

REGULAR MEETING—BOARD OF REGENTS
OKLAHOMA CITY COMMUNITY COLLEGE

April 20, 2020

11:30 a.m.

Pursuant to 25 O.S. § 307.1, Oklahoma City Community College shall conduct a meeting by videoconference, with an audioconference as backup. There shall be no in-person location.

Members of the public may view the meeting at the following web address:

www.occc.edu/meetings

The following members shall participate remotely:

Chair Devery Youngblood – Videoconference (audioconference backup)
Vice-Chair Chris Lawson – Videoconference (audioconference backup)
Secretary Christie Burgin – Videoconference (audioconference backup)
Regent David Echols – Videoconference (audioconference backup)
Regent Raúl Font – Videoconference (audioconference backup)
Regent Kevin Perry – Videoconference (audioconference backup)
Regent James White – Videoconference (audioconference backup)

AGENDA

1. Call to Order – Chair Devery Youngblood
2. Announcement of Filing of Meeting Notice and Posting of the Agenda in Accordance with the Oklahoma Open Meeting Act – Ms. Roshell Roberts, Assistant Secretary to the Board
3. Roll Call – Ms. Roshell Roberts, Assistant Secretary to the Board
4. For Action: Approval of the Consent Docket (Tab 4, Pages 1- 22)
 - A. Minutes of the Regular Meeting of the Board of Regents, February 17, 2020
 - B. Acceptance of the Budget Report for Fiscal Year 2020 through February 29, 2020
 - C. Acceptance of the Budget Report for Fiscal Year 2020 through March 31, 2020
5. For Action: Adopting a resolution approving refunding of the outstanding 2010 Oklahoma City Community College Revenue Bonds and 2010A Oklahoma Development Finance Authority Master Lease Bonds through participation in the 2020 Oklahoma Development Finance Authority Master Lease Program; and, authorizing the Administration to take necessary actions to advance the refunding. – Chair Devery Youngblood (Tab 5, Pages 23-26)
6. For Action: Authorizing for the Administration to Request Approval from the Oklahoma State Regents for Higher Education to Increase Academic Service Fees for Fiscal Year 2021 – Dr. Jeremy Thomas, Vice President for Student Affairs (Tab 6, Pages 27-28)

Board of Regents' Meeting Agenda

April 20, 2020

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7. For Action: Authorizing the Board of Regents to Grant a Public Utility Easement to Oklahoma Gas and Electric Company for Installation and Maintenance of Electrical Service for the Oklahoma City Community College Solar Powered Electric Vehicle Charging Station Project, and Authorizing the Chair of the Board of Regents to Execute the Easement – Chair Devery Youngblood (Tab 7, Pages 29-34)
8. Report/Discussion of the Meeting of the Board of Regents' Nominating Committee – Member of the Board of Regents' Nominating Committee
9. For Action: Election of Officers for the Board of Regents, with Terms Beginning April 23, 2020 - Chair Devery Youngblood
10. Board of Regents' Request(s) for Information from Staff – Chair Devery Youngblood
11. Chair's Comments and Announcements
12. Regents' Comments and Announcements
13. New Business – Consideration of “any matter not known about or which could not have been reasonably foreseen prior to the time of posting” of the agenda.
14. For Action: Adjournment

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
April 20, 2020

AGENDA ITEM 4A:

Minutes of the Regular Meeting of the Board of Regents, February 17, 2020

1. Call to Order. Board Chair Devery Youngblood called the Regular Meeting of the Oklahoma City Community College Board of Regents to order at 11:30 a.m.
2. Announcement of Filing of Meeting Notice and Posting of the Agenda in Accordance with the Oklahoma Open Meeting Act. The Assistant Secretary announced that notice of the meeting had been filed with the Office of Administrative Rules and the County Clerk on December 16, 2019, and the agenda had been posted at 4:25 PM on February 12, 2020 in accordance with the Oklahoma Open Meeting Act.
3. Invocation: Ms. Corrie Patterson, representing TRIO and the Youth of Distinction Club provided the invocation.
4. Pledge to the Flag: Mr. William Pearson, representing the Psychology Club led the pledge to the flag.
5. Roll Call by the Assistant Secretary:

Board Members Present:

Regent Christie Burgin
Regent David Echols
Regent Kevin Perry
Regent James White
Regent Devery Youngblood

Board Members Absent:

Regent Chris Lawson
Regent Raúl Font

Others in attendance: President Jerry Steward, Mr. Lemuel Bardeguez, Mr. Greg Gardner, Mr. Chris Snow, Dr. Regina Switzer, Dr. Jeremy Thomas, Mr. Von Allen, Mr. Randy Cassimus, Mr. John Claybon, Mr. Michael Cline, Mr. Chris Collins, Mr. Bryon Dickens, Dr. McKenna Green-Garrison, Dr. Thomas Harrison, Ms. Kim Jameson, Dr. James Murray, Dr. Janet Perry, Chief Daniel Piazza, Dr. Max Simmons, Ms. Danita Rose, Ms. Kaela Bean, Mr. Jermaine Peterson, Mr. Chris Snoddy, Mr. Tory Rhoades, Ms. Roshell Roberts, Dr. Jack Warner, Mrs. Tammy Steward, Dr. Rick Moore, & Mr. Raja Manaff

Board of Regents' Meeting Minutes
February 17, 2020
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6. President's Report

- Recognition of Elected Official

None

- Recognition of Donor(s)

President Steward Recognized Dr. Jack Warner and Mr. Raja Manaff (and eight of his family members) for their dedicated support of Oklahoma City Community College.

- Recognition of Students, Faculty, and Staff

None

- Introduction of New Employees

Dr. Regina Switzer, Vice President for Human Resources, introduced the following new employees: Mr. Cristian Spellin, Mr. Weldon Man, Ms. Megan Jefferson, Ms. Lori Schwab, Mr. Kelly Peters, Mr. Xavier Jackson, Ms. Melissa Jones, Mr. Brian Carter, Dr. Kathleen Smith, & Mr. Zachary Frye

7. Approval of the Consent Docket:

A. Minutes of the Special Meeting of the Board of Regents, November 18, 2019

B. Minutes of the Regular Meeting of the Board of Regents, January 27, 2020

C. Acceptance of the Budget Report for Fiscal Year 2020 through January 31, 2020

MOTION by Regent Burgin, seconded by Regent Perry, to approve/accept the consent docket items as shown in the agenda. Motion carried 5-0, as follows:

Aye - Regent Perry, Regent Echols, Regent Burgin, Regent White, & Regent Youngblood

8. For Action: Authorization for the Administration to Request Approval from the Oklahoma State Regents for Higher Education for the College to seek approval of curriculum changes for one (1) current degree program

Mr. Greg Gardner, Vice President for Academic Affairs, gave a report and requested Authorization for the Administration to Request Approval from the Oklahoma State Regents for Higher Education for the Anesthesia Technician Program.

MOTION by Regent White, seconded by Regent Burgin, to approve/accept the consent docket items as shown in the agenda. Motion carried 5-0, as follows:

Board of Regents' Meeting Minutes

February 17, 2020

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Aye - Regent Perry, Regent Echols, Regent Burgin, Regent White, & Regent Youngblood

9. Monitoring Reports:

A. Annual Monitoring Report on College END: "Community Development: Our community's quality of life is enriched through our educational, artistic, and recreational programs and events."

Mr. Lemuel Bardeguez, Vice President for Community and Workforce Development, presented the comprehensive annual report on the END related to the "community development" outcome.

B. For Action: Accepting the Annual Monitoring Report on College END: "Community Development: Our community's quality of life is enriched through our educational, artistic, and recreational programs and events."

MOTION by Regent Echols, seconded by Regent White to accept the monitoring report on College END: "Community Development: Our community's quality of life is enriched through our educational, artistic, and recreational programs and events." Motion carried 5-0, as follows:

Aye - Regent Perry, Regent Echols, Regent Burgin, Regent White, & Regent Youngblood

10. Information Reports:

A. Student Success Advising Update

Dr. Jeremy Thomas provided an update to the Board of Regents related to the Student Success Advising model and how beneficial it has proven for our students over the last several months.

B. Spring 2020 Enrollment Report

Dr. Jeremy Thomas provided a comprehensive and detailed update to the Board of Regents related to the enrollment statistics for Spring 2020.

C. Higher Learning Commission Overview

Dr. Makenna Green Garrison, Director of Curriculum and Assessment, presented information related to Higher Learning Commission Requirements and Expectations (Criterion 2).

Board of Regents' Meeting Minutes

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11. Announcement of Board of Regents' Nominating Committee to Accept Nominations and Recommend a Slate of New Board of Regents' Officers

Chair Devery Youngblood appointed the following regents to serve on the Board Nominating Committee to accept nominations and recommend a slate of new Board Officers: Regent David Echols, Regent Kevin Perry, and Regent Jim White. This Committee will provide a report at the April Board meeting.

12. Board of Regents' Request(s) for Information from Staff: None

13. Chair's Comments and Announcements: None

14. Regents' Comments and Announcements: None

15. New Business-Consideration of "any matter not known about or which could not have been reasonably foreseen prior to the time of posting" of the agenda: None

16. Adjournment

MOTION by Regent White, seconded by Regent Perry, to adjourn at 12:24 p.m. Motion carried 5-0, as follows:

Aye - Regent Perry, Regent Echols, Regent Burgin, Regent White, & Regent Youngblood

Devery Youngblood, Chair

Christie Burgin, Secretary

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
April 20, 2020

AGENDA ITEM 4B:

Acceptance of the Budget Report for Fiscal Year 2020 through February 29, 2020

RECOMMENDATION:

It is recommended that the Board of Regents accept the Budget Report for Fiscal Year 2020 through February 29, 2020.

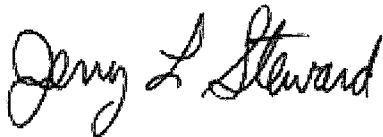
ANALYSIS:

- The budget report for Oklahoma City Community College is presented on the following pages.
- The Executive Summary explains any significant deviations from expectations. The budget analysis pages provide for comparisons of actual receipts/expenditures to the year-to-date plan for both Education and General, and Auxiliary budgets.
- The report reflects a sound budget condition for the College and it is recommended that the Board of Regents accept the Budget Report for Fiscal Year 2020 through February 29, 2020.

RECOMMEND



CONCUR



**OKLAHOMA CITY COMMUNITY COLLEGE
YEAR TO DATE BUDGET STATUS REPORT
EXECUTIVE SUMMARY
FOR FISCAL YEAR 2020 THROUGH FEBRUARY 29, 2020**

Educational & General

The Oklahoma State Regents for Higher Education allocation to Oklahoma City Community College for the month of February totals \$1,652,603. Junior Concurrent Enrollment Waivers were reimbursed at 75.3% of total dollars waived for Fall 2019. The allocation is set forth in the following table:

	Current Month	Year-to-Date
State Allocation:		
General Fund	1,527,141.92	12,217,135.36
National Guard Reimbursements	4,960.17	39,681.36
Senior Concurrent Enrollment Reimbursements	120,500.91	964,007.28
Junior Concurrent Enrollment Reimbursements	-	138,612.00
Oil Reimbursements	-	2,168,434.00
	<hr/>	<hr/>
Total State Allocation:	<u>1,652,603.00</u>	<u>15,527,870.00</u>

The College has realized 98% of total planned revenues and expended 80% of total planned expenditures. The plan allocates the current annual budget based on a percentage of the three-year average of actual expenditures for each reporting period.

