

**Insight School of Oklahoma Annual Board Meeting  
June 13, 2019 5:30 pm**

**Location: Oklahoma Public School Resource Center (OPSRC)  
309 NW 13th, Ste. 103  
OKC, OK 73103**

Meeting called to order at 5:32 pm.

**I. Roll Call**

**Board Members:** James Smith, President; Dr. Leo Presley, Treasurer; Kelly Barnes, Clerk; David Harp, Treasurer

**Absent:** Lee Maples, Member

**Other:** Sheryl Tatum, ISOK Head of School; Chris Pitts, ISOK Operations Manager; Bill Hickman, Board Attorney; Tina Littell, Deputy VP Regional School Services, Doug McCollum, K12 Senior VP of Products; Jennifer Wilkinson, Public; Steve Huff, Public

**II. Call to the public**

None

**III. Consideration and possible approval of minutes from the May 16, 2019 Insight School of Oklahoma Board Meeting**

**Action:** Kelly Barnes made a motion to approve the minutes of the May 16, 2019 Board Meeting as presented. Dr. Leo Presley seconded the motion. The motion passed unanimously.

**IV. Training/Updates**

**a. Board President Updates**

**Discussion:** James Smith eagerly anticipates the election of a new board member.

**b. Treasurer Update**

**Discussion:** David Harp reviewed current budget. Addressed remaining FY 19 balance only carries over summer school and interest collections.

**c. Head of School**

**i. Activity Fund Report**

**Discussion:** No activity since last meeting. Balance of \$1,998.01.

**ii. School Updates**

**Discussion:** Sheryl Tatum shared school year closed strong, with focus on students passing courses. Metrics sent. Organizational charts shared to reflect changes. Doug McCollum introduced with a trip to Herndon discussed. Kelly Barnes and James Smith expressed interest. Doug McCollum discussed the K12 organizational flow and current directions of the company, including working to improve teacher training and creating mobile-friendly curriculum. Tina Littell updated that K12 employs 4,532, not including contractors.

V. **Business**

a. **Consideration and possible action regarding re-election of James Smith to serve on the ISOK Board**

**Discussion:** Sheryl Tatum reviewed term length is three years in by-laws for board members. Staggered terms maintain at least one returning member at any given year. Bill Hickman reviewed voluntary nature of board, with members able to resign early.

**Action:** Kelly Barnes made a motion to approve re-election of James Smith to the ISOK Board. Dr. Leo Presley seconded the motion. The motion passed unanimously.

b. **Consideration and possible action regarding re-election of Kelly Barnes to serve on the ISOK Board**

**Action:** James Smith made a motion to approve re-election of Kelly Barnes to ISOK Board. Dr. Leo Presley seconded the motion. The motion passed unanimously.

c. **Consideration and possible action regarding re-election of Lee Maples to serve on the ISOK Board**

**Action:** Dr. Leo Presley made a motion to approve re-election of Lee Maples to ISOK Board. Kelly Barnes seconded the motion. The motion passed unanimously.

d. **Consideration and possible action regarding nomination and election of Board Officers for 2019-2020 school year**

**Discussion:** James Smith asked for individual nominations on for President, Vice-President and Secretary

**Action:** Dr. Leo Presley made a motion to approve nomination and election of Board Officers, including President as James Smith, Vice-President as Dr. Leo Presley and Secretary as Kelly Barnes. Kelly Barnes seconded the motion. The motion passed unanimously.

e. **Consideration and possible action regarding annual approval of Product and Services Agreement with K12**

**Discussion:** Bill Hickman reviewed the contract approval process in 2014. Responsibilities of school to K12 centered on financial obligation and oversight. Board oversees financial management and adoption of policies. Provision covers balanced budget, with K12 assuming the risk that its fees charged may not cover fully the costs of supporting the school.

**Action:** James Smith made a motion to approve Product Services Agreement with K12. Dr. Leo Presley seconded the motion. The motion passed unanimously.

f. **Consent Docket**

i. **Discussion and possible action regarding FY 2019 purchase orders # 190-198**

ii. **Discussion and possible action regarding change order 2019-11-4**

iii. **Discussion and possible action regarding FY 2020 purchase orders # 1 – 115**

iv. **Discussion and possible action regarding payment of FY 19 K12 invoices, pending availability of funds**

v. **Consideration and possible action regarding annual approval of contract with EAS for consultation services**

vi. **Consideration and possible action regarding annual approval of contract with Harp Educational Services for treasury service**

vii. **Consideration and possible action regarding annual approval of supplemental sublease with OVCA for offices located at 1156 and 1160 S Douglas Blvd, Midwest City, OK**

