



APPROVED 10/31/2016

**Oklahoma Connections Academy
MINUTES OF THE BOARD OF DIRECTORS SPECIAL MEETING
Monday, August 15, 2016 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

Mr. Sullivan called the meeting to order at 4:05 p.m., when all participants were present and able to hear each other.

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, John Tidwell and Jennifer Williams (in person);

Guests: Tammy Shepherd, School Leader; D'Andre Fisher, Board member candidate (in person); Tanya Lee, Missy Nelson, Shon Hocker and Kristin DeGroff, Connections Staff (via phone).

IV. Public Comment

There were no comments at this time.

V. 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. The Board tabled Action Item (d) Consideration of Estimate of Needs, as the document was not yet available for review prior to the meeting. There being no further changes requested, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the August 15, 2016 Oklahoma Connections Academy Board of Directors Special Meeting, as amended, is hereby approved.

The motion passed unanimously.

VI. Oral Reports

a. Principal's Report

i. Update on Back to School Activities, Staffing, and Training

Ms. Shepherd advised the Board on teacher training and preparations planned for the start of the school year. Ms. Shepherd further provided the Board with an update on changes to staff composition.

ii. Update on Enrollment

Ms. Shepherd provided the Board with the most up-to-date enrollment numbers, including those in all stages of the enrollment process.

iii. Student Spotlight

Ms. Shepherd highlighted a recent student's achievements with the Board and described in detail the benefits that OKCA has had on the student.

iv. School Operations Metrics

Ms. Shepherd presented this item to the Board. She reviewed the data included in the Board materials, highlighting the school's performance as compared with other Connections' partnering schools of similar size and years in operation. Board members discussed the metrics data with Ms. Shepherd.

b. Financial Report

Ms. Lee reviewed with the Board the financial information contained in the Board materials.

i. Unaudited 2015-2016 Financial Results

Ms. Lee reviewed the unaudited financial statements from the previous school year with the Board.

VII. 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 no changes, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the July 1, 2016 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of 2016-2017 Base Salaries and Incentive Percentage, Career Ladder Positions and Home-Worker Stipends;
- d. Approval of Federal Title Funding Plans for the 2016-2017 School Year: Parent Involvement Policy; and
- e. Approval of Professional Development Plan for the 2016-2017 School Year; are hereby approved.

The motion passed unanimously.

VIII. Action Items

a. Consideration of Connections Academy of Oklahoma, LLC Invoices for June

Ms. Williams reviewed in detail the Connections Academy invoices for the month of June 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. Ms. Williams 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 June, in the amount of \$663,669.54, as presented, are hereby approved.

The motion passed unanimously.

[Mr. Fisher joined the meeting at 4:40 p.m.]

b. Consideration of School Focus Goals for the 2016-2017 School Year

Ms. Shepherd reviewed the school focus goals for the 2016-2017 school year, as included in the Board package with the Board. She advised that the staff worked closely with school leadership and Connections Education on establishing the school goals. She further advised the Board that the school goals represent the major driver for the staff incentive plan. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the school focus goals for the 2016-2017 school year, as presented, are hereby approved.

The motion passed unanimously.

c. Consideration of Supplemental Appropriations

Ms. Lee reviewed the supplemental appropriations included with the Board materials. She reviewed the billing process in relation to the school's state submitted budget, as well as the necessary adjustments based on revenues and expenditures. The Board discussed Appropriations Form 308 in detail. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the supplemental appropriations, as presented, are hereby approved.

The motion was approved unanimously.

e. Consideration of Board Training and Conference Attendance for the 2016-2017 School Year

Ms. DeGross reviewed the upcoming trainings and conferences that have been identified that may interest members of the Board. The Board discussed the advantages of attending the National Charter Schools Conference, and their support of Board members making an effort to attend upcoming training opportunities. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board training and conference attendance for the 2016-2017 school year, as presented, is hereby approved.

The motion passed unanimously.

IX. Information Items

a. Legislative Update

In Mr. Adams' absence, a written report was provided to the Board, and included in the Board materials.

b. Conflict of Interest Statements and Background Check Reminders

Ms. DeGross advised the Board that all Conflict of Interest statements needed to be completed by Board members for the 2015-2016 school year.

c. Board Member Recruitment Update

Mr. Sullivan provided the Board with an update on ongoing Board member recruitment, and noted that further updates would be provided at a future meeting.

X. Consideration of Board Member Candidate, D'Andre Fisher

Mr. Sullivan noted the background information on the Board member candidate, D'Andre Fisher, included in the Board package. Mr. Sullivan provided the Board with some brief background information on the candidate and his interest in the Board. Mr. Fisher introduced himself, and reviewed his qualifications with the Board. Board members discussed the candidate, and expressed their support of his appointment. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that D'Andre Fisher as a Board Member of Oklahoma Connections Academy, as a Class 1 Director, with a term ending at the Annual Meeting 2019, is hereby approved.

The motion passed unanimously.

XI. Extended Public Comment

The Board confirmed that there was no need for the regularly scheduled Board meeting on August 24, 2016, and noted their intent to cancel the meeting.

XII. Adjournment and Confirmation of Next Meeting Date – September 28, 2016 at 4:00 p.m. CT

The Board confirmed the Next Board Meeting was scheduled to be held on September 28, 2016 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 5:00 p.m. The motion passed unanimously.

Submitted by

Approved by

Name: Kristin DeGross
Board Minute Clerk

Name: Bob Sullivan
Board President