



CANADIAN VALLEY TECHNOLOGY CENTER, 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
October 14, 2025, 5:30 PM

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. Administrative Report
4. Financial Report
5. Personnel Report - Acting on behalf of the Board, Dr. Gayla Lutts has accepted the resignation of the following employee(s):
 - Dan Crocker, TA in Electrical Trades, El Reno, effective October 10, 2025
 - Hannah Pfister, PN Instructor, Cowan, effective October 23, 2025
6. Vote to approve the employment as listed on Attachment A.
7. Vote to approve the Health & Wellness Stipend.
8. Vote to approve the purchase of the property located at 1127 W Michigan Avenue, Chickasha, Oklahoma, 73018, described as Lots 1, 2, 3, & 4 in Block 100 in the City of Chickasha, Grady County, Oklahoma, for the negotiated price of \$77,000.00 and to authorize the Superintendent to execute all documents, including but not limited to the purchase agreement, closing documents, and any other related legal instruments, necessary to finalize the transaction.
9. Vote to approve the 2026 Board Election Resolution.

10. Vote to approve the revised days-to-hours conversion and instructional hours revision.
11. Vote to approve the purchase of new carpet for Chickasha meeting rooms from Akin Brothers in the amount of \$19,622.00.
12. 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 Regular Meeting - September 4, 2025
 - b. Encumbrances and Change Orders - Attachment B
 - c. Surplus/Salvage List - Attachment C
 - d. Fundraiser Requests - Attachment D
 - e. Policies:
 - Section 6-21 - Benefits — Revision
 - Section 10-25 Tuition Waivers — Rescind and Replace
 - Section 10-26 13th Year Tuition Waiver — Rescind
 - Section 10-27 Next Step Tuition Waiver — Rescind
 - f. Contracts - Attachment E
13. 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).
14. Board Members' Comments
15. Announcements/Coming Events:
 - Fall Break - October 16-17, 2025
 - Board Meeting - November 11, 2025, Chickasha Campus
16. Adjournment

Summer Humphries

Agenda posted on October 13, 2025 at 2:00 p.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
October 14, 2025**

EMPLOYMENT ITEMS

FY26 New Hires			
Last Name	First Name	Position/Campus	Start Date
Bollinger	Heath	Electrical Trades Instructor/El Reno	9/15/2025
Girten	Jacob	Evening Electrical Trades Instructor/El Reno	9/30/2025
May	John	Evening Custodian/El Reno	9/29/2025

FY26 Part-Time/BIS Personnel			
Last Name	First Name	Position	End Date
Albrecht	Bryan	Adjunct Instructor	6/30/2026
Arnold	Rebecca	ACCD/Exercise Classes	6/30/2026
Bailey	Chad	Substitute Coordinator	6/30/2026
Burns	Shirley	ACCD/Crochet/Butter Making	6/30/2026
Chastain	Tammy	Substitute	6/30/2026
Conaway	Joshua	ACCD/Financial/Will/Trust	6/30/2026
Custer	Kim	ACCD/Candle making/Hand Embroidery	6/30/2026
Davis	Rebecca	HCP Evaluator	6/30/2026
Graham	Alexis	ACCD/Color Your Canvas	6/30/2026
Hogan	Amanda	AUA/CAN Adjunct Instructor	6/30/2026
Kissner	Martha	CAN/MA Adjunct	6/30/2026
Klaus	Haleigh	ACCD/Intro to Canva	6/30/2026
Morrison	Daniel	Fire Adjunct	6/30/2026
Moss	Cassidy	Childcare Substitute	6/30/2026
Robertson	Justin	Substitute	6/30/2026
Strutton	Terri	ACCD/Charcuterie	6/30/2026
Terrell	Tyler	Flex Health	6/30/2026
Verser	Leah	HC Adjunct	6/30/2026
Wiggins	David	Substitute	6/30/2026
Willard	Sandy	HCP Evaluator	6/30/2026
Zurline	Mike	Substitute Coordinator	6/30/2026

