



APPROVED 4/23/14

Oklahoma Connections Academy  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
Wednesday, March 12, 2014 at 4:00 p.m. CT

Held at the following location and via Teleconference:  
Skirvin Hilton  
1 Park Avenue  
Oklahoma City, OK 73102

As the Board was waiting on an in person quorum, they decided to hear Oral Reports first. Those present heard Oral Reports at 4:08 p.m.

Update on Charter Implementation and Timeline

Mr. Schmidt reviewed the Charter implementation process with the Board. He congratulated the Board on the approval of the charter. The Board discussed the timelines associated with the charter implementation process. Mr. Adams further advised that the Statewide Virtual Charter School Board has recently approved their draft contract process. He reviewed the timeline and next steps towards the school's charter.

**I. Call to Order**

Following the confirmation of a quorum of the Board, Mr. Shumate called the meeting to order at 4:21 p.m., when all participants were present and able to hear each other.

**II. Roll Call**

Board Members Present: Jabar Shumate, Jennifer Williams, Stuart Jolly and Laura Sanders (in person);

Guests: Bob Sullivan, Board member candidate; Tammy Shepherd, School Leader; David Schmidt and Bryce Adams, Connections staff (in person); Rachel Bailey, Laura Karns and Heather Woodward, Connections Education Staff (via phone).

**III. Routine Business**

a. Approval of Agenda

Mr. Shumate asked the Board to review the Agenda distributed prior to the meeting. He asked whether the Board had any changes to the agenda. There being no changes requested, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the March 12, 2014 Oklahoma Connections Academy Board of Directors Meeting, as presented, is hereby approved.

The motion passed unanimously.

#### IV. Consideration and Appointment of Board Member Candidate, Bob Sullivan

Mr. Shumate noted the background information on the Board member candidate, Bob Sullivan, included in the Board package. Mr. Shumate provided the Board with some brief background information on the candidate and his interest in the Board. Board members discussed the candidate, and expressed their support of his appointment. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that Bob Sullivan as a Board Member of Oklahoma Connections Academy, with a term ending at the Annual Meeting 2014, is hereby approved.

The motion passed unanimously.

#### V. Oral Reports

##### a. Update on Charter Implementation and Timeline

This was reviewed earlier in the meeting.

##### b. Principal's Report

Ms. Shepherd reviewed the Principal's Report documentation provided in the Board package. She reviewed the school's current enrollment numbers and demographics. The Board reviewed the Monthly School Report (MSR) that was included in the Board materials in detail. Ms. Shepherd informed the Board that this report will be provided on a monthly basis to the Board in their materials.

##### i. Update on State Testing

Ms. Shepherd provided the Board with an update on the recent writing examinations, and preparations for the upcoming state testing for the schools.

##### ii. Update on Accreditation

Ms. Shepherd provided the Board with an update on the recent accreditation visit by AdvancEd. She reviewed the accreditation process and noted that the school has been recommended for approval.

##### iii. Update on Graduation Plans

Ms. Shepherd advised the Board that the high school graduation ceremony is currently being planned, and the school expects approximately 30 students to participate in the ceremony. She further noted that she will provide further information as it becomes available.

##### iv. School Highlights and Accolades

Ms. Shepherd reviewed student accomplishments and accolades with the Board.

##### v. Handbooks for the 2014-2015 School Year

Ms. Shepherd provided the Board with an update on the work completed on the 2014-2015 school year handbooks. She further advised the Board on the positive feedback and noted success of the current school year's handbooks.

c. Upcoming Board Items for Consideration

Ms. Woodward reviewed the outline of items planned to be presented for Board consideration throughout the 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.

**VI. Consent Items**

Mr. Shumate 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 none, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the October 23, 2013 Meeting;
- b. Approval of 2014-2015 School Year General School Handbook;
- c. Approval of 2014-2015 School Year State Specific School Handbook; and
- d. Approval of 2014-2015 School Year Calendar; are hereby approved.

