

Insight School of Oklahoma Special Board Meeting
February 25, 2021 5:30 pm
Oklahoma Public Resource Center (OPSRC)
309 NW 13th St. STE 103, Oklahoma City, OK 73130

Leo Presley
Vice President
4/8/21
Chris Pitts

Location-Videoconference, Teleconference if not on camera:

Join Zoom Meeting
<https://zoom.us/j/3440525417>
Meeting ID: 344 052 5417
Passcode: ISOK

Pursuant to HB1031 this meeting will include teleconferencing or videoconferencing, but there may be parties present at the physical meeting site.

Board members present at physical meeting site:
James Smith, President, via Zoom videoconference

Board members present at remote locations:
Dr. Leo Presley, Vice President, via Zoom videoconference
Kelly Barnes, Secretary, via Zoom videoconference
Christy Prather-Skinner, Member, via Zoom Videoconference

I. **Roll Call**

Board Members: James Smith, President; Dr. Leo Presley, Vice President; Kelly Barnes, Clerk; Christy Prather-Skinner, Member

Absent:

Other: Jennifer Wilkinson, ISOK Head of School; Michelle Scionti, State Director of Shared Services; Chris Pitts, Operations Manager & Minutes Clerk; Bill Hickman, Board Attorney; David Harp, Treasurer; Dr. Rebecca Wilkinson, Statewide Virtual Charter School Board, Sklyer Lusnia, Statewide Virtual Charter School Board; Dr. Daniel Craig, OEQA Executive Director; Regina Krotzer, K12 Finance; William Johnston, K12 VP; Katherine Young, ISOK Title Programs Director; Allison McCartney, ISOK Tutoring Manager; Andy Evans, Finance Manager OPSRC; Conrad Michka, K12 OK Schools Finance Manager; Angie Foust, ISOK Compliancy Coordinator; Steven Huff, Consultant;

II. **Call to the public**
None

III. **Consideration and possible approval of minutes from the November 12, 2020 Insight School of Oklahoma Board Meeting**

Action: Kelly Barnes made a motion to approve the minutes from the November 12, 2020 Insight School of Oklahoma Board Meeting with amendment. Dr. Leo Presley seconded the motion. The motion passed unanimously.

IV. **Updates**

a. **Board President Update**
Discussion: None

b. **Treasurer Update**
Discussion: David Harp discussed the school budget.

c. **Head of School**
I. **Activity Fund Report**

Discussion: Jennifer Wilkinson shared the balance of the activity fund and recent uses of the fund.

ii. School Update

Discussion: Jennifer Wilkinson shared details on workforce, SEL, Math and ELA intervention, and flexible schedule programs. Jennifer Wilkinson was recently interviewed with Fox 25 news to discuss ISOK programs.

iii. Tutoring Update

Discussion: Allison McCartney shared information on the tutoring program she took over this year, utilizing the Tutor Me service.

iv. P-card Update

Discussion: David Harp updated on options moving forward with the P-card program.

v. Dropout Report

Discussion: Jennifer Wilkinson shared the dropout report and the actions being taken to lower numbers. Angie Foust, the school Compliance Coordinator, discussed the dropout data and what specifically impacts the rate reporting. James Smith requests that we report back at next meeting once the state updates the next year's dropout rates.

vi. Board Member Conflict of Interest form

Discussion: None

d. Educational Services and Products Agreement Amendment

Discussion: Item tabled for future meeting.

e. Board Member Comments

Discussion: None

f. Board Member Training

Discussion: Andy Evans trained board on School Funding. Christy Prather-Skinner requested that a future board training focus on equity.

V. Business

a. Consent Docket

- i. Discussion and possible action regarding FY 21 purchase orders #180-187
- ii. Discussion and possible action regarding change order to PO 2021-11-14
- iii. Discussion and possible action regarding change order to PO 2021-11-18
- iv. Discussion and possible action regarding change order to PO 2021-11-19
- v. Discussion and possible action regarding change order to PO 2021-11-20
- vi. Discussion and possible action regarding payment of FY 21 K12 invoices, pending availability of funds

Action: Christy Prather-Skinner made a motion to approve the entire consent docket. Dr. Leo Presley seconded the motion. The motion passed unanimously.

- b. Consideration and possible action regarding the FY 21 Supplemental Appropriations**
Action: Kelly Barnes made a motion to approve FY 21 Supplemental Appropriations. Christy Prather-Skinner seconded the motion. The motion passed unanimously.
- c. Consideration and possible action regarding the Contract for Financial Audit of Public Schools the 2021-2022 School Year**
Action: Kelly Barnes made a motion to approve the Contract for Financial Audit of Public Schools the 2021-2022 School Year. Christy Prather-Skinner seconded the motion. The motion passed unanimously.
- d. Consideration and possible action regarding the revision to FY 21 budget**
Action: Christy Prather-Skinner made a motion to approve the revision to FY 21 budget. Dr. Leo Presley seconded the motion. The motion passed unanimously.
- e. Consideration and possible action regarding the addition of Conrad Michka to ISOK Bank of Oklahoma activity fund account ending in -9289**
Action: Kelly Barnes made a motion to approve the addition of Conrad Michka to ISOK Bank of Oklahoma activity fund account ending in -9289. Christy Prather-Skinner seconded the motion. The motion passed unanimously.
- f. Consideration and possible action regarding the addition of Conrad Michka to ISOK Bank of Oklahoma checking account ending in 9134**
Action: Dr. Leo Presley made a motion to approve the addition of Conrad Michka to ISOK Bank of Oklahoma checking account ending in 9134. Christy Prather-Skinner seconded the motion. The motion passed unanimously.
- g. Consideration and possible action regarding the addition of Rhonda Bellah, ISOK encumbrance clerk's phone number to the password reset number list with Bank of Oklahoma**
Action: Christy Prather-Skinner made a motion to approve the addition of Rhonda Bellah, ISOK encumbrance clerk's phone number to the password reset number list with Bank of Oklahoma. Kelly Barnes seconded the motion. The motion passed unanimously.
- h. Consideration and possible action for lease amendment for the Tutoring Center at 1117 Douglas Blvd., Suite A that lists both schools on the rental contract**
Action: Christy Prather-Skinner made a motion to approve the lease amendment for the Tutoring Center at 1117 Douglas Blvd., Suite A that lists both schools on the rental contract. Dr. Leo Presley seconded the motion. The motion passed unanimously.
- i. Consideration and possible action for lease for new office space at 1117 Douglas Blvd.**
Action: Dr. Leo Presley made a motion to approve the new office space at 1117 Douglas Blvd. Christy Prather-Skinner seconded the motion. The motion passed unanimously.

