

VIRTUAL PREPARATORY ACADEMY OF OKLAHOMA INC

**BOARD MEETING
OPSRC, 309 NW 13th Street, Suite 103
Oklahoma City, OK 73103**

MINUTES

Monday, March 6, 2023 @ 4:00 p.m.

1. Call to order, roll call, and introductions
Meeting called to order at 4:01 pm
Board Members:
Tom Newell – President - Present
Keili McEwen – Finance Director - Present
Robert Ruiz – Secretary - Present
Erin Starkey - Present
Joshua Williams - Present
Guests:
Alison Branch
William Hickman

Discussion & Update Items

2. Discussion and update concerning office space.
Erin Starkey updated on space leased at OPSRC which establishes a billing address. PO Box has been closed and forwarded to the new address. New address is 309 NW 13th Ste. 103, Oklahoma City, OK 73103.
3. Discussion and update regarding Head of School status.
Tom Newell updated board on progress of head of school search by Accel. We may need a special meeting to vote on accepting the new head of school. The board would like the opportunity to meet the proposed new head of school before vote.
4. Discussion and update regarding School Treasurer & Encumbrance Clerk.
Keili McEwen updated the board and reviewed applications for a couple of candidates. Has an interview scheduled for later this week. Ms. McEwen is awaiting a proposed contract from the primary candidate and has a backup candidate identified. Hopes to make recommendations by the next board meeting for a potential special meeting.

Consent Agenda

The following items concern reports and items of a routine nature normally approved at Board meetings. They will be considered and voted on together as a group with one vote; provided that any Board member may ask that one or more items be considered and voted on separately. The Consent Agenda includes discussion, consideration, and possible action upon the following items:

5. Discussion and possible action to approve the minutes of the February 13, 2023, Regular Board Meeting.
6. Discussion and possible action to approve name change of “Discipline policy” to “Student Conduct and Discipline policy.”

Motion to approve the consent agenda made by Keili McEwen. Seconded by Erin Starkey.

Roll call vote:

Tom Newell – Yes

Keili McEwen – Yes

Robert Ruiz – Yes

Erin Starkey – Yes

Joshua Williams – Yes

Motion approved unanimously by roll call vote.

Purchasing and General Business - The following items will be considered for action by the Board on an individual basis and a roll call vote will be conducted on each item.

7. Discussion and possible action to approve Enrollment policy.
If approved, enrollment could open as soon as tomorrow, March 7, 2023. William Hickman explained the application window, transfer, and lottery process.

Motion to approve Enrollment Policy as presented made by Robert Ruiz. Seconded by Joshua Williams.

Roll call vote:

Tom Newell – Yes

Keili McEwen – Yes

Robert Ruiz – Yes

Erin Starkey – Yes

Joshua Williams – Yes

Motion approved unanimously by roll call vote.

8. Discussion and possible action to approve Residency policy.

Motion to approve Residency Policy as presented made by Erin Starkey. Seconded by Joshua Williams.

Roll call vote:

Tom Newell – Yes

Keili McEwen – Yes

Robert Ruiz – Yes

Erin Starkey – Yes

Joshua Williams – Yes

Motion approved unanimously by roll call vote.

9. Discussion and possible action to approve Joshua Williams as Board Vice-President.

Motion to approve Joshua Williams as Board Vice-President made by Tom Newell. Seconded by Keili McEwen.

Roll call vote:

Tom Newell – Yes

Keili McEwen – Yes

Robert Ruiz – Yes

Erin Starkey – Yes

Joshua Williams – Yes

Motion approved unanimously by roll call vote.

10. Discussion and possible action to contract with School Treasurer.

No action taken.

11. Board Member Comments

Robert Ruiz expressed gratitude and excitement about the opening of enrollment. Joshua Williams expressed gratitude to all of the hard work of Accel Schools. Keili McEwen gave update on setting up bank account. Discussion over next board meeting.

12. Public Comments

All meetings of the Board of Education shall be open to the public, and any regular meeting shall include an opportunity for the public to address the Board. Presentations under "Public Comments" are limited to three (3) minutes. Where several people wish to address the same subject, a spokesperson must be selected. The Board Chairman may interrupt and terminate any presentation that is not in accordance with any of these criteria. Board members may not respond to speakers' comments. Matters that are subject to any legal action or investigation are not proper topics of public comment and are not authorized.

Comments from ~~Ms. Wilkerson~~ of congratulations for progress on the school.
Dr. Wilkinson

13. Adjournment

Motion to adjourn made by Erin Starkey. Seconded by Keili Hicks.

Roll call vote:

Tom ^{Newell} ~~Newell~~ – Yes

Keili ^{Hicks} ~~Hicks~~ – Yes

Robert Ruiz – Yes


Erin Starkey – Yes

Joshua Williams – Yes

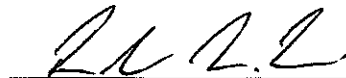
Motion approved unanimously by roll call vote.

These Minutes were approved on April 3, 2023 by the Board of Education of the VPA:

Tom Newell, President
Printed Name & Title


Signature

Robert Ruiz, Secretary
Printed Name & Title


Signature