

**Insight School of Oklahoma Regular Board Meeting
November 9, 2017 5:30 pm**

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

Meeting called to order at 5:38.

I. Roll Call

Board Members: Veronica McGowan, Vice-President; James Smith, Secretary/Treasurer;
Deanna Gwatney, Board President

Absent: Amy Henderson, Member; Mary Raetz, Member

Other: Sheryl Tatum, ISOK Head of School; Courtney Love, ISOK Operations Manager;
Dr. Rebekah Wilkinson, Executive Director Statewide Virtual Charter School Board; Nicole
Ellison, ISOK Title I Coordinator; Jay Jenkins, Financial Auditor; David Harp, Treasurer

II. Call to the public

None

III. Consideration and possible approval of minutes from the September 25, 2017 Insight School of Oklahoma Regular Board Meeting

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

IV. Training/Updates

a. Board President Update

Discussion: Deanna Gwatney shared her personal experience with helping an ISOK student be successful with schooling.

Deanna Gwatney has Boxtops and Country Boy Care Bucks. Sheryl Tatum told Deanna to bring the Country Boy Care Bucks info to Rhonda Bellah, the ISOK Encumbrance Clerk, and Rhonda Bellah will work on getting the school set up to collect them.

b. Treasurer Update

Discussion: David Harp shared the treasure's update. Today ISOK wrapped up all their Financial Reporting for Fiscal Year 2016 and certified the report in the state system.

c. Head of School

Discussion: Tomorrow, 11/10/2017, ISOK 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

This last month the teachers made a small donation to wear jeans to their In-Person PD. That accounts for the small increase in funds.

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

Each November the board looks at the dropout numbers. This year ISOK is showing the exit reason for the dropout in addition to the dropout numbers.

V. Business

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

Discussion: Jay Jenkins shared that ISOK 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.

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

Action: Deanna Gwatney made a motion to accept the Financial Audit as presented. James Smith seconded the motion. The motion passed unanimously.

c. 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 ISOK 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: Veronica McGowan made a motion to approve the ISOK 2017-2018 Title I School Improvement Plan as presented. James Smith seconded the motion. The motion passed unanimously.

d. Consideration and possible approval of Amendment to Contract with the Statewide Virtual Charter School Board

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.

Action: Veronica McGowan made a motion to approve the Amendment to the Contract with the Statewide Virtual Charter School Board. James Smith seconded the motion. The motion passed unanimously.

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

Discussion: Veronica McGowan requested that the times be pushed back. Everyone agreed that 5:30 would work for them.

Action: Veronica McGowan made a motion to approve the meeting schedule with a change to the meeting time to 5:30pm. James Smith seconded the motion. The motion passed unanimously.

f. Consideration and possible approval of revised 2017-2018 Activity fund subaccounts to include Scholarship Fund.

Discussion: Sheryl Tatum explained that the ISOK staff requested the addition of the Scholarship Fund because they would like to be able to donate to a scholarship fund for their students. James Smith would like to work on a campaign to solicit donors.

Action: James Smith approved the revision to the 2017-2017 Activity fund subaccount to include a Scholarship Fund. Veronica McGowan seconded the motion. The motion passed unanimously.

g. Consideration and possible approval of prioritization of recommendations from the OEQA School Review

Discussion: Sheryl Tatum presented the items that ISOK would like to accept/implement as presented, proposed modifications, and rejected items.

Action: Veronica McGowan made a motion to approve the prioritization of recommendations from the OEQA School Review. James Smith seconded the motion. The motion passed unanimously.

h. Consent Docket:

i. Consideration and possible approval of FY 18 Purchase Orders # 80-92

ii. Consideration and possible approval of payment of K12 FY18 invoices

Action: Veronica McGowan made a motion to approve the Consent Docket as presented. James Smith seconded the motion. The motion passed unanimously.

i. Presentation by the Statewide Virtual Charter School Board Executive Director

Discussion: Dr. Wilkinson shared that there is a newly approved Authorization and Oversight Manual. She recommended that the board review the reauthorization process in the new manual. ISOK's reauthorization is coming up quickly. In the past, schools were asked to present a large binder of artifacts but under the new plan the school can only submit a 30-page document for reauthorization. The other section that Dr. Wilkinson recommended that the board look at is 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 ISOK. 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

VII. Adjourn

Action: James Smith made a motion to adjourn the meeting at 6:59 pm. Veronica McGowan seconded the motion. The motion passed unanimously.