

**Insight School of Oklahoma Board Meeting**  
**June 20, 2017 5:00 pm**  
**Location: Oklahoma Public School Resource Center (OPSRC)**  
**309 NW 13th, Ste. 103**  
**OKC, OK 73103**

Meeting called to order at 5:04 pm.

**I. Roll Call**

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

**Absent:** Lealon Taylor, Member

**Other:** Sheryl Tatum, ISOK Head of School; Courtney Love, ISOK Operations Manager; Tina Littell, K12 Deputy RVP;

**II. Call to the public**

None

**III. Consideration and possible approval of minutes from the April 13, 2017 Insight School of Oklahoma Regular Board Meeting**

**Action:** James Smith motioned to accept the minutes as presented. Amy Henderson seconded the motion. The motion passed unanimously.

**IV. Training/Updates**

**a. Board President Update**

**Discussion:** Deanna Gwatney would like the entire board to plan on attending the K12 Board Summit the next time it is offered.

**b. Treasurer Update**

**Discussion:** David Harp gave an update on the May and June financials.

**i. School Funding Training**

**Discussion:** The bulk of our funding comes from State Aid. State Aid is based on our student count. We are funded on a straight calculation of 1.33. Our weighted ADM is 612.72. There are several different categories for SPED weights, as well as GT weights, disadvantaged weights, and ELL weights. ISOK has no local funding such as property tax or vehicle tax. Virtual schools are only funded on the first quarter ADM. All other schools are funded on their three year high ADM. We do receive some IDEA funds (Federal Funds) for Special Education students.

**c. Head of School**

**i. Activity Fund Report**

**V. Business**

**a. Consideration and possible approval of reelection of Amy Henderson to serve on the ISOK Board for a one year term**

**Action:** Veronica McGowan made a motion to reelect Amy Henderson to serve on the ISOK Board for a one year term. James Smith seconded.

**b. Consideration and possible approval of reelection of James Smith to serve on the ISOK Board for a two-year term**

**Action:** Veronica McGowan made a motion to reelect James Smith. Amy Henderson seconded the motion. The motion passed unanimously.

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

**Action:** Veronica McGowan made a motion to approval the nomination and election of board officers. Amy Henderson seconded the motion. The motion passed unanimously.

**d. Consideration and possible approval of FY 18 Budget**

**Action:** Veronica McGowan made a motion to approve the FY 18 budget. James Smith seconded the motion. The motion passed unanimously.

**e. Consideration and possible approval of FY 18 liability insurance**

**Action:** James Smith made a motion to accept the FY 18 liability insurance as presented. Veronica McGowan seconded the motion. The motion passed unanimously.

**f. Consideration and possible approval of Insight School of Oklahoma Parent Student Guide and updates to corresponding board policies**

**Action:** Veronica McGowan made a motion to accept the Insight School of Oklahoma Parent Student Guide and updates to corresponding board policies. James Smith seconded the motion. The motion passed unanimously.

**g. Discussion of 2017-2018 Board Goals**

**Discussion:** The board discussed creating a goal about maintaining or improving the percentage of students who attend higher education or secondary education programs after graduation. The board would like to receive insight into the interests of ISOK students so they can help provide appropriate opportunities for students.

**h. Consent Docket:**

**i. Consideration and possible approval of FY 17 Purchase Orders # 88-93**

**ii. Consideration and possible approval of FY 18 Purchase Orders # 1-63**

**iii. Consideration and possible approval of Change order 2017—11-8**

**iv. Consideration and possible approval of payment of K12 FY17 invoices**

**v. Consideration and possible annual approval/renewal of Product and Services Agreement with K12**

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

**Head of School- Sheryl Tatum**

**Deputy Head of School – Audra Plummer**

**Principal – Kim Kelly**

**Operations Manager – Courtney Love**

**Title I Coordinator – Nicole Ellison**

**Special Programs Manager – Kimberly Brown**

**School Treasurer – David Harp**

**Encumbrance Clerk – Rhonda Bellah (Alternate: Sondra Callaway)**

**Minutes Clerk – Courtney Love (Alternate: Sondra Callaway, Rhonda Bellah)**

**Activity Fund Custodian – Rhonda Bellah (Alternate: Sondra Callaway)**

**vii. Consideration and possible approval to appoint the following individuals to serve on the Local Gifted Advisory Committee for the 2017-2018 school year**

**Nicole Ellison – Title I Coordinator**

**Amy Conder – Gifted Resource Coordinator**

**Lisa Stiefel - Teacher**

- viii. **Consideration and possible approval of supplemental sublease with ISOK for offices located at 1156 and 1160 S Douglas Blvd, Midwest City, OK**
- ix. **Consideration and possible annual approval of Pitney Bowes contract for postage meter**
- x. **Consideration and possible approval of contract with David Harp for School Treasurer**
- xi. **Consideration and possible approval of iReady contract**
- xii. **Consideration and possible approval of FY 18 ISOK Activity Fund Subaccount and Fundraisers**
- xiii. **Consideration and possible annual acknowledgement of K12 employee handbook**

**Action:** Veronica McGowan made a motion to approve the consent docket as presented. Amy Henderson seconded the motion. The motion passed unanimously.

- i. **Discussion and possible action to convene into Executive Session 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.**

**Action:** James Smith made a motion to convene into Executive Session.

Veronica McGowan seconded the motion. The motion passed unanimously.

**Action:** The board went into executive session with Veronica McGowan, Amy Henderson, James Smith, Deanna Gwatney, and Bill Hickman. No action was taken in executive session.

**Action:** Amy Henderson made a motion to approve the Education Service Provider Evaluation matrix. James Smith seconded the motion. The motion passed unanimously.

**VI. New Business**

None

**VII.**

**VIII. Adjourn**

**Action:** Veronica McGowan made a motion to adjourn the meeting at 6:20 pm. James Smith seconded the motion. The motion passed unanimously.