

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

MINUTES

Monday, July 2nd @ 2:30 p.m.

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

Call to order at 2:54 p.m.

Board Members:

Joshua Williams – President – Present
Marcus Jackson – Vice President – Absent
Keili McEwen – Finance Director – Present
Robert Ruiz – Secretary – Present
Jill Shero-McDaniel – Member – Absent

Guests:

Erin Robins – Head of School
David Harp – Treasurer
Amber VanBuskirk – Minutes Clerk
Blaire Harrison – Operations Manager
Brad Talley – School Principal
Megan Sandoval – ACCEL Regional Vice President
Valerie Joseph – ACCEL Financial Team
Rhonda Bellah – Encumbrance Clerk
Eleona Revis – SCSB, Financial Compliance Officer
Merin Gracey – Operational Compliance Officer

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 June 2025, regular board meeting.
3. Presentation and possible action to approve encumbrance for School Year 25-26 #1-40
4. Financial Report 6/1/25 – 6/30/25

Presentation lead by: David Harp

Provided encumbrance report. Board asked for clarification that staff expenses are for: office supplies, travel, professional development at the beginning of the School Year, and testing expenses toward the end of the School Year.

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

*KeiliMcEwen-Yes
RobertRuiz-Yes
Joshua Williams – Yes*

Discussion & Update Items

5. School update- Erin Robins- Staffing Updates

Blaire Harrison recently got a promotion to Regional Operations Manager and Danielle Shaw got a promotion as well to Regional SPED Manager. There is no answer as of right now for any backfilling of their positions. Using some staff from Accel fractionally right now.

Discussed future policy for sharing staff across accel network.

Student Update- 221 students, (12)11th graders, 6th grade is largest so far at 28. Ramping up summer campaign right now (social medias, commercials, etc). Right now, to the beginning of the school year, there is the largest enrollment time period. Shooting to be in 300s for enrollment.

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.

6. Discussion and possible action to approve the auditor contract for School Year 25-26 Discussion lead by: Erin Robins

Board voted item #7 first.

Motion to approve the auditor contract for School Year 25-26 made by Robert Ruiz. Motion seconded by Keili McEwen.

*Keili McEwen – Yes
Robert Ruiz – Yes
Joshua Williams –Yes*

7. Discussion and possible action to approve the auditor engagement letter for School Year 25-26

Board voted on item before Item 6.

Contracts and fees are the same as 24-25 School Year.

Motion to approve the audit engagement letter for School Year 25-26 made by Keili McEwen. Motion seconded by Robert Ruiz.

*Keili McEwen – Yes
Robert Ruiz – Yes
Joshua Williams – Yes*

8. Board Member Comments

Board discussed that this meeting will count as our July meeting and we will meet again in August.

9. Public Comments

No 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.

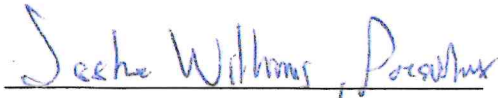
10. Adjournment

Motion to adjourn made by Keili McEwen. Seconded by Robert Ruiz.

*Keili McEwen – Yes
Robert Ruiz – Yes
Joshua Williams – Yes*

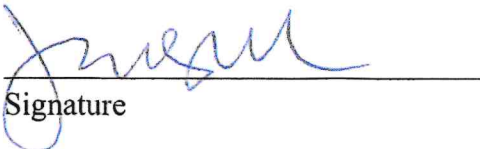
Meeting adjourned at 3:08pm.

These Minutes were approved on August 11, 2025 by the Board of Education of VPA:



Printed Name & Title

Printed Name & Title



Signature

Robert M. Ruiz, Secretary

Printed Name & Title



Signature