



**APPROVED 08/22/2018**

**Oklahoma Connections Academy  
MINUTES OF THE BOARD OF DIRECTORS SPECIAL (ANNUAL) MEETING**

Tuesday, June 12, 2018 at 4:00 p.m. CT

**Held at the following location and via Teleconference:**  
1437 South Boulder Ave., Suite 700  
Tulsa, OK 74119

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**I. Call to Order**

Mr. Sullivan called the meeting to order at 4:06 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, Aubrey Lakey, and Charlie Daniels (in person);

Board Members Absent: John Tidwell and D'Andre Fisher;

Guests: Tammy Shepherd, School Leader; Michael Lapolla, Board Member Candidate (in person); Brian Rosta, Bryce Adams, Tanya Lee and Kristin DeGross, Pearson Online & Blended Learning staff (via phone).

**IV. Public Comment**

Mr. Sullivan introduced Mr. Lapolla to the Board, and reviewed his credentials for Board membership. Mr. Lapolla thanked the Board for their time, and discussed his interest in serving the school.

**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 Consent Item (d) Approval of Revised Budget for the 2018-2019 School Year, as the document was not available for review. The Board further moved Consent Item (f) Approval of Staff Compensation Plan for the 2018-2019 School Year, to Action Items for discussion. There being no further changes requested, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the June 12, 2018 Oklahoma Connections Academy Board of Directors Special (Annual) Meeting, as amended, is hereby approved.

The motion passed unanimously.

## **VI. Oral Reports**

### a. Principal's Report

#### i. Staffing Update

Ms. Shepherd provided the Board with an update on staffing levels at the school. The Board reviewed staffing for the 2018-2019 school year in detail.

### 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.

#### i. Update on Revised Budget

Ms. Lee reminded the Board that this item had been tabled, pending anticipated legislative changes in the coming weeks.

## **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 23, 2018 Regular Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Connections Education Invoices for May;
- e. Approval of Board Meeting Schedule for the 2018-2019 School Year; and
- g. Approval of Revision(s) to Board Bylaws; are hereby approved.

The motion passed unanimously.

## **VIII. Action Items**

### a. 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, as well as membership with the Oklahoma Public School Resource Center (OPSRC). Board members discussed the advantages of membership in detail, and requested further information at a future meeting. Mr. Adams advised that he would discuss the membership fee with representatives of OPCSA.

This item was tabled.

b. Consideration of Directors

Ms. DeGross advised the Board that two Board members' terms were up for renewal at this meeting, John Tidwell and Aubrey Lakey. Ms. Lakey confirmed her wish to continue on the Board, and Mr. Sullivan advised of Mr. Tidwell's previous confirmation of Board membership, prior to the meeting. Discussion was held on the renewal of their terms, as well as the appointment of Mr. Lapolla to the Board. Mr. Sullivan advised that further consideration of Mr. Lapolla's membership would be held later in the meeting. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the acceptance of the renewals of John Tidwell and Aubrey Lakey to the Oklahoma Connections Academy Board of Directors, for a term of three (3) years to the 2021 Annual meeting, are hereby approved.

The motion was approved unanimously.

c. Consideration of Officers for the 2018-2019 School Year

Ms. DeGross 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 2019. Board members discussed the addition of a Deputy Board Treasurer/Board Clerk position, to allow for assistance in financial documentation, should the Board Treasurer be unavailable. 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:

John Tidwell, Board President;  
Charlie Daniels, Board Vice President/Secretary;  
D'Andre Fisher, Board Treasurer/Board Clerk;  
Aubrey Lakey, Deputy Board Treasurer/Board Clerk;  
Jack Jenkins, School Treasurer;  
Malynda Todd, Encumbrance Clerk;  
Kristin DeGross, Board Minute Clerk; and  
Megann Arthur and Laura Coleman, Deputy Board Minute Clerks, as discussed, are hereby approved.

The motion was approved unanimously.

Consideration of Staff Compensation Plan for the 2018-2019 School Year

Ms. Shepherd reviewed the annual process for consideration of the Staff Compensation Plan. She advised that due to the legislative climate, and the anticipation of several changes within the coming weeks, that the Plan had not yet been able to be finalized. Ms. Shepherd further requested the Board Chair act as designee to finalize and execute the Plan once all legislative changes have been communicated to schools in the state. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, the Board Chair as Board Designee to work with the School Leader to Finalize and Execute the Staff Compensation Plan for the 2018-2019 School Year, as discussed, is 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. Partner School Leadership Team Update

Dr. Rosta presented to the Board on behalf of Pearson Online & Blended Learning's (POBL), School Leadership Team, and advised that any updates would be presented during the annual review for Ms. Shepherd, held during Executive Session.

### c. Board Support Update

Ms. DeGroff provided an update on Board support, advising of the final stages of organizational redesign within POBL, including the alignment of departments and processes to better serve the school and the Board. She reminded the Board of discussion earlier in the year regarding changes of the brand name from Connections Education to POBL, and further noted that no expected changes to Board Relations support was expected at this time.

### d. Results of the 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 5:24 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, and Ms. Lakey. Guests requested to stay in executive session were: Dr. Rosta and Ms. DeGroff. All others left the meeting at this time.

At 5:43 p.m. the Board resumed open session via roll call vote.

No actions were taken during Executive Session.

**XI. Action Resulting From Executive Session**

a. Approval of School Leader Compensation for the 2018-2019 School Year

Dr. Rosta 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 2018-2019 school year in the amount of \$90,283.37, with a 20% bonus potential, as discussed, is hereby approved.

The motion was approved unanimously.

**XII. Extended Public Comment (limited to agenda items only)**

Mr. Sullivan reminded the Board of the discussion held earlier in the meeting regarding Mr. Lapolla's Board membership. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the appointment of Michael Lapolla to the Oklahoma Connections Academy Board of Directors, for an initial term through the 2019 Annual meeting, is hereby approved.

The motion was approved unanimously.

**XIII. Adjournment and Confirmation of Next Meeting Date – August 22, 2018 at 4:00 p.m. CT**

The Board confirmed the next Board Meeting was to be held on August 22, 2018 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 5:48 p.m. The motion passed unanimously.

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Submitted by

Approved by

Name: Kristin DeGross  
Board Minute Clerk

Name: Bob Sullivan  
Board President