

INSIGHT SCHOOL OF OKLAHOMA BOARD MEETING
Thursday, January 15, 2026 | 5:30 PM
LOCATION: Oklahoma Public School Resource
Center (OPSRC)
309 NW 13th St., Ste. 103,
Oklahoma City, OK 73103

C. Frick
2/12/26
Lm C. Frick
2/12/26

I. Roll Call

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

Absent: Melissa Snipes, Member; Cindy Friedemann, Vice President

Other: Jennifer Wilkinson, Executive Director; Lewis Starkey, Operations Manager and Minutes Clerk; David Harp, Board Treasurer; Bill Hickman, Board Attorney; Conrad Michka, Stride OK Schools Finance Manager, via zoom

II. Call to the public

III. Consideration and possible approval of minutes from December 11, 2025 Insight School of Oklahoma Board Meeting

Action: Jennifer Stevenson made a motion to approve the minutes from December 11, 2025 Insight School of Oklahoma Board Meeting as amended. James Smith seconded the motion. Carole Kelley abstained from the vote. The motion passed unanimously.

IV. Updates

- a. **Board President Updates** – Jennifer Stevenson gave her updates
- b. **Treasurer Update: December 2025** – David Harp gave the treasurer updates
- c. **Executive Director Updates** – Jennifer Wilkinson gave the updates including the resignation of Board Member – Melissa Snipes – effective immediately
 - i. **Activity Fund Report: December 2025**
 - ii. **School Updates** – Jennifer Wilkinson gave the updates
 - a. **Fundraiser Update**
 - b. **School Choice Month**
 - c. **Board Appreciation Month**
 - iii. **P-Card Update: December 2025** – Jennifer Wilkinson gave the updates
- d. **Board Member Comments**

V. Business

- a. **Consent Docket:**
 - i. **Discussion and possible action regarding FY26 Activity Fund purchase orders #**
 - ii. **Discussion and possible action regarding FY26 Purchase Orders #177-179**
 - iii. **Discussion and possible action regarding FY26 change orders: PO48, PO61, PO62, PO83, PO104, PO127, 134, 145**
 - iv. **Discussion and possible action regarding payment of FY24 K12 invoices, pending availability of funds**
 - v. **Discussion and possible action regarding the approval of the National Dropout Prevention Professional Development contract**
 - vi. **Discussion and possible action regarding approval of the school calendar for**

the 2025-2026 school year

Discussion: Jennifer Wilkinson 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 of the 2025 Insight School of Oklahoma Report Card

Discussion: Jennifer Wilkinson reviewed the 2025 Insight School of Oklahoma Report Card with the Board

Action: No action taken on this item

c. Discussion and possible action regarding the approval of the school calendar for the 2026 – 2027 year

Discussion: Jennifer Wilkinson reviewed the school calendar for the 2026 – 2027 year with the Board

Action: Carole Kelley made a motion to approve the school calendar for the 2026 – 2027 year. James Smith seconded the motion. The motion passed unanimously.

d. Discussion and possible action regarding the approval of the quarterly enrollment capacities for each grade level

Discussion: Jennifer Wilkinson reviewed the quarterly enrollment capacities for each grade level with the board.

Action: Carole Kelley made a motion to approve the quarterly enrollment capacities for each grade level. Jennifer Stevenson seconded the motion. The motion passed unanimously.

VI. New Business

VII. Adjourn

Action: Carole Kelley made a motion to adjourn the meeting at 6:25pm. James Smith seconded the motion. The motion passed unanimously.