



**College Bound Academy BOARD MINUTES**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**

Tulsa Charter: College Bound Academy  
November 14, 2023- 5:30 P.M.

The Tulsa Charter, College Bound Academy of Tulsa, Oklahoma met in Open Session in the Library of the East Side Academy Building at 2525 South 101st East Avenue, Tulsa, OK, 74129 at 5:30 P.M. on the 14th day of November with President, Andrew Witter presiding.

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.

**Item 1.** \_\_\_\_\_ Call to order at 5:40 p.m and on **Roll Call** the following were present:

**PRESENT MEMBERS OF THE BOARD: (Name, Title, Member or Non-Member)**

- Andrew Witter, President, Member
- Christopher Gnaedig, Member
- Elian Hurtado, Member
- Caleb Leggett, Member
- Julie Peters, Member
- Samantha Powell, Member
- Sarah Schemmer, Member

**ABSENT MEMBERS OF THE BOARD:**

- Chris Mahnken

**STAFF MEMBERS:**

- Daisy Salgado-Garay, Board Clerk and Non-Member
- Andrea Warren, Executive Director; CFO, Non-Member, Advisory
- Olivia Ehle, Staff and Non member
- Robin Peterson, Staff and Non member
- Thomas Golden, Staff and Non member
- Haven Ferguson, Staff and Non member

**PUBLIC:**

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<p><b><u>Roll Call:</u></b></p>	<p>Call to order at 5:40 and on <b>Roll Call</b> the following were present:</p> <p>The meeting was called to order at 5:40 P.M by Mr. Andrew Witter president.</p> <p><b>Present:</b></p> <ul style="list-style-type: none"> <li>● Andrew Witter, President, Member</li> <li>● Christopher Gnaedig, Member</li> <li>● Elian Hurtado, Member</li> <li>● Caleb Leggett, Member</li> <li>● Julie Peters, Member</li> <li>● Samantha Powell, Member</li> <li>● Sarah Schemmer, Member</li> </ul>
<p>Item 1) Opening Exercises</p>	<p>I. Opening Exercises</p> <ol style="list-style-type: none"> <li>a. Welcome</li> <li>b. Call the meeting to order and confirm that a quorum of the board is present.</li> </ol> <p>Quorum is present:</p> <ul style="list-style-type: none"> <li>● Andrew Witter, President, Member</li> <li>● Christopher Gnaedig, Member</li> <li>● Elian Hurtado, Member</li> <li>● Caleb Leggett, Member</li> <li>● Julie Peters, Member</li> <li>● Samantha Powell, Member</li> <li>● Sarah Schemmer, Member</li> </ul> <p>* Board Member Chris Mahnken walked in at 5:43</p>
<p>Item 2) Consent Agenda-Motion and vote on recommendations.</p>	<p>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:</p>

	<p>Motion to approve <b>the Consent Agenda</b> was made by Board Member Sarah Schemmer and seconded by Board Member Caleb Leggett.</p> <p><i>The motion carried 8-0 with the following votes:</i></p> <ul style="list-style-type: none"> <li>● Andrew Witter, President, Member- yes</li> <li>● Christopher Gnaedig, Member - yes</li> <li>● Elian Hurtado, Member- yes</li> <li>● Caleb Leggett, Member- yes</li> <li>● Chris Mahnken, Member- yes</li> <li>● Julie Peters, Member - yes</li> <li>● Samantha Powell, Member - yes</li> <li>● Sarah Schemmer, Member - yes</li> </ul>
<p>Item 3) Action Agenda- Motion and vote on recommendations.</p>	
<p>3A)</p>	<p>A) Consider and take action on a new contract with Therapy and Beyond LLC</p> <p>Rationale: In October, we were notified that our current vendor, Therapy Works, would not be able to continue speech therapy services due to a lack of staffing. As an IEP requires speech therapy, we have procured an additional company for speech, occupational, and physical therapy as well as SoonerCare billing services.</p> <p>Cost: \$100,000 for district services</p> <p>Discussion: These services are a requirement for IEP students, the current provider was unable to provide services due to staffing issues. Name correction: The New Company is Speech and Beyond.</p> <p>Motion to approve a new contract with correct name amended Speech and Beyond LLC was made by Board Member Caleb Leggett and seconded by Board Member Christopher Gnaedig.</p> <p><i>The motion carried 8-0 with the following votes:</i></p> <ul style="list-style-type: none"> <li>● Andrew Witter, President, Member- yes</li> <li>● Christopher Gnaedig, Member - yes</li> </ul>

