



10:47 am, May 18, 2023

COLLEGE BOUND ACADEMY, INC.

REGULAR BOARD MEETING

MAY 23, 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- April 25, 2023
 - c. Staff Report/Elections and Salary Adjustments
 - d. Financial Report for April 2023 prepared by Jenkins & Kemper, Certified Public Accountants
- III. Action Agenda- Motion and vote on recommendations.
 - a. Consider and take action on the amended school calendar for SY 24.
Rationale: The calendar was specifically amended to correct an error with the previously approved calendar. Corrections included January 1st marked as no school for a holiday and start of quarter 4 was amended to begin on March 8 (previously March 25).
 - b. Consider and take action on a contract with Gakko Tech, LLC doing business as OK RSA.
Rationale: OK RSA will provide software support for the Reading Sufficiency Act
Cost: Not to exceed \$1950 annually for district services
 - c. Consider and take action on contract with Tulsa Public Schools Child Nutrition Services.
To provide meal services for the 2023-24 school year for the Eastside campus.

- Cost: Not to exceed \$500,000 for Eastside campus
- d. Consider and take action on contract with Tulsa Public Schools Child Nutrition Services.
To provide meal services for the 2023-24 school year for the Brookside campus.
Cost: not to exceed \$500,000 for Brookside campus
- e. Consider and take action on entering into a contract with Kellogg and Sovereign Consulting LLC.
Rationale: To prepare necessary documents for College Bound Academy's E-rate applications for internet and network services.
Cost: Not to exceed \$6,000 for district services
- f. Consider and take action on the Resolution for Schools and Libraries Universal Services (E-Rate) for 2023-24.
Rationale: This resolution authorizes filing of the Form 471 application(s) for funding year 2023-24 and the payment of the applicant's share upon approval of funding and receipt of services.
C1 represents Category 1: Telecommunications & Broadband Services
C2 represents Category 2: Internal Broadband Connections, MIBS, & Maintenance
Cost: Not to exceed \$7,249 for services at College Bound Academy- Eastside Campus
- g. Consider and take action on the contract with Oklahoma Consulting and Accounting Services, LLC.
Rationale: To provide accounts payable, payroll, treasurer, and federal program services to College Bound Academy for the 2023-24 school year.
Cost: Not to exceed \$37,800 for district services
- h. Consider and take action on the contract with Jenkins and Associates for the 2023-24 school year.
Rationale: To provide services to prepare the federal and state tax returns for 2022-23.
Cost: Not to exceed \$750 for district services
- i. Consider and take action on the continued contract with Community Care Employee Assistance Program.
Rationale: To provide employee assistance to all employees of College Bound Academy.
Cost: \$0.87 per month per employee for both campuses
- j. Consider and take action on the contract with OSSBA Employment Service.
Rationale: OSSBA provides the following employment related services:
1. Providing complete legal representation by an Oklahoma licensed attorney in all aspects of the unemployment claims process before the Oklahoma Employment Security Commission (hereafter "OESC");
 2. Auditing the payment of all unemployment claims to ensure the minimum is paid and any overpayments are recovered;
 3. Providing quarterly reports of unemployment claims and amounts paid by the OESC to Claimants on the School's behalf;

4. Providing up-to-date Legislative and Administrative Law Updates to keep the School informed of changes that affect unemployment claims and costs; and
 5. Providing opportunities for employment training and information.
Cost: Not to exceed \$663.00 for district services
 - k. Consider and take action on the continued membership contract with OSSBA.
Rationale: To provide support and resources to College Bound Academy for the 2023-24 school year that includes but is not limited to on-demand access to leadership, legal, communications, policy expertise, and learning opportunities.
Cost: \$1500.00 for district services
 - l. Consider and take action on a Bill of Sale with Collegiate Hall.
Rationale: To purchase assets from a closing charter school, Collegiate Hall for use at College Bound Academy- Brookside and Eastside campuses.
Cost: Not to exceed \$5000
 - m. Consider and take action on College Bound Academy Purchase Orders #100-111 with amendments to #15, 21, 31, 53 and 68.
- IV. Information Agenda
- a. Executive Updates
 - i. District Updates
 1. Brookside Principal- Haven Ferguson
 2. Middle School Handbook Addendum
 3. Luxa HR Consulting Contract
 4. Strategic Planning & Expansion of Grade Level Discussion
 - b. Finance Updates
 - i. Financial Report for April 2023 prepared by Jenkins & Kemper, Certified Public Accountants
 - c. Academic Updates
 - i. End of the Year Update
 - d. Development Updates
 - i. Grants & Donor Information
 - e. Governance Updates
- V. Announcements
- a. The next meeting of the Board will be held on June 13, 2023 at 5:30pm.
- VI. Public Comments
- VII. New Business
- VIII. Motion and Vote to Adjourn