- viii. **Consideration and possible action regarding annual approval of Pitney Bowes contract for postage meter**
  - ix. **Consideration and possible action regarding annual approval of CommCore contract for VoIP phone service and equipment rental**
  - x. **Discussion and possible action regarding annual approval of mathematics and science courses taken at Career Tech for FY 2019-2020**
  - xi. **Consideration and possible annual acknowledgement of K12 employee handbook**
  - xii. **Consideration and possible action regarding annual approval of FY 20 Activity Fund subaccounts and fundraisers**  
**Discussion:** Steve Huff helps schools with federal programs, explained his role and educational experience.  
**Action:** Kelly Barnes made a motion to approve the entire Consent Docket. Dr. Leo Presley seconded the motion. The motion passed unanimously.
- g. Consideration and possible action regarding appointment of the following individuals to serve on the Local Gifted Advisory Committee for the 2019-2020 school year.**
- i. **Gifted Resource Coordinator – Holly Wyers**
  - ii. **Community Member - Emily Keleher**
  - iii. **Teacher – Crystal Peterson**
  - iv. **Community Family Advisor – Dawn Waite**
  - v. **Counselor – Jennifer Preston**
- Discussion:** Sheryl Tatum discussed the need to identify and approve the committee to oversee services to the Gifted/Talented students. James Smith expressed interest in having Holly Wyers attend an upcoming board meeting.  
**Action:** James Smith made a motion to approve the appointments to the Local Gifted Advisory Committee. Kelly Barnes seconded the motion. The motion passed unanimously.
- h. Discussion and possible action regarding contract with TEL Library, LLC for concurrent enrollment options**
- Discussion:** Sheryl Tatum discussed the College and Career Readiness requirements from the state and what counts for credit when measuring participation in different programs. ISOK required to have 20% participation, meeting 13% during SY18-19. Through TEL, ISOK controls entrance standards.  
**Action:** Dr. Leo Presley made a motion to approve contract with TEL Library, LLC. Kelly Barnes seconded the motion. The motion passed unanimously.
- i. Discussion and possible action regarding FY 20 liability insurance**  
**Discussion:** Sheryl Tatum shared that increase was related to enrollment.  
**Action:** Kelly Barnes made a motion to approve FY 20 liability insurance. James Smith seconded the motion. The motion passed unanimously.
- j. Discussion and possible action regarding revision to ISOK Board Policy 1000 Conflict of Interest**  
**Discussion:** Bill Hickman discussed that new state legislation calls for transparency regarding conflict of interest. Main provisions relate to employment and entering into contracts.  
**Action:** Kelly Barnes made a motion to approve ISOK Board Policy 1000. Dr. Leo Presley seconded the motion. The motion passed unanimously.

- k. Discussion and possible action regarding ISOK Board Policy 1050 ISOK Board of Directors: Media Policy**  
**Discussion:** Bill Hickman reviewed policy, with all media questions being referred to Head of School.  
**Action:** Kelly Barnes made a motion to approve ISOK Board Policy 1050. Dr. Leo Presley seconded the motion. The motion passed unanimously.
- l. Discussion and possible action regarding revision to ISOK Board Policy 2000: Credit by Examination**  
**Discussion:** None  
**Action:** Kelly Barnes made a motion to approve ISOK Board Policy 2000. Dr. Leo Presley seconded the motion. The motion passed unanimously.
- m. Discussion and possible action regarding ISOK Board Policy 2020: Grade Placement for Students Entering from Homeschool**  
**Discussion:** Sheryl Tatum discussed included 30-day timeline to match the state code. James Smith enquired about maturity/age level mentioned.  
**Action:** Dr. Leo Presley made a motion to approve adoption of the ISOK Board Policy 2020. Kelly Barnes seconded the motion. The motion passed unanimously.
- n. Discussion and possible action regarding ISOK Board Policy 2030: Career Preparation Opportunities**  
**Discussion:** None  
**Action:** Kelly Barnes made a motion to approve ISOK Board Policy 2030. Dr. Leo Presley seconded the motion. The motion passed unanimously.
- o. Discussion and possible action regarding revision to ISOK Board Policy 4030 Sexual Abuse of Minors**  
**Discussion:** James Smith asked board if there should be a consideration to include the Director of Schools as an escalation to bypass Head of School if needed. Sheryl Tatum suggested the consideration of an additional line to match state training law to read the “shall be presented.”  
**Action:** Dr. Leo Presley made a motion to approve ISOK Board Policy 4030 with amendment. Kelly Barnes seconded the motion. The motion passed unanimously.
- p. Discussion and possible action regarding revision to ISOK Board Policy 5000 Loaner Computer and Internet Subsidy**  
**Discussion:** Policy amended to replace typo of “responsibly” to “responsibility.”  
**Action:** Dr. Leo Presley made a motion to approve ISOK Board Policy 5000 as amended. Kelly Barnes seconded the motion. The motion passed unanimously.
- q. Discussion and possible action regarding revision to the 19-20 Student Handbook**  
**Discussion:** None  
**Action:** Kelly Barnes made a motion to approve 19-20 Student Handbook. Dr. Leo Presley seconded the motion. The motion passed unanimously.
- r. Discussion regarding Service Provider Evaluation Instrument**  
**Discussion:** None
- s. Executive Session:**  
**Discussion and possible action to convene into executive session for the purpose of engaging in confidential communications with legal counsel pursuant to 25 O.S.**

**§307(B)(1)(4) and (7), to discuss the employment of management company, a pending investigation, claim, or action, and the disclosure of information would violate confidentiality requirements of state or federal law and to discuss 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.**

**a.(Action) Vote to Convene into Executive Session**

Kelly Barnes made a motion to convene into Executive Session. Dr. Leo Presley seconded. The motion passed unanimously.

**b.(Action) Vote to Return to Open Session**

Kelly Barnes made a motion to return to Open Session. Dr. Leo Presley seconded. The motion passed unanimously.

**c. Reading of the Executive Session Minute**

James Smith shared that no actions were taken during Executive Session.

**d.(Action) Possible action on items considered in Executive Session**

No Action

**t. Discussion regarding Head of School search and board input.**

**Discussion:** Dr. Leo Presley discussed Board's vested interested in Head of School application consideration. Feedback discussed as being non-evaluative.

**VI. New Business**

Discussion: None

**VII. Adjourn**

**Action:** Kelly Barnes made a motion to adjourn the meeting at 8:38 pm. Dr. Leo Presley seconded the motion. The motion passed unanimously.