

**Insight School of Oklahoma Board Meeting
November 17, 2016 5:00 pm**

**Location: Insight School of Oklahoma
1156 S Douglas Blvd
OKC, OK 73130**

Meeting called to order at 5:10 pm.

I. Roll Call

Board Members: Veronica McGowan, Vice-President; Amy Henderson, Member; DeAnna Gwatney, Board President; Lealon Taylor, Member

Absent: James Smith, Secretary/Treasurer

Other: Sheryl Tatum, ISOK Head of School; David Harp, Treasurer; Tina Littell, K12 Deputy Regional Vice President, Central Region; Bill Hickman, ISOK Attorney; Jack Jenkins, Auditor; Dr. Rebecca Wilkinson, Executive Director of the Statewide Virtual Charter School Board; Courtney Love, ISOK Operations Manager

II. Call to the public

None

III. Consideration and possible approval of minutes from the September 13, 2016 Insight School of Oklahoma Regular Board Meeting

Action: Amy Henderson moved to approve the minutes as presented. Lealon Taylor seconded the motion. The motion passed unanimously.

IV. Training/Updates

a. Board President Update

Discussion: Veronica McGowan and Lealon Taylor gave an update on their discussions with Kathren Stenno from the Office of Educational Quality and Accountability (OEQA).

b. Treasurer Update

Discssion: David Harp gave an update on the ISOK financials.

c. Head of School Updates

i. Presentation of Annual Dropout Report for Grades 7-12

Discussion: Sheryl Tatum responded to the interview comments from Lealon Taylor and Veronica McGowan and presented the annual drop-out report.

V. Business

a. External Auditor's Presentation on FY 2015-2016 Annual Financial Audit

Discussion: The internal control and compliance results disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Action: DeAnna Gwatney made a motion to accept the Annual Financial Audit as presented. Amy Henderson seconded the motion. The motion passed unanimously.

b. Consideration and possible motion to accept FY 2015-2016 Annual Financial Audit

- c. **Consent Docket:**
 - i. **Consideration and possible approval of FY 17 Purchase Orders #61-68**
 - ii. **Consideration and possible approval of change order to PO #2017-11-41**
 - iii. **Consideration and possible approval of payment of FY 16 K12 invoices**
 - iv. **Consideration and possible approval of payment of FY 17 K12 invoices**
Action: DeAnna Gwatney made a motion to pass the consent docket as presented. Amy Henderson seconded the motion. The motion passed unanimously.
- d. **Consideration and possible approval of mathematics and science courses taken at Career Tech**
Discussion: ISOK does not currently have any students taking math or science courses at a Career Tech Center, but it is an option for them. Sheryl Tatum pulled out the traditional math and science options for students. The board is approving these courses so that ISOK could transcribe the math/science courses for the subject taken, rather than an elective on student transcripts.
Action: Lealon Taylor moved to approve the math and science courses taken at career tech. DeAnna Gwatney seconded the motion. The motion passed unanimously.
- e. **Consideration and possible approval of revised Fiscal Policies and Procedures**
Discussion: Sheryl Tatum explained the changes to the Fiscal Policies and Procedures.
Action: DeAnna Gwatney made a motion to approve the Fiscal Policies and Procedures as presented, with the amendment to add "summer school" to the PayPal account use. Lealon Taylor seconded the motion. The motion passed unanimously.
- f. **Consideration and possible approval of 2016-2017 School Improvement Plans for Title I and Statewide Virtual Charter School Board contract.**
Discussion: The plan presented will meet the needs of the School Wide Improvement Plan and the improvement plan for the authorizer. Lealon Taylor noted that the board understood the population the schools serves and that they knew they would be in this situation. As a board, they would be looking at improvement plans and ways to support students regardless of external requirements.
Action: Lealon Taylor moved to approve the School Improvement Plan as presented. Amy Henderson seconded the motion. The motion passed unanimously.
- g. **Consideration and possible approval of 2017 Regular Board meeting dates, time and location**
Discussion: The board meetings will be moved from Tuesdays to Thursdays to meet the schedule of board members. The board requested July 20th as the July date. The November 16th meeting will be at the ISOK Office. The rest of the meetings will be at OSPRC.
Action: DeAnna Gwatney made a motion to accept the 2017 meetings dates, with July 20th as the July date and November 16th at ISOK Office. Amy Henderson seconded the motion. The motion passed unanimously.
- h. **Consideration and possible approval of Rhonda Bellah as Activity Funds Custodian, Encumbrance Clerk and Alternate Minutes Clerk**
Action: Lealon Taylor moved to approve. DeAnna Gwatney seconded the motion. The motion passed unanimously.
- i. **Consideration and possible approval to add Rhonda Bellah as a signer on the ISOK Activity Fund account**
Action: DeAnna Gwatney moved to approve. Lealon Taylor seconded the motion. The motion passed unanimously.

j. **Discussion of possible locations for graduation**

Discussion: The school is looking for a location that will seat 500. The board offered several suggestions, which the ISOK Graduation Committee will follow up on.

k. **Discussion regarding possible Student-led Non-Curricular Groups Policy**

Discussion: Sheryl Tatum will bring a list of the K12 National Clubs and Bill Hickman will draft a policy to bring to the board for consideration at the next meeting.

VI. **New Business**

None

Adjournment

DeAnna Gwatney made a motion to adjourn. Amy Henderson seconded the motion. Meeting adjourned at 6:28 pm.

Veronica McGowan

Courtney Love

2/9/17