



Oklahoma Connections Academy (OKCA)
REGULAR BOARD MEETING

Notice is hereby given to the members of the OKCA Board and the general public that the OKCA Board will hold a meeting open to the public on:

Date and Time:

Wednesday, May 23, 2018 at 4:00 p.m. CT

Held at the following location:

1437 South Boulder Ave., Suite 700
Tulsa, OK 74119

Notices of this meeting have been appropriately posted as required by law. Persons with a disability may request a reasonable accommodation by contacting Tammy Shepherd at (918) 977-3286. Requests should be made as early as possible to arrange the accommodation; no later than twenty four (24) hours prior to the meeting.

BOARD AGENDA

- I. Call to Order – B. Sullivan
- II. Statement of Compliance with the Open Meeting Act – B. Sullivan

This regularly scheduled meeting of the Oklahoma Connections Academy Board of Directors has been convened in accordance with the Oklahoma Open Meeting Act. This meeting was preceded by advance notice of the date, time, and place, filed with the Oklahoma Secretary of State ten days prior to the meeting date. Notice of this meeting was also given at least twenty-four (24) hours in advance of the meeting by posting notice of the date, time, place, and agenda of the meeting at the principal office of the Oklahoma Connections Academy, located at 2425 Nowata Place, Suite 202, Bartlesville, Oklahoma, and at the meeting location.

- III. Roll Call – B. Sullivan
- IV. Public Comment

The Board welcomes participation by the members of the public both in-person and telephonically. To address an item on the agenda, before the scheduled start of the meeting, an individual must write their name and a short description of the agenda item on which they wish to comment on the card provided and submit this to the Chair, along with any materials they want to have distributed to Board. Individuals who wish to address the Board telephonically must contact the School Principal by phone or by email at least twenty four (24) hours before the scheduled start of the Board meeting. If the individual wants to provide any written materials to the Board, these should be emailed to the School Principal at least twenty four (24) hours before the scheduled start of the meeting.

The total time for any individual to present, either in person or via telephone, on an item on the agenda shall not exceed three (3) minutes, unless the Board grants additional time.

Individuals desiring to make a formal presentation to the Board on an item not on the agenda but desiring it be placed on the agenda must provide notice and written submissions detailing the subject of the presentation to the School Principal at least fourteen (14) days prior to the meeting. Any such presentation shall not exceed fifteen (15) minutes in duration, unless otherwise permitted by the Chair.

To view the Board Public Comment Policy, visit the school's "Our School Board" page at www.connectionsacademy.com

V. Routine Business – B. Sullivan

- a. Approval of Agenda

VI. Oral Reports

- a. Principal's Report (MSR attached) – T. Shepherd
 - i. Update on Graduation and End of Year Activities
 - ii. Update on State Testing
 - iii. Student Spotlight
 - iv. OEQA School Profile (attached)
- b. Financial Report (attached) – T. Lee

VII. Consent Items

- a. Approval of Minutes from the April 25, 2018 Regular Board Meeting (attached)
- b. Approval of Staffing Report (attached)
- c. Approval of Connections Education Invoices for April (attached)
- d. Approval of Revision(s) to Employee Handbook: Work at Home Policy (attached)
- e. Approval of Board President as Board Designee to Approve Summer Staffing Decisions for the 2018-2019 School Year
- f. Approval of Revision(s) to Board Bylaws (to follow)

VIII. Action Items

- a. Consideration of the 2018-2019 School Year Budget and Fee Schedule for Oklahoma Connections Academy (attached) – T. Lee
- b. Consideration of Service Agreement for the 2018-2019 School Year with Oklahoma Consulting & Accounting Services, Inc. (attached) – T. Shepherd
- c. Consideration of Consolidation of the Activities Fund Sub-Accounts Formerly Designated as Prom and Student Activities – T. Shepherd
- d. Consideration of Membership and Associated Fees for Oklahoma Public School Resource Center (OPSRC) (attached) – T. Shepherd

IX. Information Items

- a. Legislative Update – B. Adams
- b. Partner School Leadership Team Update – B. Rosta
 - i. Planning for School Leader Performance Review
- c. Outreach Plan for the 2018-2019 School Year (attached) – T. Shepherd
- d. Board Recruitment Update – B. Sullivan
- e. Annual Meeting Update – K. DeGroff

