

INSIGHT SCHOOL OF OKLAHOMA BOARD MEETING
Thursday, April 11, 2024 | 5:30 PM
LOCATION: Oklahoma Public School Resource
Center (OPSRC)
309 NW 13th St., Ste. 103,
Oklahoma City, OK 73103

Carole Kelley
5/16/24
Lou Starkey
5/16/24

I. Roll Call

Board Members: Carole Kelley, Vice President, Member; Jennifer Stevenson, Member; James Smith, Secretary, Member; Melissa Snipes, Member

Absent: Cindy Friedemann, Board President

Other: Jennifer Wilkinson, Executive Director; Lewis Starkey, Operations Manager and Minutes Clerk; Bill Hickman, Board Attorney; David Harp, Board Treasurer; Katrina Mohamed; Stride Portfolio Vice President via zoom; Conrad Michka, Stride OK Schools Finance Manager, via zoom; Skyler Lusnia, Statewide Virtual Charter School Board

II. Call to the public

None

III. Consideration and possible approval of minutes from the March 14, 2024 Insight School of Oklahoma Board Meeting

Action: James Smith made a motion to approve the minutes from the March 14, 2024 Insight School of Oklahoma Board Meeting as amended. Melissa Snipes seconded the motion. Carole Kelley abstained from the vote. The motion passed unanimously.

IV. Updates

a. Board President Updates

b. Treasurer Update: March 2024 – David Harp gave the treasurer updates

c. Executive Director Updates – Jennifer Wilkinson gave her updates

i. Activity Fund Report: March 2024

ii. School Updates

a. Legislative Update – Jennifer Wilkinson gave the legislative updates

b. State Testing - Jennifer Wilkinson gave her updates

c. Re-registration Enrollment Numbers - Jennifer Wilkinson gave the re-registration numbers

d. Oklahoma State Department of Education – Alternative Education Office Plan of Improvement – Jennifer Wilkinson gave her updates on the ISOK plan of improvement

Discussion: Board engaged in discussion with the Board attorney and Jennifer Wilkinson about the plan of improvement

iii. P-Card Update: March 2024 – Jennifer Wilkinson gave her updates

d. Board Member Comments

V. Business

a. Consent Docket:

i. Discussion and possible action regarding FY24 Activity Fund purchase orders #

- ii. **Discussion and possible action regarding FY24 Purchase Orders # 204-214**
- iii. **Discussion and possible action regarding change orders: PO25, PO167**
- iv. **Discussion and possible action regarding payment of FY24 K12 invoices, pending availability of funds**
- v. **Discussion and possible action regarding Sylogist contract for FY25**
- vi. **Discussion and possible action regarding Hickman Law Group contract for FY25**
- vii. **Discussion and possible action regarding Explore Learning contract for FY25**
- viii. **Discussion and possible action regarding continued agreement with Tulsa Community College (TCC) for FY25 Dual Credit Programs**
- ix. **Discussion and possible action regarding use of Horizon AP programming for FY25 (70 O.S. § 1210.704)**

Discussion: Jennifer Wilkinson reviewed the consent document items with the Board

Action: Jennifer Stevenson made a motion to approve the entire Consent Docket.

James Smith seconded the motion. The motion passed unanimously.

- b. **Consideration and possible action regarding quarterly enrollment capacities for each grade level**

Action: James Smith made a motion to approve the quarterly enrollment capacities for each grade level. Melissa Snipes seconded the motion. The motion passed unanimously.

- c. **Consideration and possible action regarding the acceptance of a contract for ISOK Board Clerk services with JoAnn Johnson**

Discussion: The Board discussed the contract with the Board attorney and Jennifer Wilkinson making note that the contract did not include the title of Minutes Clerk which will be addressed at the May Board meeting.

Action: James Smith made a motion to accept the contract for ISOK Board Clerk services with JoAnn Johnson with the understanding that the title of Minutes Clerk will be addressed at the May Board meeting. Melissa Snipes seconded the motion. The motion passed unanimously.

- d. **Review of preliminary FY25 ISOK Budget with Conrad Michka, Stride Finance Manager**

Discussion: Conrad Michka gave the Board the FY25 ISOK Budget Update. The Board took no action on this item.

- e. **Discussion and possible action regarding the FY25 Liability Insurance**

Discussion: Jennifer Wilkinson went over the FY25 Liability Insurance with the Board and asked to proceed with getting a quote.

Action: James Smith made a motion to approve the Executive Director to get a quote for the FY25 Liability Insurance. Jennifer Stevenson seconded the motion. The motion passed unanimously.

- f. **Presentation and possible action regarding the Statewide Virtual Charter School Board**

**Charter Contract Financial Provision Review and School Year 2022-2023 SVCSB
Performance Framework – Skyler H. Lusnia CPA, CIA, Financial Compliance Auditor,
Statewide Virtual Charter School Board**

Discussion: Skyler Lusnia gave the Board the Charter Contract Financial Provision Review and School Year 2022-2023 SVCSB Performance Framework review. The Board took no action on this item.

**g. Board Training Provided by Skyler H. Lusnia CPA, CIA, Financial Compliance Auditor,
Statewide Virtual Charter School Board; Topic: Public School Finance**

Discussion: Skyler Lusnia gave the Board the Public School Finance training. The Board took no action on this item.

VI. New Business

VII. Adjourn

Action: James Smith made a motion to adjourn the meeting at 7:14pm. Jennifer Stevenson seconded the motion. The motion passed unanimously.