The Education and General revenue and expenditure variances from plan are illustrated in the table below.

Description	Variance from YTD Plan	Comment
Educational & General		
Revenues:		
Student Fees	92%	Attendance policy change and lower non-resident enrollment FTE.
Prior Year Student Fees	170%	Increased collections of prior year account receivable balances.
Other	125%	Higher revenues when compared to prior years.
Expenditures:		
Instruction	72%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Academic Support	89%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Student Services	88%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Institutional Support	82%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Facilities Management	86%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.

Auxiliary

The College has realized revenues of \$7,582,403 and expenditures of \$3,734,128 for a year to date net margin of \$3,848,275. The net margin does not include the budgeted transfers that will occur year-end.

The Auxiliary revenue and expenditure variances from plan are illustrated in the table below.

Description	Variance from YTD Plan	Comment
Auxiliary		
Revenues:		
Student Store/TekSpot Sales	88%	Lower Textbook Sales when compared to prior years.
Facility Use Fee	92%	Attendance policy change and lower enrollment FTE.
Student Activity Fee - Operations	92%	Attendance policy change and lower enrollment FTE.
Student Activity Fee - Theater	92%	Attendance policy change and lower enrollment FTE.
Student Activities	92%	Attendance policy change and lower enrollment FTE.
College Union/Café & Catering	79%	Lower revenues when compared to plan, the cafeteria was closed in July and through mid-August. Catering was suspended as of mid-September.
VPAC - Ticket Sales/Rentals	139%	Higher revenues when compared to prior years.
Other	587%	Higher revenues from Testing Services and Other Income due to changes in account structure.
Expenditures:		
College Union/Café & Catering	82%	Lower expenditures when compared to prior years due to staffing vacancies.
Business Training	68%	Lower non-personnel expenditures when compared to prior years.
VPA - Operations	43%	Lower non-personnel expenditures when compared to prior years.
VPA - Cultural Arts Programming	71%	Lower non-personnel expenditures when compared to prior years.
Student Activity Fee - Theater	19%	Lower non-personnel expenditures when compared to prior years.
Student Activities	9%	Lower non-personnel expenditures when compared to prior years.
Special Events	59%	Lower non-personnel expenditures when compared to prior years.
Other	181%	Higher expenditures when compared to prior years due to changes in account structure.

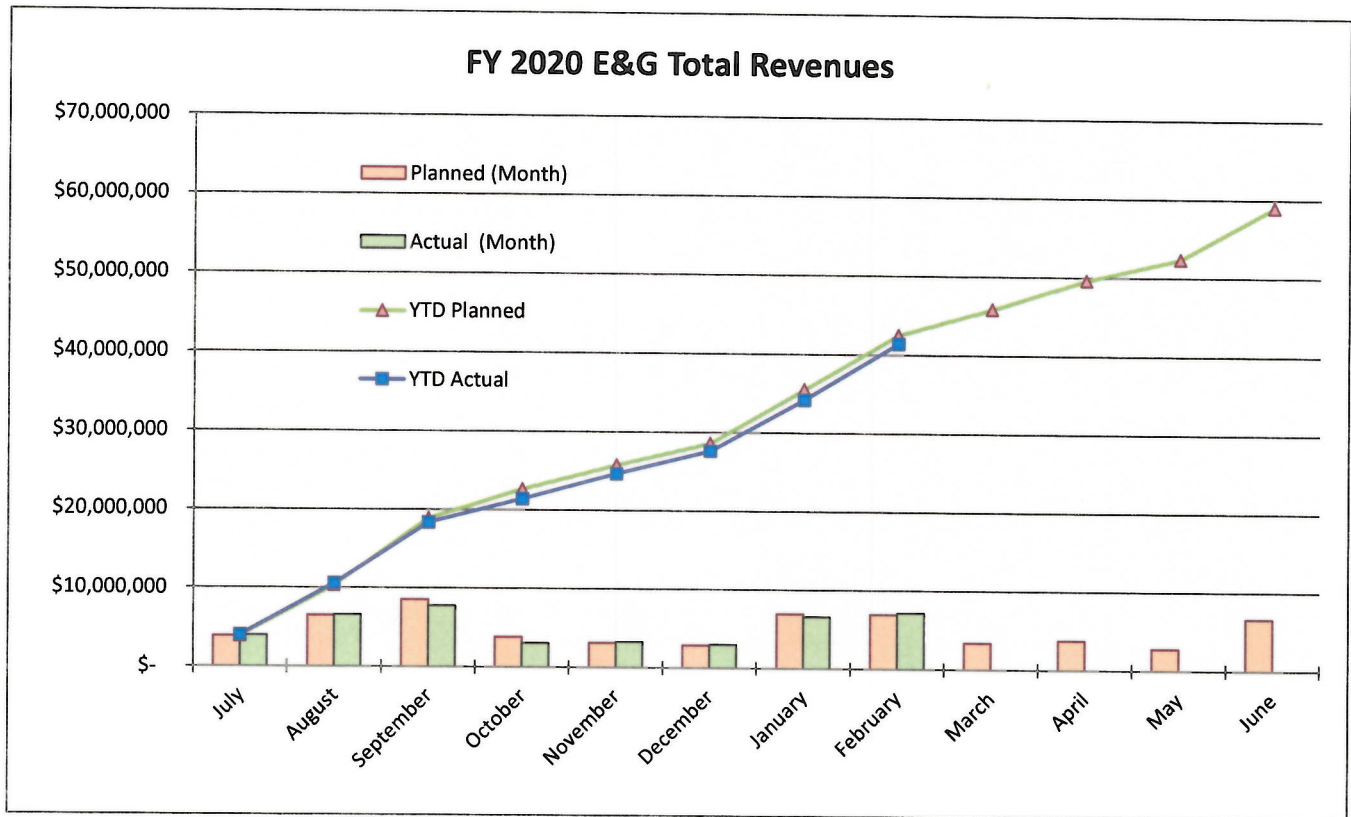
Cash & Investments

	<u>Current Month (Year-to-Date)</u>
Cash & Investments:	
Current Unrestricted :	
General	31,891,232.80
Insurance Fund	<u>354,507.22</u>
Total Current Unrestricted	32,245,740.02
Current Restricted	2,326,476.92
Student Scholarship Endowments	47,395.72
OSRHE Endowment	324,408.08
Direct Student Loans*	(437,189.00)
Plant Funds	<u>7,401,921.80</u>
Total Cash & Investments	<u>41,908,753.54</u>

* - Direct Student Loan cash draw down transactions are completed after the loans are disbursed. Depending on what day the month ends, this balance may be negative due to timing of receipt of the draw down.

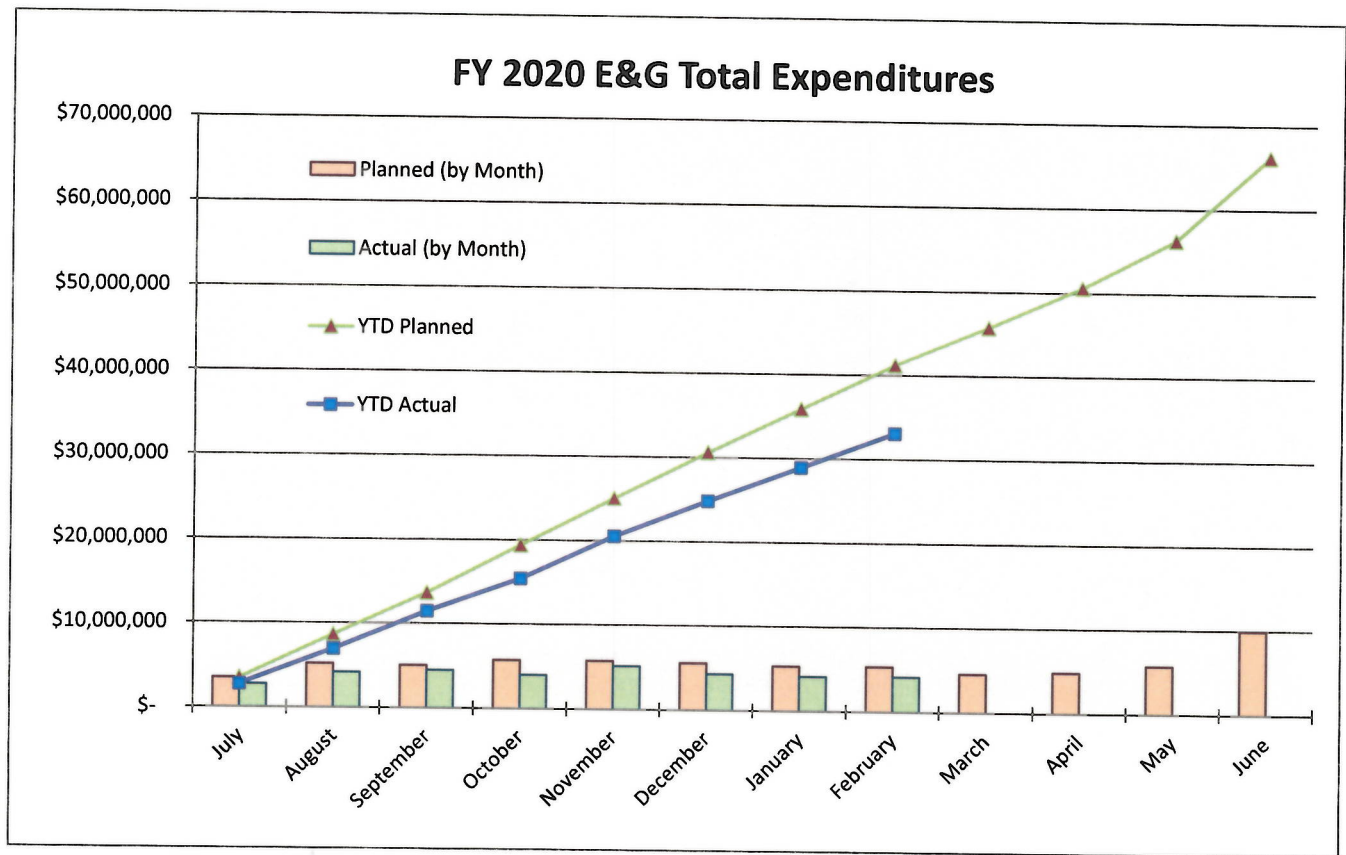
The College's cash is held in the State Agency Cash Management program that pays interest on the average daily cash balance in our accounts, similar to an interest bearing checking account. The College's only investments are related to bond reserve funds and are reflected in the Plant Fund.

