



**APPROVED 09/11/2017**

**Oklahoma Connections Academy  
MINUTES OF THE BOARD OF DIRECTORS REGULAR and ANNUAL MEETING**

Wednesday, June 14, 2017 at 4:00 p.m. CT

**Held at the following location and via Teleconference:**

Marriott Tulsa Hotel Southern Hills  
1902 East 71<sup>st</sup>  
Tulsa, OK 74136

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**I. Call to Order**

Mr. Sullivan called the meeting to order at 4:12 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, Charlie Daniels, and John Tidwell (in person);

Board Members Joined During Meeting: D'Andre Fisher;

Board Members Absent: Jennifer Williams;

Guests: Tammy Shepherd, School Leader (in person); Bryce Adams, Tanya Lee, Missy Nelson, Brian Rosta, and Heather Woodward, 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 June 14, 2017 Oklahoma Connections Academy Board of Directors Regular and Annual Meeting, as presented, is hereby approved.

The motion passed unanimously.

## **VI. Oral Reports**

### **a. Principal's Report**

#### **i. Plan of Improvement Update**

Ms. Shepherd provided the Board with a brief update on the Plan of Improvement that was previously reviewed by the Board in the fall. She noted that the Board is being asked to reapprove the document so that the school will be compliant with the Statewide Virtual Charter School Board's requirements.

#### **ii. 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.

### **b. Financial Report**

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.

## **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 further discussion, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the May 30, 2017 Special Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Board Meeting Schedule for the 2017-2018 School Year; and
- d. Ratification of Plan of Improvement; are hereby approved.

The motion passed unanimously.

## **VIII. Action Items**

### **a. Consideration of Connections Academy of Oklahoma, LLC Invoices for May**

At the Board's request, Ms. Lee reviewed in detail the Connections Academy invoices for the month of May 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 May, in the amount of \$406,644.79, as presented, are hereby approved.

The motion passed unanimously.

[Mr. Fisher joined the meeting at 4:41 p.m.]

b. Consideration of Membership and Associated Fees for Oklahoma Public Charter School Association (OPCSA) and/or Oklahoma Public School Resource Center (OPSRC)

Ms. Shepherd presented this item to the Board. She reviewed memberships available to the school and Board with the OPCSA, and noted that membership included access to the Oklahoma Public School Resource Center (OPSRC). Board members reviewed the proposed membership, and requested further details of membership amenities. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the continued membership and associated fees for Oklahoma Public School Resource Center (OPSRC), as presented, is hereby approved.

The motion was approved 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. 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.

d. Consideration of Directors

Ms. Woodward advised the Board that two Board members terms were up for renewal at this meeting, Bob Sullivan and Charlie Daniels. Mr. Sullivan and Mr. Daniels confirmed that they wished to continue on the Board. Discussion was held on the renewal of their terms. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the acceptance of the renewals of Bob Sullivan and Charlie Daniels to the Oklahoma Connections Academy Board of Directors, for a term of three (3) years to the 2020 Annual meeting, are hereby approved.

The motion was approved unanimously.

e. Consideration of Officers for the 2017-2018 School Year

Ms. Woodward presented this item to the Board. She reviewed with the Board each Officer position as set out in the Board-adopted Bylaws, and advised the Board that all positions would be for a term until the Annual Meeting 2018. Nominations were opened for each position. Following the closure of nominations, and there being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the appointment of:

Bob Sullivan, Board President;  
John Tidwell, Board Vice President/Secretary;

Jennifer Williams and D'Andre Fisher, Co-Board Treasurer/Board Clerk;  
Jack Jenkins, School Treasurer;  
Jessica Jennings, Encumbrance Clerk;  
Kristin DeGross, Board Minute Clerk; and  
Megann Arthur and Laura Coleman, Deputy Board Minute Clerk, as discussed, are hereby approved.

The motion was approved unanimously.

**IX. Information Items**

a. Legislative Update

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

b. Board Member Recruitment Update

Mr. Sullivan provided the Board with an update on Board Member recruitment. He asked Board members to begin seeking potential candidates for future openings. The Board discussed the qualifications required under the school's Bylaws.

c. Partner School Leadership Team Update

i. Introduction of Connections School Leadership Team Representative

Ms. Nelson introduced Dr. Brian Rosta to the Board and reviewed his background with the Board, as well as Dr. Rosta's new role with the school.

d. Results of Parent Satisfaction Survey

Ms. Shepherd reviewed the results of the Parent Satisfaction Survey, included in the Board materials, in detail with the Board. She noted that a third party independent vendor conducted the survey. A copy of the results of the survey was sent to the school Board's President directly from the third party vendor.

**X. EXECUTIVE SESSION – Oklahoma Code §25 O.S. 307 – To consider the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee: School Leader Annual Review**

The Board entered into Executive Session at 5:29 p.m. via roll call vote pursuant to Oklahoma Code §25 O.S. 307, to consider the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee: School Leader Annual Review.

Board members in attendance were: Mr. Sullivan, Mr. Daniels, Mr. Tidwell, and Mr. Fisher. Guests requested to stay in executive session were: Ms. Nelson and Ms. Woodward. All others left the meeting at this time.

At 5:46 p.m. the Board resumed open session via roll call vote.

No actions were taken during Executive Session.

[Ms. Shepherd returned to the meeting at 5:46 p.m.]

**XI. Action Resulting from Executive Session**

a. Approval of School Leader Compensation for the 2017-2018 School Year

Ms. Nelson reminded the Board of the discussion held in Executive Session. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the School Leader compensation for the 2017-2018 school year in the amount of \$88,080.26, with a 18% bonus potential, as discussed, is hereby approved.

The motion was approved unanimously.

**XII. Extended Public Comment**

There were no comments at this time.

**XIII. New Business**

Mr. Sullivan called upon Board members to discuss new business in various subject areas.

**XIV. Adjournment and Confirmation of Next Meeting Date – August 23, 2017 at 4:00 p.m. CT**

The Board confirmed the next Board Meeting was to be held on August 23, 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 5:50 p.m. The motion passed unanimously.

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Submitted by

Approved by

Name: Heather Woodward  
Deputy Board Minute Clerk

Name: Bob Sullivan  
Board President