

OKLAHOMA VIRTUAL CHARTER ACADEMY Annual Board Meeting
September 21, 2017 6:30 pm
Location: Oklahoma Virtual Charter Academy Board Meeting Room
1160 S Douglas Blvd
Midwest City, OK 73130

Meeting called to order at 6:32 pm.

- I. Roll Call**
Present: Board Members: Lisa Lange, Dr. Vickie Hinkle, Terry Hopper, Kristi Gifford, Pam Lowe
Others: Sheryl Tatum, David Harp, Steve Huff, Courtney Love

- II. Call to the public**
None

- III. Consideration and possible approval of minutes of June 22, 2017 OVCA Board regular meeting**
Action: Lisa Lange moved to approve the minutes as presented. Dr. Vickie Hinkle seconded the motion. The motion passed unanimously.

- IV. Updates**
 - a. Board President Update**
Discussion: Mr. Hopper did not have any updates for this meeting.
 - b. Treasurer's Report**
Discussion: David Harp reviewed the current OVCA financials and budget.
 - c. Head of School Update**
 - i. Activity Fund Report**
Discussion: The Activity Fund report is included in the Board Meeting packet. There have been several staff fund raisers to help support school activities such as prom. Sheryl Tatum explained that OVCA is down in enrollment by approximately 400 students. The school is funded on first quarter ADM, so state aid will not be determined until the end of the first quarter. Once those numbers come through the board will look to see what adjustments need to be made based on the budget. The Statewide Virtual Charter Schoolboard is meeting soon to determine if they can return a portion of the 3% operating fee to the schools.

- V. Business**
 - a. Consent Docket**
 - i. Consideration and possible approval of FY 2018 purchase orders #168-193**
 - ii. Consideration and possible approval of payment of FY 17 K12 invoices**
 - iii. Consideration and possible approval of payment of FY 18 K12 invoices**
Action: Dr. Vickie Hinkle moved to approve the Consent Docket as provided. Lisa Lange seconded the motion. The motion passed unanimously.
 - b. Consideration and possible approval of FY18 Estimate of Needs**
Discussion: The FY18 Estimate of Needs has been provided by the independent auditor, Jenkins and Kemper.
Action: Lisa Lange moved to approve the Estimate of Needs. Kristi Gifford seconded the motion. The motion passed unanimously.
 - c. Consideration and possible approval of Perry Pro Tech copier purchase or lease**

Discussion: The lease on the copy machine OVCA is currently using is up and it is time to renew the lease or purchase a machine. It is the board's decision as to which route

Action: Dr. Vickie Hinkle moved to purchase a new machine. Lisa Lange seconded the motion.

d. Consideration and possible approval of Contract for Charter School Sponsorship between Oklahoma Virtual Charter Academy and the Statewide Virtual Charter School Board

Discussion: The main change is that the contract is a five-year contract. OVCA's goals will have to be changed to five-year goals. The current contract includes a 3% fee going to the Statewide Virtual Charter Schoolboard for operating costs. Kristi Gifford stated that she attended the last Statewide Virtual Charter Schoolboard and there was discussion of adjusting the 3% fee.

Action: Kristi Gifford moved to approve the contract as presented. Lisa Lange seconded the motion. The motion passed unanimously.

e. Consideration and possible approval of OVCA Gifted Education Plan

Discussion: Nicole Ellison, the Gifted Coordinator for OVCA, joined the meeting over the phone to explain the proposed plan. Last school year OVCA had 88 students identified either through intelligence testing or with testing from their previous school. OEQA pointed out that OVCA was missing out on identifying students through multi-criteria. In the proposed plan, students who show high academic ability in intellectual ability, creative thinking, leadership, performing arts (dance), performance arts (drama), performing arts (music), performing arts (visual arts) can be identified as gifted. K-5 currently has 18 students who qualify. The rest of the students are in MS/HS.

Action: Lisa Lange moved to approve the Gifted Education Plan as presented. Dr. Vickie Hinkle seconded the motion. The motion passed unanimously.

f. Consideration and possible approval for Nicole Ellison, in the capacity of OVCA's Title I Coordinator to sign all the current fiscal year expenditure reports, disbursements, and cash receipts filed with the Oklahoma Department of Education (OSDE) for the purpose and objectives set forth in the terms and conditions of the federal award(s).