**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH FEBRUARY 29, 2020
FISCAL YEAR 2020 E&G REVENUES**



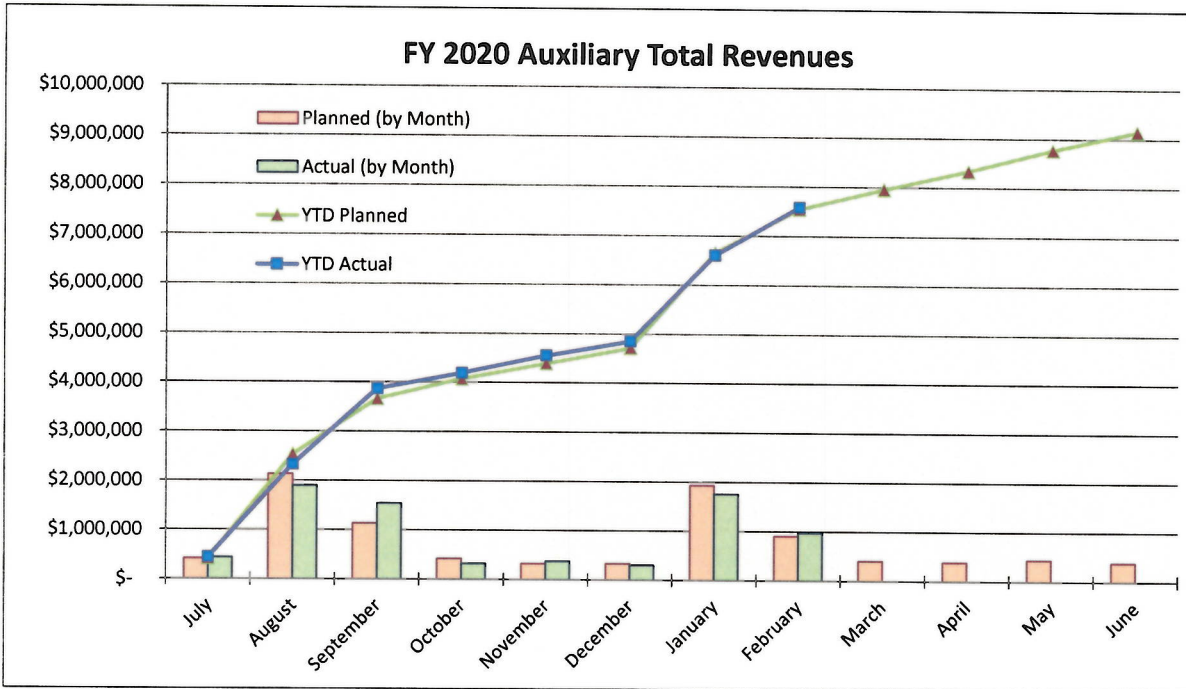
Fiscal Year 2020					
		Plan		Actual	Actual vs. Year To Date Plan
		Annual Budget	Year To Date Plan Revenues	Year To Date Revenues	Actual % of Year To Date Plan
<u>Revenues</u>					
1	State Allocation	\$ 21,999,670	\$ 15,389,258	\$ 15,527,870	101%
2	Student Tuition & Fees	29,755,437	25,475,614	23,371,978	92%
3	Prior Yr Student Fees	2,000,000	1,140,000	1,934,361	170%
4	Tech. Educ. Reimbursement	4,000,000	-	-	-
5	Public Service	95,000	8,390	8,517	102%
6	Auxiliary transfer - VPAC	146,897	-	-	-
7	Auxiliary transfer - Fund 10 Operations	231,150	-	-	-
8	Other Income	785,000	474,464	590,850	125%
9	TOTAL REVENUES	\$ 59,013,154	\$ 42,487,726	\$ 41,433,576	98%
10	Funds from Carryover	7,250,000			
11	TOTAL	\$ 66,263,154			

**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH FEBRUARY 29, 2020
FISCAL YEAR 2020 E&G EXPENDITURES**



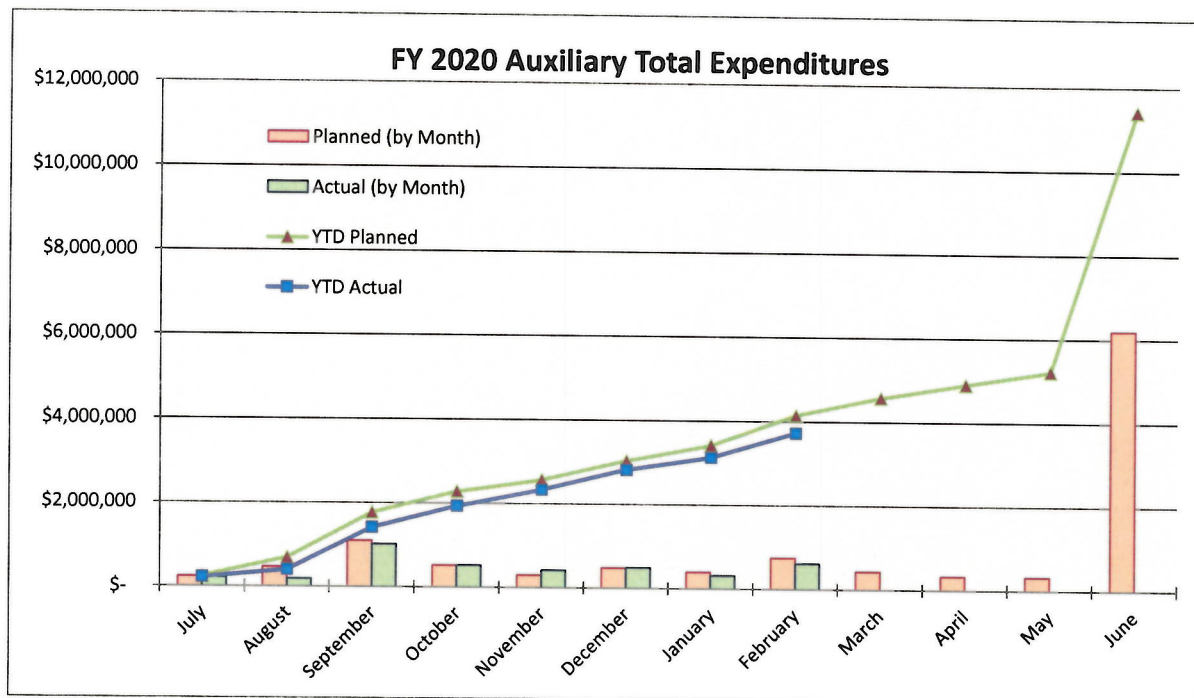
Fiscal Year 2020				
Expenditures	Plan		Actual	Actual vs. Year To Date Plan
	Annual Budget	Year To Date Plan Expenditures	Year To Date Expenditures	Actual % of Year To Date Plan
1 Instruction	\$ 34,734,547	\$ 20,425,793	\$ 14,782,970	72%
2 Public Service	-	-	-	-
3 Academic Support	1,775,190	1,157,204	1,034,693	89%
4 Student Services	7,071,377	4,622,071	4,062,863	88%
5 Institutional Support	8,140,657	5,250,316	4,321,763	82%
6 Facilities Management	10,820,983	6,507,111	5,618,838	86%
7 Scholarships & Tuition Waivers	3,720,400	3,259,825	3,266,152	100%
8 TOTAL EXPENDITURES	\$ 66,263,154	\$ 41,222,320	\$ 33,087,279	80%

**OKLAHOMA CITY COMMUNITY COLLEGE
AUXILIARY BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH FEBRUARY 29, 2020
FISCAL YEAR 2020 AUXILIARY REVENUES**



Fiscal Year 2020				
	Plan		Actual	Actual vs. Year To Date Plan
	Annual	Year To Date	Year To Date	Actual %
	Budget	Plan Revenues	Revenues	of Year To Date Plan
Revenues				
1 Student Store/TekSpot Sales	\$ 3,555,000	\$ 3,098,078	\$ 2,726,062	88%
2 Facility Use Fee	2,935,415	2,449,438	2,257,550	92%
3 Student Activity Fee - Operations	1,057,161	882,141	812,999	92%
4 Student Activity Fee - Theater	206,654	172,441	158,937	92%
5 Student Activities	203,894	170,138	156,790	92%
6 Cafeteria/Catering & Vending	659,600	429,823	340,710	79%
7 Business Training	-	-	47,751	-
8 VPAC - Ticket Sales/Rentals	300,000	212,432	296,258	139%
9 Other	230,000	133,719	785,346	587%
10 TOTAL REVENUES	\$ 9,147,724	\$ 7,548,210	\$ 7,582,403	100%
11 Funds from Carryover	2,700,000			
12 TOTAL	\$ 11,847,724			

**OKLAHOMA CITY COMMUNITY COLLEGE
AUXILIARY BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH FEBRUARY 29, 2020
FISCAL YEAR 2020 AUXILIARY EXPENDITURES**



Fiscal Year 2020				
Expenditures	Plan		Actual	Actual vs. Year To Date Plan
	Annual	Year To Date	Year To Date	Actual %
	Budget	Plan Expenditures	Expenditures	of Year To Date Plan
1 Student Store/TekSpot Operations	\$ 3,151,603	\$ 2,280,703	\$ 2,168,898	95%
2 Student Programs	891,443	501,964	476,704	95%
3 Revenue Bond Debt Service	1,771,673	196,928	196,247	100%
4 College Union/Café & Catering	883,411	536,595	440,802	82%
5 Business Training	109,575	65,206	44,304	68%
6 VPA - Operations	67,828	32,464	13,976	43%
7 VPA - Cultural Arts Programming	200,142	137,353	96,930	71%
8 Box Office	-	-	15,456	-
9 Student Activity Fee - Theater	206,654	92,885	17,640	19%
10 Student Activities	203,894	19,353	1,753	9%
11 Community Development	-	-	7,007	-
12 Transfer to E&G - E & G Operations	231,150	-	-	-
13 Transfer to Capital - Facility Use Fee	1,163,745	-	-	-
14 Special Events	335,670	198,446	116,123	59%
15 Other	82,139	54,759	99,317	181%
16 Utilities	70,500	39,724	38,971	98%
17 Auxiliary Contingency - General	2,228,297	-	-	-
18 Auxiliary Contingency - Bookstore	250,000	-	-	-
19 TOTAL EXPENDITURES	\$ 11,847,724	\$ 4,156,380	\$ 3,734,128	90%

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
April 20, 2020

AGENDA ITEM 4 C:

Acceptance of the Budget Report for Fiscal Year 2020 through March 31, 2020

RECOMMENDATION:

It is recommended that the Board of Regents accept the Budget Report for Fiscal Year 2020 through March 31, 2020.

