

**INSIGHT SCHOOL OF OKLAHOMA BOARD MEETING**  
**Thursday, November 14, 2024 | 5:30 PM**  
**LOCATION: Oklahoma Public School Resource**  
**Center (OPSRC)**  
**309 NW 13<sup>th</sup> St., Ste. 103,**  
**Oklahoma City, OK 73103**

*Carole Kelley*  
*1/23/2025*  
*Jim Starkey*  
*1/23/2025*

**I. Roll Call**

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

**Absent:**

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

**II. Call to the public**

None

**III. Consideration and possible approval of minutes from the October 10, 2024 Insight School of Oklahoma Board Meeting**

**Action:** James Smith made a motion to approve the minutes from the October 10, 2024 Insight School of Oklahoma Board Meeting. Melissa Snipes seconded the motion. The motion passed unanimously.

**IV. Updates**

- a. **Board President Updates** – Carole Kelley gave her updates
- b. **Treasurer Update: October 2024** – David Harp gave the treasurer updates
- c. **Executive Director Updates** – Jennifer Wilkinson gave her updates
  - i. **Activity Fund Report: October 2024**
  - ii. **School Updates**
    - a. **School Board Training Reminder** – Bill Hickman went over the Board training requirements
    - b. **Phoenix Fire**
    - c. **Veteran’s Day Parade**
  - iii. **P-Card Update: October 2024** – Jennifer Wilkinson gave her updates
- d. **Board Member Comments** – James Smith asked for an update at the next Board meeting from the ISOK Lobbyist concerning any possible action concerning the Federal Department of Education.

**V. Business**

**a. Consent Docket:**

- i. **Discussion and possible action regarding FY25 Activity Fund purchase orders # 2**
- ii. **Discussion and possible action regarding FY25 Purchase Orders # 150-154**
- iii. **Discussion and possible action regarding FY24 change orders:**
- iv. **Discussion and possible action regarding payment of FY24 K12 invoices, pending availability of funds**

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

**Action:** Cindy Friedemann made a motion to approve the entire Consent Docket.

James Smith seconded the motion. The motion passed unanimously.

**b. Consideration and possible action regarding 2025 board meeting dates, times, and locations**

**Action:** Jennifer Stevenson made a motion to approve the 2025 board meeting dates, times, and locations as presented. Melissa Snipes seconded the motion. The motion did not pass.

**Action:** James Smith made a motion to approve the 2025 board meeting dates, times, and locations as amended with the January 2025 board meeting date moving to January 23, 2025. Melissa Snipes seconded the motion. The motion passed unanimously.

**c. Consideration and possible action regarding the approval of the FY25 school days/hours worksheet**

**Discussion:** Jennifer Wilkinson went over the FY25 school days/hours worksheet with the Board.

**Action:** Cindy Friedemann made a motion to approve the FY25 school days/hours worksheet. James Smith seconded the motion. The motion passed unanimously.

**d. Discussion on virtual testing process for the 2024-2025 school year**

**Discussion:** Jennifer Wilkinson went over the SY24-25 virtual testing best practices document with the Board

**Action:** The Board took no action on this item.

**e. External auditor's presentation on FY24 annual financial audit**

**Discussion:** Jenkins and Kemper presented the FY24 Financial Audit to the Board.

**Action:** The Board took no action on this item.

**f. Consideration and possible action regarding FY24 financial audit**

**Action:** Cindy Friedemann made a motion to approve the ISOK FY24 financial audit. James Smith seconded the motion. The motion passed unanimously.

**VI. New Business**

**VII. Adjourn**

**Action:** Cindy Friedemann made a motion to adjourn the meeting at 7:03pm. James Smith seconded the motion. The motion passed unanimously.