FY26 Transfer			
Last Name	First Name	Position/Campus	Effective Date
Bailey	Sara	Practical Nursing Instructor/Chickasha to Cowan	10/24/2025

ATTACHMENT B
October 14, 2025

FY26 ENCUMBRANCES/CHANGE ORDERS

Accounts Payable Encumbrances			Payroll Encumbrances		
POs 261221-261761					
Fund	Amount		Fund	Amount	
11	General Fund	\$654,814.09	11	General Fund	\$472,190.00
11	General Fund - Travel	\$4,200.00			
21	Building Fund	\$1,610,000.00			
60	Activity Fund	\$129,367.75			
Accounts Payable Change Orders			Payroll Change Orders		
POs					
Fund	Amount		Fund	Amount	
11	General Fund	\$0	11	General Fund	\$0
21	Building Fund	\$0			
ACCOUNTS PAYABLE TOTAL		\$2,398,381.84	PAYROLL TOTAL		\$472,190.00
TOTAL: \$2,871,571.84					

ATTACHMENT C
October 14, 2025

SURPLUS LIST

ITEM	INVENTORY TAG	SERIAL NUMBER
EL RENO CAMPUS		
120V 15A GFCI RECEPTACLE		
120V 15A WALL RECEPTACLE		
24V TRANSFORMER		
3 PHASE/208 VOLT 3 STAGE NA-9 UNIT	KA220347	
ANALOG ELECTRONICS PURIFICATION PUCK STYLE INTAKE		
ASSORTED INDUSTRY TRAINING DVDS, CDS, SOFTWARE		
ASSORTED OUTDATED SAFETY TEXTBOOKS		
CORONA LOPPER/PRUNER		
CRAFTSMAN ROUND POINT SHOVEL		
DEWALT 20V MAX BATTERY		
DIGITAL THERMOSTATS (X3)		
DRILLING RIG	KA171800	
ELECTRONIC FURNACE IGNITION BOARD		
FIELDPIECE SVG3 DIGITAL MICRON GAUGE		
GREE DUCTLESS MINI SPLIT M: GWH24MD-D3		
HAZARD ALERT AERIAL LIFTS PAMPHLET		
HONDA PUSH MOWER		
HYPRES CASCADE AIR BOTTLE REFILL SYSTEM		
K TYPE TEMP SENSOR		
LARGE GREY/WHITE CHECKERED RUG		
LOCATE CARDS		
MEAT THERMOMETER		
MINI VICE GRIP CLAMPS (X2)		
MOP BASE SHOP MOP		
OUR DRIVING CONCERN LITERATURE/CARDS		
PLASTIC TUBING/OUTDOOR PLUMBING		
ROUNDPOINT WOOD HANDLE SHOVEL		
TORO PUSH MOWER		
VARIOUS SAFETY TRAINING CD'S (X150)		
VARIOUS SAFETY TRAINING VHS'S (X18)		
VESTAS/SEASIGHT STEEL WIND TURBINE TRANSMISSION		10109615
WOOD HANDLE SHARPSHOOTER SHOVEL		
YELLOW HANDLED SHARP SHOOTER SHOVEL		
CHICKASHA CAMPUS		
ASSORTED OUTDATED TEXTBOOKS		
HORIZON HOBBY INDUCTIX FPV BEGINNER FPV DRONE (X6)		
MANIKIN BASIC GERI	KM090001	
MANIKIN BASIC GERI	KM210343	

