

INSIGHT SCHOOL OF OKLAHOMA BOARD MEETING
Thursday, December 11, 2025 | 4:00 PM
LOCATION: Oklahoma Public School Resource
Center (OPSRC)
309 NW 13th St., Ste. 103,
Oklahoma City, OK 73103

Handwritten notes:
Jed
1/15/24
C/K
1/15/24

I. Roll Call

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

Absent: Carole Kelley, Member; Cindy Friedemann, Vice President

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

II. Call to the public

III. Consideration and possible approval of minutes from November 13, 2025 Insight School of Oklahoma Board Meeting

Action: Melissa Snipes made a motion to approve the minutes from November 13, 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: November 2025** – David Harp gave the treasurer updates
- c. **Executive Director Updates** – Jenny Pace gave the updates
 - i. **Activity Fund Report: November 2025**
 - ii. **School Updates** – Jenny Pace gave the updates
 - a. **Oklahoma Arts Council grant**
 - iii. **P-Card Update: November 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 # 2-4
- ii. Discussion and possible action regarding FY26 Purchase Orders #175-176
- iii. Discussion and possible action regarding FY26 change orders: PO60, PO66, PO75, PO95, PO100, PO110, PO113, PO114, PO123
- iv. Discussion and possible action regarding payment of FY24 K12 invoices, pending availability of funds *26*
- v. Discussion and possible action regarding the approval of the Oklahoma Security Services contract
- vi. Discussion and possible action regarding approval of the National Dropout Prevention Center contract

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

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

VI. New Business

VII. Adjourn

Action: James Smith made a motion to adjourn the meeting at 4:30pm. Melissa Snipes seconded the motion. The motion passed unanimously.