The motion passed unanimously.

**VII. Action Items**

a. Approval of Engagement of Board Counsel

Mr. Shumate presented this item to the Board. The Board discussed the need for Board Counsel to partner with the school to review key legal documents, and who would be an appropriate candidate from the Board to act as Board Designee to finalize and execute an agreement with Board Counsel. Mr. Jolly volunteered to work on behalf of the Board in this capacity. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Appointment of Stuart Jolly as Board Designee to Finalize and Execute the Engagement of Board Counsel, as discussed, is hereby approved.

The motion passed unanimously.

b. Approval of a Board Designee and Board Counsel to Finalize and Execute the Educational Products and Services Agreement (EPSA) with Connections Academy of Oklahoma, LLC

Mr. Schmidt presented this item to the Board. He reviewed the development process that was completed to date for the proposed EPSA, and key considerations in the contract. The Board discussed the need for a Board member to work with Connections and Board Counsel to finalize the EPSA, and discussed the nomination of Mr. Jolly to act as the Board Designee on this matter. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the designation of Stuart Jolly as the Board Designee to work with Board Counsel to finalize and execute the Educational Products and Services Agreement (EPSA) with Connections Academy of Oklahoma, LLC, as discussed, is hereby approved.

The motion passed unanimously.

c. Approval of Board Designee to Work with Board Counsel to Negotiate, Finalize and Execute the School's Charter Contract

Mr. Schmidt provided the Board with background information pertaining to the school's charter contract, and Board members discussed the school's need for a Board member to work with Board Counsel and all necessary parties to negotiate, finalize and execute the documentation. The Board discussed having Mr. Shumate act as the Board designee and Mr. Shumate confirmed his willingness to assist with this contract. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the designation of Mr. Shumate as the Board Designee to work with Board Counsel to negotiate, finalize and execute the school's Charter Contract, as discussed, is hereby approved.

The motion passed unanimously.

d. Approval of Board Designee to Work with Board Counsel on the Facility Sublease Negotiation

Mr. Schmidt presented this item to the Board. He discussed the facility location process, and the timelines associated with securing a facility lease. Mr. Schmidt discussed with the Board the potential advantages to the Board approving a Designee to be authorized to negotiate, finalize and execute all necessary documentation to secure a school facility lease. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the designation of Mr. Jolly as the Board Designee to work with Board Counsel on the facility sublease negotiation, as discussed, is hereby approved.

The motion passed unanimously.

e. Approval of Schedule of Board Meetings through June 2014

Ms. Woodward reviewed the Board Meetings Schedule, as included in the meeting materials. The Board discussed the schedule as presented, and decided to schedule the meetings through June 2014. The Board reviewed their individual availability for meetings. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the schedule of Board Meetings through June 2014 as April 23<sup>rd</sup> in Oklahoma City, May 19<sup>th</sup> in Oklahoma City and June 25<sup>th</sup> in Tulsa, at 4:00 p.m. PT, with locations to be determined, as amended, is hereby approved.

The motion passed unanimously.

f. Approval of Board Training and Conference Attendance for the 2013-2014 School Year

Ms. Woodward reviewed the upcoming trainings and conferences that have been identified that may interest members of the Board. The Board reviewed the upcoming training offerings including the 2014 National Charter School Conference in June. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board training and conference attendance for the 2013-2014 school year, as presented, is hereby approved.

The motion passed unanimously.

**VIII. Information Items**

a. Legislative Update

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

b. Update on Establishing a Bank Account

Mr. Soltz provided the Board with an update on the process and timeline for the Board to work to identify a banking institution and to establish a bank account.

**IX. Adjournment and Confirmation of Next Meeting Date**

There being no further business or discussion, Mr. Shumate noted that the next meeting is scheduled to be held on April 23, 2014 at 4:00 p.m. CT. The Board being at the end of its agenda, the meeting was adjourned at 5:31 p.m.