X. Extended Public Comment (limited to agenda items only)

XI. New Business – B. Sullivan

Discussion and consideration of any item that could not have been known or reasonably foreseen prior to time of posting agenda (Oklahoma Code §25, O.S. 311 (A)(9))

XII. Adjournment and Confirmation of Annual Meeting Date – June 27, 2018 at 4:00 p.m. CT

CONSENT ITEMS

The Chair will ask members what items, if any, they want removed from the consent agenda for discussion. If any member asks that an item be moved, it will be moved to the Action Items. After any items have been removed, the Chair will read out the remaining consent items and ask for their adoption in one motion if there is no objection. The minutes will reflect the full text of any resolutions that were adopted as part of the consent agenda.

a. Approval of Minutes from the April 25, 2018 Regular Board Meeting

PRESENTER IF MOVED TO ACTION ITEMS: Kristin DeGross

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The minutes from the meeting of the Board of Directors are being presented for approval.

b. Approval of Staffing Report

PRESENTER IF MOVED TO ACTION ITEMS: Tammy Shepherd

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The staffing report as provided with the Board materials outlines the candidates that are recommended for hire. The staffing report includes each candidate's name, area for hire, compensation rate, bonus potential and start date. The Staffing Report also provides information on departing employees, the reasons for their departure, as well as any promotions, for Board review and approval.

c. Approval of Connections Education Invoices for April

PRESENTER IF MOVED TO ACTION ITEMS: D'Andre Fisher

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Mr. Fisher has reviewed the invoice(s) which are included in the Board materials for Board approval for payment.

d. Approval of Revision(s) to Employee Handbook: Work at Home Policy

PRESENTER IF MOVED TO ACTION ITEMS: Tammy Shepherd

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Included in the Board materials is a memo detailing proposed revision(s) to the school's Work at Home Policy. Board approval of these revision(s) is requested.

e. Approval of Board President as Board Designee to Approve Summer Staffing Decisions for the 2018-2019 School Year

PRESENTER IF MOVED TO ACTION ITEMS: Tammy Shepherd

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: To facilitate the hiring during the summer months, the Board is asked to designate the Board President to approve all hirings on behalf of the Board, that are recommended by the School Leader, for the 2018-2019 school year until the August meeting. The Board's designation of this task would include staffing decisions made through the time of the August meeting and the Board would then begin to review and consider a Staffing Report at the September meeting. Board approval of the designation is request.

f. Approval of Revision(s) to Board Bylaws

PRESENTER: Kristin DeGross

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. DeGross will review proposed revisions to the Board Bylaws, as reviewed by POBL's Legal Counsel, and in compliance with state statutes. Board approval is requested.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

ACTION ITEMS

- a. **Consideration of the 2018-2019 School Year Budget and Fee Schedule for Oklahoma Connections Academy**

PRESENTER: Tanya Lee

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Lee will provide a detailed review of the budget outline for the upcoming school year that was compiled with the Board designee. Ms. Lee will also review the fee schedule for the upcoming school year with the Board that is derived directly from the budget for the 2018-2019 school year. Board approval for Board items will be sought.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

- b. **Consideration of Service Agreement for the 2018-2019 School Year with Oklahoma Consulting & Accounting Services, LLC**

PRESENTER: Tammy Shepherd

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Included in the Board materials is the service agreement with Oklahoma Consulting & Accounting Services, LLC, with Jack Jenkins as School Treasurer for the 2018-2019 school year. Board approval is requested.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

- c. **Consideration of Consolidation of the Activities Fund Sub-Accounts Formerly Designated as Prom and Student Activities**

PRESENTER: Tammy Shepherd

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Shepherd will review the proposed consolidation of the Activities Fund Sub-Accounts for Prom and Student Activities. Board approval is requested.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

- d. **Consideration of Membership and Associated Fees for Oklahoma Public School Resource Center (OPSRC)**

PRESENTER: Tammy Shepherd

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Shepherd will review with the Board the advantages to the school and the board of membership with the Oklahoma Public School Resource Center (OPSRC), and seek Board approval of the fees associated with annual membership.

Motion: _____ Second: _____

Ayes: _____ Nays: _____