

SYNOPSIS OF MARCH 2, 2010, SPECIAL BOARD MEETING

The meeting was called to order at 5:36 p.m. by Board President Elaine Schuster. Six Board Members were present, and a quorum was established. Also present were Dr. James Branscum, Superintendent; Dr. Danene Vincent, Associate Superintendent, Chief of Staff; Dr. Elaine Stith, Associate Superintendent of Student and Instructional Services; Mr. Bob Parrish, Associate Superintendent of Business and Operational Services; other staff members and guests.

Three Board Members took their Oaths of Office: Mr. Ron Perry, District Number 1 (Term of Office: 2010-2013); Dr. Donna Neal Thomas, District Number 5 (Term of Office: 2010-2014); and Mr. James Huff, District Number 7 (Term of Office: 2010-2014). Dr. Branscum congratulated Mr. Perry, Dr. Thomas, and Mr. Huff upon their election to the Board and expressed appreciation to each of them for their dedication to Metro Technology Centers and the job they do representing their constituents.

The Board elected the following officer for 2010-2011: Dr. Donna Neal Thomas, President; Ms. Elizabeth Richards, Vice President; and Mr. Ron Perry, Clerk.

Dr. Branscum said ACC Director Pete Lee would normally make this announcement, but he wanted to be the one to share with the Board that 34 ACC students recently interviewed for positions at the Air Logistics Center, and all 34 were hired. Also, as the Board knows, ACC students must take and pass FAA certification exams. Some time ago, Mr. Lee challenged students and said he would pay each student who scored 100% on the exam the sum of \$25. Recently, seven students made a perfect score, and this not easy. Dr. Branscum said he believes 6-10 students from every graduating class have made a perfect score since Mr. Lee issued his challenge to them.

Dr. Branscum said training is being provided to adjunct faculty. The first session occurred the previous evening. Mrs. Ruth Giddens, Assistant to the Superintendent, Curriculum and Instructional Support, gave a copy of the agenda from that training to each Board Member. She said that when they first thought about providing the training, they discovered it had been four years since adjunct faculty had been given the opportunity for training. She said thanks to the leadership of Denise Kennemer, Chief Officer, Institutional Learning, and the Adult Training Coordinators, 34 enthusiastic adjunct faculty attended the previous evening's session. At that, Dr. Branscum and Dr. Elaine Stith, Associate Superintendent of Student and Instructional Services, presented an overview of systems thinking. They continued with processes, with a final session on adult learning styles. The adjunct faculty were very appreciative. They hope to have 30 more attend the next training and to continue to provide this training at least annually, if not twice a year, to make sure adjuncts are trained and also know how much MTC values them. Dr. Branscum thanked Mrs. Giddens. He said it was an enjoyable event, and the adjunct faculty were a high energy group.

Dr. Branscum said Dr. Sid Carter, Assistant to the Superintendent, Human Resources, and Mrs. Valerie McMurry-Nichols, Human Resources/Wellness Coordinator, received a healthy business award on behalf of MTC. MTC was the only educational entity to receive the award, which was presented for MTC's wellness program. He said they were happy to receive the award and believe MTC and employees receive benefits from wellness and professional development activities.

Dr. Danene Vincent said that in working with the Executive Team, they have decided to submit an OQAF (Oklahoma Quality Award Foundation) application and not a Baldrige application this year. Dr. Vincent said construction continues to progress on the MCA building. Though they worked in the ice and snow, they are a little behind the original timeline but, especially considering the poor winter weather, not by much. She said that Dr. Branscum, Mrs. Barbara Loudermilk, Director, MCA, Mr. Dennis Portis, Director, Full Service Communities in School, and she met with the architect and interior designer earlier today to begin discussing furniture and layout with an emphasis on flexibility. They do not want a straight row of desks; rather, it is their desire that the furniture to be modern in terms of small learning groups. They reviewed possibilities and will be developing specifics. Dr. Branscum said when received, they will invite the Board to review the samples.

