

July
9/11/25
Lm C. Kelley
9/11/25

INSIGHT SCHOOL OF OKLAHOMA BOARD MEETING
Thursday, August 14, 2025 | 5:30 PM
LOCATION: Oklahoma Public School Resource
Center (OPSRC)
309 NW 13th St., Ste. 103,
Oklahoma City, OK 73103

I. Roll Call

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

Absent: Cindy Friedemann, Vice President

Other: Jennifer Wilkinson, Outgoing Executive Director; Lewis Starkey, Operations Manager and Minutes Clerk; David Harp, Board Treasurer; Bill Hickman, Board Attorney, via zoom; Jenny Pace, Executive Director; Katrina Mohamed, K12 Vice President, via zoom

II. Call to the public

None

III. Consideration and possible approval of minutes from July 31, 2025 Insight School of Oklahoma Special Board Meeting

Action: James Smith made a motion to approve the minutes from July 31, 2025 Insight School of Oklahoma Special Board Meeting. Melissa Snipes seconded the motion. The motion passed unanimously.

IV. Updates

- a. **Board President Updates** – No Updates at this time
- b. **Treasurer Update: July 2025** – David Harp gave the treasurer updates
- c. **Executive Director Updates** – Jenny Pace gave the updates
 - i. **Activity Fund Report: July 2025**
 - ii. **School Updates** – Jenny Pace gave the updates
 - a. **Enrollment Update**
 - b. **Fundraiser Update**
 - iii. **P-Card Update: July 2025** – Jenny Pace gave the updates
- d. **Board Member Comments**

V. Business

- a. **Consent Docket:**
 - i. **Discussion and possible action regarding FY26 Activity Fund purchase orders # 1**
 - ii. **Discussion and possible action regarding FY26 Purchase Orders # 153-156**
 - iii. **Discussion and possible action regarding FY26 change orders: PO13, PO35**
 - iv. **Discussion and possible action regarding FY26 change orders:**
 - v. **Discussion and possible action regarding payment of FY24 K12 invoices, pending availability of funds**

Discussion: Jenny Pace reviewed the consent docket items with the Board

Action: Carole Kelley made a motion to approve the entire Consent Docket. James Smith seconded the motion. The motion passed unanimously.

b. Discussion on the Statewide Charter School Board's Performance Framework for Insight School of Oklahoma

Discussion: Jennifer Wilkinson and Jenny Pace reviewed the Statewide Charter School Board's Performance Framework with the board.

Action: No Action Taken

c. Discussion and possible action to convene into Executive Session pursuant to 25 OS§307(B)(4), Oklahoma Open Meeting Act, to engage in confidential communications between the public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.

- i. Vote to Convene in Executive Session**
- ii. Vote to Acknowledge Return to Open Session**
- iii. Reading of Executive Session Minute**
- iv. Discussion and possible action regarding the matters discussed in Executive Session**

Action: Carole Kelley made a motion to convene into Executive Session. James Smith seconded the motion. The motion passed unanimously.

Action: James Smith made a motion to return to Open Session. Carole Kelley seconded the motion. The motion passed unanimously.

The Board, along with their attorney, Bill Hickman, invited Jennifer Wilkinson, Jenny Pace, and Kristina Mohamed into Executive Session to discuss the item on the agenda.

No votes were cast, no action was taken

VI. New Business

VII. Adjourn

Action: Melissa Snipes made a motion to adjourn the meeting at 6:49pm. Carole Kelley seconded the motion. The motion passed unanimously.