



**CANADIAN VALLEY TECHNOLOGY CENTER (CV TECH) DISTRICT NO. 6**  
**Chickasha Campus, Helen Ward Seminar Center**  
**1401 Michigan Ave.**  
**Chickasha, OK 73018**  
**Board of Education Regular Meeting**  
**November 11, 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):
  - Dessirae Walters, Receptionist/Financial Aid Assistant, Cowan campus, effective 10/31/25.
6. Proposed Executive Session to discuss the superintendent's contract addendum, pursuant to 25 O.S. § 307 (B) (1) 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.
7. Vote to approve Superintendent's supplemental benefit contract addendum to provide Flex Spending Allowance and Insurance Cash in Lieu options as offered to all full-time employees.
8. Vote to approve the employment as listed on Attachment A.

9. Vote to approve the Residential Purchase Agreement for the purchase of 19.09 acres of land located at the S 1/2 of SW 1/4 of SW 1/4 of Section 8, T 11N, R 5W (Northeast corner of SW 29th Street and Cemetery Road) in Yukon, Canadian County, Oklahoma, for the amount of \$954,500.00.
10. Vote to approve the Schedule of 2026 Regular Board Meetings.
11. Vote to approve the 2026-2027 Tuition and Fee Schedule
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
  - b. Encumbrances and Change Orders - Attachment B
  - c. Surplus/Salvage List - Attachment C
  - d. Fundraiser Requests - Attachment D
  - e. 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:
  - Thanksgiving Break — 11/24-11/28
  - Regular Board Meeting — 12/9, 11:30 a.m., El Reno
16. Adjournment

*Summer Humphries*

---

Agenda posted on November 7, 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  
November 11, 2025**

**EMPLOYMENT ITEMS**

<b>FY26 New Hires</b>			
<b>Last Name</b>	<b>First Name</b>	<b>Position/Campus</b>	<b>Start Date</b>
Brown	Christopher	Plumbing Instructor/El Reno	10/20/2025
Higgins	Veronica 'Aubrey'	Evening Custodian/Chickasha	11/03/2025
Roberts	Cassie	Technical Assistant/El Reno	10/20/2025
Vasfaret	Cari	Flex Health Instructor/Cowan	12/01/2025

<b>FY26 Part-Time/BIS Personnel</b>			
<b>Last Name</b>	<b>First Name</b>	<b>Position</b>	<b>End Date</b>
Cochran	Jamie	ACCD	06/30/2026
Dorris	Jordan	Substitute	06/30/2026
Jennings	Jessika	Childcare Substitute	06/30/2026
Kay	Zachary	Firefighter Adjunct	06/30/2026
Lange	Conner	Childcare Substitute	06/30/2026
Luker	Lyndzi	Childcare Substitute	06/30/2026
McCarley	Jennifer	Substitute	06/30/2026
McClung	Mia	Flex Health	06/30/2026
Mock	Jeff	ACCD	06/30/2026
Moon	Barney	Substitute	06/30/2026
Price	Emma	Childcare Substitute	06/30/2026
Sigle	Georgia	Substitute	06/30/2026
Smith	Elizabeth	Substitute	06/30/2026
Wiggins	David	Substitute Evening Supervisor	06/30/2026

<b>FY26 Transfer</b>			
<b>Last Name</b>	<b>First Name</b>	<b>Position/Campus</b>	<b>Effective Date</b>
Johnson	Jessica	Health Compliance Coordinator/District	TBD

**ATTACHMENT B**  
**November 11, 2025**

**FY26 ENCUMBRANCES/CHANGE ORDERS**

<b>Accounts Payable Encumbrances</b>			<b>Payroll Encumbrances</b>		
<b>POs 261762-262066</b>					
<b>Fund</b>	<b>Amount</b>		<b>Fund</b>	<b>Amount</b>	
11	General Fund	\$428,284.99	11	General Fund	\$300,058.00
11	General Fund - Travel	\$5,200.00			
21	Building Fund	\$77,000.00			
60	Activity Fund	\$103,156.96			
<b>Accounts Payable Change Orders</b>			<b>Payroll Change Orders</b>		
<b>POs 250027</b>					
<b>Fund</b>	<b>Amount</b>		<b>Fund</b>	<b>Amount</b>	
11	General Fund	\$15,000.00	11	General Fund	\$0
21	Building Fund	\$0			
<b>ACCOUNTS PAYABLE TOTAL</b>		<b>\$628,641.95</b>	<b>PAYROLL TOTAL</b>		<b>\$300,058.00</b>
<b>TOTAL: \$928,699.95</b>					

