhouse Sale – Students grow plants to sell.	Proceeds go to the CVTech Foundation
El Reno Service Careers Building and Grounds	Service Careers Valentine’s Day Sale – Students create floral arrangements to sell	Proceeds go to the CVTech Foundation
El Reno Service Careers Building and Grounds	Service Careers Winter Arrangements Sale – SC Students create and sell floral arrangements	Proceeds go to the CVTech Foundation
El Reno Criminal Justice	Thanksgiving Food Drive – Students & employees will donate food items to create Thanksgiving food baskets; money may be donated for items	Thanksgiving baskets will be donated to families in need identified by counselors. Funds will be used to purchase additional items

**ATTACHMENT E**  
**September 4, 2025**

**POLICIES**

<b>POLICY</b>	<b>NEW/UPDATED</b>
Section 2-11 Board Meetings	Updated
Section 3-15 Jeanne Clery Campus Safety Act and Stop Campus Hazing Act	Updated
Section 6-3 Abuse, Neglect, Exploitation, and Trafficking	Updated
Section 6-6 Criminal Records Searches (Rescind and Replace)	Updated
Section 6-8 Leave	Updated
Section 6-25 Pregnant Workers Fairness Act	New
Section 7-3 Suspension, Dismissal, and Nonreemployment of Instructors	Updated
Section 7-9 Suspension, Dismissal, and Nonreemployment of Administrators	New
Section 9-4 Open Records	Updated
Section 10-14 Hazing	Updated
Section 11-2 Discrimination, Harassment, and Retaliation	Updated
Section 11-4 Title IX – Sex Discrimination and Sexual Harassment (Rescind and Replace)	Updated

**ATTACHMENT F**  
**September 4, 2025**

**CONTRACTS/AGREEMENTS**

<b>COMPANY</b>	
Remind by ParentSquare Renewal	\$9,680.00
Strategic Janitorial Solutions – Additional Space	\$3,900.00
Grady Memorial Hospital Clinical Experience Agreement	N/A
Grady Memorial Hospital Preceptorship Agreement	N/A
Willowbrook, Inc. Amendment No. 2 to the AIA A133-2109 Standard Form of Agreement – Cowan Campus Additions and Renovations	Approx. \$31,500,000.00
American Fidelity Section 125 Flexible Benefit Plan	N/A
City of El Reno EMS Preceptorship Agreement	N/A
Oklahoma State Department of Education Zero Dollar Venue Contract	N/A
Lifeline Home Health & Hospice Preceptorship Agreement	N/A
Lindsay Nursing & Rehabilitation Clinical Experience Agreement	N/A

**TRANSPORTATION CONTRACTS**

<b>SCHOOL</b>	<b>CVTECH CAMPUS</b>	<b>AMOUNT</b>
Amber-Pocasset Public Schools	Chickasha	\$15,925.00
Chickasha Public Schools	Chickasha	\$1,837.50
Calumet Public Schools	El Reno	\$24,500.00
El Reno Public Schools	El Reno	\$12,250.00
Mustang Public Schools	El Reno	\$107,800.00
Piedmont Public Schools	El Reno	\$45,325.00
Yukon Public Schools	El Reno	\$24,500.00
Mustang Public Schools	Cowan	\$13,475.00
Piedmont Public Schools	Cowan	\$27,562.50
Yukon Public Schools	Cowan	\$9,800.00