

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

**MINUTES**

**Monday, March 10<sup>th</sup> @ 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*

*Jill Shero-McDaniel – Member – Present*

**Guests:**

*Erin Robins – Head of School*

*David Harp – Treasurer*

*Blaire Harrison – Minutes Clerk*

*Brad Talley – School Principal*

*Brandon Hull – ACCEL Financial Team*

*Barry Schmelzenbach – Oklahoma Charter School Board Association*

**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 February 2025, regular board meeting.
3. Updated encumbrances- #48-76
4. February credit card statement
5. Financial Report 2/1/25 – 3/1/25
6. Approve school Activity Fund sub-accounts for the 2024-25 FY.
7. Approve Erin Robins as the School Activity Fund custodian for the 2024-25 FY.
8. Approve Blaire Harrison as the SAF co-custodian for the 2024-25 FY.

*Members inquired about a PayPal payment related to Thunder Blue School Day. A question was raised about a past due amount, and the treasurer clarified the difference between encumbrances and statements. As of February 28th, the current balance is \$154,916.08.*

*Motion to approve the Consent Agenda made by Robert Ruiz. Motion seconded by Marcus Jackson.*

*Marcus Jackson – Yes*

*Keili McEwen – Yes*

Robert Ruiz – Yes  
Jill Shero-McDaniel – Yes  
Joshua Williams – Yes

## **Discussion & Update Items**

### 9. School update- Erin Robins

#### a. Upcoming events and enrollment updates

*Admin and some board members recently attended the Oklahoma Charter Schools Conference. Enrollment is currently closed for this school year, but enrollment for the 2025-2026 school year is now open. The school is looking forward to adding 11th grade next year. The school will be focusing on virtual testing and expects to receive a demo testing account within the next couple of weeks to help staff and students prepare. Updated testing plans will be shared with staff and families soon, with a goal of testing 95% of students virtually. Virtual testing should allow staff to test students enrolled in their classes, providing students with the benefit of testing in their daily environment, which we hope will lead to increased proficiency.*

*Member Williams asked if the school plans to continue the aviation partnership. HOS Erin Robins confirmed that the partnership will continue, with hopes of adding additional career pathways. Adding 11th grade will also allow students to participate in career tech programs.*

#### b. Update on SDE waiver to waive OCAS fine

*The State School Board voted to waive the fine.*

### 10. Legislative updates- Barry Schmelzenbach- Executive Director OPCSA

*There are no legislative updates regarding the school security funds. Recommendations for virtual schools include determining how the funds can be used and getting expenditures approved by the OSDE before making any purchases. One option under consideration is partnering with an SRO (School Resource Officer) to assist with well-child checks or provide security for events. The OSDE has confirmed that the funds can also be used to cover a replacement panic button program. The state legislature has allocated three years of funding, with two years already received and the third year expected in the next fiscal year.*

*There was also a review of legislative bills for the 2025 session that may affect charter 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.

### 11. Discussion and possible action to approve State Testing Remote Proctoring Best Practices

*Motion to approve the State Testing Remote Proctoring Best Practices made by Robert Ruiz. Motion seconded by Jill Shero-McDaniel.*

*Marcus Jackson – Yes*

*Keili McEwen – Yes*  
*Robert Ruiz – Yes*  
*Jill Shero-McDaniel – Yes*  
*Joshua Williams - Yes*

**12. Board Member Comments**

**13. 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.

**14. Adjournment**

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

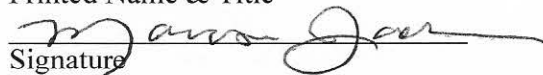
*Marcus Jackson – Yes*  
*Keili McEwen – Yes*  
*Robert Ruiz – Yes*  
*Jill Shero-McDaniel – Yes*  
*Joshua Williams - Yes*

*Meeting adjourned at 5:15 PM*

These Minutes were approved on April 14, 2025 by the Board of Education of VPA:

Marcus Jackson Vice President

Printed Name & Title



Signature

Robert M. Ruiz, Secretary

Printed Name & Title



Signature