ITEM	INVENTORY TAG	SERIAL NUMBER
COWAN CAMPUS		
ACROPRINT TIMEQPLUS BIOMETRIC TIME ATTENDANCE SYSTEM		
ANATOMY CHARTS & STAND		
ASSORTED OUTDATED SURG TECH TEXTBOOKS		
CHAIR W/ ARMS		853H5M
FUJITSU MODEL FI-613OZ DOCUMENT SCANNER		AG8A004023
HOSA POLO STYLE SHIRTS		
LARGE FAKE TREE		
PLASTIC CONTAINER LIDS (X10)		
PLASTIC UNDER DESK FOOT ROLLER		
SET OF 14 DEAN VAUGHN DVD		
TIME CLOCK MODEL TIMEQPLUS 4.1.43		5736065CZ
IT		
AXIS M3027-PVE		ACCC8E331CC6
DELL AIO OPTIPLEX 7450	KC181014	
DELL AIO OPTIPLEX 7450	KC181016	
DELL AIO OPTIPLEX 7450	KC181019	
DELL AIO OPTIPLEX 7450	KC181040	
DELL AIO OPTIPLEX 7450	KC181044	
DELL AIO OPTIPLEX 7450	KC181046	
DELL AIO OPTIPLEX 7450	KC181101	
DELL AIO OPTIPLEX 7450	KM180175	7J4YBM2
DELL AIO OPTIPLEX 7460	KC190028	
DELL LATITUDE 3520	KA230120	4P2QVL3
DELL LATITUDE 3520	KC230131	
DELL LATITUDE 3540	KA240459	29RHLY3
DELL LATITUDE 5511	KA210009	FYM8063
DELL LATITUDE 5511	KA210371	D1Q53D3
DELL LATITUDE 5511	KC210320	
DELL OPTIPLEX 5050	KM170067	4SVQDH2
DELL OPTIPLEX 5511	KA210338	
DELL OPTIPLEX 7450	KC181103	
DELL OPTIPLEX 9020	KC160043	
DELL OPTIPLEX 9020	KC160043	
DELL OPTIPLEX 9020	KM160026	9K5TT52
DELL OPTIPLEX 9020	KM160121	
DELL OPTIPLEX MICRO	KC181080	
DELL OPTIPLEX MICRO	KC181080	
DELL P65F	KM180192	CF046M2
DELL PC	KM180160	
DELL PRECISION AIO	KC181049	
DELL PRECISION AIO	KC181049	
IMAC	KA210018	H4TF313WPN7C
IMAC	KA210019	H4TF3171PN7C
IMAC	KA210020	H4TF30YEPN7C
IMAC	KA220543	H4TH21CZPN7C
IPAD	KC150089	
MACBOOK	KM210021	FVFD923XMNHY

ATTACHMENT D

October 14, 2025

FUNDRAISER REQUESTS

GROUP/ ORGANIZATION	FUNDRAISER	PURPOSE
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 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 Health Careers 1&2	T-shirt sale – Sale of program t-shirts	HOSA Service Project – Proceeds go to NMDP
Cowan Medical Assisting	No scrubs Friday – Students donate \$1 to wear non-scrub clothing on Fridays	Medical Assisting activities and HOSA activities
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 NTHS	Red Solo Cup – Students will walk around commons area during breaks collecting coins	Donations will go to the OK Kids Korral (The Toby Keith Foundation)
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
October 14, 2025

CONTRACTS/AGREEMENTS

COMPANY	
2025-2026 Service Center Agreement Oklahoma Small Business Development Center Network	\$50,000.00
American Red Cross Primary Licensed Training Provider Agreement – CPR classes	Price List
CVTech Foundation Employee Services Contract	\$1,000.00
Integrus Health Memorandum of Understanding: Clarification of Immunization Requirements for Students and Faculty	N/A
Mainstream Engineering Corporation Limited Copyright License – Indoor Air Quality Service Certification	
OneNet Annual Ratification Agreement – Chickasha Internet Services Renewal	\$1,490.00/month
OneNet Annual Ratification Agreement – Cowan Internet Services Renewal	\$1,340.00/month
OneNet Annual Ratification Agreement – El Reno Internet Services Renewal	\$2,550.00/month
ParentSquare – Remind Communication Platform	\$21,275.00
Shanoan Springs Nursing & Rehabilitation Center Preceptorship Agreement	N/A