



1:46 pm, Jun 08, 2023

COLLEGE BOUND ACADEMY, INC.

REGULAR BOARD MEETING

JUNE 13, 2023 AT 5:30PM

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- May 23, 2023
- c. Staff Report/Elections and Salary Adjustments
- d. Financial Report for May 2023 prepared by Jenkins & Kemper, Certified Public Accountants

- III. Action Agenda- Motion and vote on recommendations.

- a. Consider and take action on contract with 3 M Psychometric Services for SY 2023-24.

Rationale: To provide psychometry services needed to evaluate students for services such as special education.

Cost: \$50,000 for district psychometric services

- b. Consider and take action on continuing a contract with EAS Consulting.

Rationale: To provide consulting services regarding federal programs and compliance paperwork for the 2022-23 school year.

Cost: \$18,000 for district services

- c. Consider and take action on contract with Mariner, LLC d/b/a Mariner Wealth Advisors.

Rationale: To provide consulting services and perform analysis to determine eligibility for Employee Retention Credit for year 2020 and 2021 and amend payroll returns for years affected as needed.

Cost: \$71,250

- d. Consider and take action on Daisy Salgado-Garay as incoming Board Minute Clerk for College Bound Academy, Inc.

- e. Consider and take action on Johanna Potts as incoming Deputy Board Clerk for College Bound Academy.

Rationale: Mrs. Potts would perform the duties of the board minutes clerk if Ms. Garay is unable to do so.

- f. Consider and take action on lease agreement with Tulsa Public Schools for building rent, general maintenance, custodial services, and groundskeeping for Eastside campus

Rationale: For rental of property located at 2525 S 101st East Ave, Tulsa OK, 74129 for the 2023-24 school year. This is an annual renewal of our lease.

Cost: Building Rental: \$123,570.00 annually

General Maintenance: \$12,357.00 annually

Custodial Services: \$114,406.24 annually

Groundskeeping: \$4,601.16 annually

- g. Consider and take action on lease agreement with Tulsa Public Schools for building rent, general maintenance, custodial services, and groundskeeping for Brookside campus

Rationale: For rental of property located at 1110 E 45th Pl, Tulsa OK, 74105 for the 2023-24 school year.

Cost: Building Rental: \$214,993.44 annually

General Maintenance: \$17,916.12 annually

Custodial Services: \$130,430.36 annually

Groundskeeping: \$5,112.41 annually

- h. Consider and take action on the contract with Oklahoma Schools Insurance Group (OSIG) for the 2023-24 school year.

Rationale: To provide College Bound Academy, Inc. with risk and liability insurance.

Cost: Not to exceed \$38,000

- i. Consider and take action on the contract with Luxa.

Rationale: To provide Human Resource services for College Bound Academy Inc. for the 2023-24 school year.

Cost: \$90.00 per hour billed monthly for the district

- j. Consider and take action on contract with Xerox XBS

Rationale: To provide copier and printing services for the Brookside campus

Cost: \$1537.40 per month for Brookside campus

- k. Consider and take action to approve the July 1, 2023, capacity data for out of district transfers to comport with requirements of Senate Bill 783.

Rationale: Senate Bill 783 requires each school district to determine the criteria to be used in determining grade capacity for each school site. Each school site's capacity shall be approved by the board of education prior to the first day of January, April, July and October of each school year.

- l. Consider and take action on the contract with NWEA for the 2023-24 school year.
Rationale: To provide College Bound Academy, Inc. with nationally normed standardized testing (MAP).
Cost: \$12,740.00 for district services
- m. Consider and take action on contract with Teaching Strategies for the 2023-24 school year.
Rationale: To provide College Bound Academy Inc. pre-school curriculum and professional development services.
Cost: \$22,947.39 for district services
- n. Consider and take action on the 2023-24 College Bound Academy Student Handbook Middle School Addendum.
Rationale: An addendum was added to the handbook specific to the middle school scholars at the Brookside campus which covers cell phones use, ID badges, lockers, and supplies.
- o. Consider and take action on College Bound Academy Purchase Orders #112-131 with amendments to #24, 31, 53, 68, and 69.
Rationale: Routine Items
- p. Consider and take action on College Bound Academy, Inc. Purchase Orders for FY24, numbers 1-59
Rationale: This is the vendor list based off of the new budget.
- q. 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.

IV. Information Agenda

- a. Executive Updates
 - i. District Updates
 1. District Enrollment
 2. Hiring Updates
 3. Teacher Pay Raise Update
 4. Maternity Leave Update
- b. Finance Updates
 - i. Financial Report for May 2023 prepared by Jenkins & Kemper, Certified Public Accountants
 - ii. Fund Gap Discussion

- c. Development Updates
 - i. Grants & Donor Information
 - 1. Write-On Fundraising Proposal
 - d. Governance Updates
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- V. Announcements
 - a. The next meeting of the Board will be held on July 25, 2023 at 5:30pm.
 - VI. Public Comments
 - VII. New Business
 - VIII. Motion and Vote to Adjourn