	<ul style="list-style-type: none"> <li>● Elian Hurtado, Member- yes</li> <li>● Caleb Leggett, Member- yes</li> <li>● Chris Mahnken, Member- yes</li> <li>● Julie Peters, Member - yes</li> <li>● Samantha Powell, Member - yes</li> <li>● Sarah Schemmer, Member - yes</li> </ul>
<p>3B)</p>	<p>B. Consider and take action on an amendment to our contract with American Fidelity for our Flexible Benefit Plan.</p> <p>Rationale: American Fidelity provides products like group and individual life, health, and annuity services as well as other financial security products and services.</p> <p>Cost: No cost to the district</p> <p>Discussion: Update to services offered. This is something not paid for by the district, employees elect in if desired.</p> <p>Motion to approve an amendment to our contract with American Fidelity for our Flexible Benefit Plan was made by Board Member Christopher Gneadig and seconded by Board Member Samantha Powell.</p> <p><i>The motion carried 8-0 with the following votes:</i></p> <ul style="list-style-type: none"> <li>● Andrew Witter, President, Member- yes</li> <li>● Christopher Gnaedig, Member - yes</li> <li>● Elian Hurtado, Member- yes</li> <li>● Caleb Leggett, Member- yes</li> <li>● Chris Mahnken, Member- yes</li> <li>● Julie Peters, Member - yes</li> <li>● Samantha Powell, Member - yes</li> <li>● Sarah Schemmer, Member - yes</li> </ul>
<p>3C)</p>	<p>C. Consider and take action on an Asset Policy for College Bound Academy.</p> <p>Rationale: To approve a district surplus and property disposal policy.</p> <p>Discussion: This is for items that we have had in storage, not being used but have not gotten rid of because no policy was in place.</p>

	<p>Motion to approve an Asset Policy for College Bound Academy LLC was made by Board Member Sarah Schemmer and seconded by Board Member Elian Hurtado.</p> <p><i>The motion carried 8-0 with the following votes:</i></p> <ul style="list-style-type: none"> <li>● Andrew Witter, President, Member- yes</li> <li>● Christopher Gnaedig, Member - yes</li> <li>● Elian Hurtado, Member- yes</li> <li>● Caleb Leggett, Member- yes</li> <li>● Chris Mahnken, Member- yes</li> <li>● Julie Peters, Member - yes</li> <li>● Samantha Powell, Member - yes</li> <li>● Sarah Schemmer, Member - yes</li> </ul>
3D)	<p>D. Consider and take action on the disposal of the following items:</p> <ul style="list-style-type: none"> <li>i. 450 Chromebooks to be recycled. <ul style="list-style-type: none"> <li>1. Rationale: The Chromebooks cannot be updated and are no longer useable for educational software.</li> <li>2. Disposal: To be recycled.</li> </ul> </li> <li>ii. 168 student desks. <ul style="list-style-type: none"> <li>3. Rationale: New desks were purchased and the most damaged desks will be donated or thrown away..</li> <li>4. Disposal: To be thrown away or donated to CBA families</li> </ul> </li> </ul> <p>Discussion: Disposal of chromebooks and desks to be offered to families, procedure is not in place yet. Process to be determined and will consider fairness.</p> <p>Motion to approve Disposal of 450 Chromebooks to be recycled and 168 students desks to be thrown away or donated to CBA families was made by Board Member Samantha Powell and seconded by Board Member Sarah Schemmer.</p> <p><i>The motion carried 8-0 with the following votes:</i></p> <ul style="list-style-type: none"> <li>● Andrew Witter, President, Member- yes</li> <li>● Christopher Gnaedig, Member - yes</li> </ul>

	<ul style="list-style-type: none"> <li>● Elian Hurtado, Member- yes</li> <li>● Caleb Leggett, Member- yes</li> <li>● Chris Mahnken, Member- yes</li> <li>● Julie Peters, Member - yes</li> <li>● Samantha Powell, Member - yes</li> <li>● Sarah Schemmer, Member - yes</li> </ul>
3E)	<p>E. Consider and take action on 2023-24 Appropriations and Expenditure Budget</p> <p>Rationale: The College Bound Academy Board must reapprove the Estimate of Needs and approve an expenditure budget after the county excise board has returned signed/approved copies.</p> <p>Discussion: none</p> <p>Motion to approve 2023-24 Appropriations and Expenditure Budget was made by Board Member Christopher Gneadig and seconded by Board Member Julie Peters.</p> <p><i>The motion carried 8-0 with the following votes:</i></p> <p>Andrew Witter, President, Member- yes</p> <ul style="list-style-type: none"> <li>● Christopher Gnaedig, Member - yes</li> <li>● Elian Hurtado, Member- yes</li> <li>● Caleb Leggett, Member- yes</li> <li>● Chris Mahnken, Member- yes</li> <li>● Julie Peters, Member - yes</li> <li>● Samantha Powell, Member - yes</li> <li>● Sarah Schemmer, Member - yes</li> </ul>
3F)	<p>F. Consider and take action on the 2024 board meeting schedule.</p> <p>Rationale: The CBA Board meets monthly and the board needs to finalize meetings with the county clerk to create a timeline for regular board meetings for the next year.</p> <p>Discussion: This is the same schedule presented last month as potential, some meetings will be at brookside</p> <p>Motion to approve the 2024 board meeting schedule. was made by Board Member Elian Hurtado and seconded by Board Member Christopher Gnaedig.</p>