**ATTACHMENT C  
November 11, 2025**

**SURPLUS LIST**

ITEM	INVENTOR Y TAG	SERIAL NUMBER
<b>EL RENO CAMPUS</b>		
30 Magnetic Field Observation Box		
3d Printer - 4.3 Touch Screen (X3)		
Air Brake Trainer		
Air Compressor {Yellow}		
Air Track		
Airwolf 3d Evo Additive Mnfg Center		EVO-180820-0002
Amana Tool 51411 Cut Router Bit		
Borel Compound Zoom Microscope		
Box Misc Magnets		
Charge Sensors (X3)		
Con Tm15 Ex Lg Digit Timer		
Current Sensors (X3)		
Differential Voltage Sensor (X9)		
Easy Temp Probes (X8)		
Eddy Current Propulsion System		
Engraving Point for Stepcraft		
Force Demonstration Tables (X3)		
Galvanometers (X3)		
Go Motion Sensor (X5)		
Go! Link Interface for Computer (X2)		
Guardian Wig Dryers (X2)		
Heated Bed For 3d Printing		
Heliocentric Alternative Energy Kit (X12)		
Hot Wire Cutter		
Large Solenoids (X6)		
Led Lighting		
Lego 31313 Mindstorm Robots (X4)		
Light Sensor (X5)		
Magnetic Field Observation Window		
Magnetic Field Sensor (X2)		
Microphone (X3)		
Motion Encoder Cart and Receiver		
Pasco Magnetic Demo System		
Performance Kit for Stepcraft		
Power Expander (X2)		
Power Supply for Stepcraft		
Qx5 Se Computer Microscope		
Rubber Workpiece Holder		
Static Electric Demo Kit		
Stepcraft CNC System		
Surface Temperature Sensors (X2)		
System Attachment Switch Box		
Thrustmaster T Flight Sticks PS4 (X7)		
TI Light Probes (X4)		
Ultrasonic Range Finders (X8)		
Vernier Easy Link (X10)		
Vernier Flow Rate Sensor		
Vernier Power Amplifier (X2)		
Vernier Sound Level Meter		
Vernier Turbidity Sensor (X4)		
Vernier DC Power Supply (X3)		
Vision Sensors (X4)		

ITEM	INVENTOR Y TAG	SERIAL NUMBER
Voltage Probes (X3)		
White International Semi- Truck	KA141220	
White Sterling Concrete Truck	KA170016	
<b>CHICKASHA CAMPUS</b>		
Black Office Chair		
Black Rotating Chairs (X6)		
Gray Metal Desk		
Gray Roller Chair		
Large Wooden Tables W/Storage (X2)		
Light Gray Fold Up Tables (X6)		
<b>COWAN CAMPUS</b>		
2018 Icd-10-Pcs		9781626884724
2019 CPT Coding Manual-Professional		9781622027521
2019 ICD-10-CM Coding Manual-Expert		9781626886056
2019 ICD-10-PCS Coding Manual-Expert		978162886063
8-Sheet Capacity, Crosscut Paper Credit Card Shredder		AU860XA
ICD-10-CM for Hospitals 2019 Expert with Guidelines		978-1622544349
<b>IT</b>		
Dell Compellent	KA090299	
Dell Latitude 5511	KC210303	
Dell OptiPlex 7450	KC181107	
Dell OptiPlex 7450	KC181109	
Dell OptiPlex 7450	KC181133	
Dell OptiPlex 9020	KC160040	
Math iPad Cart		
Surface Pro	KC150110	
Surface Pro	KC150111	
Surface Pro	KC150112	
Surface Pro	KC150113	
Surface Pro	KC150115	
Surface Pro	KC150116	
Surface Pro	KC150117	
Surface Pro	KC150118	
Surface Pro	KC150119	
Surface Pro	KC150120	
Surface Pro	KC150121	
Surface Pro	KC150122	
Surface Pro	KC150123	
Surface Pro	KC150124	
Surface Pro	KC181140	
Surface Pro	KC181142	

# ATTACHMENT D

November 11, 2025

## FUNDRAISER REQUESTS

GROUP/ORG	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 Pre-Engineering	T-Shirt Sponsorship Sales – Sponsorship spots for the team t-shirts sold	Funds will be used for the Vex Robotics Teams 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
Cowan Practical Nursing	Valentine’s Candy Grams – Students will take donations for candy grams to be delivered on campus 2-13-2026.	Proceeds will go to the National Marrow Donor Program
Cowan Social Committee	Silent Auction – Staff only bidding	Proceeds will go to the Cowan Social Committee
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**  
**November 11, 2025**

**CONTRACTS/AGREEMENTS**

<b>COMPANY</b>	
Bethany Children's Health Center Clinical Experience Agreement	N/A
Center of Family Love Clinical Experience Agreement	N/A
EMPOWER High School Equivalency 2025-2026 Memorandum of Agreement	N/A
Maestro SIS BocaVox PAQ for Adult Application Program Filter	\$5,940.00
Mercy Health Academic Affiliation Agreement	N/A
Pediatric & Fetal Cardiology Associates Clinical Experience Agreement	N/A
Pediatric & Fetal Cardiology Associates Preceptorship Agreement	N/A
Russell-Murray Hospice Clinical Experience Agreement	N/A
Russell-Murray Hospice Preceptorship Agreement	N/A
Spanish Cove Health Center Clinical Experience Agreement	N/A
Spanish Cove Health Center Preceptorship Agreement	N/A