



**APPROVED 12/05/2019**

**Oklahoma Connections Academy  
MINUTES OF THE BOARD OF DIRECTORS SPECIAL MEETING  
Thursday, September 19, 2019 at 4:00 p.m. CT**

**Held at the following location and via Teleconference:  
5120 East 36th Street  
Tulsa, OK 74135**

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**I. Call to Order**

In Mr. Tidwell's absence, Mr. Daniels called the meeting to order at 4:14 p.m., when all participants were present and able to hear each other.

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

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

**III. Roll Call**

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

Board Members Joined During Meeting: John Tidwell;

Board Members Absent: Aubrey Lakey;

Guests: Melissa Gregory, School Leader; Linda Hosey, School staff (in person); Kristin DeGross, Kristie Clements, Bryce Adams, and Tanya Lee, Pearson Online & Blended Learning (POBL) staff (via phone).

**IV. Public Comment**

There were no public comments at this time.

**V. Routine Business**

a. Approval of Agenda

Mr. Daniels 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 19, 2019 Oklahoma Connections Academy Special Board of Directors Meeting, as presented, is hereby approved.

The motion passed unanimously.

## VI. Oral Reports

### a. Board Support Team Updates

Ms. DeGroff introduced Ms. Clements as the school's PSLT representative from POBL for the upcoming school year. Ms. Clements provided a brief overview of her credentials and background with the Board.

The Board advised of their intent to consider the Consent Items prior to hearing the remaining Oral Reports.

### Consent Items

Mr. Daniels 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 changes made and no further discussion, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the June 26, 2019 Annual/Regular Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Pearson Online & Blended Learning Invoices for June, July, and August;
- d. Approval of 2019-2020 Base Salaries and Incentive Percentage and Career Ladder Positions; and
- e. Approval of Federal Title Funding Plans for the 2019-2020 School Year: Parent and Family Engagement Policy; are hereby approved.

The motion passed unanimously.

[Mr. Tidwell joined the meeting at 4:17 p.m.]

### b. Principal's Report

#### i. Update on Back to School Activities, Staffing and Training

Ms. Gregory advised the Board on ongoing back to school activities planned throughout the state, including back to school bashes and college tours. She further updated the Board on staffing levels at the school.

#### ii. Update on Enrollment

Ms. Gregory reviewed the school's current enrollment numbers with the Board, as well as trends in enrollment.

#### iii. Connections Academy Summer Leadership Conference

Ms. Gregory discussed the recent Connections Academy Leadership Conference, held annually in Baltimore. She reviewed many of the topics covered at the retreat, as well as mentoring and networking opportunities available for school leadership team members.

#### iv. State of the School Report, including Final Results on 2018-2019 Goals and State Testing

Ms. Gregory provided the Board with a state of the school report. She discussed last year's target enrollment goals as well as final enrollment numbers by grade level with the Board and reviewed the current enrollment and school goals. Ms. Gregory reminded Board members that the staff worked closely with POBL staff on establishing this year's school goals, and reiterated that the school goals represent the major driver for the staff incentive plan. Ms. Gregory related that the goals are created with the intention of improving school outcomes, the student and family experience, and to foster

student achievements school-wide. Ms. Gregory further reviewed with the Board the recent state testing data. The Board had discussion on the staff and student accomplishments over the past year.

c. 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. Unaudited 2018-2019 Financial Results

Ms. Lee reviewed the unaudited financial statements from the previous school year with the Board.

Ms. Lee further advised of the upcoming transition of support provided by POBL's School Financial Services team. She thanked the Board for their dedication to the school's financial health and advised that Mr. Gary Corkran would be presenting the financials at all subsequent meetings. The Board thanked Ms. Lee for her support, and wished her well in her professional endeavors.

**VII. Consent Items**

This item was previously discussed.

**VIII. Action Items**

a. Consideration of Renewal of Statement of Agreement with Pearson Online & Blended Learning (POBL)

Mr. Adams presented this item to the Board. He reviewed the previous 90 day extension of the current Statement of Agreement (SOA), to allow for Board Counsel review. Mr. Tidwell discussed the recent termination of agreement with current Board Counsel, Rosenstein, Fisk & Ringold, and advised that the Board would need to engage new counsel prior to consideration of the SOA documentation. He recommended that the current SOA be extended through June 30, 2020 to allow for additional time for Board Counsel engagement and review. Mr. Adams advised that no changes would be made to the extended agreement and that all prices and services would remain the same through June 30, 2020. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the extension of the Statement of Agreement with Pearson Online & Blended Learning (POBL) through June 30, 2020, as discussed, is hereby approved.

