

**OKLAHOMA VIRTUAL CHARTER ACADEMY Regular Board Meeting**  
**November 9, 2017 7:00 pm**  
**Location: Oklahoma Virtual Charter Academy Board Meeting Room**  
**1160 S Douglas Blvd**  
**Midwest City, OK 73130**

**I. Roll Call**

**Present: Board Members:** Lisa Lange, Dr. Vickie Hinkle, Terry Hopper, Kristi Gifford, Pam Lowe

**Others:** Sheryl Tatum, David Harp, Steve Huff, Courtney Love, Jay Jenkins, Nicole Ellison

**II. Call to the public**

None

**III. Consideration and possible approval of minutes of September 21, 2017 OVCA Board regular meeting**

**IV. Updates**

**a. Board President Update**

**Discussion:** Terry Hopper thanked Kristi Gifford for sharing a little bit about the history of the school. He said he appreciated having that background.

**b. Treasurer's Report**

**Discussion:** David Harp presented the treasurer's update.

**c. Head of School Update**

**Discussion:** Tomorrow, 11/10/2017, OVCA students and staff will be participating in the Veteran's Day Parade in Midwest City. They will be walking right by the office. Sheryl Tatum will share pictures with the board.

**i. Activity Fund Report**

**Discussion:** The prom committee paid the deposit on their facility for the prom from the Prom Activity Fund subaccount, so they only have \$13 left in their account.

**ii. Presentation of Annual Dropout Report for Grades 7-12**

**Discussion:** Each November the board looks at the dropout numbers. This year OVCA is showing the exit reason for the dropout in addition to the dropout numbers themselves.

**V. Business**

**a. Consideration and possible approval of election of Heather Reed to serve on the Oklahoma Virtual Charter School Board for a one year term.**

**Discussion:** Heather Reed shared a little about herself. She lives and works in Midwest City, OK, as a nurse practitioner. She also teaches at the college level in a masters nursing program. She has four children.

**Action:** Kristi Gifford moved to approve Heather Reed as a new member of the board. Pam Lowe seconded the motion. The motion passed unanimously.

**b. External Auditor's Presentation on FY 2016-2017 Annual Financial Audit**

**Discussion:** Jay Jenkins presented the financial audit for OVCA. He shared that this was his 5<sup>th</sup> audit with OVCA. The audits have improved each year, with no findings over the past two years. Jay Jenkins shared that OVCA had a very clean audit. There were no findings in the Financial Audit that Jenkins & Kemper completed for the timeframe from July 1, 2016 to June 30, 2017.

**c. Consideration and possible motion to accept FY 2016-2017 Annual Financial Audit**

**Action:** Kristi Gifford moved to approve the FY 2016-2017 Annual Financial Audit as presented. Pam Lowe seconded the motion. The motion passed unanimously.

**d. Consideration and possible approval of 2017-2018 Title I School Improvement Plans**

**Discussion:** Nicole Ellison, Title I Coordinator, shared the Title I School Improvement Plan with the board. She shared how she works with the OVCA Title I committee to identify the priority items for the Title I Plan and how she collaborates with them to ensure that they are implementing plans to meet the goals.

**Action:** Pam Lowe moved to approve the 2017-2018 Title I School Improvement Plan as presented. Heather Reed seconded the motion. The motion passed unanimously.

**e. Consideration and possible approval of Amendment to Contract with the Statewide Virtual Charter School Board for the current contract**

**Discussion:** Sheryl Tatum explained the change to the Contract. The authorizer will stop collecting funds as long as the oversight fee remains greater than 120% of the current Fiscal Year Budget. Collection of the fees by the Sponsor will resume the month after the Sponsor's operating account balance is below the 120% threshold for the remaining Fiscal Year budget. The Statewide Virtual Charter School Board estimates that virtual schools should not have to pay the fee for 18 months, assuming that the state does not remove funds from the Statewide Virtual Charter School Board account.

**Action:** Kristi Gifford made a motion to approve the proposed amendment to the current Contract with the Statewide Virtual Charter School Board. Pam Lowe seconded the motion. The motion passed unanimously.

**f. Consideration and possible approval of Amendment to Contract with the Statewide Virtual Charter School Board for the 2018 contract**

**Action:** Kristi Gifford made a motion to approve the amendment to the 2018 contract with the Statewide Virtual Charter School Board. Pam Lowe seconded the motion. The motion passed unanimously.

**g. Consideration and possible approval of 2018 Regular Board meeting dates, time and location**

**Action:** Pam Lowe moved to approve the 2017 Regular Board meeting dates, times, and locations as presented. Heather Reed seconded the motion. The motion passed unanimously.

**h. Consideration and possible approval of revised 2017 Activity fund subaccounts to include Scholarship Fund**

**Discussion:**

**Action:** Kristi Gifford moved to approve the revision to the 2017 Activity Fund subaccounts to include a Scholarship Fund. Pam Lowe seconded the motion. The motion passed unanimously.

**i. Consideration and possible approval to add Terry Hopper, Board President, as signer on the main bank account**

**Action:** Kristi Gifford made a motion to add Terry Hopper, OVCA Board President, as signer on the main bank account. Pam Lowe seconded the motion. The motion passed unanimously.

**j. Consent Docket**

**i. Consideration and possible approval of FY 2018 purchase orders #194-208**

**ii. Consideration and possible approval of payment of FY 18 K12 invoices**

**Action:** Heather Reed made a motion to approve the Consent Docket as presented. Kristi Gifford seconded the motion. The motion passed unanimously.

**k. Presentation by the Statewide Virtual Charter School Board Executive Director**

**Discussion:** Dr. Wilkinson shared that there is a newly approved Authorization and Oversight Manual. Dr. Wilkinson recommended that the board look at the Performance Framework section. There are three sections to the Performance Framework: academic performance, financial responsibility, and organizational structure. Dr. Wilkinson will meet with the Superintendent each year to review the Performance Framework, but the fourth year is what really sets the stage for reauthorization.

She also presented an annual report for the OVCA Board. Part on the new manual states that the authorizer will come to the school once a year to share an update.

**VI. New business**

None

**Adjournment**

Kristi Gifford made a motion to adjourn at 8:40pm. Pam Lowe seconded the motion. The motion passed unanimously.