	<p><i>The motion carried 8-0 with the following votes:</i></p> <ul style="list-style-type: none"> <li>● Andrew Witter, President, Member- yes</li> <li>● Christopher Gnaedig, Member - yes</li> <li>● Elian Hurtado, Member- yes</li> <li>● Caleb Leggett, Member- yes</li> <li>● Chris Mahnken, Member- yes</li> <li>● Julie Peters, Member - yes</li> <li>● Samantha Powell, Member - yes</li> <li>● Sarah Schemmer, Member - yes</li> </ul>
3G)	<p>G. Consider and take action on a School Closure Policy.</p> <p>Rationale: For the Charter Schools Program (CSP) Grant, CBA must have a school closure policy that will serve as guidance if the school/district closes.</p> <p>Discussion: If we were to close indefinitely this outlines the procedure. The School Board would established the “Transition Team” at that time.</p> <p>Motion to approve the School Closure Policy.was made by Board Member Christopher Gnaedig and seconded by Board Member Samantha Powell</p> <p><i>The motion carried 8-0 with the following votes:</i></p> <ul style="list-style-type: none"> <li>● Andrew Witter, President, Member- yes</li> <li>● Christopher Gnaedig, Member - yes</li> <li>● Elian Hurtado, Member- yes</li> <li>● Caleb Leggett, Member- yes</li> <li>● Chris Mahnken, Member- yes</li> <li>● Julie Peters, Member - yes</li> <li>● Samantha Powell, Member - yes</li> <li>● Sarah Schemmer, Member - yes</li> </ul>
3H)	<p>H. Consider and take action on College Bound Academy Purchase Orders #79- #82 with amendments to 39.</p> <p>Discussion: none</p> <p>Motion to approve the College Bound Academy Purchase Orders #79- #82 with amendments to 39 was made by Board Member Caleb Leggett and seconded by Board Member Sarah Schemmer.</p>

	<p><i>The motion carried 8-0 with the following votes:</i></p> <ul style="list-style-type: none"> <li>● Andrew Witter, President, Member- yes</li> <li>● Christopher Gnaedig, Member - yes</li> <li>● Elian Hurtado, Member- yes</li> <li>● Caleb Leggett, Member- yes</li> <li>● Chris Mahnken, Member- yes</li> <li>● Julie Peters, Member - yes</li> <li>● Samantha Powell, Member - yes</li> <li>● Sarah Schemmer, Member - yes</li> </ul>
Item 4	Information Agenda
4A	<p>Executive Updates</p> <p style="padding-left: 40px;">i. District Updates</p> <p style="padding-left: 80px;">1. Hiring updates</p> <p>Discussion: New Hire Addison Cook will be joining the SPED team at ES. She will be certified as of December. She will be the 8th SPED teacher across both districts.</p> <p>Looking to hire a math teacher for middle school.</p>
4B	Finance Updates: None
4C	Development Updates: We should have more information in January 2024 on what the grant-writing team has been working on.
4D	Governance Updates: 2 prospect candidates are on maternity leave at the same time, in early 2024 we should hear if they are interested in joining our board.
Item 5	<p>Announcements</p> <p style="padding-left: 40px;">a. Next Meeting of the Board will be held on December 12, 2023 at 5:30 pm.</p>
Item 6	Public Comments: None
Item 7	New Business: none
Item 8	<p>I. Motion and Vote to Adjourn</p> <p>This concludes the business that came before the Board on November 14, 2023 and the <b>motion to Adjourn the meeting</b></p>



	<p>was made by Board Member Christopher Gneadig and seconded by Board Member Caleb Leggett at 6:08 P.M.</p> <p><i>The motion carried 8-0 with the following votes:</i></p> <ul style="list-style-type: none"> <li>● Andrew Witter, President, Member- yes</li> <li>● Christopher Gnaedig, Member - yes</li> <li>● Elian Hurtado, Member- yes</li> <li>● Caleb Leggett, Member- yes</li> <li>● Chris Mahnken, Member- yes</li> <li>● Julie Peters, Member - yes</li> <li>● Samantha Powell, Member - yes</li> <li>● Sarah Schemmer, Member - yes</li> </ul>
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The Agenda for the Regular Meeting on November 14th, 2023 was posted on the website of College Bound Academy at 8:44 am by Daisy Salgado-Garay, Operations District Specialist. Notice of the meeting was filed with the Tulsa County Court Clerk at 3:43 pm on November 9, 2023.

College Bound Academy BOARD OF EDUCATION

  
 Daisy Salgado-Garay, Minute Clerk

01/23/2024  
 Date

Attest:

  
 President, Andrew Witter

1/23/2024  
 Date