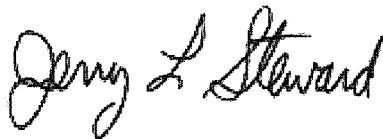
ANALYSIS:

- The budget report for Oklahoma City Community College is presented on the following pages.
- The Executive Summary explains any significant deviations from expectations. The budget analysis pages provide for comparisons of actual receipts/expenditures to the year-to-date plan for both Education and General, and Auxiliary budgets.
- The report reflects a sound budget condition for the College and it is recommended that the Board of Regents accept the Budget Report for Fiscal Year 2020 through March 31, 2020.

RECOMMEND



CONCUR



**OKLAHOMA CITY COMMUNITY COLLEGE
YEAR TO DATE BUDGET STATUS REPORT
EXECUTIVE SUMMARY
FOR FISCAL YEAR 2020 THROUGH MARCH 31, 2020**

Educational & General

The Oklahoma State Regents for Higher Education allocation to Oklahoma City Community College for the month of March totals \$1,652,603. Junior Concurrent Enrollment Waivers were reimbursed at 75.3% of total dollars waived for Fall 2019. The allocation is set forth in the following table:

	Current Month	Year-to-Date
State Allocation:		
General Fund	1,527,141.92	13,744,277.28
National Guard Reimbursements	4,960.17	44,641.53
Senior Concurrent Enrollment Reimbursements	120,500.91	1,084,508.19
Junior Concurrent Enrollment Reimbursements	-	138,612.00
Oil Reimbursements	-	2,168,434.00
Total State Allocation:	<u>1,652,603.00</u>	<u>17,180,473.00</u>

The College has realized 96% of total planned revenues and expended 80% of total planned expenditures. The plan allocates the current annual budget based on a percentage of the three-year average of actual expenditures for each reporting period.

The Education and General revenue and expenditure variances from plan are illustrated in the table below.

Description	Variance from YTD Plan	Comment
Educational & General		
Revenues:		
Student Fees	88%	Attendance policy change and lower non-resident enrollment FTE.
Prior Year Student Fees	172%	Increased collections of prior year account receivable balances.
Other	139%	Higher revenues when compared to prior years.
Expenditures:		
Instruction	73%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Academic Support	89%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Student Services	88%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Institutional Support	84%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Facilities Management	86%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.

Auxiliary

The College has realized revenues of \$7,761,460 and expenditures of \$4,168,203 for a year to date net margin of \$3,593,257. The net margin does not include the budgeted transfers that will occur year-end.

The Auxiliary revenue and expenditure variances from plan are illustrated in the table below.

Description	Variance from YTD Plan	Comment
Auxiliary		
Revenues:		
Student Store/TekSpot Sales	88%	Lower Textbook Sales when compared to prior years.
Facility Use Fee	88%	Attendance policy change and lower enrollment FTE.
Student Activity Fee - Operations	88%	Attendance policy change and lower enrollment FTE.
Student Activity Fee - Theater	88%	Attendance policy change and lower enrollment FTE.
Student Activities	88%	Attendance policy change and lower enrollment FTE.
College Union/Café & Catering	77%	Lower revenues when compared to plan, the cafeteria was closed in July and through mid-August. Catering was suspended as of mid-September. Due to COVID-19, the campus was closed on March 25, 2020 at 5:00 p.m. and will remain closed until further notice.
VPAC - Ticket Sales/Rentals	122%	Higher revenues when compared to prior years.
Other	534%	Higher revenues from Testing Services and Other Income due to changes in account structure.
Expenditures:		
Student Programs	90%	Lower non-personnel expenditures when compared to prior years.
College Union/Café & Catering	87%	Lower expenditures when compared to prior years due to staffing vacancies.
Business Training	67%	Lower expenditures when compared to prior years due to staffing vacancies.
VPA - Operations	52%	Lower non-personnel expenditures when compared to prior years.
VPA - Cultural Arts Programming	71%	Lower non-personnel expenditures when compared to prior years.
Student Activity Fee - Theater	14%	Lower non-personnel expenditures when compared to prior years.
Student Activities	3%	Lower non-personnel expenditures when compared to prior years.
Special Events	59%	Lower non-personnel expenditures when compared to prior years.
Other	181%	Higher expenditures when compared to prior years due to changes in account structure.

Cash & Investments

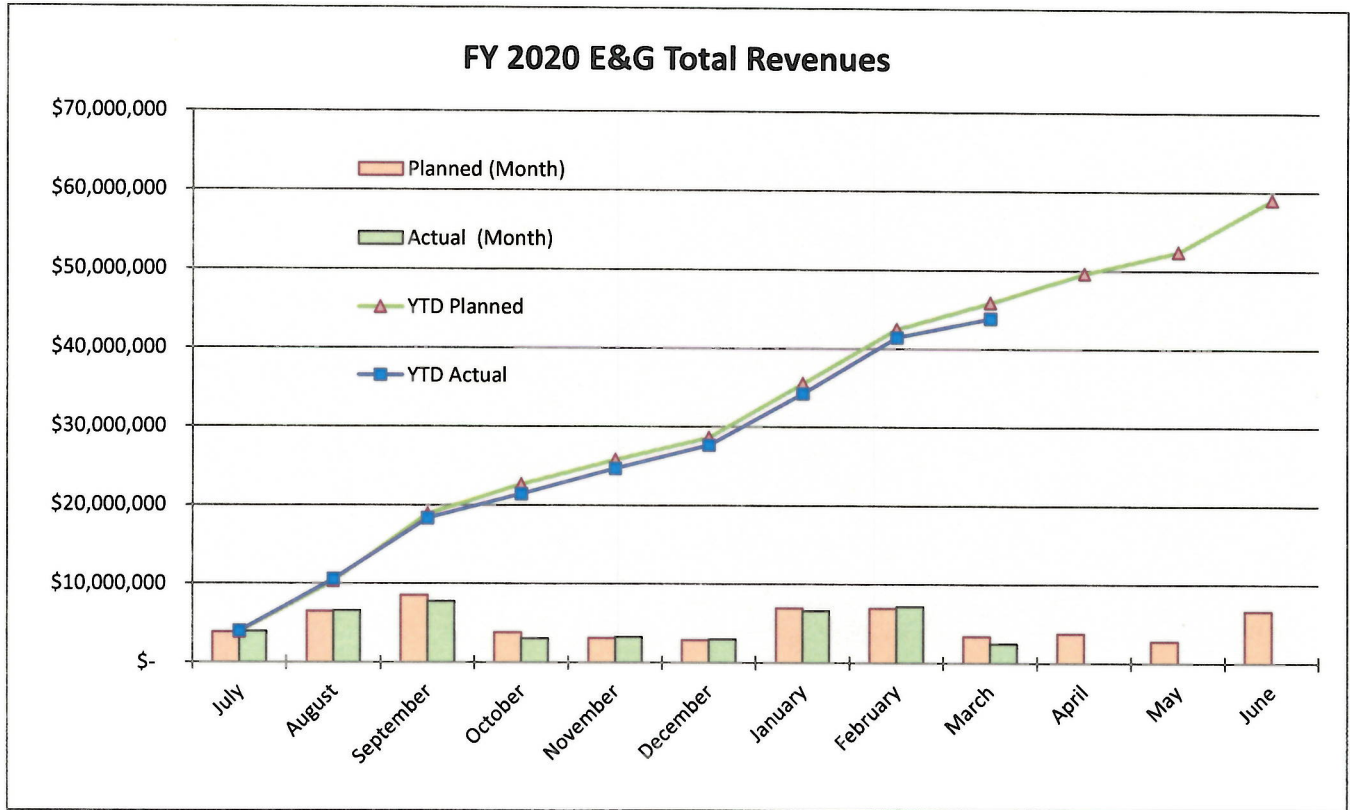
	Current Month (Year-to-Date)
Cash & Investments:	
Current Unrestricted :	
General	28,955,482.06
Insurance Fund	404,997.89
	<hr/>
Total Current Unrestricted	29,360,479.95 *
Current Restricted	2,294,944.18
Student Scholarship Endowments	47,486.49
OSRHE Endowment	324,602.71
Direct Student Loans*	(703,001.57) **
Plant Funds	7,329,835.32
	<hr/>
Total Cash & Investments	38,654,347.08

* - The cash balance has been estimated due to the subsequent transfer of funds from the clearing account to the general fund.

** - Direct Student Loan cash draw down transactions are completed after the loans are disbursed. Depending on what day the month ends, this balance may be negative due to timing of receipt of the draw down.

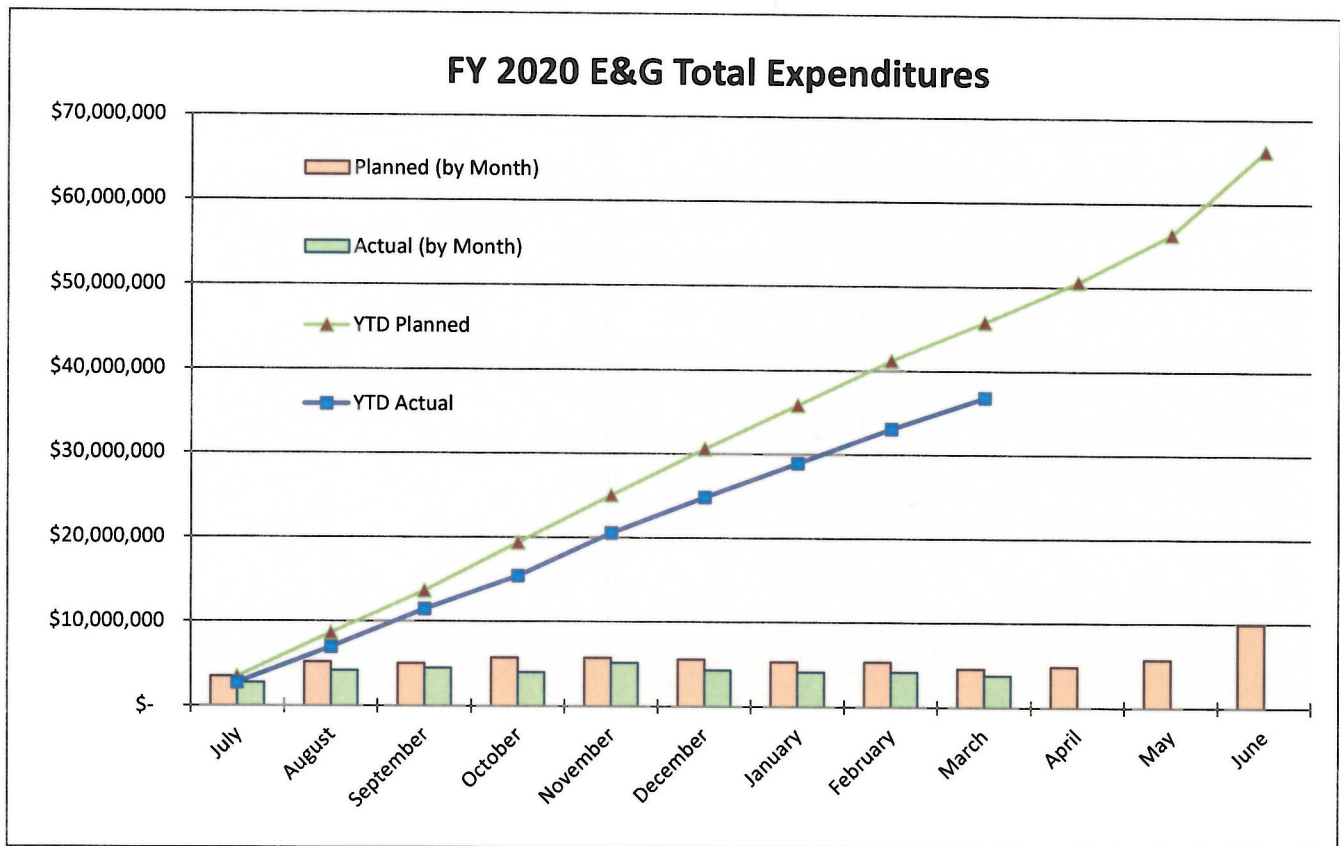
The College's cash is held in the State Agency Cash Management program that pays interest on the average daily cash balance in our accounts, similar to an interest bearing checking account. The College's only investments are related to bond reserve funds and are reflected in the Plant Fund.

