



APPROVED 2/16/2022

**Oklahoma Connections Academy (OKCA)
MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING**

Date and Time:

Wednesday, January 19, 2022 at 3:00 p.m. CT

Held at the following location:

3307 S. Harvard Ave Suite C
Tulsa, OK 74135

I. Call to Order

Mr. Tidwell called the meeting to order at 3:11 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, Aubrey Lakey, and Michael Lapolla (in person at the meeting location); Charlie Daniels (via phone, not voting);

Board Members Absent: Bob Sullivan;

Guests: Melissa Gregory, School Leader; Rebecca Wilkinson, SVCSB representative (in person); Skyler Lusnia, SVCSB representative; Eileen Sigmund, Nicole Anderson, Mandi Adams-Brazill, Kristin DeGroff, Diana Johnson, and Gary Corkran, Pearson Virtual Schools staff (via phone and videoconference).

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 19, 2022 Oklahoma Connections Academy Board of Directors Regular Meeting, as presented, is hereby approved.

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

VI. Oral Reports

a. Principal's Report

Ms. Gregory provided an update on data included in the Monthly School Report, and highlighted graduation rate indicator data.

i. Student Spotlight

Ms. Gregory discussed the school's annual Winter Greeting Card contest, and advised that over twenty student art pieces had been submitted for this year's contest. She provided a brief profile of the winning student, an eighth grader in her first year at the school.

ii. Update on Student Activities

Ms. Gregory advised that while student activities were anticipated to resume for the second semester, a recent winter dance was cancelled due to a local surge in COVID-19 cases. She further discussed the school's plans for an in-person prom and graduation ceremony.

iii. Update on Capacity Count

Ms. Gregory provided an update on the statewide school capacity count, and advised of her work with Pearson to confirm that the school is not required to report a capacity count, due to its virtual status and operation without a cap.

b. Financial Report

Mr. Corkran reviewed the financial materials included in the Board meeting 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. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, the financial report, as presented, is hereby accepted.

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

[Ms. Sigmund joined the meeting at 3:28 p.m.]

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 November 17, 2021 Special Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Pearson Invoices for November (# 91000009473) and December (# 91000009605);
- d. Approval of the 2022-2023 School Year General School Handbook; and
- e. Approval of the 2022-2023 School Year School Handbook Supplement; are hereby approved.

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

VIII. Action Items

- a. Consideration of Outreach Recruitment Target for the 2022-2023 School Year

Ms. Gregory reviewed the outreach recruitment target for the 2022-2023 school year of 1,641 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, the outreach recruitment target for the 2022-2023 school year of 1.641 students, as discussed, is hereby approved.

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

IX. Information Items

- a. President's Update

Mr. Tidwell requested a brief explanation of the use of substitute teachers at the school. Ms. Gregory provided a review of the school's use of substitutes who have been trained to use the school's learning platform, Connexus, which is provided through Pearson. She advised that due to the school's virtual status, substitutes are primarily used when a teacher is absent due to medical or parental leave.

Mr. Tidwell requested a brief update on Mr. Lapolla's recent communications with Pearson regarding state specific legislation and budgetary work. Mr. Lapolla reiterated his appreciation to Pearson for the accountability and level of detail and support that is provided to the school. He further advised of his desire to continue to work closely with Pearson and the school leadership team as the budget is developed for the upcoming school year. The Board discussed the creation of a finance and operational committee to assist in this process, and advised that membership and structure of the committee would be discussed at a future meeting. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, the creation of the Finance & Operations Committee, as discussed, is hereby approved.

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

b. Facility Update

Ms. Gregory advised of the timeline for renewal of the current facility lease, as well as the school's desire to determine whether or not alternate facility spaces may be a better fit for the staff. She discussed the building renovations necessary should the current lease be renewed and noted that further updates would be provided at a future meeting.

c. School Success Partner (SSP) Update

Ms. Anderson presented to the Board on behalf of the School Success Partner (SSP) team, and discussed the upcoming legislative session, as well as Pearson's work to review graduation cohort data. She introduced Ms. Sigmund to the Board, who advised of her work with legislative activities in the state and indicated her intent to attend the Board's next meeting in person.

d. Academic Success Partner (ASP) Update

Ms. Adams-Brazill presented to the Board on behalf of the Academic Success Partner (ASP) team and advised of her ongoing work with school leadership to ensure the completion of benchmark exams for all students at the school.

e. Board Meeting Schedule Update

Ms. DeGroff reminded the Board of the location of all upcoming Board meetings, as listed on the scheduled, and inquired as to the Board's preference for future meetings. The Board agreed to hold all upcoming meetings at the current location in Tulsa, Oklahoma, with the exception of the June 2022 meeting, which will be held at the school location in Bartlesville. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, the revision(s) to the Board meeting Schedule, as discussed, are hereby approved.

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

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

There were no comments at this time.

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 4:17 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, Ms. Lakey, Mr. Lapolla, and Mr. Daniels. Guests requested to stay in executive session were: Ms. Adams-Brazill and Ms. DeGroff. All others left the meeting at this time.

The Board resumed open session at 4:30 p.m. upon a motion being made, seconded and confirmed via roll call vote.

No actions were taken during Executive Session.

XII. New Business - Discussion and consideration of any item that could not have been known or reasonably foreseen prior to time of posting agenda (Oklahoma Code §25, O.S. 311 (A)(9))

There was no new business.

XIII. Adjournment and Confirmation of Next Meeting Date – February 16, 2022 at 3:00 p.m. CT

The Board confirmed the next Board Meeting is to be held on February 16, 2022 at 3:00 p.m. CT. The Board, being at the end of its agenda, a motion was made and seconded as follows:

RESOLVED, to adjourn the meeting at 4:31 p.m.

The motion passed unanimously.

Submitted by

Approved by

Name: Kristin DeGroff
Board Minute Clerk

Name: John Tidwell
Board President