

**OKLAHOMA VIRTUAL CHARTER ACADEMY Regular Board Meeting**  
**April 16, 2015 6:30 pm**  
**Location: Oklahoma Virtual Charter Academy Board Meeting Room**  
**11601 Jeffords**  
**Nicoma Park, OK 73066**

- I. **Roll Call – Meeting called to order at 6:33 pm**  
Members: Kristi Gifford, President; Pat Jordan, Treasurer; Lisa Lange, Member  
Other: Lydia Todd, Sheryl Tatum, David Harp, Steve Huff, Rebecca Wilkinson, Courtney Love, Abe Barela (by phone), and James Dale (by phone)
  
- II. **Call to the public**  
None
  
- III. **Updates**
  - a. **Board President Update**  
Kristi Gifford thanked everyone for all the hard work that the OVCA staff and teachers are doing right now for State Testing.
  
  - b. **Treasurer's Report**  
David Harp gave an update on the Treasurer's Report. There were not any questions.
  
  - c. **K12 Regional Finance Update**  
Abe Barela gave his K12 Finance Update. He started with the business analysis. Everything seems in line with the contract rates. There were no questions about the March Invoice Analysis. Then he summarized the Budget to Actual report. Abe Barela reviewed the full year forecast comparison. The primary variance is found in the Instructional: Students category. That is due to a reduction in K12 charges, which will decrease the projected deficit. If the enrollment case holds true for the next 3 months, the school will see stabilization by the end of the year. Then Abe moved on to the FY 2016 budget. This budget shows a decrease in enrollment, but that should change when the new marketing forecast comes out. IDEA and Title II are low on the FY 2015-2016 Proposed Budget, but we do not expect this kind of decrease in enrollment or funds. The per-pupil rate is in line, no matter the enrollment rate.
  
  - d. **Head of School Update**  
Discussion: Sheryl pointed out that the withdrawal rate for HS is continuing to trend much better than we anticipated at this point of the year. Sheryl thinks that the Family Academic Support team has made a huge impact on retention. K-8 withdrawal rates are trending as expected, but OVCA will continue to work on raising retention rates.  
The financial pre-audit was today, 4/16/2015, and it went well. They will come back and do a few more audits before the end of the year.
  
  - e. **Marketing Update/Presentation**  
Discussion: James Dale presented on the updated marketing plan for SY 2015-2016. He discussed the fact that marketing is going to work to ensure that students and families know what to expect when entering OVCA. The goal is to build brand awareness and attract students who are most likely to succeed in the program. OVCA will be targeting three segments of students; self-directed academic overachievers, academic overachievers who want help, and students whose parents want more involvement. Kristi Gifford asked some

enrollment-related questions, so Lydia Todd suggested that someone from the Enrollment Team join us during the next Board Meeting to speak specifically about enrollment procedures.

**IV. Business**

**a. Review and discussion of initial FY16 Budget**

**b. Consideration and possible approval of final payment to K12 for products received and services rendered for FY 14**

Action: Lisa Lange moved to approve the invoices. Pat Jordan seconded the motion. The motion passed unanimously.

**c. Consideration and possible approval of payment to K12 for products received and services rendered for FY 15**

200024956	Com	Feb 2015 Computers	21,092.50
200025025	Mat	Feb 2015 Materials	62,572.00
200025729	Com	March 2015 Computers	38,020.00
200025863	Mat	March 2015 Materials	49,044.50
300002002	PR	Jan 2015 Teacher payroll BILLED IN - Feb 2015 & other charges	700,947.12
300002037	PR	Feb 2015 Teacher payroll BILLED IN - March 2015 & other charges	5,776.19

Action: Pat Jordan moved to approve the payment to K12 for products received and services rendered. Kristi seconded the motion. The motion passed unanimously.

**d. Consent Docket**

**i. Consideration and possible approval of minutes of the February 19, 2015 OVCA Board regular meeting**

**ii. Consideration and possible approval of FY 2015 purchase orders #267-315**

**iii. Consideration and possible approval of temporary appropriations**

Action: Kristi Gifford moved to approve all three items pending the change of the district number on the temporary appropriations. Pat Jordan seconded the motion. The motion passed unanimously.

**V. New business**

None

**Adjournment**

Meeting adjourned at 8:32pm.

