

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

MINUTES

Monday, September 8th @ 4:00 p.m.

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

Call to order at 4:19pm

Board Members:

Joshua Williams – President – Present

Marcus Jackson – Vice President – Present

Keili McEwen – Finance Director – Absent

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

Valerie Joseph – ACCEL Financial Team

Stephen Narcisse – ACCEL ?

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 August 2025, regular board meeting
3. Encumbrance #42
4. Financial Report 8/1/25 – 8/31/25
 - *Motion to approve the Consent Agenda made by Robert Ruiz. Motion seconded by Marcus Jackson*
 - *Joshua Williams – YES*
 - *Marcus Jackson – YES*
 - *Robert Ruiz - YES*

Discussion & Update Items

5. School update- Erin Robins

- *Enrollment has stayed the same – still within where we are expected to be at numbers wise at this point.*
- *We are doing Standards Base Grading this year – look forward to sharing how it goes this school year.*
- *We have completed our Beginning of the Year testing; we look forward to seeing the growth with the students throughout the year.*

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 Vprep 25-26 Estimate of Needs
 - *David explained Budget Summary.*
 - *Motion to approve the VPrep 25-26 Estimate of Needs made by Robert Ruiz. Motion Seconded by Marcus Jackson*
 - *Joshua Williams – YES*
 - *Marcus Jackson – YES*
 - *Robert Ruiz – YES*
7. Discussion and possible action to approve the VPrep Anti-Discrimination, Harassment and Antisemitism Policy
 - *Bill- Goes over policies. This is aligned with states Proposed Policy, it adds an extra level of protection. Does not affect previous policy. Links on the policies are on Virtual Prep OK website.*
 - *Motion to approve the VPrep Anti-Discrimination, Harassment and Antisemitism Policy made by Robert Ruiz. Motion Seconded by Marcus Jackson*
 - *Joshua Williams – YES*
 - *Marcus Jackson – YES*
 - *Robert Ruiz – YES*
8. Discussion and possible action to approve the updated VPrep Mandated Child Abuse Reporting Policy
 - *Previously had – all staff have a completed form of training on file. Mandatory language for extra security for virtual schools. Marcus asked signs that we see as a virtual school – Erin Robins responded that staff has training every year, but most times we see it is through disclosure.*
 - *Motion to approve the Updated VPrep Mandated Child Abuse Reporting Policy made by Robert Ruiz. Motion Seconded by Marcus Jackson*

- *Joshua Williams – YES*
- *Marcus Jackson – YES*
- *Robert Ruiz – YES*

9. Discussion and possible action to approve the Emerson Kate Cole Act (epinephrine) Policy

Mandated Policy.

- *Motion to approve the Emerson Kate Cole Act (epinephrine) Policy made by Robert Ruiz. Motion Seconded by Marcus Jackson*

- *Joshua Williams – YES*
- *Marcus Jackson – YES*
- *Robert Ruiz – YES*

10. Discussion and possible action to approve the days to hours SDE notification letter

State asked to have in writing and board approve the letter that we are doing hours and not days.

- *Motion to approve the days to hours SDE notification letter made by Marcus Jackson. Motion seconded by Robert Ruiz*

- *Joshua Williams – YES*
- *Marcus Jackson – YES*
- *Robert Ruiz – YES*

11. Board Member Comments

No Comments.

12. 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

Adjourn at 5:07pm

Motion to adjourn made by Robert Ruiz. Seconded by Marcus Jackson.

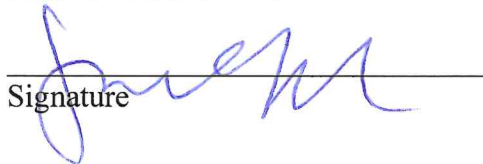
Joshua Williams – YES

Marcus Jackson – YES

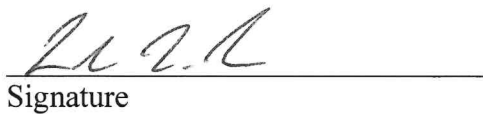
Robert Ruiz - YES

These Minutes were approved on Oct 13, 2025 by the Board of Education of VPA:

Joshua S Williams
Printed Name & Title


Signature

Robert M. Ruiz, Secretary
Printed Name & Title


Signature