

**Insight School of Oklahoma Regular Board Meeting
June 9, 2015 4:15 pm**

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

Meeting called to order at 4:19pm.

I. Roll Call

Board Members: Deanna Gwatney, Board President; Veronica McGowan, Secretary; James Smith, Treasurer; Lealon Taylor, Member

Absent: Sherry Adrian, Member

Other: Sheryl Tatum, ISOK Head of School; Courtney Love, ISOK Operations Manager; Bill Hickman, ISOK Attorney

II. Call to the public

None

III. Consideration and possible approval of minutes from the March 10, 2015 Insight School of Oklahoma Regular Board Meeting

Action: Veronica McGowan moved to accept the minutes as written. James Smith seconded the motion. The motion passed unanimously.

IV. Consideration and possible approval of the minutes from the April 24, 2015 Insight School of Oklahoma Special Board Meeting

Action: James Smith moved to approve the minutes. Veronica McGowan seconded the motion. The motion passed unanimously.

V. Updates

a. Board President Updates

Discussion: The Virtual Charter School Board decided that to be fair, they would charge all schools 3% for the authorizer fee. Previously, it varied by school.

b. Treasurer's Report

c. K12 Central Region Finance Manager's Report

Discussion: The estimated forecast for the month of May versus the month of April looks very similar.

d. Head of School Report and School Metrics

Discussion: Sheryl Tatum explained that schools start out as targeted Title 1 schools, where they have to determine which students they want to target, but next year ISOK will be a School-wide Title 1 school.

VI. Business

a. Consideration and possible approval of revision to Board meeting calendar

Discussion: Deanna Gwatney mentioned that the board needs to meet for a 10 minute meeting, but the date needs to be changed. The board agreed to move the meeting to

7/7/2015 at 4:15 pm at the Insight Office. The board decided to cancel the August meeting, the October meeting, and the December meeting.

Action: Veronica McGowan made a motion to accept the changes to the board meeting dates with the July meeting being moved to 7/7/2015. James Smith seconded the motion. The motion passed unanimously.

- b. Consideration and possible approval of nomination and election of Board Members and providing for staggered terms by designation of approximately one-third (1/3) of members to one-year terms, one third (1/3) of members to two-year terms and one-third (1/3) of members to three-year terms.**

Action: Veronica McGowan nominated Sherri Adrian and Lealon Taylor for one year terms, James Smith for a two year term, and Veronica McGowan and Deanna Gwatney for three year terms. James Smith seconded the motion. The motion passed unanimously.

- c. Consideration and possible approval of nomination and election of Board Officers**

Action: Veronica McGowan moved to nominate herself as the Vice President, James Smith as the Secretary/Treasurer, and Deanna Gwatney as the President. James Smith seconded the motion. The motion passed unanimously.

- d. Consideration and possible annual approval/renewal of product and services agreement with K12**

Action: Veronica McGowan moved to accept the motion. James Smith seconded the motion. The motion passed unanimously.

- e. Consideration and approval of key administrative, operational and financial positions consistent with products and services with K12:**

- i. Head of School- Sheryl Tatum**
- ii. Principal – Kimberley Kelly**
- iii. Operations Manager – Courtney Love**
- iv. Title I Coordinator – Nicole Ellison**
- v. Special Programs Manager – Christie Stephenson**
- vi. School Treasurer – David Harp**
- vii. Encumbrance Clerk – Jeremy King**
- viii. Minutes Clerk – Courtney Love**
- ix. Activity Fund Custodian – Courtney Love**

Action: Lealon Taylor moved to approve item e. Veronica McGowan seconded the motion. The motion passed unanimously.

- f. Consent docket:**

- i. Consideration and possible approval of purchase orders #74-94**
- ii. Consideration and possible approval of change order to purchase order #2015-11-3 to include cost of activity fund module**
- iii. Consideration and possible approval of payment of K12 invoices**
- iv. Consideration and possible approval of renewal of lease for FY 15**
- v. Consideration and possible approval of contract for student information system**

- vi. **Consideration and possible approval of contract with David Harp for School Treasurer**
- vii. **Consideration and possible approval of temporary appropriations**
Action: Veronica McGowan made a motion to approve the consent docket as presented. Lealon Taylor seconded the motion. The motion passed unanimously.

- g. **Consideration and possible approval of contract for renewal of insurance for FY 15-16**
Action: Veronica McGowan moved that the board accept all insurance, excluding the Security Risk Management, as stated on the proposal. Lealon Taylor seconded the motion. The motion passed unanimously.

- h. **Consideration and possible approval of initial FY16 Budget**
Action: Veronica McGowan moved to approve the forecasted budget as presented. Lealon Taylor seconded the motion. The motion passed unanimously.

- i. **Consideration and possible approval to authorize Head of School to approve payment of K12 payroll invoices as received pending sufficient funds available.**
Action: Lealon Taylor moved to approve. James Smith seconded the motion. The motion passed unanimously.

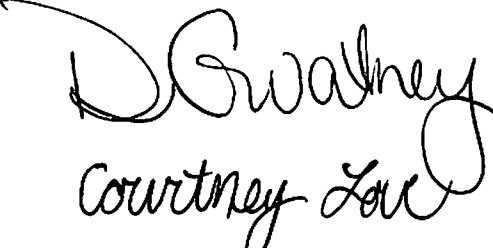
- j. **Consideration and possible approval of Student/Parent Agreement Policy**
Discussion: Bill Hickman explained that this policy gives ISOK the right to revoke enrollment at the end of the year for students who do not abide by the policies of the school.
Action: Veronica McGowan moved to accept the Student/Parent Agreement Policy. James Smith seconded the motion. The motion passed unanimously.

- k. **Consideration and possible approval of Parent/Student handbook**
Discussion: Sheryl Tatum gave a brief explanation of the updates to the Parent/Student handbook. Veronica suggested that the age requirement stated that students must not be over 21 and remove the 5-21 part.
Action: Lealon Taylor made a motion to approve the handbook with the change to the age requirement. James Smith seconded the motion. The motion passed unanimously.

VII. **New business**
None

Adjournment

Meeting adjourned at 5:36pm.


Courtney Love