

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

Regular Board Meeting

MINUTES

Monday, July 13th @ 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 4:05 PM.

Board Members:

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

Guests:

*Erin Robins – Head of School - Present
David Harp – Treasurer - Present
Callie Christensen – Minutes Clerk - Present
Brad Talley – School Principal - Present
William Hickman – Legal - Present
Valerie Joseph – ACCEL Financial Team - Present
Sarah Berger – ACCEL Exec Head of Schools - Present
Lindsay Cleveland – Teacher – 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 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 2026, board meeting
3. Credit Card Statement 6/7/26
4. Financial Report 6/1/26 – 6/30/26

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

Robert Ruiz.

Joshua Williams – Yes

Marcus Jackson – Yes

Jill Shero-McDaniel – Yes

Robert Ruiz – Yes

Discussion & Update Items

5. Enrollment Updates

Erin Robins provided an enrollment update, reporting that as of July 13, enrollment for the 2026–27 school year totaled 370 students, including 310 returning students and 60 new students. She shared that enrollment is currently exceeding expectations and expressed confidence that continued marketing and recruitment efforts will support projected growth.

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 307 supplemental appropriations - David Harp

David Harp presented the supplemental appropriations request for the 2026–27 school year, explaining that additional state and federal funding became available through Title I, Part A; Title II, Part A; Title IV, Part A; Title IDEA, Flowthrough; ACE Technology; State Aid; and Strong Readers funding after the original budget was approved. Because these allocations were not included in the initial budget estimates, the Board approved an increase to the school's appropriations in the amount of \$159,113.99 to reflect the additional funding.

- *Motion to approve 307 supplement appropriations made by Robert Ruiz. Motion seconded by Jill Shero-McDaniel.*

Joshua Williams – Yes

Marcus Jackson – Yes

Jill Shero-McDaniel – Yes

Robert Ruiz – Yes

7. Presentation and possible action to approve The VPrep staff training requirements policy

Erin Robins presented the required staff training guide and requested Board approval of the proposed modifications to the frequency of district-required training. The Board supported the proposed minimum training requirements and emphasized that administration is responsible for monitoring annual training requirements and ensuring ongoing compliance.

- *Motion to approve The VPrep staff training requirements policy made by Jill Shero-McDaniel. Motion Seconded by Marcus Jackson.*

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

8. Presentation and possible action to approve updated cap requirements for 12th grade

Erin Robins presented a discussion on projected twelfth-grade enrollment and the potential need to establish enrollment capacity limits as the school adds twelfth grade. The Board discussed the possibility of reviewing and adjusting capacity limits quarterly, including lowering twelfth-grade capacity later in the school year to ensure adequate staffing and support for students.

The Board discussed the item, and no action was taken.

9. Board Member Comments

- Jill Shero-McDaniel: Expressed excitement for the upcoming school year and remarked on how quickly August is approaching.

10. Public Comments

- Brad Talley: Shared that the school has made strong staffing hires in preparation for the upcoming school year. He noted that the team continues to refine processes each year and highlighted key additions for the coming year.
- William Hickman: Asked about preparations for an upcoming financial and accounting audit review, including how the school can best prepare. The discussion included developing a checklist of supporting documentation and reviewing operational items

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.

11. Adjournment

Adjourned at 4:37 PM.

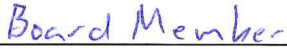
- *Motion to adjourn made by Marcus Jackson. Motion seconded by Robert Ruiz.*

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

These Minutes were approved on 8/10, 2026 by the Board of Education of VPA:



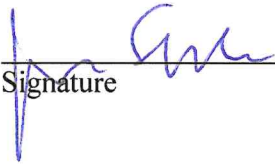
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