



COLLEGE BOUND ACADEMY, INC.

SPECIAL BOARD MEETING

JULY 27, 2023 AT 2:30PM

COLLEGE BOUND ACADEMY

2525 S 101ST E AVE. TULSA, OKLAHOMA 74129

With the exception of the agenda item calling the meeting to order, the Board reserves the right to take up any agenda item in any order regardless of how items are listed.

This is an open, public meeting held in accordance with the Open Meeting Laws of the State of Oklahoma.

- I. Opening Exercises
 - a. Welcome
 - b. Call the meeting to order and confirm that a quorum of the board is present.

- II. Consent Agenda- Motion and vote on recommendations.

All of the following items, those items of a routine nature normally approved at Board meetings, will be approved by one vote unless any Board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and action on the following items:

 - a. Meeting Agenda
 - b. Minutes: Regular Board Meeting- June 13, 2023
 - c. Financial Report for June 2023 prepared by Jenkins & Kemper, Certified Public Accountants

- III. Action Agenda- Motion and vote on recommendations.
 - a. Consider and take action on contract with Talking Points

Rationale: To provide a centralized parent engagement platform with translation services for College Bound Academy as a district.

Cost: \$7,000 for district services
 - b. Consider and take action on the Charter School Contract Amendment with Tulsa Public Schools, the authorizer and sponsor for College Bound Academy

Rationale: The proposed document provides parameters to College Bound Academy as an operating charter school under a sponsor, Tulsa Public Schools.

Cost: None
 - c. Consider and take action on a teacher pay raise.

Rationale: Senate Bill 1119 creates a new state minimum schedule for public school employees. While charter schools are exempt from this requirement, we would like to implement this raise to stay competitive in the market.

Cost: With current staffing numbers, the annual cost of the teacher pay raise will impact the school budget by approximately \$165,000 annually

- d. Consider and take action on approved salaries for all staff excluding district administration for FY24.

Rationale: With the possible pay raise on this agenda, staff salaries reflect the increased pay for FY24.

- e. Consider and take action on College Bound Academy, Inc. Purchase Orders for FY24, numbers 1-68

- f. Consider and take action on an updated Parental Leave Policy

Rationale: To comply with Senate Bill 364, we have amended our parental leave to include 6 weeks of full pay for those employees meeting qualifications.

- g. Possible discussion and vote to enter into Executive Session pursuant to 25 O.S. § 307(B)(1) to discuss annual review of Executive Director and possible merit raise for Executive Director.

- i. Vote to Convene in Executive Session
- ii. Vote to Acknowledge Return to Open Session
- iii. Discussion and possible action regarding the matters discussed in Executive Session.

- h. Consider and take action on a continuing contract for Andrea Warren as the Chief Executive Officer and Superintendent for College Bound Academy, Inc for the 2023-24 school year.

- i. Consider and take action on the Staff Report and Elections and Salary Adjustments for July 2023.

- j. Consider and take action on a contract with Write On Fundraising.

Rationale: To increase grant and fundraising productivity, Write On Fundraising will work with CBA staff find and apply for fundraising opportunities.

Cost: \$42,000 annually for district services paid monthly (\$3500).

IV. Information Agenda

- a. Executive Updates

- i. District Updates
 - 1. Hiring Updates
 - 2. Enrollment Updates

- b. Finance Updates

- i. Financial Report for June 2023 prepared by Jenkins & Kemper, Certified Public Accountants
- ii. Fund Gap Discussion

- c. Development Updates

- d. Governance Updates

V. Announcements

- a. The next meeting of the Board will be held on August 22, 2023 at 5:30pm.

- VI. Public Comments
- VII. New Business
- VIII. Motion and Vote to Adjourn