

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

MINUTES

Monday, December 9th @ 4:00 p.m.

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

The meeting was called to order at 4:08 PM.

Board Members:

Tom Newell- President – Present
Marcus Jackson – Member– Present
Keili McEwen – Finance Director – Present
Robert Ruiz – Secretary – Absent
Joshua Williams – Vice President – Present

Guests:

Megan Sandoval – ACCEL Regional Vice President
Erin Robins – Head of School
William Hickman – Legal
David Harp – Treasurer
Blaire Harrison – Minutes Clerk
Brad Talley – School Principal
Danielle Shaw- Manager of Special Programs
Brandon Hull – ACCEL Financial Team

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 October 2024, regular board meeting.
3. Updated encumbrances
A \$500 adjustment was made due to the resignation of staff member Brittany Dalton.
A new encumbrance was established for membership in the Oklahoma Public Charter School. The first year of membership was free.
4. Financial Report
State aid has been collected through November, current balance \$268,054.24
Accel payments for September and October payrolls
Financial audit results will be shared in January 2025

5. Credit Card Statement

Only new expenditure is for flowers for teacher of the year.

Motion to approve the Consent Agenda made by Keili McEwen. Motion seconded by Joshua Williams.

Tom Newell – Yes

Marcus Jackson – Yes

Keili McEwen – Yes

Joshua Williams – Yes

Discussion & Update Items

6. School update- Erin Robins

a. Enrollment updates

b. Staffing updates

c. Teacher of the Year Awards

d. School report card

a. *Enrollment updates –*

As of today, for the January 13, 2025 cohort, four high school students are fully enrolled.

Awaiting updates from the ACCEL enrollment team.

Member Williams requested data on high school student attrition from mid-September to present. This will be shared with at the January meeting.

b. *Staffing updates –*

High school teacher B. Dalton has departed, leaving only two high school teachers.

Shared services and stipends for certified staff are being utilized to support classes.

c. *Teacher of the Year Awards –*

Principal Talley announced the winners: Stephanie Tucker (new teacher) and Felicia Mungle (returning teacher).

Both received flowers and framed certificates, with the admin team organizing a surprise presentation.

Member Newell inquired about eligibility for state and national Teacher of the Year awards.

d. *School report card –*

The HOS, Erin Robins presented the school report card, which includes Academic Achievement, Academic Growth, and Chronic Absenteeism.

Data is based on state test scores from grades 3-8, with only Full Academic Year (FAY) students (those enrolled from October 1 to April testing) included.

The school had only 23 FAY students, below the 25-student threshold for standard calculation, so the data was evaluated longitudinally.

Chronic absenteeism is being readdressed, with plans to adjust attendance policies.

HOS shared i-Ready data showing a more accurate picture of student growth

Member Williams asked if state test results were surprising. Admin team stated they were not, given the entry-level challenges faced by incoming students. HOS noted many students come from non-traditional schooling backgrounds, including homeschooling.

Member Williams stressed the need for individual learning plans for students. Legal counsel advised keeping growth data, like NWEA scores, on hand for authorizer review.

Principal Talley shared growth from Short Cycle Assessments (SCAs), noting alignment with Oklahoma Academic Standards.

Teachers have access to supplemental resources and engage in collaborative efforts to improve instruction.

Member Williams proposed sharing grade-level growth on the website and asked if the team feels progress is on track.

Admin responded positively, citing that 93% of families reported being happy or mostly happy with the school's performance.

The Bridge/Member Marcus Jackson Updates

Participation in the Bridge program has slowed.

Some students, including those with children, face difficulties reaching the Bridge.

Marcus Jackson's own children are progressing well, thanks to consistent communication from staff.

Issues such as broken Chromebooks were addressed quickly and effectively.

Marcus Jackson commended the school's communication, noting it surpasses the support his children received at brick-and-mortar schools.

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 select board meeting dates and times for 2025

Head of Schools, Erin Robins discussed the provided plan of second Monday of each month. The proposed schedule was cross-listed with holidays. Board had no concerns with proposed schedule.

With Tom Newell's exit from the board, members will need to consider attendance for a quorum.

*Motion to approve moving the 2025 board meeting dates and times from Joshua Williams .
Motion seconded by Marcus Jackson.*

Tom Newell – Yes

Marcus Jackson- Yes

Keili McEwen – Yes

Joshua Williams – Yes

8. Board Member Comments

Tom Newell – will need to step down due to his new position, resignation will be effective on or before December 31, 2024. Legal asked for the resignation to be sent in writing, with an effective date or at the time of submission. Board members thanked Member

Newell on his contribution and work on the board.

Member Williams shared again his thoughts on testing and student progress.

9. 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.

10. Adjournment

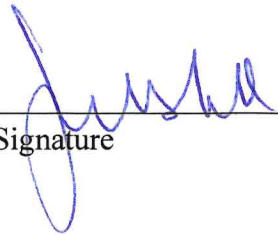
Motion to adjourn meeting made by Keili McEwen. Seconded by Marcus Jackson.

*Tom Newell – Yes
Marcus Jackson- Yes
Keili McEwen – Yes
Joshua Williams – Yes*

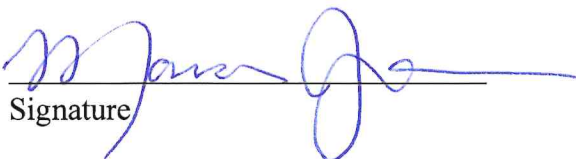
Meeting adjourned at 5:17 PM.

These Minutes were approved on January 13, 2024⁵ by the Board of Education of VPA:

Joshua S Williams, President
Printed Name & Title


Signature

Marcus Jackson Vice President
Printed Name & Title


Signature