**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH MARCH 31, 2020
FISCAL YEAR 2020 E&G REVENUES**



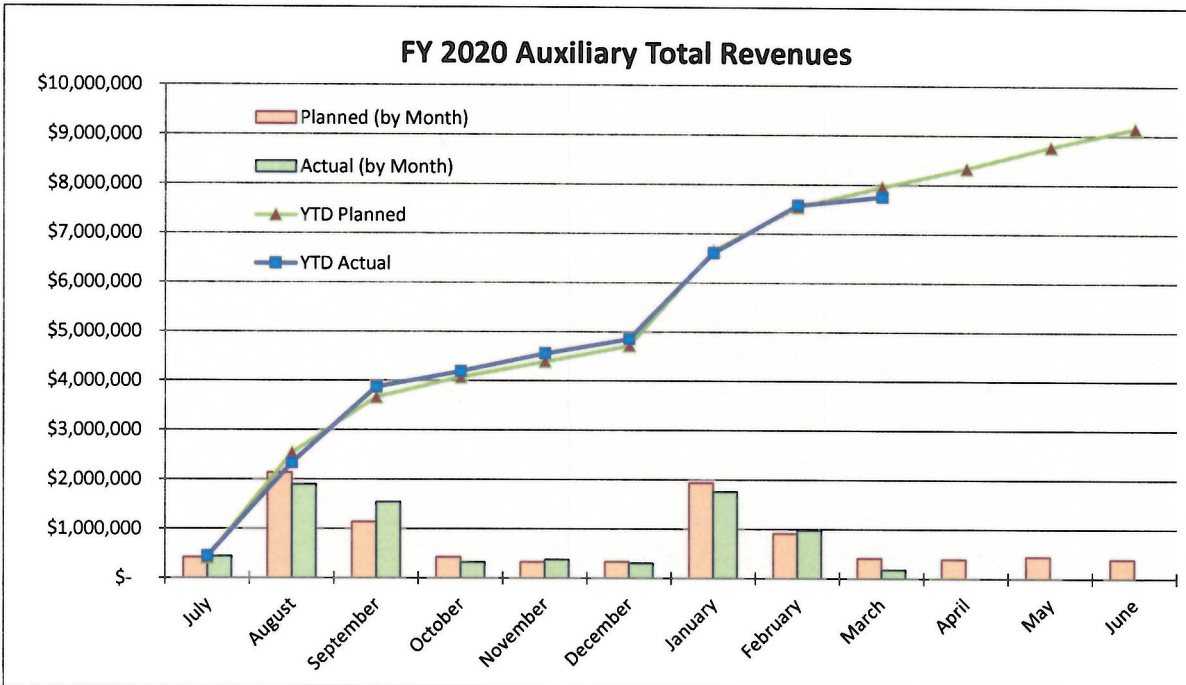
Fiscal Year 2020					
		Plan	Actual		Actual vs. Year To Date Plan
		Annual Budget	Year To Date Plan Revenues	Year To Date Revenues	Actual % of Year To Date Plan
Revenues					
1	State Allocation	\$ 21,999,670	\$ 17,041,861	\$ 17,180,473	101%
2	Student Tuition & Fees	29,755,437	26,987,420	23,692,688	88%
3	Prior Yr Student Fees	2,000,000	1,280,000	2,203,769	172%
4	Tech. Educ. Reimbursement	4,000,000	-	-	-
5	Public Service	95,000	8,704	8,517	98%
6	Auxiliary transfer - VPAC	146,897	-	-	-
7	Auxiliary transfer - Fund 10 Operations	231,150	-	-	-
8	Other Income	785,000	572,170	794,842	139%
9	TOTAL REVENUES	\$ 59,013,154	\$ 45,890,155	\$ 43,880,289	96%
10	Funds from Carryover	7,250,000			
11	TOTAL	\$ 66,263,154			

**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH MARCH 31, 2020
FISCAL YEAR 2020 E&G EXPENDITURES**



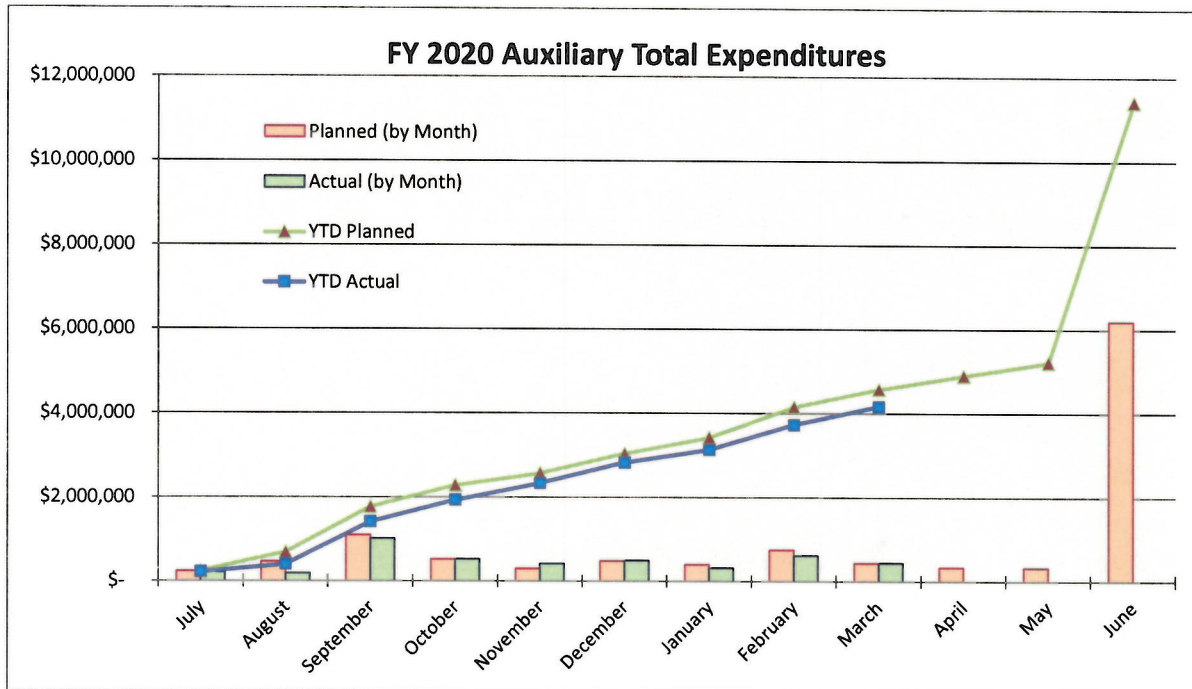
Fiscal Year 2020				
Expenditures	Plan		Actual	Actual vs. Year To Date Plan
	Annual Budget	Year To Date Plan	Year To Date Expenditures	Actual % of Year To Date Plan
		Expenditures		
1 Instruction	\$ 34,734,547	\$ 23,078,598	\$ 16,850,131	73%
2 Public Service	-	-	-	-
3 Academic Support	1,775,190	1,278,696	1,139,687	89%
4 Student Services	7,071,377	5,106,180	4,488,438	88%
5 Institutional Support	8,140,657	5,792,045	4,861,185	84%
6 Facilities Management	10,820,983	7,262,157	6,240,745	86%
7 Scholarships & Tuition Waivers	3,720,400	3,287,624	3,276,330	100%
8 TOTAL EXPENDITURES	\$ 66,263,154	\$ 45,805,300	\$ 36,856,516	80%

**OKLAHOMA CITY COMMUNITY COLLEGE
AUXILIARY BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH MARCH 31, 2020
FISCAL YEAR 2020 AUXILIARY REVENUES**



Fiscal Year 2020				
	Plan		Actual	
	Year To Date		Year To Date	
	Annual Budget	Plan Revenues	Year To Date Revenues	Actual vs. Year To Date Plan Actual % of Year To Date Plan
<u>Revenues</u>				
1 Student Store/TekSpot Sales	\$ 3,555,000	\$ 3,166,915	\$ 2,795,433	88%
2 Facility Use Fee	2,935,415	2,606,489	2,287,509	88%
3 Student Activity Fee - Operations	1,057,161	938,701	823,790	88%
4 Student Activity Fee - Theater	206,654	183,497	161,047	88%
5 Student Activities	203,894	181,047	158,872	88%
6 Cafeteria/Catering & Vending	659,600	489,862	377,341	77%
7 Business Training	-	-	51,901	-
8 VPAC - Ticket Sales/Rentals	300,000	234,324	286,089	122%
9 Other	230,000	153,542	819,478	534%
10 TOTAL REVENUES	\$ 9,147,724	\$ 7,954,377	\$ 7,761,460	98%
11 Funds from Carryover	2,700,000			
12 TOTAL	\$ 11,847,724			

**OKLAHOMA CITY COMMUNITY COLLEGE
AUXILIARY BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH MARCH 31, 2020
FISCAL YEAR 2020 AUXILIARY EXPENDITURES**



Fiscal Year 2020				
Expenditures	Plan		Actual	Actual vs. Year To Date Plan
	Annual	Year To Date	Year To Date	Actual %
	Budget	Plan Expenditures	Expenditures	of Year To Date Plan
1 Student Store/TekSpot Operations	\$ 3,151,603	\$ 2,454,739	\$ 2,432,640	99%
2 Student Programs	891,443	586,425	529,239	90%
3 Revenue Bond Debt Service	1,771,673	196,928	196,247	100%
4 College Union/Café & Catering	883,411	584,990	510,120	87%
5 Business Training	109,575	72,630	48,361	67%
6 VPA - Operations	67,828	33,820	17,421	52%
7 VPA - Cultural Arts Programming	200,142	148,740	106,020	71%
8 Box Office	-	-	16,746	-
9 Student Activity Fee - Theater	206,654	125,389	17,640	14%
10 Student Activities	203,894	55,355	1,753	3%
11 Community Development	-	-	9,536	-
12 Transfer to E&G - E & G Operations	231,150	-	-	-
13 Transfer to Capital - Facility Use Fee	1,163,745	-	-	-
14 Special Events	335,670	214,329	125,952	59%
15 Other	82,139	61,604	111,607	181%
16 Utilities	70,500	47,046	44,921	95%
17 Auxiliary Contingency - General	2,228,297	-	-	-
18 Auxiliary Contingency - Bookstore	250,000	-	-	-
19 TOTAL EXPENDITURES	\$ 11,847,724	\$ 4,581,995	\$ 4,168,203	91%

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
April 20, 2020

AGENDA ITEM 5:

Adopting a resolution approving refunding of the outstanding 2010 Oklahoma City Community College Revenue Bonds and 2010A Oklahoma Development Finance Authority Master Lease Bonds through participation in the 2020 Oklahoma Development Finance Authority Master Lease Program; and, authorizing the Administration to take necessary actions to advance the refunding.

