

**Insight School of Oklahoma Special Board Meeting
April 12, 2018 5:30 pm**

**Location: Oklahoma Public Resource Center
309 NW 13th St #103
Oklahoma City, OK 73103**

Meeting called to order at 5:30 pm.

I. Roll Call

Board Members: Veronica McGowan, Vice-President; James Smith, Secretary/Treasurer;
Mary Raetz, Member

Absent: Deanna Gwatney, Board President; Amy Henderson, Member

Other: Sheryl Tatum, ISOK Head of School; Courtney Love, ISOK Operations Manager; David Harp, Treasurer

II. Call to the public

None

III. Consideration and possible approval of minutes from the February 27, 2018 Insight School of Oklahoma Regular Board Meeting

Action: James Smith made a motion to approve the minutes as presented. Mary Raetz seconded the motion. The motion passed unanimously.

IV. Training/Updates

a. Board President Update

Discussion: None

b. Treasurer Update

Discussion: David Harp gave the treasurer's update. ISOK received a funding cut of approximately \$8,000 on March 2nd.

c. Head of School Update

i. Activity Fund Report

Discussion: Prom ticket sales are open right now, which accounts for the increase in balance.

Other Discussion: ISOK received a 5-year renewal at the Oklahoma Statewide Virtual Charter Schoolboard meeting on Tuesday, 4/10/2018. ISOK also receive accreditation through AdvancEd

d. FY 19 Budget Presentation (Central Region Finance Manager)

Discussion: Yungchi Chi, K12 Finance Manager, called in to present the proposed 2019 budget. There is an estimated increase in teacher salaries, student and family services, and net admin and governance expenditures, and net technology expenses. These increases are due to an anticipated increase in enrollment and in salaries. It is forecasted that an additional \$1013,368 or 61% of K12 charges will be credited during FY 19 in order to maintain a balanced budget. There will also be approximately 2 additional teachers hired for FY 19. The current proposed budget does not include anticipated funding increases and teacher raises of \$5,000 to \$7,000 based on legislative agreements.

V. Business

a. Consideration and possible approval of the resignation of Amy Henderson, ISOK Board Member

Action: James Smith made a motion to approve Amy Henderson's resignation. Mary Raetz seconded the motion. The motion passed unanimously.

b. Consent Docket

i. Consideration and possible approval of FY 2018 purchase orders #110-119

ii. Consideration and possible approval of payment of FY 18 K12 invoices

iii. Consideration and possible approval of FY 19 Temporary Appropriations

iv. Consideration and possible approval of FY 19 Municipal Accounting Systems Contract

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

c. Consideration and possible approval of Statewide Virtual Charter School Board Contract for Charter School Sponsorship

Discussion: Bill Hickman explained that there were a few amendments to the contract from the previous one, including the section about not reporting the salaries of contractors and the authorizing body not collecting oversight fees until/unless the operating account balance falls beneath the 120% threshold.

Action: James Smith made a motion to approve the contract as presented. Mary Raetz seconded the motion. The motion passed unanimously.

d. Consideration and possible approval revisions to of ISOK Board Policy 3010: Attendance

Discussion: Bill Hickman developed the new attendance policy to align with the new attendance law for virtual schools that goes into effect for the 2018-2019 school year.

Action: James Smith made a motion to approve the Attendance Policy. Mary Raetz seconded the motion. The motion passed unanimously.

e. Consideration and possible approval of revisions to ISOK Board Policy 3070: Truancy

Discussion: This policy aligns with the Attendance Policy and allows the school to monitor student attendance and truancy during the quarter.

Action: James Smith made a motion for the Truancy Policy to be approved as presented. Mary Raetz seconded the motion. The motion passed unanimously.

f. Consideration and possible approval of revisions to ISOK Board Policy: 3110: Admissions

Discussion: The former Admission Policy was very specific and included items that went above and beyond the state requirements for admission. The new policy allows for students to be approved and begin schooling while the school collects the enrollment documents.

Action: James Smith made a motion to approve the policy as presented. Mary Raetz seconded the motion. The motion passed unanimously.

VI. Adjourn

James Smith made a motion to adjourn the meeting at 6:18 pm. Mary Raetz seconded the motion. The motion passed unanimously.