Discussion: The state has given schools the option to approve a signer for Title I expenditures in the state system.

Action: Kristi Gifford moved to approve Nicole Ellison to sign all current fiscal year expenditure reports, disbursements, and cash receipts filed with the OSDE. Lisa Lange seconded the motion. The motion passed unanimously.

g. Consideration and possible approval of mathematics and science courses taken at Career Tech

Discussion: The list presented to the board was generated using the courses acceptable under Oklahoma Higher Learning Access Program (OHLAP) requirements.

Action: Lisa Lange moved to approve the mathematics and science courses taken at Career Teach as presented. Kristi Gifford seconded the motion. The motion passed unanimously.

h. Consideration and possible approval of revision to Graduation Policy

Discussion: The board called Bill Hickman to review the graduation policy. Kristi Gifford wanted to know if the specific course requirements should be included in the policy. Bill Hickman explained that he referenced the state statute in case it changed. The board would like to add the "Students must complete 23 credits, pursuant to Oklahoma Statute 70 O.S. § 11-103.6, participate in..."

Action: Lisa Lange moved to approve with a revision to the first sentence to state "Students must complete 23 credits pursuant to Oklahoma statute 70 O.S. § 11-103.6, participate in all assigned state testing." Kristi Gifford seconded the motion. The motion passed unanimously.

i. Consideration and possible approval of revision to Procurement and Purchases Policy

Action: Kristi Gifford moved to approve the revision to the Procurement and Purchases Policy. Vicky Hinkle seconded the motion. The motion passed unanimously.

j. Consideration and possible approval of revision to Application/Enrollment/Lottery Policy

Discussion: The proposed change to the policy includes opening up enrollment at the end of a grading period to back-fill. Kristi Gifford explained that the K12 curriculum that OVCA uses is very rigorous. It may be difficult for students entering after the beginning of the year to be successful due to the rigorous pacing. The board also worried that it would be difficult to hire if staffing needs changed during the year due to influx in enrollment with a certain population of students. Sheryl Tatum is asking the board to reconsider this policy because of the calls the school receives during the year asking for help. The school knows they could help the student if they could accept mid-year enrollments. There is also some discussion in the political arena as to how OVCA, as a public school, can close enrollment after receiving funding for a certain number of students. Add a blurb that states "If the class/grade/program/school is not at capacity at the end of the grading period, the school may accept applications and enroll students until either the school reaches a capacity limit or the enrollment deadline is reached."

Action: Dr. Vickie Hinkle moved to approve the Application/Enrollment/Lottery Policy with the addition of the highlighted phrase "If the class/grade/program/school is not at capacity at the end of the grading period, the school may accept applications and enroll students until either the school reaches a capacity limit or the enrollment deadline is reached.". Lisa Lange seconded the motion. The motion passed unanimously.

k. Strategic Planning: Discussion and prioritization of OEQA recommendations

Discussion: Sheryl Tatum reviewed the recommendations provided by OEQA and provided comments on how the school plans to implement the recommended changes.

l. Consideration and possible approval of OVCA 5 Year Goals for reauthorization

Discussion: The original charter reauthorization board goals were originally written as a one year goal. Since OVCA received a five-year authorization their goals need to be five year goals. The Statewide Virtual Charter Schoolboard will monitor OVCA's progress towards the goals but will evaluate the schools in the fourth year of the five-year term. Dr. Wilkinson explained that the OVCA board could hold off on finalizing their goals until they complete the AdvancEd process so that the goals can be aligned with the strategic planning process of AdvancEd.

Action: Tabled

m. Consideration and possible acceptance of resignation of Melissa Lange, OVCA Board Member

Discussion: Sheryl Tatum presented Lisa Lange with a certificate of appreciation for her years of service on the OVCA board.

Action: Pam Lowe made a motion to accept the resignation of Melissa Lange. Kristi Gifford seconded the motion. The motion passed with four votes. Lisa Lange abstained.

VI. New business

None

Adjournment

Dr. Vickie Hinkle made a motion to adjourn at 8:39. Pam Lowe seconded the motion to adjourn. The motion passed unanimously.