RECOMMENDATION:

It is recommended that the Board of Regents adopt a resolution approving refunding of the outstanding 2010 Oklahoma City Community College Revenue Bonds and 2010A Oklahoma Development Finance Authority Master Lease Bonds through participation in the 2020 Oklahoma Development Finance Authority Master Lease Program; and, authorizing the Administration to take necessary actions to advance the refunding.

ANALYSIS:

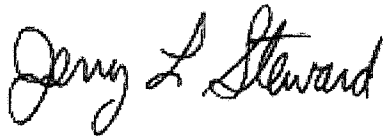
- Due to the current economic environment, the following bonds originally issued in 2010 can potentially be refunded with significant debt service savings to OCCC (collectively, the “2010 Bonds”):
 - 2010 Oklahoma City Community College Revenue Bonds, issued to construct the OCCC Visual and Performing Arts Center Theater and paid through the pledged revenue of the college, student facility and activity fees, and net revenue of auxiliary facilities.
 - 2010A Oklahoma Development Finance Authority Master Lease Bonds, also issued for construction of the OCCC Visual and Performing Arts Center Theater and paid with college E&G funds.

- Refunding of the 2010 Bonds can be accomplished by participation in the 2020 Oklahoma Development Finance Authority Master Lease Program, which is a pooled financing program by which the bonds of several institutions are pooled in one or more bond issue programs.

RECOMMEND

Handwritten signature of Cyndie Gay in cursive script.

CONCUR

Handwritten signature of Jerry L. Steward in cursive script.

RESOLUTION

RESOLUTION APPROVING REFUNDING OF THE OUTSTANDING 2010 OKLAHOMA CITY COMMUNITY COLLEGE REVENUE BONDS AND 2010A OKLAHOMA DEVELOPMENT FINANCE AUTHORITY MASTER LEASE BONDS THROUGH PARTICIPATION IN THE 2020 OKLAHOMA DEVELOPMENT FINANCE AUTHORITY MASTER LEASE PROGRAM; AND, AUTHORIZING THE ADMINISTRATION TO TAKE NECESSARY ACTIONS TO ADVANCE THE REFUNDING.

WHEREAS, pursuant to 70 O.S. 3206.6a the Oklahoma State Regents for Higher Education (OSRHE) may finance acquisition of or improvements to real property pursuant to the Master Lease Program.

WHEREAS, the OSRHE submits funding requirements periodically through the State of Oklahoma Council of Bond Oversight and the Oklahoma Development Finance Authority, the conduit-financing agency, and assists in developing and executing an appropriate plan of financing; and

WHEREAS, the OSRHE implemented the Master Lease Real Property Program to facilitate for Oklahoma colleges and universities acquisitions of long-lived assets using the lease purchase method; and

WHEREAS, the purpose of the Master Lease Real Property Program is to establish one system-wide agreement to finance all institutional lease-purchases through consolidation of multiple institutions requesting funds into a single debt issuance by the OSRHE; and

WHEREAS, Oklahoma City Community College desires to participate in the Master Lease Real Property Program for purposes refunding of the outstanding 2010 Oklahoma City Community College Revenue Bonds and 2010A Oklahoma Development Finance Authority Master Lease Bonds through participation in the 2020 Oklahoma Development Finance Authority Master Lease Program, for the purpose of refinancing a portion of the OCCC Visual and Performing Arts Center Theater; used for educational and community outreach purposes; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Regents of Oklahoma City Community College that the Board of Regents of Oklahoma City Community College hereby approves the administration to participate in the 2020 Oklahoma Development Finance Authority Master Lease Program; approving refunding of the outstanding 2010 Oklahoma City Community College Revenue Bonds and 2010A Oklahoma Development Finance Authority Master Lease Bonds.

ADOPTED by the Board of Regents and SIGNED by the Board of Regents of Oklahoma City Community College, this 20th day of April 2020.

THE BOARD OF REGENTS OF OKLAHOMA CITY COMMUNITY COLLEGE

Devery Youngblood, Chair

Kevin Perry

Chris Lawson, Vice Chair

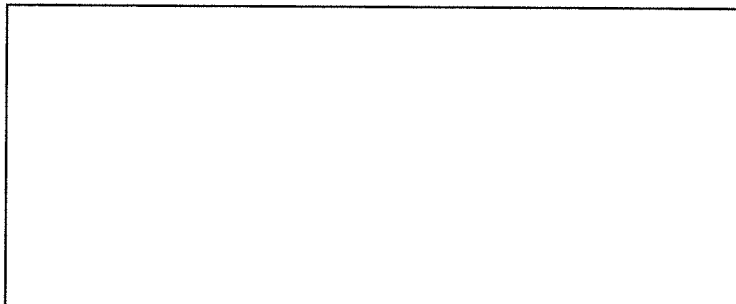
Raúl Font

Christie Burgin, Secretary

David Echols

James White

ATTEST: (Seal)



Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
April 20, 2020

AGENDA ITEM 6:

Authorization for the Administration to Request Approval from the Oklahoma State Regents for Higher Education to Increase Academic Service Fees for Fiscal Year 2021

RECOMMENDATION:

It is recommended that the Board of Regents authorize the Administration to Request approval from the Oklahoma State Regents for Higher Education to increase the Academic Service Fees for Fiscal Year 2021 as set forth in the Schedule of Fees included in this Agenda Item.

ANALYSIS:

- Title 70, O. S. 2005 Supp., § 3218.10, authorizes governing boards of institutions within the State system to establish academic services fees at their respective institutions, with the approval of the State Regents, which may be required in addition to resident and non-resident tuition and mandatory fees.
- Changes to existing Academic Service Fees proposed for fiscal year 2021 include the International Student Status Maintenance Fee. The International Student Status Maintenance Fee is charged to international students to cover the costs of processing immigration documents and monitoring student enrollments in compliance with Citizenship and Immigration Services (CIS) regulations.
- The International Student Status Maintenance Fee is currently \$20.00 per semester for the Fall and Spring and \$15.00 per semester for Summer. We recently changed the length of term for the majority of courses by moving from one 16-week semester to two 8-week terms. This request is to change the way this fee is assessed. The proposal includes charging \$15.00 per 8-week term for Fall and Spring and \$15.00 per 8-week term for Summer. The change in fees are set forth in the Schedule of Fees included in this Agenda Item.

Oklahoma City Community College
Structure Change to International Student Status Maintenance Fee

OCCC's Current Academic Fees	Current Fee Structure
International Student Status Maintenance Fee	
Fall & Spring	\$20.00 per semester
Summer	\$15.00 per semester
Proposed Academic Fees	Proposed Fee Structure
International Student Status Maintenance Fee will be charged per 8-week term:	
International Student Status Maintenance Fee	
Fall & Spring	\$15.00 per 8-week term
Summer	\$15.00 per 8-week term

RECOMMEND

Jeremy L Thomas

CONCUR

Derry L Steward

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
April 20, 2020

AGENDA ITEM 7:

Authorizing the Board of Regents to Grant a Public Utility Easement to Oklahoma Gas and Electric Company for Installation and Maintenance of Electrical Service for the Oklahoma City Community College Solar Powered Electric Vehicle Charging Station Project, and Authorizing the Chair of the Board of Regents to Execute the Easement

RECOMMENDATION:

It is recommended that the Board of Regents approve a grant of a public utility easement to Oklahoma Gas and Electric Company for installation and maintenance of electrical service for the Oklahoma City Community College Solar Powered Electric Vehicle Charging Station Project, and authorize the Chair of the Board of Regents to execute the Easement.

ANALYSIS:

- Section 1085.3 of Title 64 of Oklahoma Statutes grants the Board of Regents of Oklahoma City Community College the authority to grant easements and licenses over or upon any real property held in its name.
- To provide and maintain electrical services for the OCCC Solar Powered Electric Vehicle Charging Station Project, Oklahoma Gas and Electric Company has requested an easement for the purpose of installing and maintaining an electrical line to the construction site location for the OCCC Solar Powered Electric Vehicle Charging Station Project.
- College Administration has reviewed the request and has concluded it is in the best interest of the College to approve the grant of this public utility easement.

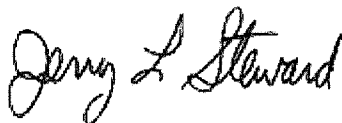
RECOMMEND:



RECOMMEND:



CONCUR:





FEBRUARY 24, 2020

OKLAHOMA CITY COMMUNITY COLLEGE
ATTN: CHRIS SNOW
7777 SOUTH MAY AVENUE
OKLAHOMA CITY, OK. 73159

RE: Easement for underground line to serve electric charging station.

Mr. Snow;

Oklahoma Gas & Electric Company (OG&E) is pleased to provide power to your new electric charging station. As part of this process, we do need written permission in the form of an easement. The proposed line was surveyed and a description of the line appears on Exhibit "A" and a drawing showing the path of the new line is shown on Exhibit "B".

I have enclosed a copy of the engineer's drawing. Please note that the drawing is not part of the easement document, but only a picture of the easement path.

If this is agreeable to you, please obtain the proper signatures on the enclosed form and return it in the enclosed envelope, as soon as it's convenient. Please review the following instructions to ensure that this easement will be legally correct and that there will be no delay in processing:

1. The date of signing must match the date of notarizing.
2. The notary must fill in all blanks in the acknowledgement and add the notary seal.
3. The notary expiration date must be later than the date of notarizing.

If you have any questions, or if anything will cause a delay in signing, please contact me at (405) 553-5174. Thank you so much for your help in this matter.

Sincerely,

A handwritten signature in black ink that reads "Timothy J. Bailey". The signature is written in a cursive style.

