

SYNOPSIS OF JUNE 30, 2020 SPECIAL VIRTUAL BOARD MEETING

(This meeting was conducted entirely via videoconferencing. The public had access to view and listen to the meeting at the following live stream URL: <https://www.metrotech.edu/mtc-live>)

The special virtual meeting for June 30, 2020 was called to order by President Matt Latham at 5:41 p.m. Six (6) Board Members were present, and a quorum was established. The standard monthly Treasurer's Report, and the Metro Technology Centers' Communications and Marketing Plan for FY 20 and FY 21 were presented.

Items approved included:

Minutes of June 2, 2020 Special Virtual Board Meeting

Transfer of funds from the General Fund to the Activity Fund Student Tuition & Fees Refund Sub-account to fund the student tuition refund sub-account for FY 2020-2021

Transfer of funds from the First Security Bank Petty Cash Account to First Security Bank General Fund Account to clear funds from FY 2019-2020

Transfer of funds from First Security Bank General Fund Operating Account to the First Security Bank Petty Cash Account for FY 2020-2021

Revised renewal of the contract with Putnam & Company, PLLC to audit the FY 19-20 Financial Statements

Authorize the Board President, Board Clerk, and District Treasurer to approve financial transactions on behalf of Metro Technology Centers for FY 2020-2021

Continuation of an agreement between Metro Technology Centers and Account Management Resources (AMR) for collection services for FY 2020-2021

Encumbrance to Red Rock Distributing, in the amount of \$125,000.00, to purchase fuel during FY 2021

Continuance of training Agreement for Professional Services between Metro Technology Centers and The City of Oklahoma City, the Oklahoma City Water Utilities Trust and the Oklahoma City Environmental Assistance Trust

Continuance of agreement for representation between Metro Technology Centers, its Board of Education, and Rosenstein, Fist & Ringold for legal services

Encumbrance to the City of Oklahoma City for water services at all district sites in FY 2021

Encumbrance to Oklahoma Natural Gas for service at district sites in FY 2021

Encumbrance to First Data for data processing fees and card fee coverage for operating fund FY 2021

Encumbrance to OPUBCO for advertising district job openings via digital online media & diversity network

Encumbrance to OG&E, in the amount of \$559,440.00, for electric service at all district sites in FY 2021

Declare three (3) Trane chiller units from South Bryant Campus (SBC) Building "A" as surplus and no longer of use to the District, and to instruct the Superintendent to dispose of these items in a legal manner

FY 2020-2021 Civil Rights Advisory Committee

Amended FY 2019-2020 official budget in accordance with the School District Budget Act

Renewal of lease agreement between Metro Technology Centers and The Corporate Tower, LLC, located at 101 N. Robinson, Oklahoma City, Oklahoma, currently known as Corporate Tower, for the downtown campus to provide instructional programs on the first and third floors of the office building

Receipt of FY 2020-2021 Industry and Safety Training funds from the Oklahoma Department of Career and Technology Education (ODCTE). These funds are allocated for the purpose of training employees of organizations within Metro Tech's district. These funds will be reimbursed to Metro Tech by ODCTE on a monthly basis, as training occurs, throughout FY 2021

Amendment of the FY 2020-21 District Calendar to change Professional Development Day from August 5 to August 6 based upon changes to the ODCTE August Conference dates

[tabled] Employ a District Treasurer for FY 2020-2021

[revised] Appoint Matt Gindhart as ~~Assistant~~ Interim Treasurer, and Phil Carlton as Interim Encumbrance Clerk for FY 2020-2021

Appoint Matt Gindhart as the District Petty Cash Custodian for FY 2020-2021

Appoint JoAnn Johnson as Board Minutes Clerk, and Sandra Sanchez as Deputy Board Minutes Clerk for FY 2020-2021

Personnel Items

FY 2020 Encumbrances PO #2004101 - #2004203

FY 2021 Encumbrances PO #2100000 - #2100215

Encumbrance to Bank of Oklahoma for bond obligation for STEM Academy building in FY 2020-2021

Encumbrance to Oklahoma Management and Enterprise Services-Construction and Properties for management fees for roofing project at the South Bryant Campus

Encumbrance to Smith & Pickel Construction, Inc. for asbestos abatement at South Bryant Campus, "Building A."

Ratification of encumbrance to GovConnection for 580 HP Laptops and 385 HP Chromebooks to provide computer equipment for district students for FY 2021

Ratification of encumbrance to Dell for 142 Dell Laptops to provide computer equipment for district STEM students for FY 2021

Ratification of encumbrance to Apple for 68 MacBook Pro Laptops to provide computer equipment for Graphic Design Program students for FY 2021

Ratification of encumbrance to Verizon for 200 HotSpots and for one (1) year of service to provide district students in need of internet access for distance learning for FY 2021

Encumbrance to Constellation for third party natural gas service at district sites in FY 2021

The meeting adjourned at 6:41 p.m.