- j. **Consideration and possible action regarding Stride ownership and fulfillment of the hotspots used by ISOK students**
Action: Dr. Leo Presley made a motion to approve the Stride ownership and fulfillment of the hotspots used by ISOK students. Christy Prather-Skinner seconded the motion. The motion passed unanimously.
- k. **Consideration and possible action regarding use of the Assumption of Risk and Waiver of Liability Relating to Coronavirus/COVID-19 for assessment**
Discussion: Jennifer Wilkinson discussed how the waiver would be used for any optional in-person outings. Mandatory outing such as in-person State testing would follow CDC and State guidelines. Bill Hickman added clarification to the when and why the waiver would be used.
Action: The board took no action and kept the initial use of the Assumption of Risk and Waiver of Liability Relating to Coronavirus/COVID-19 for only optional activity like tutoring and other gatherings. The waiver will not be used for required activities such as State testing.
- l. **Consideration and possible action regarding in-person May 2021 graduation**
Discussion: ISOK currently has 271 students set to graduate by the end of the school year. Optional in-person graduation will take place on May 25th at 2pm. A virtual event will also be held.
Action: Christy Prather-Skinner made a motion to approve the in-person May 2021 graduation. Kelly Barnes seconded the motion. The motion passed unanimously.
- m. **Consideration and possible action regarding school calendar for school year 2021-2022**
Action: Christy Prather-Skinner made a motion to approve school calendar for school year 2021-2022. Kelly Barnes seconded the motion. The motion passed unanimously.
- n. **Considerations and possible action regarding new ISOK Board Policy: Clubs and Organizations**
Discussion: James Smith asked that non-timely action items N, O, P, and R be tabled until the April board meeting. Motion tabled.
Action: Christy Prather-Skinner made a motion to table action items N, O, P, and R until the April board meeting. Dr. Leo Presley seconded the motion. The motion passed unanimously.
- o. **Considerations and possible action regarding New ISOK Board Policy: Grade Level Promotion and Retention**
Discussion: Motion tabled.
Action: Christy Prather-Skinner made a motion to table action items N, O, P, and R until the April board meeting. Dr. Leo Presley seconded the motion. The motion passed unanimously.
- p. **Considerations and possible action regarding New ISOK Board Policy: Grading Policy**
Discussion: Motion tabled.

Action: Christy Prather-Skinner made a motion to table action items N, O, P, and R until the April board meeting. Dr. Leo Presley seconded the motion. The motion passed unanimously.

**q. Considerations and possible action regarding new ISOK Board Policy:
Handbook/Policy Exception due to State or Federally Declared State of
Emergency**

Action: Dr. Leo Presley made a motion to approve the new ISOK Board Policy: Handbook/Policy Exception due to State or Federally Declared State of Emergency. Kelly Barnes seconded the motion. The motion passed unanimously.

**r. Considerations and possible action regarding revision to ISOK Board Policy:
Procurement and Purchases**

Discussion: Motion tabled.

Action: Christy Prather-Skinner made a motion to table action items N, O, P, and R until the April board meeting. Dr. Leo Presley seconded the motion. The motion passed unanimously.

**s. Considerations and possible action regarding revision to ISOK Board Policy:
Webcam Policy**

Action: Dr. Leo Presley made a motion to approve the revision to ISOK Board Policy: Webcam Policy. Christy Prather-Skinner seconded the motion. The motion passed unanimously.

**t. Considerations and possible action regarding revision to ISOK Board Policy:
Online Sessions and Sharing Contact Information**

Action: Dr. Leo Presley made a motion to approve revision to ISOK Board Policy: Online Sessions and Sharing Contact Information. Kelly Barnes seconded the motion. The motion passed unanimously.

**u. Considerations and possible action regarding revision to ISOK Board Policy:
Prohibition of Gangs and Gang-Related Behavior or Incidents**

Action: Christy Prather-Skinner made a motion to approve the revision to ISOK Board Policy: Prohibition of Gangs and Gang-Related Behavior or Incidents. Dr. Leo Presley seconded the motion. The motion passed unanimously.

VI. New Business

None

VII. Adjourn

Dr. Leo Presley made a motion to adjourn the meeting at 8:09pm. Christy Prather-Skinner seconded the motion. The motion passed unanimously.