Timothy J. Bailey
Right-Of-Way Agent

AFTER RECORDING RETURN TO:
OGE ELECTRIC SERVICES
TIMOTHY J. BAILEY-M/C WNM-12
PO BOX 321
OKLAHOMA CITY OK 73101-0321

EASEMENT

Work Order #7387452

KNOW ALL MEN BY THESE PRESENTS: THAT THE BOARD OF REGENTS OKLAHOMA CITY COMMUNITY COLLEGE,, Grantor, in consideration of Ten or more dollars in hand paid, the receipt of which is hereby acknowledged, and other good and valuable consideration, does hereby grant and warrant unto OKLAHOMA GAS AND ELECTRIC COMPANY, an Oklahoma corporation, Grantee, its successors and assigns, the right, privilege and authority to enter upon and install, erect, operate, maintain, and reconstruct underground and/or above ground a system of conduits, wires, cables, vaults, junction boxes, switches, fuses, transformers, service connection boxes and other fixtures for the transmission and distribution of electrical current and communication messages, including the right of ingress and egress to and from said system across adjoining lands of Grantor, upon and across the following real property and premises, situated in Oklahoma County, State of Oklahoma, to wit:

A part of the NE/4, SECTION 36, T11N, R4W, I.M., being a part of a tract described in a patent recorded in Book 8091, Pages 76-77 at the County Clerk, as described in Exhibit "A" and shown on Exhibit "B", attached hereto and hereby made a part of this easement.

Grantor further covenants and agrees that no building or other structure shall ever be erected nor shall any excavation or other removal of soil, so as to change the grade of terrain, be accomplished by Grantor, its heirs or assigns, within the above described easement area unless the written consent of the Grantee is first obtained. Grantor further acknowledges the requirements of 63 Oklahoma Statutes (2011) Section 142.1, et. seq. (One-call statute).

The rights and privileges above granted to continue so long as same are used or needed for the transmission and distribution of electric current or communication messages; but should the Grantee remove its property from the premises and abandon the right of way herein granted, then the rights granted in this easement shall terminate.

Signed and delivered this _____ day of _____, 2020.

BOARD OF REGENTS OKLAHOMA CITY COMMUNITY COLLEGE

By: _____

Title: _____

ACKNOWLEDGMENT

STATE OF OKLAHOMA, COUNTY OF OKLAHOMA, SS;

Before me, the undersigned, a Notary Public, in and for said County and State, on this _____ day of _____, 2020, personally appeared _____ a member of the Board of Regents Oklahoma City Community College, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that he executed the same as his free and voluntary act and deed of such college, for the uses and purposes therein set forth.

My Commission Expires: _____

Commission # _____

Notary Public

EXHIBIT "A"

To that certain easement from the Board of Regents Oklahoma City Community College, to Oklahoma Gas and Electric Company.

An Easement in the **NORTHEAST QUARTER (NE1/4) OF SECTION THIRTY-SIX (36), TOWNSHIP ELEVEN (11) NORTH, RANGE FOUR (4) WEST** of the Indian Meridian, Oklahoma County, Oklahoma, written by Timothy G. Pollard, PLS 1474, on February 21, 2020. Bearings are Based on an Arbitrary Bearing of N00°01'18"E on the East Line of said NE1/4 and as shown on attached Easement Sketch, said easement further described as: being Ten (10) feet in width, Five (5.00) each side of a centerline described as follows:

COMMENCING at the Southeast corner of said NE1/4;

Thence N00°01'18"E, for a distance of 1126.83 feet;

Thence N89°58'42"W, for a distance of 33.00 feet, to the **POINT OF BEGINNING**;

Thence N89°37'49"W, on said centerline for a distance of 644.44 feet;

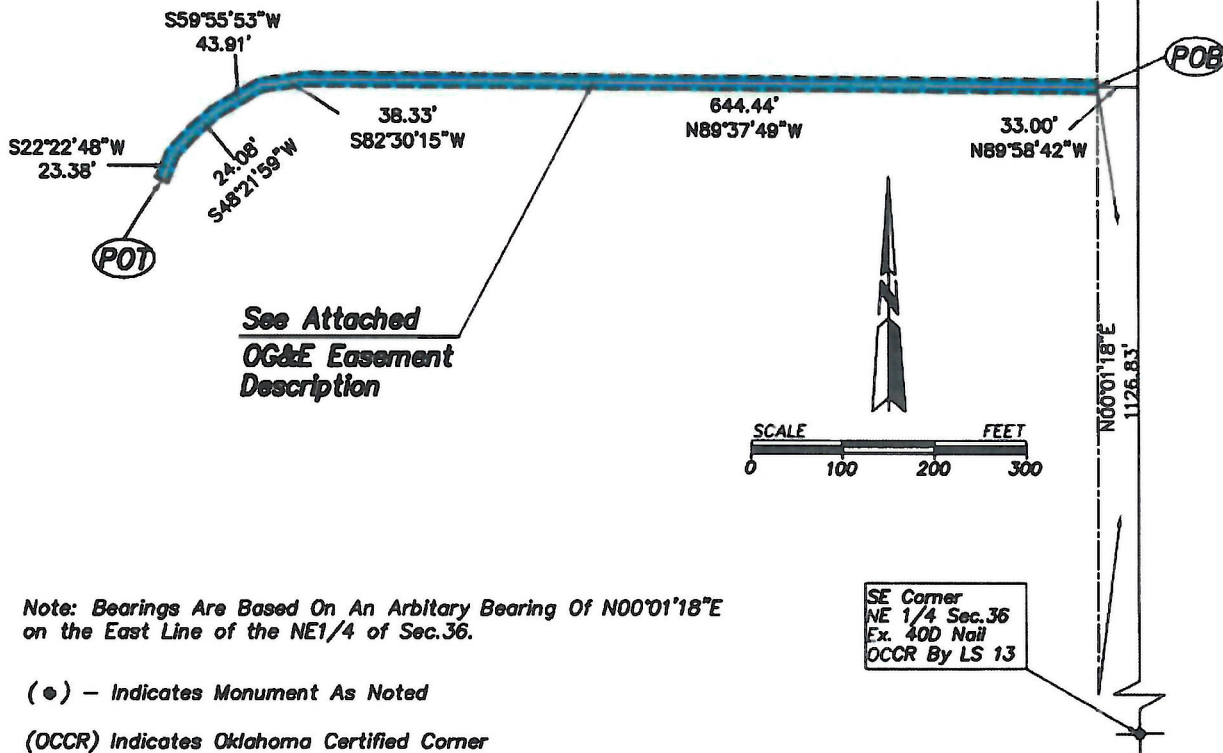
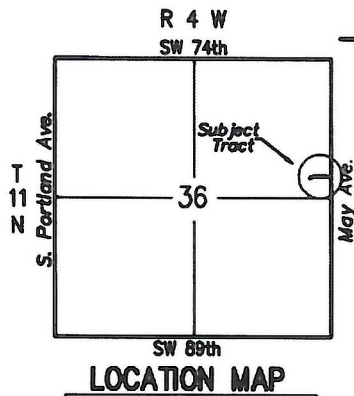
Thence S82°30'15"W, on said centerline for a distance of 38.33 feet;

Thence S59°55'53"W, on said centerline for a distance of 43.91 feet;

Thence S48°21'59"W, on said centerline for a distance of 24.08 feet;

Thence S22°22'48"W, on said centerline for a distance of 23.38 feet, to the **POINT OF TERMINATION**.

EXHIBIT "B" EASEMENT SKETCH



Note: Bearings Are Based On An Arbitrary Bearing Of N00°01'18"E on the East Line of the NE1/4 of Sec.36.

(●) - Indicates Monument As Noted

(OCCR) Indicates Oklahoma Certified Corner Record On File Or To Be Filed With The Okla. Department of Libraries, Archives & Records Division.

I, Timothy G. Pollard, a Professional Land Surveyor, hereby certify that the attached drawing is a true and accurate representation of the attached easement description and is subject to all notes and qualifying statements.

Timothy G. Pollard

Timothy G. Pollard, PLS 1474

Dated: February 21, 2020



OKLAHOMA GAS AND ELECTRIC COMPANY

POLLARD & WHITED SURVEYING INC. 2514 TEE DRIVE, NORMAN, OKLAHOMA 73069 CA#2385 EXP 06-30-21 405-366-0001	OG&E EASEMENT SKETCH WO# 7387452 PART OF NE1/4 OF SEC.36, T11N, R4W, I.M. OKLAHOMA COUNTY, OKLAHOMA	REVISIONS: _____ _____ _____
DRAWN BY: J. THOMAS DATE: Feb. 21, 2020	FILE #: 36-11n4w.ASC DATE: Feb. 20, 2020	SCALE: 1" = 150'
APPROVED BY: D. MEES DATE: Feb. 21, 2020	DRWG #: 36-11n4w.DGN DATE: Feb. 21, 2020	SHEET 1 OF 1

7800 S. MAY AVE
EASTSIDE OF DOCCC
EQUIPMENT OK
EASEMENT REQUIRED

7800 S. MAY AVE
EASTSIDE OF DOCCC
EQUIPMENT OK
EASEMENT REQUIRED

Proposed

EASEMENT

Roots

medRxiv 25472020

CUSTOMER LOAD AND INTERRUPTING

LOAD: 4 DUAL PORT CAR CHARGING STATIONS

LOAD : 187 KVA, 500 AMPS

900A ENTRANCE WITH 1200A CT CAN, 120/240

800:5 10 KVBL, JAKO CT

WL #1 3 STA 42708
 PL: 46.3, 1-40A, 3" ROSEN (2708) A - PHASE
 SET POLE 37 NORTH OF STA# 38886

 WL #2
 PL: 42.5 - 3" BORE, PULL IN 44P 20CAL (1518) IN 3P 44P
 12' OFF BACK OF CURVE.
 WL #3
 PL: 43 - PULL BOX (U125)

 WL #4
 PL: 44.0 - 3" BORE, PULL IN 44P 20CAL (1518) IN 3P 44P
 WL #5 STA #427090
 PL: 1 - 167 KVA, 120/240, 12.5 (U4671) FACE NORTH

 WL #6
 PL: 20" TRENCHBOX, PULL IN 2 - 30CBAL (1602) IN 2 - 4P 40
 TO 1200 AMP CT CAN, 1 - 500.5, 10' VENTIL, JUNKY (107237)

7367452
OCCO FRANCIS SOLAR
Sheet 1 of 1
SW 77TH ST

REGULAR MEETING—BOARD OF TRUSTEES
SOUTH OKLAHOMA CITY AREA SCHOOL DISTRICT

April 20, 2020
11:35 a.m.