Dr. Vincent said she and Dr. Branscum will be meeting with the entire MCA staff for a strategic planning activity. She has always been amazed by how willing MTC staff are to help. When they asked for volunteers to help with the planning sessions, Mr. Derek Lollis, SBC Lead Teacher/Assistant Director, and Ms. Mylissa Hall, CCTC Lead

Teacher/Assistant Director, volunteered to lead MCA students in a variety of activities during the planning sessions to free up the MCA teachers for the two-day intensive planning sessions. Dr. Vincent said she sees a lot of excitement at MCA and wants to ensure alignment of specific objectives and that measures will be examined regularly.

Dr. Vincent said she and Dr. Branscum made a presentation about MCA to the CareerTech state superintendents when the superintendents met at MTC recently. She believes the information was well-received.

Ms. Carole Brown, Coordinator, provided a report on the recent MCA Parent Academy. The event was well-attended and offered participants a variety of training. Dr. Vincent said she would like for the Board to know that MCA has the first parent teacher student organization (PTSO) in an Oklahoma CareerTech. The MCA PTSO president attended the event and also spent many hours working and volunteering to help with the event.

Dr. Vincent said Ms. Schuster asked that she give a copy of an article, *This is your brain without dad*, to Ms. Brown. Ms. Schuster said the article recently appeared in the WALL STREET JOURNAL.

Dr. Branscum thanked Ms. Schuster for attending the recent Capitol Chamber meeting. He said he was scheduled go but was ill. He knows they had positive things to say about MTC.

Mr. Casey Caldwell, CMSWillowbrook, provided an MCA construction progress update for the past month.

Dr. Vincent said this has been the best group with which to work. Sometimes there are issues with construction projects. She said when she looks at the site, it always seems that everyone is on task. When information is requested by MTC, everyone responds quickly. It has been a great experience.

Dr. Branscum informed Board Members they had been given a copy of the monthly employee wellness newsletter. They had also received a copy of this month's Character First! trait (Tolerance vs. Prejudice).

Mr. Lee said an amazing ACC student would be featured on *Horizons* next Thursday.

Mr. Lollis invited Board Members and staff to attend a SBC fundraiser for the Metro Tech Foundation.

Dr. Branscum said on February 11, HCC had a team-based project in which all of the students, teachers, administrators, custodians, security guards, and PSA students came together for project Metro Care Center. Mr. Johnnie Loudermilk, Teacher, Pre-Law Enforcement & Criminal Forensics, was head of security. Scenarios were set up throughout the HCC. Each class had to write their policies and procedures, calculate dosages (integrated math), etc. They plan to prepare a short video to show at next month's meeting.

Mrs. Pam Ashley, HCC Director, said when Dr. Mark Vincent passed away last August, HCC staff talked about a way to honor his memory and that would also mean something to Dr. Danene Vincent. They decided to make donations to the Metro Tech Foundation with the funds used to assist students to complete their program. Mrs. Ashley said 100% of the HCC staff donated to the Foundation in Dr. Mark Vincent's memory.

The following items were approved:

Minutes of February 9, 2010, Special Board Meeting

Activity Fund Account: PARENT RESOURCE CENTER 20-61-950-2600-000-300

Activity fund transfer from account 824-300 to 950-300

Transfer of funds from the school activity accounts to the general fund

Appoint Stewart Meyers Jr. as agent of record for quoting insurance for FY 2011.

Change the name of Park View Drive on the Springlake Campus to Metro Tech Drive.

Resolution authorizing participation in a pool of Certificate(s) of Indebtedness with other Oklahoma school districts

Resolution authorizing the submission of a request to participate in a short-term cash management program during the 2010-2011 fiscal year to the Oklahoma Commission on School and County Funds

2010-2011 School Calendar [(Human Resources) Improve student engagement and satisfaction, Strengthen financial position, and Improve faculty and staff engagement and capabilities]:

Personnel Items

FY 2010 encumbrances # 1002837 - # 1003053 [(Business and Operational Services) Strengthen Financial Position]:

The meeting adjourned at 7:17 p.m.