

SYNOPSIS OF APRIL 6, 2010, REGULAR BOARD MEETING

The meeting was called to order at 5:32 p.m. by Board President Dr. Donna Neal Thomas. All 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.

Under the Superintendent's Report, Mr. Paul Howard, Chief Officer, Transition Services, informed the Board that the annual Career Options Job Fair will be held Friday, April 23, 8:30-2:30, at the Business Conference Center. Mr. Bob Parrish, Associate Superintendent of Business and Operational Service, introduced Ms. Vicki Doolittle, who has assumed the duties of Activity Fund Custodian after having worked at the Beauty Academy (BA) for a number of years.

Dr. Branscum said Mr. Huff attended the morning session of the National Vocational-Technical National Honor Society Induction Ceremony, a wonderful event for students and their families. He thanked Mr. Huff for attending.

Dr. Branscum said many MTC staff donated funds to help six Health Careers Center (HCC) students participate in the Memorial Marathon. A couple of faculty members will also participate.

Dr. Branscum said a number of staff members have lost family members the past month. Liz Guerrero lost her aunt, Denise and Ted North lost their son, Barbara Loudermilk lost her aunt, Teresa Rodgers and Cynde Collins-Clark lost their aunt, and Lois T. Jones lost her brother.

Dr. Branscum reminded Board Members of the upcoming MTC Foundation banquet. He asked that Board Members let Ms. Ikard Holman know if they would like to attend the event. Ms. Linda Manaugh, Director, Grants & Federal Programs and Foundation Liaison, said their goal was to sell 25 tables of eight, which would mean 200 people in attendance. They are now at about 250 reservations. Kimray, Standley Systems and the Hispanic Chamber purchased corporate tables, and there are 15 corporate table sponsors. Student scholarship recipients will be recognized at the event. They will also recognize donors and one of the foundation board members. They arranged for a cooperative experience between Aunt Pittypat's Catering and the Chef Catering students.

Dr. Sid Carter, Assistant to the Superintendent, Human Resources, said in an attempt to raise funds for the American Heart Association, staff will have their first annual Thunder Basketball event. Board Members were provided a copy of the flyer for this event, and Dr. Carter invited Board Members to attend.

Dr. Branscum reminded Board Members of this month's Character First! trait. The trait is emphasized to students, faculty and staff. He believes Character First! provides a good way to develop leaders and to cause MTC students to recognize character traits that are positive within their own lives.

MetroQuest Update - Dr. Danene Vincent, Chief of Staff, said a planning retreat was held with Metro Career Academy (MCA) staff last Thursday and Friday. She said she has talked about Big Picture schools sponsored by the Gates Foundation. Components of that program may also work with MCA, and there are some interesting similarities. They took staff on their first tour of the new building, and that generated a lot of excitement. If any Board Member would like to tour the facility, they should call her, Dr. Branscum, or Ms. Ikard Holman. It is a good time to tour right now because it is not too muddy. She said they will probably work during the summer.

She then reported that Board Members were aware that an application is going to be submitted to the Oklahoma Quality Award Foundation (OQAF) this May. They are holding in reserve the option of also submitting a Baldrige application. They have filed the Intent to Apply with both organizations.

Mr. Casey Caldwell, CMSWillowbrook, updated the Board on the MCA construction project.

Mr. Pete Lee, ACC Director, said last month he shared with the Board that 34 students had made application at Tinker, and all 34 were hired. The students began their apprenticeship training last week. That brings the total to nearly 1,000 students who have participated in the program since 2001 and also brings the total to \$43,000,000 that MTC students will be earning annually at Tinker.

A plaque of appreciation was presented to former Board President Elaine Schuster (2008-2010).

Mrs. Pam Ashley, HCC Director, and Mrs. Debbie Kamphaus, Lead Teacher/Assistant Director, shared information with the Board regarding Metro Care Center. This was a collaborative effort between seven super cluster teams, and included academic integration and project based learning. The project, held in February, turned the HCC into a hospital, including an ICU, operating room, emergency room, medical-surgical unit, radiography, and laboratory. The Public Service Academy (PSA) students provided security for the mock hospital. One of the things that was really unique about the activity was that it provided an opportunity for adult and high school students to work together. The high school students loved working with the adult students, and the adult students taught the high school students.

The students developed policies and procedures before the event. During the event, the supervising students had to justify their staffing levels. Counselor Lois Jones provided discharge planning for mock patients who were being discharged from the hospital.

MetroShare came over and viewed the project. Dr. Branscum said he and Dr. Vincent entered the building through a back door, and the PSA students were on them asking who they were and why they were there.

They then showed a video clip of the event that is posted on YouTube.com [<http://www.youtube.com/user/metrotechokc>]. Ms. Bonnie James, Marketing Assistant, said the video will also be posted on Channel 18 and will also be delivered to Oklahoma Horizon.

The Board received the financial audit for the previous school year. There were no material weaknesses noted.

Items approved:

- Minutes of March 2, 2010, Regular Board Meeting

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

- Submit a Building Fund supplemental appropriation for FY 10 to the Oklahoma County Excise Board and amend the official Building Fund budget for 2009-2010

- Contract with Yadon & Putnam to audit the FY 2009-10 Financial Statements and prepare the Estimate of Needs for 2010-11

- Personnel items

- FY 2010 encumbrances # 1003054 - #1003303

- Encumbrance to J&B Security for armed security guard services at all sites for the remainder of FY 10

The meeting adjourned at 7:05 p.m.