

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

MINUTES

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

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

The meeting was called to order at 4:02 PM.

Board Members:

Marcus Jackson – Member – Present

Keili McEwen – Finance Director – Present

Robert Ruiz – Secretary – Present

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

Dr. Rebecca Wilkinson – Oklahoma Charter School Board

Brandon Hull – ACCEL Financial Team

Shane Murphy – Independent Auditor – Bledsoe, Hewett, and Gullekson

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 following items:

2. Minutes from December 2024, regular board meeting.
3. Updated encumbrances #72-74
4. Financial Report 7/1/24 – 12/31/24

Treasurer David Harp reported a midyear allocation increase of \$425,000, raising the budget from \$1.4 million to \$1.8 million, with \$183,000 specifically for security. Due to the security bill's wording, there are limitations on how the security funds can be used. Member Jackson asked for clarification and if these funds could support family-related issues. Legal Counsel Bill Hickman noted that OSDE's guidance has been unclear. Hickman suggested ongoing discussions with OSDE or legislative changes to make the rules more suitable for virtual learning environments. Member McEwen questioned whether OSDE might reclaim the funds, but Hickman confirmed they have been instructed not to, so the funds are currently set aside without a time limit for use.

Member Ruiz inquired about the reasons behind the midyear budget increase. Treasurer Harp explained that the state initially withholds funds and then increases allocations based on enrollment growth and special programs. A detailed report on the funds will be presented by Brandon Hull and David Harp at the February 2025 meeting. The current ADM is about \$197, and with adjustments for special populations, it increases to approximately \$350.

Motion to approve the Consent Agenda made by Robert Ruiz. Motion seconded by Keili McEwen.

Marcus Jackson – Yes

Keili McEwen – Yes

Robert Ruiz – Yes

Joshua Williams – Yes

Discussion & Update Items

5. School update- Erin Robins
 - a. Enrollment updates

Enrollment currently stands at 247 students, with 17 new students starting today and 8 more set to start on January 21, 2025. This marks an increase from October 1, when enrollment was 195. Socialization concerns have led some families to withdraw, though the school is trending 24 students above projections. Member Williams asked about the Aviation course enrollment, which is currently at five students. Member Jackson highlighted opportunities to connect students with families skilled in STEM, art, culinary, and music fields through the Bridge program. Kidvation has six students, who will present their capstones in the spring and will need judges.

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.

1. Presentation and possible action to accept the audit report- Bledsoe, Hewett and Gullekson

Shane Murphy from Bledsoe, Hewett, and Gullekson presented the 2023-2024 audit. He reviewed key sections starting with the Independent Auditor's Report (pages 5-7), noting one finding related to the Basis for Adverse Opinion. The report on Internal Controls and Compliance Matters (page 8) showed no issues. Section 2 (page 11) confirmed there were no actual findings. The Financial Statements of the General Fund (page 14) highlighted revenue collected, and the Schedule of Expenditures of Federal Awards (page 28) detailed total expenditures. The final page included a letter to the Head of School recommending improvements, with the only suggestion being related to Supplemental Appropriations.

Motion to approve the audit report- by Bledsoe, Hewett and Gullekson made by Keili McEwen. Motion seconded by Marcus Jackson.

Marcus Jackson – Yes

Keili McEwen – Yes

Robert Ruiz – Yes

Joshua Williams – Yes

2. Discussion and possible action to nominate and appoint a school board president, and adjust other board officer positions as may be necessary.

Legal noted these positions will be interim until the June/July board meeting, as outlined in the bylaws. Member Ruiz nominated Joshua Williams for Board President and Marcus Jackson for Vice President for the remainder of the fiscal year.

Motion to approve interim positions through the remainder of the fiscal year based on the board bylaws by Robert Ruiz. Motion seconded by Keili McEwen.

Marcus Jackson – Yes

Keili McEwen – Yes

Robert Ruiz – Yes

Joshua Williams – Yes

3. Discussion and possible action to approve the school year 25-26 school year calendar

The school admin team discussed shifting the end of the semester to before winter break instead of after. Regarding weather concerns, snow or power outages do not impact instruction days, as the virtual school attendance law allows attendance to be counted quarterly rather than daily.

Motion to approve the school year 25-26 school year calendar made by Robert Ruiz as presented. Motion seconded by Keili McEwen.

Marcus Jackson – Yes

Keili McEwen – Yes

Robert Ruiz – Yes

Joshua Williams – Yes

4. Board Member Comments

Board Member McEwen congratulated the new interim President and Vice President and mentioned potential legislation allowing virtual schools to enroll students up to age 30 for diploma completion. The financial impact is still unknown, and special populations may be considered.

Member Williams praised the administrative team for their work on the audit.

5. Public Comments

Dr. Wilkinson shared information with the board about the First Annual Oklahoma Charter School Conference. Audience is for all stakeholders in charter schools. Governor will be speaking, there will be a panel of legislative education chairs. They are covering

training for school board members that will meet the 12 hours requirement. There is zero cost for attendance.

Legal shared that a public hearing for the authorizer to promulgate new rules is scheduled for January 21, 2025. One rule will require public links and recordings of all meetings to enhance transparency and accessibility. Bylaws must include details on member selection and training. The authorizer mandates five board members, and Member Ruiz will lead the process to find a new member. The application is available on the school website, and legal will distribute it to the governing body.

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.

6. Adjournment

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

*Marcus Jackson- Yes
Keili McEwen – Yes
Robert Ruiz - Yes
Joshua Williams – Yes*

Meeting adjourned at 5:10 PM.

These Minutes were approved on February 10, 2025 by the Board of Education of VPA:

Robert Ruiz Secretary
Printed Name & Title


Signature

Marcus Jackson Vice President
Printed Name & Title


Signature