

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

Re-Scheduled March Board Meeting

MINUTES

Monday, March 23rd @ 4:00 p.m.

Link to join meeting virtually: [Join the meeting now](#) (email erobins@vprepok.org to request a link to join live)

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

Call to order at 4:08PM.

Board Members:

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

Guests:

Erin Robins – Head of School- Present
David Harp- Treasurer - Present
Amber VanBuskirk – Minutes Clerk- Present
Brad Talley – School Principal- Present
William Hickman – Legal - Present
Valerie Joseph – ACCEL Financial Team-Present
Megan Sandoval- ACCEL Regional Vice President- Present
Sarah Berger- ACCEL Exec Head of Schools- Present
Danielle Mazzu – Success Coach Coordinator – Present
Jacie Smith- Statewide Charter Board – Present

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 January 2026, regular board meeting
3. Credit Card Statement 2_2_26
4. Change order for Rhonda Bellah
5. Financial Report 1/1/26 – 2/28/26
6. Supplemental Form 307

- *Motion to approve the Consent Agenda made by Keili McEwen. Motion seconded by Marcus Jackson.*
 - *Marcus Jackson – Yes*
 - *Keili McEwen – Yes*
 - *Robert Ruiz – Yes*
 - *Jill Shero-McDaniel - Yes*

- *More discussion requested on item 4. Clarification proved from David Harp that this was the change order that was requested in the last meeting by the board due to the change in LLC status for our encumbrance clerk Rhonda Bellah.*

Discussion & Update Items

7. Updated budget from Valerie Joseph- ACCEL

Valerie Joseph: presented budget updates

Erin Robins stated we did get a mid-year adjustment. ACCEL takes the loss of any funds-understanding that will be expected in the first three years. They are looking for growth in enrollment each year.

William Hickman- During the April meeting the board will need to vote on updated budget Erin Robins will add to next month's agenda for April.

8. Board training updates

Erin Robins- Reminders for Board Members who have not completed training for this year. Jill Shero-McDaniel has some certificates to send in. The SDE is doing a budget course on April 23, 2026 Board Members can attend. Erin Robins will forward the information.

9. School updates

Erin Robins- Numbers are up a lot since January 2026. Currently we have 426 students, about double from this time last year. We hired an additional sped teacher (ACCEL thank you for that). Virtual Prep Academy of Oklahoma has posted new positions: 1-2 Sped Teachers and an Operations Coordinator to help support more (i.e. District Testing Coordinator, more Oklahoma based support). We will be looking at where to fill in gaps as we finalize budget.

10. Truancy and chronic absenteeism process

Will be revising the wording of Truancy and Chronic Absenteeism Process. Robert Ruiz mentioned re-wording and making this an airtight policy. William Hickman- Lets pull current Truancy Policy and look at the current Parent Handbook- see what is in there that relates to engagement, truancy, withdrawal, enrollment. Erin Robins- We will look at all of this, make it more clear and send prior to next meeting.

We will table this and discuss at April 2026 Board Meeting.

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 the VPA Web Cam and Microphone Use Policy

Erin Robins- We have had more students using web-cams this school year due to our increased expectations. With this we have also seen and increase in potential behaviors that need to be addressed such as what is happening in the background around a student etc This policy addresses those expectations. Motion to approve the VPA Web Cam and Microphone Use Policy approved by Keili McEwen. Motion seconded by Marcus Jackson.

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

12. Discussion and possible action to approve the VPA Parent/Student School Agreement

Erin Robins– This policy will allow us to be more proactive at the beginning of the school year with setting expectations and ensuring parents and students have read and signed the expectations.

• *Motion to approve the VPA Parent/Student School Agreement made by Keili McEwen. Motion seconded by Jill Shero-McDaniel.*

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

13. Discussion and possible action to approve the VPA Student Withdraw Policy

Table this action until April 2026 Board Meeting.

• *Motion to table the VPA Student Withdraw Policy made by Keili McEwen. Motion seconded by Jill Shero-McDaniel.*

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

14. Discussion and possible action to approve the 2026_2027 Academic Calendar

Erin Robins- Preliminary Academic Calendar for 2026-2027 School Year.

• *Motion to approve the 2026-2027 Academic Calendar made by Jill Shero-McDaniel. Motion seconded by Keili McEwen.*

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

15. Board Member Comments

Marcus Jackson- Appreciate all that's being said is actually being done. Not always easy but doing great things.

Keili McEwen- Appreciate all we are doing especially with the growth.

Robert Ruiz- Would love to see where people are hearing about VPrepOK. Appreciates all that we are doing.

Jill Shero-McDaniel- Compliments on how we really care about all students.

16. 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.

17. Adjournment

Adjourned at 5:23 PM.

- *Motion to adjourn made by Marcus Jackson. Motion seconded by Keili McEwen.*
 - *Marcus Jackson – Yes*
 - *Keili McEwen – Yes*
 - *Robert Ruiz - Yes*
 - *Jill Shero-McDaniel – Yes*

These Minutes were approved on April 13, 2026 by the Board of Education of VPA:

Joshua S. Williams, President
Printed Name & Title

Joshua S. Williams
Signature

Robert M. Ruiz, Secretary
Printed Name & Title

Robert M. Ruiz
Signature