



**APPROVED 10/24/2018**

**Oklahoma Connections Academy  
MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING  
Wednesday, September 26, 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. Tidwell called the meeting to order at 4:11 p.m., when all participants were present and able to hear each other.

**II. Statement of Compliance with the Open Meeting Act**

Mr. Tidwell confirmed the Board Meeting Agenda had been posted in accordance with the Oklahoma Open Meeting Act.

**III. Roll Call**

Board Members Present: John Tidwell, Bob Sullivan, Michael Lapolla, Aubrey Lakey, and Charlie Daniels (in person);

Guests: Tammy Shepherd, School Leader; Bryce Adams, Pearson Online & Blended Learning (POBL) staff (in person); Andrew Pasquinilli, Tanya Lee, and Kristin DeGross, POBL staff (via phone).

**IV. Public Comment**

There were no public comments at this time.

**V. Routine Business**

a. Approval of Agenda

Mr. Tidwell 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 September 26, 2018 Oklahoma Connections Academy Board of Directors Regular Meeting, as presented, is hereby approved.

The motion passed unanimously.

## VI. Oral Reports

### a. Principal's Report

#### i. Update on Back to School Activities

Ms. Shepherd advised the Board on a recent back to school activity that was well attended.

#### ii. Update on Enrollment and Staffing

Ms. Shepherd reviewed the school's current enrollment numbers with the Board, as well as trends in enrollment. She further advised of current staffing levels at the school.

#### iii. Student Spotlight

Ms. Shepherd advised that a student spotlight would be discussed at the next meeting. She reviewed the school's ongoing focus on completing welcome calls with all students at the school, and noted that the school has completed 100% of all welcome calls within the first week of each student's enrollment.

Board members discussed virtual schools across the state, including the budgetary allotment for student computers. Board members requested further information regarding these budgetary allotments at a future meeting. Additionally, Board members discussed the retirement system available to staff at the school.

### 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. Tidwell 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 August 22, 2018 Regular Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Connections Education Invoices for July and August;
- d. Approval of Revision(s) to the 2018-2019 School Year State Specific School Handbook: Attendance to Escalation Policy; and
- e. Approval of Revision(s) to the Employee Handbook: Student and Family Communications Policy; are hereby approved.

The motion passed unanimously.

## VIII. Action Items

### a. Consideration of Board Training and Conference Attendance for the 2018-2019 School Year

Ms. DeGross 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 National School Boards Association (NSBA) conference, and the National Charter Schools Conference (NCSC). The Board further discussed the advantages and specific agenda topics of each conference, and their support of Board members making an effort to attend the training opportunities. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board training and conference attendance for the 2018-2019 school year, including the National Charter Schools Conference and National School Boards Association, as discussed, is hereby approved.

The motion passed unanimously.

### b. 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. 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:

Aubrey Lakey, Board Treasurer/Board Clerk;  
Mike Lapolla, Deputy Board Treasurer/Board Clerk; and  
Chelsea Chadwick, Encumbrance Clerk; as discussed, are hereby approved.

The motion was approved unanimously.

Board members held additional discussion on ensuring that Ms. Lakey's name was added to all bank account documentation in a timely manner. Ms. Shepherd offered her assistance in the process, where necessary.

## IX. Information Items

### a. Legislative Update

Mr. Adams provided an update on the recent legislative activities in Oklahoma, which may impact the school. Ms. Shepherd further reviewed current state legislation regarding the virtual charter school funding model, and advised of proposed legislation for future school years.

### b. Partner School Leadership Team Update

Mr. Pasquinilli presented to the Board on behalf of Pearson Online & Blended Learning's (POBL), School Leadership Team.

i. Update on State of the School, School Improvement Plan, and Focus Goals

Mr. Pasquinilli provided a brief update on items to be discussed in depth during the Board's October meeting. He advised of the expected presentation on the State of the School Report, which will include the school's goal completion rates from the 2017-2018 school year, as well as the anticipated School Improvement Plan.

ii. Internet Service Provider Update

Mr. Pasquinilli provided the Board with an update on this item. He advised of the current E-Rate reimbursement provided to the school, as well as the comparison bid recently requested from OneNet. Board members discussed internet service costs in detail.

c. Board Recruitment Update

Board members reviewed the current Board composition, and held discussion on the qualifications they would prefer to see for any future Board member candidates.

d. Meeting Location Discussion

Board members held discussion on the Board meeting location for the remainder of the school year. Mr. Lapolla and Mr. Daniels advised of their intent to secure an alternate meeting location prior to the October meeting.

e. Overview of 2018-2019 Items for Board Consideration

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

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

There were no extended public comments.

**XI. New Business**

There was no new business at this time.

**XII. Adjournment and Confirmation of Next Meeting Date – October 24, 2018 at 4:00 p.m. CT**

The Board confirmed the next Board Meeting was to be held on October 24, 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 5:52 p.m. The motion passed unanimously.

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Submitted by

Approved by

Name: Kristin DeGross  
Board Minute Clerk

Name: John Tidwell  
Board President