

VIRTUAL PREPARATORY ACADEMY OF OKLAHOMA INC
BOARD MEETING
OPSRC, 309 NW 13th Street, Suite 103
Oklahoma City, OK 73103

Minutes

Monday, May 13th @ 4:00 p.m.

1. Call to order, roll call, and introductions.

Meeting called to order at 4:03

Board Members:

Tom Newell – President – Present
Keili McEwen – Finance Director – Present
Robert Ruiz – Secretary – Present
Joshua Williams – Vice President – Present

Guests:

Erin Robins – Head of School
David Harp -Treasurer
Blaire Harrison – Minutes Clerk
Brad Talley – VPrepOK Principal
Danielle Shaw –VPrepOK Special Services Manager
Dr. Becky Wilkinson – OVCSB
Skyler Lusnia – OVCSB
Brandon Hull – ACCEL Financial Team
William Hickman – Legal
Megan Sandoval – ACCEL

Consent Agenda

The following items concern reports and items of a routine nature normally approved at Board meetings. These items 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:

2. Minutes from April 2024, Regular Board Meeting.
Motion to approve the Consent Agenda made by Robert Ruiz. Motion seconded by Joshua Williams.
Tom Newell - Yes
Keili McEwen - Yes
Robert Ruiz- Yes
Joshua Williams- Yes
Motion approved unanimously by roll call vote.

Discussion & Update Items

3. School update- Year in review presentation- Erin Robins

Academic Standards. Mr. Talley, and middle school teacher, Jill Johnson, were able to work with the ACCEL Curriculum Team to make needed adjustments. The curriculum team works to support teachers to ensure that staff are comfortable with the curriculum they are teaching, and it meets student standards. Megan Sandoval added that the ACCEL curriculum team puts together a committee to gain feedback over programs and tools being used. ACCEL is planning to launch an anonymous staff climate survey at the end of the school year.

Mrs. Robins addressed current statistics of VPrepOK. Eighty percent are of low economic status, 70% came below grade level and we have about 22% of students who qualify for Special Services.

Blaire Harrison gave an overview of our school's Multi-Tiered System of Supports process.

Member Ruiz shared that the staff should visit Tulsa Honor Academy's growth and Harding Charter Program's AVID program. Danielle Shaw, Special Services Manager, gave an overview of the special services that we offer. VprepOK is higher than the state's percentage of students, we have eight students who qualify for the Oklahoma Alternate Assessment Program. We have two staff that cover Elementary students and severe/profound, and one that covers Middle Schools and bilingual learners. Students who receive 504 accommodations due to a medical condition that impacts their learning or day to day life. Blaire Harrison and Danielle Shaw worked closely to ensure that students' accommodations were met for state testing. Next year, Danielle Shaw looks forward to branching out to offering our I-Ready in Spanish.

Brad Talley, principal, reviewed the RSA plan and how that works for our school. Kindergarten must use the mid-year assessment to make it count. Brad and the appropriate teacher meet with the families and students to offer resources to help students be successful. I-ready will be administered this week, staff hopes to see growth in students. At this time, all students being monitored are on track to be promoted to the next grade level. End-of-year meetings will take place with families over the next few weeks. Staff expect to see growth with end of the year academic data.

Mrs. Robins reviewed the Possip survey data from VPrepOK families, this is in partnership with EMO. Overall score from families is 2.73/3.0. Most of the feedback is positive. We share the specific feedback with the teachers. Mrs. Robins shared some comments from a recent Possip survey. Families would like to see more socialization options next year. To wrap it up, VPrepOK will grow with a high school, continue to make staff additions, community partnerships, Aviation 1 and 2 for HS curriculum, and more career pathway opportunities. Mrs. Robins will share a copy of the slide deck with the board members for them to look over and ask other questions.

There will be an executive session at the June board meeting for the board to discuss and approve the annual review.

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.

4. Discussion and possible action to contract with an independent auditor.

David Harp, Treasurer, led discussion on independent auditors. Williams, Dobson, and Associates was the third auditor reached out to; they are not taking on additional clients at this time. Bledsoe, Hewett, and Gullekson sent a letter with an explanation of services for the price of \$7500. The second bid received was with Amy Hale and for \$10,000. The bid for \$7500, includes an estimate of needs and other required services.

Motion to approve moving into contract services with Bledsow, Hewett and Gullekson. Member Ruiz asked if we have legal language for reviewing contracts or do we allow for

7. Discussion and possible approval for school credit card with TFCU
Once item six was approved, we can move into the application process. Allison Griffin at Tinker Federal Credit Union is working with David Harp to complete the application. David prefers more than one person to have access to the card. Erin, David and possibly one other person internally. Member Ruiz asked if we are using a credit card in place of a debit card to have an additional layer of protection for the school. This was confirmed by David Harp. David originally requested \$10,000 on the application, requested if we want to go lower, or set an amount per user. The board discussed what would be a reasonable total amount. David Harp recommended we start at \$5,000, then come back with an increase if needed. David would prefer the board to offer guidance.

*RR recommend we approve with a total of \$10,000, with a user amount of \$5,000.
Motion to approve made by Robert Ruiz. Motion seconded by Joshua Williams.*

Tom Newell - Yes

Keili McEwen - Yes

Robert Ruiz- Yes

Joshua Williams - Yes

Motion approved unanimously by roll call vote.

8. Discussion and possible action to change the June regularly scheduled board meeting on June 10th to a different date.

Megan Sandoval can travel to Oklahoma June meeting on Monday, June 17th or Thursday, June 20th 2024. June 10th would be the regularly scheduled time; June 20th works best for all board members to attend at 4:00 PM. Mrs. Robins will file paperwork for a change of date and send the board updated invite.

Motion to approve made by Keili McEwen. Motion seconded by Robert Ruiz.

Tom Newell - Yes

Keili McEwen - Yes

Robert Ruiz- Yes

Joshua Williams - Yes

Motion approved unanimously by roll call vote.

9. Presentation and possible action to approve VPA's finance report.
David Harp reviewed the financial report. Two more payments of state aid. One payment was released last week, and one more comes out in June. Current in bank account \$81,760.33. All payments are up to date, except what is owed to ACCEL. Final decisions of what ACCEL will receive will be calculated in the upcoming weeks.

Member Newell asked the status of testing expenditures. Mrs. Robins shared that payments are complete through last Friday. She will finish paying out this week. We are not over on any individual.

Motion to approve made by Keili McEwen. Motion seconded by Joshua Williams.

Tom Newell - Yes

Keili McEwen - Yes

Robert Ruiz- Yes

Keili McEwen - Yes

Robert Ruiz- Yes

Joshua Williams - Yes

Motion approved unanimously by roll call vote.

14. Discussion and possible action to approve POs for Jessie Lane- videographer and First Methodist Church of Tulsa- testing site.

Striking item from agenda.

15. Board Member Comments

16. 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 Chairperson 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.

Dr. Wilkinson stated that Skyler Lusnia has completed charter compliance and will present it at the June Meeting.

17. Adjournment

Motion to approve made by Joshua Williams. Motion seconded by Keili McEwen.

Tom Newell - Yes

Keili McEwen - Yes

Robert Ruiz - Yes

Joshua Williams - Yes

Meeting adjourned at 5:37.

These Minutes were approved on June 20, 2024 by the Board of Education of VPA:

Tom Newell, President
Printed Name & Title


Signature