



APPROVED 3/25/2020

**Oklahoma Connections Academy
MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
Wednesday, January 15, 2020 at 4:00 p.m. CT**

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

I. Call to Order

Mr. Tidwell called the meeting to order at 4:12 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, Charlie Daniels, Aubrey Lakey, and Michael Lapolla (in person);

Guests: Melissa Gregory, School Leader; Sara Walters, Rebecca James, Cheryl Puryear, and Jennifer Dewer, School staff; Kristie Clements and Tom Ap Simon, Pearson Online & Blended Learning (POBL) staff (in person); Bryce Adams, Kristin DeGroff, Megan Holston and Gary Corkran, 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 January 15, 2020 Oklahoma Connections Academy Board of Directors Regular Meeting, as presented, is hereby approved.

The motion passed unanimously.

VI. Oral Reports

a. Principal's Report

Ms. Gregory reviewed the Monthly School Report data with the Board. She advised that the school currently has over 1,100 students enrolled, and discussed recent trends in enrollment. She further reviewed the school's Response to Intervention (RTI) processes and advised of the current number of students receiving supplemental instruction in mathematics and English Language Arts.

i. Update on State Testing

Ms. Gregory provided the Board with an update on state testing. She advised of the school's revised testing procedures that will allow for a more streamlined testing season. Board members discussed the testing locations available across the state, as well as the processes in place for the dissemination of student testing schedules.

ii. Update on Graduation Plans

Ms. Gregory advised the Board that the high school graduation ceremony is planned for May 17, 2020 at Firelake Arena in Shawnee, Oklahoma, and encouraged Board members to attend.

iii. Update on Winter Leadership Retreat

Ms. Gregory advised of her upcoming attendance at the Winter Leadership Retreat, sponsored by POBL, and advised of the networking opportunities available with school leaders of partnering virtual schools.

iv. Update on Board Information Requests

Ms. Gregory provided the Board with an update on Board information requests from previous meetings. She provided a brief review of schools within the state which require 24 credits for graduation, and advised that further updates on Board discussion points would be provided at a future meeting.

v. Update on 2019 Grades 7-12 Drop Out Report

Ms. Gregory presented this item to the Board. She reviewed the school's data report, as released by the state, and advised of the school's efforts to locate previously enrolled students. She advised that several students had been recently located, and that their current schools of record were now up to date, which would allow them to be removed from the drop out reporting statistics.

vi. Update on State Report Card

Ms. Gregory provided the Board with an update on this item. She reviewed the school's report card data available from the previous school year. Board members discussed the school's results in detail.

b. Financial Report

Mr. Corkran introduced himself to the Board, and advised of his role in working with the school as a financial support for accounting and general financial matters. He reviewed the financial materials included in the Board materials in detail, highlighting the budget and forecasting areas of the financial statements. Mr. Corkran further reviewed the revenue and expense statements and discussed specific line items of interest with the Board.

i. Fiscal Controls Update

Mr. Corkran presented this item to the Board. He provided the Board with some background to upcoming proposed fiscal policy updates, including the effect ongoing advancements in technology have had on organizations considering options for the most secure communications and best practices around electronic funds transfers. Mr. Corkran further advised that revisions to the school's policy were expected at the next meeting to provide additional safeguards for electronic payments and secure communication for financial and business matters.

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

RESOLVED, the Consent Items:

- a. Approval of Minutes from the December 5, 2019 Regular Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Pearson Online & Blended Learning Invoices for November and December;
- d. Approval of Revision(s) to the Employee Handbook: Sexual Harassment Misconduct Policy;
- e. Approval of the 2020-2021 School Year General School Handbook; and
- f. Approval of the 2020-2021 School Year State Specific School Handbook; are hereby approved.

The motion passed unanimously.

VIII. Action Items

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

Mr. Adams presented this item to the Board. He advised of the request for Board Counsel review of the renewal Agreement prior to Board consideration. Mr. Tidwell discussed his recent work with Mr. Daniels to secure Board Counsel engagement, and advised that further updates would be provided at a future meeting. Pending Board Counsel engagement and review, this item was tabled.

b. Consideration of Outreach Recruitment Target for the 2020-2021 School Year

Ms. Gregory reviewed the outreach recruitment target for the 2020-2021 school year of 1,350 students and sought Board input in regards to the number. The Board had a discussion and agreed that this was a good target to set for the upcoming school year based on staffing and budget. The motion was made and seconded as follows:

RESOLVED, that the outreach recruitment target for the 2020-2021 school year, as discussed, is hereby approved.

The motion passed unanimously.

IX. Information Items

a. Legislative Update

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

i. Benefits Program Update

Mr. Adams provided the Board with an overview of recent medical benefit offering enhancements, as included in the Board meeting materials. He highlighted the contribution increase to the health savings account, paid maternity leave, increased parental and serious illness leave, among other added or increased benefits.

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.

c. Update on Board Counsel Engagement

Mr. Tidwell advised of the ongoing work to secure the services of a new Board Counsel, and complete the estimate of charges and engagement documentation.

d. Budget Development Process Update

Mr. Adams reviewed the 2020-2021 budget development process with the Board. He advised the Board that the process starts with the outreach recruitment target for anticipated student enrollment in the next school year, as approved by the Board earlier in the meeting, and includes input from the Board and school leader. Mr. Adams further reviewed the anticipated budget development schedule, including the final budget consideration likely to be in May. The Board discussed potential budgetary allotments in detail, including the desire to provide additional technology to all students at the school.

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

Mr. Ap Simon introduced himself to the Board, and advised of his work on behalf of Pearson Online & Blended Learning. He thanked the Board for the opportunity to participate in the meeting and learn more about the school.

XI. 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 Mid-Year Review

The Board entered into Executive Session at 5:50 p.m. upon a motion being made, seconded and confirmed 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 Mid-Year Review. Board members in attendance were: Mr. Tidwell, Mr. Sullivan, Ms. Lakey, Mr. Lapolla, and Mr. Daniels. Guests requested to stay in executive session were: Ms. Clements, Mr. Ap Simon, and Ms. DeGroff. All others left the meeting at this time.

The Board resumed open session at 6:13 p.m. upon a motion being made, seconded and confirmed via roll call vote.

No actions were taken during Executive Session.

XII. New Business

There was no new business.

XIII. Adjournment and Confirmation of Next Meeting Date – March 18, 2020 at 4:00 p.m. CT

The Board confirmed the next Board Meeting is to be held on March 18, 2020 at 4:00 p.m. CT. The Board, being at the end of its agenda, a motion was made and seconded as follows:

RESOLVED, the next meeting to be held on March 18, 2020 at 4:00 p.m. CT; and

FURTHER RESOLVED, to adjourn the meeting at 6:15 p.m.

The motion passed unanimously.

Submitted by

Approved by

Name: Kristin DeGroff
Board Minute Clerk

Name: John Tidwell
Board President