

Gyathia Friedeman
11/11/21

James Smith 11/11/21
Chris Pitt 11/11/21

**Insight School of Oklahoma Special Board Meeting
September 20, 2021 5:30 pm**

**Location: Oklahoma Public School Resource Center
(OPSRC)
309 NW 13th St, Suite 103
Oklahoma City, OK 73103**

I. Roll Call – Meeting called to order 5:42pm

Board Members: James Smith, President; Kelly Barnes, Clerk; Christy Prather-Skinner, Member

Absent:

Other: Jennifer Wilkinson, ISOK Head of School; Chris Pitts, Operations Manager & Minutes Clerk; Sklyer Lusnia, Statewide Virtual Charter School Board; Bill Hickman, Board Attorney; David Harp, Treasurer; Cindy Friedemann, Prospective Member

II. Call to the public

None

III. Consideration and possible approval of minutes from the June 21, 2020 Insight School of Oklahoma Board Meeting

Action: Kelly Barnes made a motion to approve the minutes of the June 21, 2020 Insight School of Oklahoma Board Meeting. Christy Prather-Skinner seconded the motion. The motion passes unanimously.

IV. Updates

a. Board President Update

None

b. Treasurer Update

David Harp discussed the school budget. The board unanimously accepted the Treasurer's Report.

c. Head of School

i. Activity Fund Report

Jennifer Wilkinson shared the balance of the Activity Fund balance after recent deposits.

ii. School Update

a. ACT Assessment Discussion

Jennifer Wilkinson discussed the decision to use the ACT for the state 11th grade assessment. The Board had no additional feedback to share.

b. ISOK Strategic Plan Discussion

Jennifer Wilkinson shared that all staff will participate in pre-ACT Trauma-Informed Alternative Education and other trainings using grant funds to improve school academic performance. The Board discussed dedicating additional time in upcoming meetings to review and update the Strategic Plan.

c. Authorizer fees discussion

David Harp and Skylar Lusnia discussed the change in the 3% authorizer fee now being invoiced directly to schools at a later time.

d. Pcard Update

Jennifer Wilkinson shared the Pcard balance and upcoming costs for professional development travel.

d. Board Member Comments

None

V. Business

a. Consent Docket

- i. Discussion and possible action regarding FY 21 purchase orders #241-254**
- ii. Discussion and possible action regarding change order 2021-11-1 (6.24.21)**
- iii. Discussion and possible action regarding change order 2021-11-1 (7.23.21)**
- iv. Discussion and possible action regarding change order 2021-11-2**
- v. Discussion and possible action regarding change order 2021-11-3**
- vi. Discussion and possible action regarding change order 2021-11-11**
- vii. Discussion and possible action regarding change order 2021-11-19**
- viii. Discussion and possible action regarding change order 2021-11-99**
- ix. Discussion and possible action regarding FY 22 purchase orders #43-143**
- x. Discussion and possible action regarding payment of FY 21 K12 invoices, pending availability of funds**

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

b. Consideration and possible action of FY22 Estimate of Needs

Action: Kelly Barnes made a motion to approve the FY22 Estimate of Needs. Christy Prather-Skinner seconded the motion. The motion passed unanimously.

c. Discussion and possible action regarding potential board meeting Cindy Friedemann

Action: Kelly Barnes made a motion to approve board member Cindy Friedemann. Christy Prather-Skinner seconded the motion. The motion passed unanimously.

d. Discussion and possible action regarding updating the ISOK School Activity Fund subaccounts and fundraisers FY 22

Discussion: Amended to add the categories Clubs, eSports, and Supplies

Action: Kelly Barnes made a motion to approve updating the ISOK School Activity Fund subaccounts and fundraisers FY 22 with amendment to include categories Clubs, eSports, and Supplies. Christy Prather-Skinner seconded the motion. The motion passed unanimously.

e. Discussion and possible action regarding Student Parent Handbook updates

Action: Christy Prather-Skinner made a motion to approve Student Parent Handbook updates. Kelly Barnes seconded the motion. The motion passed unanimously.

f. Discussion and possible action regarding the Trello quote

Action: Kelly Barnes made a motion to approve the Trello quote. Christy Prather-

Skinner seconded the motion. The motion passed unanimously.

- g. Discussion and possible action regarding the PowerSchool Training quote**
Action: Kelly Barnes made a motion to approve the PowerSchool Training quote. Christy Prather-Skinner seconded the motion. The motion passed unanimously.
- h. Discussion and possible acknowledgement of key administrative, operational and financial positions consistent with products and services with K12:**

 - i. Head of School - Jennifer Wilkinson**
 - ii. Senior Operations Manager – Chris Pitts**
 - iii. Operations Manager – Lewis Starkey**
 - iv. Senior Manager Special Programs – Katherine Young**
 - v. School Treasurer – David Harp**
 - vi. Encumbrance Clerk – Rhonda Bellah**
 - vii. Minutes Clerk – Chris Pitts (Alternate: Lewis Starkey)**
 - viii. Activity Fund Custodian – Rhonda Bellah**
Action: Kelly Barnes made a motion to approve the key administrative, operational, and financial positions consistent with products and services with K12. Christy Prather-Skinner seconded the motion. The motion passed unanimously.
- i. Consideration and possible action regarding ISOK Board Policy: 3120 Title IX Grievance Policy and Procedures**
Action: Kelly Barnes made a motion to approve ISOK Board Policy: 3120 Title IX Grievance Policy and Procedures. Christy Prather-Skinner seconded the motion. The motion passed unanimously.
- j. Consideration and possible action regarding ISOK Board Policy: 3250 Anti-Discrimination**
Action: Kelly Barnes made a motion to approve ISOK Board Policy: 3250 Anti-Discrimination. Christy Prather-Skinner seconded the motion. The motion passed unanimously.
- k. Consideration and possible action regarding Discord App for eSports for Insight School of Oklahoma**
Action: Kelly Barnes made a motion to approve the Discord App for eSports for Insight School of Oklahoma. Christy Prather-Skinner seconded the motion. The motion passed unanimously.

VI. Adjourn

Kelly Barnes made a motion to adjourn the meeting at 6:39pm. Christy Prather-Skinner seconded the motion. The motion passed unanimously.

The Board may take any item on this agenda out of order. The Board may discuss and/or vote to approve, disapprove, table to a future meeting or take other action on any item listed on this agenda.