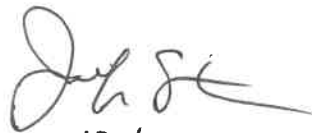
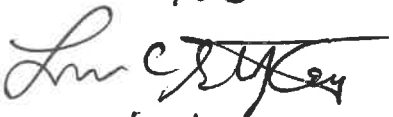


INSIGHT SCHOOL OF OKLAHOMA BOARD MEETING
Thursday, November 13, 2025 | 5:30 PM
LOCATION: Oklahoma Public School Resource
Center (OPSRC)
309 NW 13th St., Ste. 103,
Oklahoma City, OK 73103


12/11/25

12/11/25

I. Roll Call

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

Absent: Carole Kelley, Member

Other: Jennifer Wilkinson, Executive Director; Lewis Starkey, Operations Manager and Minutes Clerk; David Harp, Board Treasurer; Jenny Pace, Executive Director; Bill Hickman, Board Attorney; Katrina Mohamed, K12 Vice President, via zoom; Skyler Lusnia, Statewide Virtual Charter School Board; Conrad Michka, Stride OK Schools Finance Manager, via zoom; Jay Jenkins, Jenkins & Kemper Auditor; Ellie Rivas, Statewide Virtual Charter School Board

II. Call to the public

III. Consideration and possible approval of minutes from October 9, 2025 Insight School of Oklahoma Board Meeting

Action: Cindy Friedemann made a motion to approve the minutes from October 9, 2025 Insight School of Oklahoma Board Meeting. James Smith seconded the motion. The motion passed unanimously.

IV. Updates

- a. **Board President Updates** – Jennifer Stevenson gave her updates
- b. **Treasurer Update: October 2025** – David Harp gave the treasurer updates
- c. **Executive Director Updates** – Jenny Pace gave the updates
 - i. **Activity Fund Report: October 2025**
 - ii. **School Updates** – Jenny Pace gave the updates
 - a. **Fundraiser Update**
 - b. **Veteran's Day Parade**
 - c. **Cognia Accreditation**
 - d. **FY25 Test Score Summary**
 - e. **Presentation of College Remediation and Dropout Reports**
 - iii. **P-Card Update: October 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 #**
 - ii. **Discussion and possible action regarding FY26 Purchase Orders #169-174**
 - iii. **Discussion and possible action regarding FY26 change orders: PO4, PO35, PO52, PO137**
 - 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 Office of School Safety and Security letter**
- vi. **Discussion and possible action regarding approval of the CTE elective credit**
- vii. **Discussion and possible action regarding the approval of the Board Policy 3040: Self-Administration of Prescribed Medication**

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

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

Melissa Snipes seconded the motion. The motion passed unanimously.

- b. **Presentation and possible action regarding FY25 Jenkins and Kemper external financial audit presentation**

Discussion: Jay Jenkins gave the FY25 financial audit presentation

Action: No action taken on this item

- c. **Discussion and possible action regarding FY25 financial audit**

Discussion:

Action: James Smith made a motion to approve the FY25 financial audit. Melissa Snipes seconded the motion. The motion passed unanimously.

- d. **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: Melissa Snipes made a motion to convene into Executive Session. James Smith seconded the motion. The motion passed unanimously.

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

Action: Melissa Snipes made a motion to contract the NDPC to review our Alt Ed criteria and records for the FY26 school year. James Smith seconded the motion. The motion passed unanimously.

The Board, along with their attorney, Bill Hickman, invited Jennifer Wilkinson, and Jenny Pace 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 7:21pm. James Smith seconded the motion. The motion passed unanimously.