



APPROVED 01/24/2018

**Oklahoma Connections Academy
MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, November 13, 2017 at 4:00 p.m. CT**

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

I. Call to Order

Mr. Sullivan called the meeting to order at 4:07 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 Aubrey Lakey (in person);

Board Members Joined During Meeting: John Tidwell (in person);

Board Members Absent: D'Andre Fisher;

Guests: Tammy Shepherd, School Leader; Rebecca Wilkinson, Sponsor Representative (in person); Bryce Adams, Kristin DeGross, Tanya Lee, and Brian Rosta, Pearson Online & Blended Learning 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 November 13, 2017 Oklahoma Connections Academy Board of Directors Meeting, as presented, is hereby approved.

The motion passed unanimously.

VI. Statewide Virtual Charter School Board (SVCSB) Presentation

The Board advised of their intent to discuss this item later in the meeting.

VII. Oral Reports

a. Principal's Report

Ms. Shepherd provided the Board with an update on an upcoming site visit by the Office of Educational Quality and Accountability (OEQA).

i. Update on Student Intervention Efforts – Tier 1 and Tier 2

Ms. Shepherd updated the Board on Student Intervention Efforts. She advised the Board of school staff members' increased awareness of critical educational components and benchmarks, as well as Pearson Online and Blended Learning's (POBL) useful tools for tracking student progress. Ms. Shepherd further discussed the relation these efforts have to the school's annual success in goals completion.

[Mr. Tidwell joined the meeting at 4:13 p.m.]

ii. School Improvement Plan

Ms. Shepherd presented this item to the Board. She reviewed recent state testing scores, as well as the school's plan for improvement throughout the coming months.

[Mr. Adams joined the meeting at 4:29 p.m.]

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.

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. Audit Update

Ms. Lee reviewed the current progress of the financial audit, and advised as to the expected date for an audit report to be available for Board review.

Statewide Virtual Charter School Board (SVCSB) Presentation

Mr. Sullivan welcomed Ms. Wilkinson to the meeting. Ms. Wilkinson provided additional information regarding the upcoming OEQA site visit. She further reviewed recent changes made to the process for reauthorization of the school's charter contract, and noted that the application documentation has been collected on an on-going basis throughout the school year. Additionally, Ms. Wilkinson reviewed the school's Annual Report, including the standards performance framework, and recent state testing results.

VIII. 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 October 24, 2017 Special Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Connections Education Invoices for October; and
- d. Approval of School Improvement Plan; are hereby approved.

The motion passed unanimously.

IX. Action Items

- a. Consideration of Board President as Board Designee to Review and Finalize Charter Renewal Application

Ms. Shepherd reviewed this item with the Board, and advised of the timeline for completion of the Charter renewal application. Mr. Tidwell nominated Mr. Sullivan as Board Designee to review and finalize all application materials. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that Bob Sullivan as Board Designee to work with the School Leader and Pearson Online and Blended Learning (POBL) to review finalize the Charter Renewal Application and all related documentation for submission on behalf of the Board, as discussed, is hereby approved.

The motion passed unanimously.

- b. Consideration of Amendment to Charter Contract with Statewide Virtual Charter School Board (SVCSB)

Ms. Shepherd presented this item to the Board. She reviewed the recent discussion and approval at the Statewide Virtual Charter School Board meeting regarding the modification of oversight fees payable to the sponsor. She advised that the amendment would allow the school to modify the collection of oversight fees once the operating budget threshold had been reached. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Amendment to Charter Contract with Statewide Virtual Charter School Board (SVCSB), as presented, is hereby approved.

The motion passed unanimously.

c. Consideration of Attendance Policy

Ms. Shepherd presented the Attendance Policy to the Board, and advised that the policy was in alignment with state attendance standards. Board members reviewed the school's academic expectations in conjunction with the attendance policy. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Attendance Policy, as presented, is hereby approved.

The motion passed unanimously.

d. Consideration and Acceptance of Math and Science Courses for Graduation Requirements

Ms. Shepherd presented this item to the Board. She reviewed the state requirement for the annual acceptance of Math courses above the level of Algebra I, and Science courses, taught at any of the state vocational schools, to meet the school's graduation requirements. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the acceptance of Math and Science Courses for Graduation requirements, as presented, is hereby approved.

The motion passed unanimously.

e. Consideration and Acceptance of Internet Courses for Graduation Requirements

Ms. Shepherd presented this item to the Board. She reviewed the state requirement for the annual acceptance of internet courses, taught at any technology center school, by certified teachers, that are aligned toward subject matter standards, as counting towards academic credit and toward meeting the school's graduation requirements. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the acceptance of internet courses for Graduation requirements, as presented, is hereby approved.

The motion passed unanimously.

X. Information Items

a. Future Funded Enrollment Growth

Ms. Shepherd reviewed with the Board a proposed Funded Enrollment Target for the 2018-2019 school year of 1,500 students. She reminded Board members that the target is a major driver for school budget planning, including outreach, staffing and many other initiatives. Ms. Shepherd further advised that the proposed enrollment target will be presented for approval during the upcoming January Board meeting, if Board members indicate their support of the number. She reviewed the predicted growth for the school based on many factors, including trends in enrollment, students currently in the pipeline and outreach efforts. The Board expressed their support of the proposed number.

b. Legislative Update

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

c. Partner School Leadership Team Update

i. School Leader Review Process Update

Dr. Rosta outlined the annual school leader review process with the Board. He reminded Board members that the process includes feedback from the Board through a survey. Dr. Rosta further reminded the Board that Ms. Shepherd's mid-year review will be discussed during the January meeting and the final review will take place during the Board's Annual Meeting in June. He also reiterated the importance of Board member participation in the review process.

d. Board Training Update

Ms. DeGross provided the Board with an update on a potential Board Training to be held in conjunction with the Board's January meeting. Board members discussed possible topics for the training, as well as the timing of the Meeting, and noted their intent to hold the Meeting on January 24, 2018, at 3:00 p.m.

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

There were no comments at this time.

XII. New Business

There was no new business at this time.

XIII. Adjournment and Confirmation of Next Meeting Date – January 24, 2018 at 3:00 p.m. CT

The Board confirmed the next Board Meeting was to be held on January 24, 2018 at 3:00 p.m. CT. The Board, being at the end of its agenda, a motion was made and seconded to adjourn the meeting at 5:32 p.m. The motion passed unanimously.

Submitted by

Approved by

Name: Kristin DeGross
Board Minute Clerk

Name: Bob Sullivan
Board President