



APPROVED 06/17/2020

**Oklahoma Connections Academy
MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
Wednesday, May 20, 2020 at 4:00 p.m. CT**

**Held via teleconference due to State Precautions regarding Public Health and Safety
During COVID-19 Pandemic:**

1(800) 747-5150; 148-8429#

John Tidwell, Board Chair: Via Teleconference
Charlie Daniels, Board Vice President/Secretary: Via Teleconference
Aubrey Lakey, Board Treasurer/Board Clerk: Via Teleconference
Bob Sullivan, Board Member: Via Teleconference
Mike Lapolla, Board Member: Via Teleconference

I. Call to Order

Mr. Tidwell called the meeting to order at 4:05 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 (via phone);

Guests: Melissa Gregory, School Leader; Rebecca Wilkinson, SVCSB representative; Tom Vogt, Board Counsel; Megan Holston, Kristie Clements, Bryce Adams, Kristin DeGross, and Gary Corkran, Online & Blended Learning (OBL) 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 May 20, 2020 Oklahoma Connections Academy Board of Directors Regular Meeting, as presented, is hereby approved.

A roll call vote was conducted; the motion passed unanimously.

The Board indicated their intent to discuss the Statement of Agreement with Online & Blended Learning prior to all other agenda items.

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

Mr. Tidwell introduced Mr. Vogt to the Board, and advised of his work with Mr. Vogt and Mr. Daniels to review all Statement of Agreement (SOA) renewal documentation. Mr. Vogt discussed the renewal document in detail, including the Board's responsibilities in regards to oversight and reporting measures for the school. He advised of his support of the documentation, and recommended the Renewal Agreement for approval. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the renewal of Statement of Agreement with Pearson Online & Blended Learning, as discussed, is hereby approved.

A roll call vote was conducted; the motion passed unanimously.

[Mr. Lapolla and Mr. Vogt left the meeting at 4:25 p.m.]

VI. Audit Committee, Committee of the Entire Board

a. Approval of Contract for Audit of Public Schools and Audit Firm Engagement for the 2019-2020 School Year

Mr. Corkran reviewed the audit firm engagement letter, as provided in the Board meeting materials. He highlighted key aspects of the proposal, including the scope of work and estimated charges and indicated support of the consideration of Sanders, Bledsoe & Hewett as the school's audit firm for the 2019-2020 school year financial audit. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, the contract for audit of public schools and audit firm engagement of Sanders, Bledsoe & Hewett for the 2019-2020 school year financial audit, as presented, is hereby approved.

A roll call vote was conducted; the motion passed unanimously.

[Mr. Lapolla rejoined the meeting at 4:28 p.m.]

VII. Oral Reports

a. Principal's Report

i. Update on Graduation

Ms. Gregory provided an update on the school's recent virtual graduation ceremony, and advised of an anticipated graduation reception to be held in late summer or early fall.

ii. Update on Student Activities

Ms. Gregory discussed student participation in National Honor Society and National Junior Honor Society, and advised that students in both groups had completed over 900 hours of community service as of March 2020. She further noted the exceptional work the students had completed, as the volunteer hours were obtained by 35 students.

iii. Update on State Report Card

Ms. Gregory advised that a State Report Card will not be issued in the coming months, due to the cancellation of state testing for the 2019-2020 school year, as discussed in a previous meeting. She reviewed the school's work to keep abreast of all testing information as released by the state, in preparation for the 2020-2021 school year. Mr. Corkran provided an update on the potential budgetary impacts anticipated to be forthcoming due to the COVID-19 pandemic, and advised that the school's forecast had been updated due to the school funds that would no longer be used for state testing coordination during the current school year.

iv. Update on Continuous School Improvement

Ms. Gregory provided a review of the school's Continuous School Improvement Plan, including the previous use of NWEA testing for the State Report Card.

v. OPSRC Membership Discussion

Ms. Gregory reviewed the school's current membership with the Oklahoma Public School Resource Center (OPSRC). Board members discussed continuing membership for the 2020-2021 school year. Ms. Lakey discussed the potential cost for the school as OPSRC moves from a site based to a per student fee, and volunteered as designee to work with OPSRC to calculate the final cost to the school. Board members were supportive of Ms. Lakey finalizing and making payment of the invoice for the 2020-2021 school year. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board Treasurer as Board Designee to Review, Finalize, and Issue Payment of OPSRC Annual Membership Invoice, as discussed, is hereby approved.

A roll call vote was conducted; the motion passed unanimously.

b. Financial Report

Mr. Corkran reviewed the financial materials included in the Board materials in detail, highlighting the budget and forecasting areas of the financial statements. He further reviewed the revenue and expense statements and discussed specific line items of interest with the Board. Mr. Corkran further discussed the school's contractual service credit with OBL in detail.