The motion passed unanimously.

b. Consideration of Board Designee to work with the School Leader to Research, Request Proposals, and Execute a Contract for Board Counsel Engagement

Mr. Tidwell presented this item to the Board, and discussed the need for a designee to research, request proposals, and execute a contract for Board Counsel engagement prior to renewal of the Statement of Agreement with POBL. Mr. Daniels volunteered as designee. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that Charlie Daniels as the Board Designee to work with the School Leader to research, request proposals, and execute a contract for Board Counsel engagement, as discussed, is hereby approved.

The motion passed unanimously.

c. Consideration of School Focus Goals for the 2019-2020 School Year

Ms. Gregory reviewed the school focus goals for the 2019-2020 school year included in the Board package with the Board. She advised that the staff worked closely with school leadership and POBL on establishing the school goals. She further advised the Board that the school goals represent the major driver for the staff incentive plan. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, the School Focus Goals for the 2019-2020 School Year, as presented, are hereby approved.

The motion passed unanimously.

d. 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.

e. Consideration of Estimate of Needs

Ms. Lee reviewed the Estimate of Needs with the Board, as well as the timeline for document submission to the state. Board members discussed the document in detail, and noted that all necessary signatures would be coordinated and submitted in adherence with all state requirements. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Estimate of Needs, as presented, is hereby approved.

The motion passed unanimously.

f. Consideration of Application for Hourly School Year Calculation

Ms. Gregory reviewed the school's application to calculate the school year by hours instead of days, and reviewed the timeline for online submission of the application. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the application for hourly school year calculation, as presented, is hereby approved.

The motion was approved unanimously.

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

Ms. Gregory 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 Math and Science Courses for Graduation Requirements, as presented, is hereby approved.

The motion was approved unanimously.

h. Consideration and Acceptance of Internet Courses for Graduation Requirements

Ms. Gregory 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, which 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 Internet Courses for Graduation Requirements, as presented, 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.

[Mr. Sullivan left the meeting at 5:30 p.m.]

b. Partner School Leadership Team Update

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

i. School Operations Metrics

Ms. Clements presented this item to the Board. She reviewed the data included in the Board materials, highlighting the school's performance as compared with other POBL partnering schools of similar size and years in operation. Board members discussed the metrics data with Ms. Clements.

ii. Teacher Professional Development Products and Services for the 2019-2020 School Year

Ms. Clements reviewed the professional development products and services for school staff, as offered by POBL for the 2019-2020 school year. She discussed the various levels and delivery models of professional learning opportunities available to staff members, and advised of the new and improved curated catalog of content to allow for a more personalized professional development experience. Ms. Clements also highlighted the additional training and development opportunities offered by school leadership.

iii. Roadshow Presentation on Understanding Your State Accountability System

Ms. Clements presented this item to the Board. She advised of the upcoming meeting with staff members at the school for an in-depth review of curriculum and instruction in relation to the school's annual report card.

c. Board Relations Update

i. Conflict of Interest Statements Reminder

Ms. DeGross advised the Board that all Conflict of Interest statements were complete for the 2018-2019 school year, and thanked Board members for their timely submission of all required documentation.

ii. Board Training and Conference Attendance Planning for 2019-2020

Ms. DeGross reviewed the upcoming trainings and conferences that have been identified that may interest members of the Board. The Board discussed the advantages of attending the National Charter Schools Conference and their support of Board members making an effort to attend upcoming training opportunities.

iii. Updates to Open Meeting Law

Ms. DeGross reviewed the recently passed legislation regarding videoconferencing capabilities for Board meetings. Board members discussed the feasibility of videoconferencing and Open Meeting Law in detail.

d. National Charter Schools Conference Feedback

In Ms. Lahey's absence, this item was not discussed.

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

Board members discussed the timing for the next meeting, and advised of their intent to move the meeting to Thursday, December 5, 2019.

**XI. Adjournment and Confirmation of Next Meeting Date – December 5, 2019 at 4:00 p.m. CT**

The Board confirmed the next Board Meeting is to be held on Dec 5, 2019 at 4:00 p.m. CT. The Board, being at the end of its agenda, a motion was made and seconded as follows:

RESOLVED, to reschedule the next meeting to be held on December 5, 2019 at 4:00 p.m. CT; and

FURTHER RESOLVED, to adjourn the meeting at 5:51 p.m.

The motion passed unanimously.

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Submitted by



Name: Kristin DeGross  
Board Minute Clerk

Approved by



Name: John Tidwell  
Board President