



APPROVED 1/23/2017

Oklahoma Connections Academy
MINUTES OF THE BOARD OF DIRECTORS SPECIAL MEETING
Monday, October 31, 2016 at 3:30 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 3:46 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 D'Andre Fisher (in person);

Board Members Absent: Jennifer Williams;

Guests: Tammy Shepherd, School Leader; Linda Hosey, School staff; Becky Wilkinson, Sponsor representative (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. There being no changes requested, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the October 31, 2016 Oklahoma Connections Academy Board of Directors Special Meeting, as presented, is hereby approved.

The motion passed unanimously.

VI. Oral Reports

a. Principal's Report

i. Update on School Activities, Enrollment, and Staffing

Ms. Shepherd provided the Board with an update on recent field trips, as well as upcoming family events. Ms. Shepherd provided the Board with the most up-to-date enrollment numbers, including those in all stages of the enrollment process. She further provided the Board with an update on changes to staff composition based on enrollment, as well as ongoing service projects for students at the school.

ii. Final Results on 2015-2016 Goals/State of the School Report/School Improvement Plan

Ms. Shepherd provided the Board with a state of the school report. She discussed last year's target enrollment goals as well as final enrollment numbers by grade level with the Board and reviewed the current enrollment and school goals. Ms. Shepherd reminded Board members that the staff worked closely with Connections Academy staff on establishing this year's school goals, and reiterated that the school goals represent the major driver for the staff incentive plan. Ms. Shepherd related that the goals are created with the intention of improving school outcomes, the student and family experience, and to foster student achievements school-wide. She further advised the Board on standardized testing outcomes, as well as on testing plans for the current school year. The Board had discussion on the staff and student accomplishments over the past year, and thanked Ms. Shepherd for her thoroughness and partnership in the educational process.

iii. Student Spotlight

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

b. Financial Report

Ms. Lee reviewed with the Board the financial information contained in the Board materials. She reviewed the revenue and expense statements, as well as the current forecast.

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 August 15, 2016 Special Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Enrollment Opening for the 2017-2018 School Year; and
- d. Approval of School Improvement Plan; are hereby approved.

The motion passed unanimously.

VIII. Action Items

a. Consideration of Connections Academy of Oklahoma, LLC Invoices for July, August, and September

In Ms. Williams' absence, and at the Board's request, Ms. Lee reviewed in detail the Connections Academy invoices for the months of July, August, and September as drawn from the financial report reviewed earlier in the meeting and included in the Board materials. Ms. Lee 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 months of July, in the amount of \$586,360.93, August, in the amount of \$624,571.56, and September, in the amount of \$646,913.58, as presented, are hereby approved.

The motion passed unanimously.

b. Consideration of Estimate of Needs

Ms. Lee reviewed the Estimate of Needs with the Board, as well as the timeline for document submission to the state. Board members discussed the document in detail, and noted that all necessary signatures would be coordinated and submitted in adherence with all state requirements. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Estimate of Needs, as presented, is hereby approved.

The motion passed unanimously.

c. Consideration of Application for Hourly School Year Calculation

Ms. Shepherd reviewed the school's application to calculate the school year by hours instead of days, and reviewed the timeline for submission of the application. She further advised that due to the Board's meeting schedule, this item was no longer necessary for the current school year.

This item was tabled.

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. Partner School Leadership Team Update

i. School Operations Metrics

Ms. Nelson 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. Nelson.

- c. Agreements for Student Enrollment for 2017-2018 School Year: Parent/Legal Guardian (Caretaker) Acknowledgement, Regulatory Program Description, Caretaker Designee Agreement and Designated Learning Coach Agreement

The Board reviewed the student enrollment agreements for the 2017-2018 school year included in the meeting materials. Ms. Nelson explained that minor edits have been made to the agreement for next school year, but they have not changed in substance from the current year's agreements.

- d. 2016-2017 School Year Items for Board Consideration

Ms. DeGross reviewed the outline of items planned to be presented for Board consideration throughout the current school year. She further advised the Board that the document was fluid, and items may be included, omitted, or considered on a varied timeline based on a number of factors, including state submission and enrollment deadlines, as well as school need for student support.

- e. Board Member Recruitment Update

Mr. Sullivan provided the Board with an update on ongoing Board member recruitment. Board members reviewed the anticipated qualifications for Board member candidacy.

X. Extended Public Comment

There were no comments at this time.

XI. Adjournment and Confirmation of Next Meeting Date – November 16, 2016 at 4:00 p.m. CT

The Board confirmed the Next Board Meeting was scheduled to be held on November 16, 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 4:47 p.m. The motion passed unanimously.

Submitted by

Approved by

Name: Kristin DeGross
Board Minute Clerk

Name: Bob Sullivan
Board President