

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

MINUTES

Monday, August 11th @ 4:00 p.m.

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

Call to order at 4:10PM

Board Members:

*Joshua Williams – President – Present
Marcus Jackson – Vice President – Present
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
Brad Talley – School Principal
William Hickman – Legal
Megan Sandoval – ACCEL Regional Vice President
Valerie Joseph – ACCEL Financial Team
Dr Smith – Academic Compliance Officer OK Charter School Board*

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 July 2025, special board meeting.
3. Financial Report 7/1/25 – 7/31/25
4. Discussion and possible action to approve the FY2025 change order for Accel Schools
 - *Joshua Williams- asked if board would like to consider any items separately. Robert asked for explanation on the change order.*

- *David Harp explained the final Payment was made to ACCEL, \$135,824.15 – for 24/25 Fiscal Year. Robert Ruiz asked about the \$188K carryover. David explained that \$182k of that money is School Security funds, the rest is interest from money market account.*
- *Bill Hickman discussed a new contract with statewide security – drafting agreement now that we may be able to use in the future.*
- *David discussed that we did receive our state allocation of a little over \$1.7 million. And talked through the Financial Report*
- *Motion to approve the Consent Agenda made by Keili McEwen. Motion seconded by Robert Ruiz.*
 - *Joshua Williams – Yes*
 - *Marcus Jackson – Yes*
 - *Keili McEwen – Yes*
 - *Robert Ruiz – Yes*

Discussion & Update Items

5. School update- Erin Robins

- *Today is first day of school. Over 200 students in assembly this morning*
- *Strongly emphasized students being on camera and engaged this school year.*
- *Brad added things went great for the first day, Professional Development went well to focus our efforts this year before school started. Bringing most of the same staff back has been amazing.*
- *Current enrollment numbers around 250 students*
- *Aviation program will be starting again soon.*
- *We do have a new marketing approach this year and we are looking forward to seeing that impact.*
- *Brad will be doing local marketing events on the side and just did an event in Tulsa at Woodland Hills Mall.*
- *Erin Robins asked Bill Hickman about a possible policy for fractional teachers who may be teaching across different small schools in our network.*
- *Erin Robins mentioned our focus on career pathways expanding with us this year as we bring on 11th graders*
- *Joshua Williams asked about our state department visit and asked about the potential changes in state testing. Erin Robins discussed state department visit and Bill Hickman responded about the potential of the changes happening. Dr. Jaycie Smith spoke about the framework information that will be available from their office for every charter school.*

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 revised SY 25_26 academic calendar.

- *Erin Robins – We are adding another instructional day or 6 additional instructional hours on October 17th instead of one of our fall break days. Ensuring we are following the new law to add one day or 6 hours to the school year. Bill Hickman suggested we clarify that an “asynchronous” day is still an instructional day on the calendar.*
- *Motion to approve the revised School Year Academic Calendar for 2025-2026 with the additional clarification on the meaning of “asynchronous” made by Robert Ruiz. Motion seconded by Marcus Jackson.*
 - *Joshua Williams – Yes*
 - *Marcus Jackson – Yes*
 - *Keili McEwen – Yes*
 - *Robert Ruiz - Yes*

7. Executive Session: Motion to enter executive session as provided for in 25 O.S. 307(B)(4) to engage in confidential communications between a public body and its attorney concerning a pending investigation determining that the disclosure would seriously impair the ability of the public body to conduct the investigation.

- 6.1 (Action) Vote to convene into Executive Session.
First: Kellie McEwen, Second: Marcus Jackson

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

- 6.2 (Action) Vote to return to Open Session.

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

- 6.3 Reading of Executive Session Minutes.

- 6.4 Legal counsel to talk about agenda.

No votes casted.

8. Consideration and possible action on items discussed in executive session.

No action was taken by board.

9. Board Member Comments

No comments.

9. Public Comments (Move up before 7)

No 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 made by Robert Ruiz. Seconded by Keili McEwen.

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

These Minutes were approved on 8 September, 2025 by the Board of Education of VPA:

Joshua S. Williams
Printed Name & Title

[Signature]
Signature

Robert M. Ruiz, Secretary
Printed Name & Title

[Signature]
Signature