[Ms. Wilkinson left the meeting at 5:03 p.m.]

VIII. 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, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the March 25, 2020 Special Board Meeting;
- b. Approval of Staffing Report; and
- c. Approval of Online & Blended Learning Invoices for March and April; are hereby approved.

A roll call vote was conducted; the motion passed unanimously.

IX. Action Items

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

This item was previously discussed.

b. Consideration of Application for Temporary Appropriations

Mr. Corkran reviewed the temporary appropriations application, as included in the Board materials. He 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 application for temporary appropriations, as presented, is hereby approved.

A roll call vote was conducted; the motion passed unanimously.

c. Consideration of Budget and Fee Schedule for the 2020-2021 School Year

Mr. Corkran reviewed the proposed 2020-2021 school year budget outline and Budget Notes documents with the Board, also reminding them of the budget development process to date that included the School Leader, Board Treasurer and/or other Designee(s) and OBL staff. He further reviewed the accompanying fee schedule from OBL with the Board. Mr. Corkran advised the Board that the 2020-2021 Fee Schedule being presented summarizes the basis for all charges from OBL to the school under the Statement of Agreement (SOA) and that the basis for all charges is drawn directly from the Budget. Board members discussed the budget, including related staffing, outreach and other specific expenses for the school, as well as the fee schedule and all services provided by OBL under the schedule. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the proposed budget for the 2020-2021 school year and all assumptions provided therein and the fee schedule for the 2020-2021 school year, as presented, is hereby approved.

A roll call vote was conducted; the motion passed unanimously.

d. Consideration of Service Agreements for the 2020-2021 School Year with Oklahoma Consulting & Accounting Services, Inc.

Ms. Gregory presented the proposed Service Agreement with Oklahoma Consulting & Accounting Services, Inc. (OCAS) to the Board. She reviewed the services to be provided, including OCAS's affiliation with Jenkins & Kemper, CPA's, P.C., and the background to the school using this particular provider. Ms. Gregory further indicated that the costs to the school are similar from the current school year to the proposed for next year. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Service Agreement for the 2020-2021 School Year with Oklahoma Consulting & Accounting Services, Inc., as presented, are hereby approved.

A roll call vote was conducted; the motion passed unanimously.

X. Information Items

a. Legislative Update

Mr. Adams provided an update on the recent legislative activities in Oklahoma, which may impact the school. Board members discussed the recent state mandate for all schools to offer Advanced Placement (AP) courses, as well as the school's current AP offerings.

[Mr. Daniels left the meeting at 5:55 p.m.]

b. Partner School Leadership Team Update

Ms. Clements presented to the Board on behalf of Online & Blended Learning's (OBL) 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 OBL partnering schools of similar size and years in operation. Board members discussed the metrics data with Ms. Clements.

ii. Planning for School Leader Performance Review

Ms. Clements outlined the annual school leader review process with the Board. She reminded Board members that the process includes feedback from the Board through a survey. Ms. Clements further reminded the Board that Ms. Gregory's final review will take place during the Board's Annual Meeting in June. She also reiterated the importance of Board member participation in the review process.

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

There were no comments at this time.

XII. EXECUTIVE SESSION – Oklahoma Code §25 O.S. 307 (1): To discuss any matter where disclosure of information would violate confidentiality requirements of state or federal law

The Board entered into Executive Session at 6:06 p.m. upon a motion being made, seconded and confirmed via roll call vote pursuant to Oklahoma Code §25 O.S. 307 (1) to discuss any matter where disclosure of information would violate confidentiality requirements of state or federal law. Board members in attendance were: Mr. Sullivan, Ms. Lakey, Mr. Lapolla, and Mr. Tidwell. Guests requested to stay in executive session were: Ms. Gregory, Ms. Clements, and Ms. DeGross. All others left the meeting at this time.

The Board resumed open session at 6:16 p.m. upon a motion being made, seconded and confirmed via roll call vote. No actions were taken during Executive Session.

XIII. Approval of Action(s) Necessary Based on Executive Session

Mr. Tidwell presented this item to the Board. He reminded the Board of the discussion held in Executive Session. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, the Graduation Policy Requirements Waiver for Students A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, and Q, as discussed, is hereby approved.

A roll call vote was conducted; the motion passed unanimously.

XIV. New Business

There was no new business at this time.

XV. Adjournment and Confirmation of Annual Meeting Date – June 17, 2020 at 4:00 p.m. CT

The Board confirmed the Annual Board Meeting is to be held on June 17, 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 annual meeting to be held on June 17, 2020 at 4:00 p.m. CT; and

FURTHER RESOLVED, to adjourn the meeting at 6:20 p.m.

The motion passed unanimously.

Submitted by

Approved by

Name: Kristin DeGross
Board Minute Clerk

Name: John Tidwell
Board President