



APPROVED 4/25/2017

Oklahoma Connections Academy
MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
Wednesday, February 22, 2017 at 4:00 p.m. CT

Held at the following location and via Teleconference:
Marriott Tulsa Hotel Southern Hills
1902 East 71st
Tulsa, OK 74136

I. Call to Order

In the absence of a quorum of Board members, Mr. Sullivan indicated the Board's intent to hear Oral Reports until additional members of the Board could join the meeting.

II. Statement of Compliance with the Open Meeting Act

Mr. Sullivan confirmed the Board Meeting Agenda had been posted in accordance with the Oklahoma Open Meeting Act.

III. Roll Call

Board Members Present: Bob Sullivan and John Tidwell (in person); D'Andre Fisher (via phone until able to join in person, not voting);

Board Members Absent: Jennifer Williams;

Guests: Tammy Shepherd, School Leader; Linda Hosey, School staff; Brandon Brandt, Sanders, Bledsoe & Hewett (in person); Bryce Adams, Tanya Lee, Missy Nelson, Shon Hocker, and Kristin DeGroff, Connections Staff (via phone).

Audit Committee, Committee of the Entire Board

At the request of the Board, this item was moved up on the agenda. Mr. Brandt presented this item to the Board. He reviewed the audit report for the fiscal year ending June 30, 2016, as included in the Board materials. Mr. Brandt highlighted key aspects of the report, and related to the Board that the audit firm indicated an unmodified opinion with no findings; he advised that the report was the best result the school can achieve. Board members discussed the audit report, and expressed their satisfaction with the school and Connections for the results.

[Mr. Brandt left the meeting at 4:38 p.m.]

Principal's Report

At the request of the Board, this item was moved up on the agenda.

Update on State Testing

Ms. Shepherd reviewed with the Board the upcoming state testing preparations by school staff. Board members discussed testing plans in detail.

Update on Graduation Plans

Ms. Shepherd advised the Board that the high school graduation ceremony is planned for May 20, 2017, and encouraged Board members to attend.

Student Spotlight

Ms. Shepherd highlighted a recent student's achievements with the Board and described in detail the feedback she has received regarding the positive effect that being a student at OKCA has had on the student.

Financial Report

At the request of the Board, this item was moved up on the agenda. Ms. Lee reviewed the financial materials included in the Board materials in detail, highlighting the budget and forecasting areas of the financial statements. She reviewed the revenue and expense statements, and discussed specific line items of interest with the Board.

[Mr. Fisher joined the meeting in person at 5:01 p.m.]

Having a quorum of the Board present, Mr. Sullivan called the meeting to order at 5:01 p.m.

IV. Public Comment

There were no comments at this time.

V. Audit Committee, Committee of the Entire Board

a. Review and Acceptance of 2015-2016 Fiscal Year Audit Report

Ms. Lee reviewed the discussion of the audit report held earlier in the meeting. There being no additional discussion, a motion was made and seconded as follows:

RESOLVED, the Audit Report for the fiscal year ending June 30, 2016, as presented, is hereby accepted. The motion passed unanimously.

b. Approval of Contract for Audit of Public Schools and Audit Firm Engagement for the 2016-2017 School Year

Ms. Lee reviewed the audit firm engagement letter, as provided at the Board meeting. She highlighted key aspects of the proposal, including the scope of work and estimated charges and indicated support of the consideration of Sanders, Bledsoe & Hewett as the school's audit firm for the 2016-2017 school year financial audit.

RESOLVED, the contract for audit of public schools and audit firm engagement of Sanders, Bledsoe & Hewett for the 2016-2017 school year financial audit, as presented, is hereby accepted.

The motion passed unanimously.

[Ms. Hosey left the meeting at 5:10 p.m.]

VI. Routine Business

a. Approval of Agenda

Mr. Sullivan asked the Board to review the Agenda distributed prior to the meeting. He asked whether the Board requested any changes be made to the agenda. There being no changes requested, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the February 22, 2017 Oklahoma Connections Academy Board of Directors Regular Meeting, as presented, is hereby approved.

The motion passed unanimously.

VII. Oral Reports

a. Principal's Report

i. Update on State Testing

This item was discussed earlier in the meeting.

ii. Update on Graduation Plans

This item was discussed earlier in the meeting.

iii. Student Spotlight

This item was discussed earlier in the meeting.

b. Financial Report

This item was discussed earlier in the meeting.

VIII. Consent Items

Mr. Sullivan asked the Board members whether there were any items from the Consent Items that they wished to have moved to Action Items for discussion, or tabled. There being none, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the January 23, 2017 Special Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of the 2017-2018 School Year General School Handbook; and
- d. Approval of the 2017-2018 School Year State Specific School Handbook; are hereby approved.

The motion passed unanimously.

IX. Action Items

- a. Consideration of Connections Academy of Oklahoma, LLC Invoices for January

In Ms. Williams's absence, Ms. Lee reviewed in detail the Connections Academy invoices for the month of January as drawn from the financial report reviewed earlier in the meeting and included in the Board materials. She noted that she had reviewed the invoices and found them to be in order. She also asked the Board members whether they had any questions on the invoices or if any items required further explanation. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Connections Academy of Oklahoma, LLC invoices for the month of January, in the amount of \$465,882.06, as presented, are hereby approved.

The motion passed unanimously.

- b. Consideration of Service Agreement for the 2017-2018 School Year with Municipal Accounting Systems, Inc. for Software Services

Ms. Shepherd reviewed with the Board the requirement for a state reported accounting system. She noted the school's current work with Municipal Accounting Systems, Inc., as well as the school's desire to renew the service agreement. She further reviewed the school's current technology platform used for student information services. Ms. Shepherd discussed the benefits of the technology provided by Municipal Accounting Systems, Inc., as well as similar services provided to multiple schools within the state. The Board reviewed the service agreements for software services and student information services, and noted their intent to consider the agreements simultaneously. There being no further discussion, a motion was made as follows:

RESOLVED, that the service agreement for the 2017-2018 school year with Municipal Accounting Systems, Inc. for Software Services, and

FURTHER RESOLVED, the service agreement for the 2017-2018 school year with Municipal Accounting Systems, Inc. for Student Information Services, as presented, are hereby approved.

The motion was approved unanimously.

- c. Consideration of Service Agreement for the 2017-2018 School Year with Municipal Accounting Systems, Inc. for Student Information Services

This item was discussed earlier in the meeting.

X. Information Items

a. Legislative Update

Mr. Adams provided an update on the recent legislative activities in Oklahoma, which may impact the school.

b. Partner School Leadership Team Update

Ms. Nelson presented this item to the Board on behalf of Connections' School Leadership Team. She acknowledged Ms. Shepherd for her excellent work with the school.

c. Board Member Recruitment Update

Mr. Sullivan provided the Board with an update on the Board member recruitment. Board members discussed recruitment efforts in detail.

XI. Extended Public Comment

There were no comments at this time.

XII. New Business

Mr. Sullivan reviewed the timing of the Board's next meeting, and requested a written update on school activities, to be provided in mid-March.

XIII. Adjournment and Confirmation of Next Meeting Date – April 26, 2017 at 4:00 p.m. CT

The Board confirmed the next Regular Board Meeting was being rescheduled to be held on April 26, 2017 at 4:00 p.m. CT. The Board, being at the end of its agenda, a motion was made and seconded to adjourn the meeting at 5:29 p.m. The motion passed unanimously.

Submitted by

Approved by

Name: Kristin DeGroff
Board Minute Clerk

Name: Bob Sullivan
Board President