Pursuant to 25 O.S. § 307.1, the South Oklahoma City Area School District shall conduct a meeting by videoconference, with an audioconference as backup. There shall be no in-person location. Members of the public may view the meeting at the following web address:

www.occc.edu/meetings

The following members shall participate remotely:

President Devery Youngblood – Videoconference (audioconference backup)
Vice President Chris Lawson – Videoconference (audioconference backup)
Clerk Christie Burgin – Videoconference (audioconference backup)
Trustee David Echols – Videoconference (audioconference backup)
Trustee Raúl Font – Videoconference (audioconference backup)
Trustee Kevin Perry – Videoconference (audioconference backup)
Trustee James White – Videoconference (audioconference backup)

AGENDA

1. Call to Order – President Devery Youngblood
2. Announcement of filing of Meeting Notice and Posting of the Agenda in Accordance with the Oklahoma Open meeting Act – Ms. Roshell Roberts, Minute Clerk to the Board of Trustees
3. Roll Call – Ms. Roshell Roberts, Minute Clerk to the Board of Trustees
4. For Action: Approval of the Consent Docket (Tab 4, Pages 1- 6)
 - A. Minutes of the Regular Meeting of the Board of Trustees, February 17, 2020
 - B. Acceptance of the Budget Report for Fiscal Year 2020 through February 29, 2020
 - C. Acceptance of the Budget Report for Fiscal Year 2020 through March 31, 2020
5. Update on Health Professions Center Expansion Project – Mr. Chris Snow, Executive Director of Facilities Management
6. Report/Discussion of the Meeting of the Board of Trustees' Nominating Committee – Member of the Board of Trustees' Nominating Committee
7. For Action: Election of Officers for the Board of Trustees, with Terms Beginning April 23, 2020 – President Devery Youngblood

8. New Business – Consideration of “any matter not known about or which could not have been reasonably foreseen prior to the time of posting” of the agenda.
9. For Action: Adjournment

Meeting of the
SOUTH OKLAHOMA CITY AREA SCHOOL DISTRICT BOARD OF TRUSTEES
April 20, 2020

AGENDA ITEM 4A:

Minutes of the Regular Meeting of the Board of Trustees, February 17, 2020

1. Call to Order. President Devery Youngblood called the Regular Meeting of the Board of Trustees to order at 12:25 p.m.
2. Announcement of Filing of Meeting Notice and Posting of the Agenda in Accordance with the Oklahoma Open Meeting Act. The Minute Clerk announced that notice of the meeting had been filed with the Office of Administrative Rules and the County Clerk on December 16, 2019, and the agenda had been posted at 4:25 PM on February 12, 2020 in accordance with the Oklahoma Open Meeting Act.
3. Roll Call by the Minute Clerk:

Board Members Present:

Trustee Christie Burgin
Trustee David Echols
Trustee Kevin Perry
Trustee James White
Trustee Devery Youngblood

Board Members Absent:

Trustee Chris Lawson
Trustee Raúl Font

Others in attendance: President Jerry Steward, Mr. Lemuel Bardeguez, Mr. Greg Gardner, Mr. Chris Snow, Dr. Regina Switzer, Dr. Jeremy Thomas, Mr. Von Allen, Mr. Randy Cassimus, Mr. John Claybon, Mr. Michael Cline, Mr. Chris Collins, Mr. Bryon Dickens, Dr. McKenna Green-Garrison, Dr. Thomas Harrison, Ms. Kim Jameson, Dr. James Murray, Dr. Janet Perry, Chief Daniel Piazza, Dr. Max Simmons, Ms. Danita Rose, Ms. Kaela Bean, Mr. Jermaine Peterson, Mr. Chris Snoddy, Mr. Tory Rhoades, Ms. Roshell Roberts, Mrs. Tammy Steward, & Dr. Rick Moore

4. Approval of the Consent Docket:
 - A. Minutes of the Regular Meeting of the Board of Trustees, January 27, 2020
 - B. Acceptance of the Budget Report for Fiscal Year 2020 through January 31, 2020

MOTION by Trustee Perry, seconded by Trustee Echols, to approve/accept the consent docket items as shown in the agenda. Motion carried 5-0, as follows:

Aye - Trustee Burgin, Trustee Echols, Trustee Perry, Trustee White, and
Trustee Youngblood

5. Update on Health Professions Center Expansion Project. Mr. Chris Snow provided an update regarding the status of the Health Professions Center Expansion Project.
6. Announcement of Board of Regents' Nominating Committee to Accept Nominations and Recommend a Slate of New Board of Trustees' Officers

President Devery Youngblood appointed the following trustees to serve on the Board Nominating Committee to accept nominations and recommend a slate of new Board Officers: Trustee David Echols, Trustee Kevin Perry, and Trustee Jim White. This Committee will provide a report at the April Board meeting.

7. New Business – Consideration of “any matter not known about or which could not have been reasonably foreseen prior to the time of posting” of the agenda.

None

8. Adjournment

MOTION by Trustee Burgin, seconded by Trustee White, to adjourn at 12:28 p.m. Motion carried 5-0, as follows:

Aye - Trustee Burgin, Trustee Echols, Trustee Perry, Trustee White, and Trustee Youngblood

Devery Youngblood, President

Christie Burgin, Clerk

Meeting of the
SOUTH OKLAHOMA CITY AREA SCHOOL DISTRICT BOARD OF TRUSTEES
April 20, 2020

AGENDA ITEM 4 B:

Acceptance of the Budget Report for Fiscal Year 2020 through February 29, 2020

RECOMMENDATION:

It is recommended that the Board of Trustees accept the budget report for Fiscal Year 2020 through February 29, 2020.

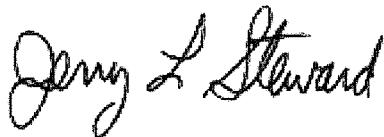
ANALYSIS:

- The budget report for South Oklahoma City Area School District is presented on the following pages.
- The Executive Summary explains any significant deviations from expectations. The budget analysis pages provide for comparisons of actual receipts/expenditures to the year-to-date plan for both Education and General, and Auxiliary budgets.
- The report reflects a sound budget condition for the District and it is recommended that the Board of Trustees accept the budget report for Fiscal Year 2020 through February 29, 2020.

RECOMMEND



CONCUR



**SOUTH OKLAHOMA CITY AREA SCHOOL DISTRICT
YEAR TO DATE BUDGET STATUS REPORT
EXECUTIVE SUMMARY
FOR FISCAL YEAR 2020 THROUGH FEBRUARY 29, 2020**

Fiscal Year 2020				
Plan			Actual	Actual vs. Year To Date Plan
Annual Budget	Year To Date Plan Revenues		Year to Date	Actual % of Year To Date Plan
<u>Revenues</u>				
Operational Levy	\$ 4,330,074	\$ 3,247,554	3,271,833	101%
Incentive Levy	\$ 2,046,183	1,596,022	1,611,500	101%
Building Levy	\$ 2,118,973	1,642,204	1,664,932	101%
External Resource Development	\$ 50,000	33,333	-	0%
Interest and Other Income*	\$ 24,000	6,720	111,398	1658%
Total Revenues	\$ 8,569,230	\$ 6,525,833	\$ 6,659,663	102%
Funds From Carryover	\$ 8,117,644			
TOTAL	\$ 16,686,874			

Fiscal Year 2020				
Plan			Actual	Actual vs Year To Date Plan
Annual Budget	Year To Date Plan Expenditures	Year To Date Expenditures	Actual % of Year To Date Plan	
<u>Expenditures</u>				
Technical Education Reimbursement	\$ 7,000,000	\$ -	\$ -	-
Operational Levy	\$ 664,744	\$ 229,337	102,032	44%
Incentive Levy	\$ 327,412	\$ 112,957	527	0%
Building Levy	\$ 8,392,718	\$ 2,895,488	10,521	0%
External Resource Development	\$ 50,000	\$ 17,250	170	1%
Administrative Costs**	\$ 252,000	\$ 201,600	-	0%
TOTAL	\$ 16,686,874	\$ 3,456,632	\$ 113,250	3%

*Interest and Other Income includes an oil, gas, and mineral royalty from Unit Petroleum Company.

**Administrative Costs allocated to their respective levy type.

Meeting of the
SOUTH OKLAHOMA CITY AREA SCHOOL DISTRICT BOARD OF TRUSTEES
April 20, 2020

AGENDA ITEM 4 C:

Acceptance of the Budget Report for Fiscal Year 2020 through March 31, 2020

RECOMMENDATION:

It is recommended that the Board of Trustees accept the budget report for Fiscal Year 2020 through March 31, 2020.

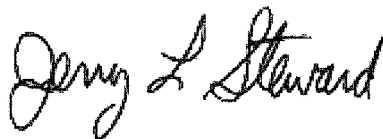
ANALYSIS:

- The budget report for South Oklahoma City Area School District is presented on the following pages.
- The Executive Summary explains any significant deviations from expectations. The budget analysis pages provide for comparisons of actual receipts/expenditures to the year-to-date plan for both Education and General, and Auxiliary budgets.
- The report reflects a sound budget condition for the District and it is recommended that the Board of Trustees accept the budget report for Fiscal Year 2020 through March 31, 2020.

RECOMMEND



CONCUR



**SOUTH OKLAHOMA CITY AREA SCHOOL DISTRICT
YEAR TO DATE BUDGET STATUS REPORT
EXECUTIVE SUMMARY
FOR FISCAL YEAR 2020 THROUGH MARCH 31, 2020**

Fiscal Year 2020				
	Plan		Actual	Actual vs. Year To Date Plan
	Annual Budget	Year To Date Plan Revenues	Year to Date	Actual % of Year To Date Plan
<u>Revenues</u>				
Operational Levy	\$ 4,330,074	\$ 3,767,163	3,766,937	100%
Incentive Levy	\$ 2,046,183	1,851,795	1,855,357	100%
Building Levy	\$ 2,118,973	1,917,670	1,917,796	100%
External Resource Development	\$ 50,000	37,500	-	0%
Interest and Other Income*	\$ 24,000	11,040	111,398	1009%
Total Revenues	\$ 8,569,230	\$ 7,585,168	\$ 7,651,488	101%
Funds From Carryover	\$ 8,117,644			
TOTAL	\$ 16,686,874			

Fiscal Year 2020				
	Plan		Actual	Actual vs. Year To Date Plan
	Annual Budget	Year To Date Plan Expenditures	Year To Date Expenditures	Actual % of Year To Date Plan
<u>Expenditures</u>				
Technical Education Reimbursement	\$ 7,000,000	\$ -	\$ -	-
Operational Levy	\$ 664,744	\$ 338,189	102,032	30%
Incentive Levy	\$ 327,412	\$ 166,571	527	0%
Building Levy	\$ 8,392,718	\$ 4,269,795	10,521	0%
External Resource Development	\$ 50,000	\$ 25,438	170	1%
Administrative Costs**	\$ 252,000	\$ 206,640	-	0%
TOTAL	\$ 16,686,874	\$ 5,006,633	\$ 113,250	2%

*Interest and Other Income includes an oil, gas, and mineral royalty from Unit Petroleum Company.

**Administrative Costs allocated to their respective levy type.