



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

Tulsa Charter: College Bound Academy  
January 23, 2024 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 January 23, 2024 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 5:34 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
- Caleb Leggett, Member
- Julie Peters, Member
- Samantha Powell, Member
- Sarah Schemmer, Member

**ABSENT MEMBERS OF THE BOARD:**

- Elian Hurtado, Member
- Chris Mahnken, Member

**STAFF MEMBERS:**

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

**PUBLIC:**

- Eric Beldsoe, Audit presenter

<p><b><u>Roll Call:</u></b></p>	<p>Call to order at 5:34 pm and on <b>Roll Call</b> the following were present:</p> <p>The meeting was called to order at 5:34 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>● 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>● Caleb Leggett, Member</li> <li>● Julie Peters, Member</li> <li>● Samantha Powell, Member</li> <li>● Sarah Schemmer, Member</li> </ul>
<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>A. Motion to approve <b>the Consent Agenda</b> was made by Board Member <u>Caleb Leggett</u></p>

	<p>and seconded by Board Member <u>Christopher Gnaedig</u>.</p> <p><i>The motion carried 6-0 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>● Caleb Leggett, Member- Yes</li> <li>● Julie Peters, Member - Yes</li> <li>● Samantha Powell, Member - Yes</li> <li>● Sarah Schemmer, Member - Yes</li> </ul>
Item 3) Action Agenda- Motion and vote on recommendations.	
3A)	<p>A) Presentation of audit results for fiscal year 2023 presented by a representative of Bledsoe, Hewett, &amp; Gullekson Certified Public Accountants</p> <p>Discussion: Eric Bledsoe 22-23 audit presenter. There are more items than less year due to more money being received. Audit was performed on Controls and Compliance with grants, there were no findings. Gifts fund, not used in 22-23 General fund is the main operating fund where costs come from. Revenue collected went up from prior year. Overall a good report.</p>
Item 4	
4A	<p>A) Consider and take action on adding a board member: Dr. Yera Peavey.</p> <p>Discussion: Item was tabled</p> <p>Motion to table decision to add board member: Dr. Yera Peavey was made by Board Member <u>Christopher Gnaedig</u> and seconded by Board Member <u>Caleb Leggett</u></p> <p><i>The motion carried 6-0 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>● Caleb Leggett, Member- Yes</li> </ul>

	<ul style="list-style-type: none"> <li>● Julie Peters, Member - Yes</li> <li>● Samantha Powell, Member - Yes</li> <li>● Sarah Schemmer, Member - Yes</li> </ul>
4B	<p>B) Consider and take action on an MOU with The Oklahoma Department of Mental Health and Substance Abuse Services.</p> <p>Rationale: To provide College Bound Academy access to overdose reversal kits and training for use of overdose reversal kits.</p> <p>Cost: No cost to the district.</p> <p>Discussion: With the Influx of fentanyl in ok, it is considered as a precaution should one of our schools need it. This MOU with The Oklahoma Department of Mental Health and Substance Abuse Services is for them to come train on how to use Naloxone and replace as needed.</p> <p>Motion to approve an MOU with The Oklahoma Department of Mental Health and Substance Abuse Services was made by Board Member <u>Julie Peters</u> and seconded by Board Member <u>Sarah Schemmer</u>.</p> <p><i>The motion carried 6-0 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>● Caleb Leggett, Member- Yes</li> <li>● Julie Peters, Member - Yes</li> <li>● Samantha Powell, Member - Yes</li> <li>● Sarah Schemmer, Member - Yes</li> </ul>
4C	<p>C) Consider and take action on a capacity report for quarter three, school year 2023-24.</p> <p>Rationale: To approve the capacity report for CBA showing the number of available seats for transfers in the third quarter.</p>

	<p>Discussion: This is a report for the 3rd quarter, we are not taking transfers in.</p> <p>Motion to approve a capacity report for quarter three, school year 2023-24 was made by Board Member <u>Samantha Powell</u> and seconded by Board Member <u>Sarah Schemmer</u>.</p> <p><i>The motion carried 6-0 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>● Caleb Leggett, Member- Yes</li> <li>● Julie Peters, Member - Yes</li> <li>● Samantha Powell, Member - Yes</li> <li>● Sarah Schemmer, Member - Yes</li> </ul>
<p>4D</p>	<p>D) Consider and take action on an amendment to the retention bonus.</p> <p>Rationale: To amend the bonus language to include all staff having worked in the first semester and on the last day of the semester.</p> <p>Discussion: This would be for this year's late hires, staff members hired during the semester that remain employed on the last day of the semester would be approved to receive a \$500 retention bonus.</p> <p>Motion to approve Consider and take action on an amendment to the retention bonus was made by Board Member <u>Caleb Leggett</u> and seconded by Board Member <u>Julie Peters</u>.</p> <p><i>The motion carried 6-0 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>● Caleb Leggett, Member- Yes</li> <li>● Julie Peters, Member - Yes</li> <li>● Samantha Powell, Member - Yes</li> <li>● Sarah Schemmer, Member - Yes</li> </ul>

<p>4E</p>	<p>E) Consider and take action on an additional bus route with TranSolPro for a total of seven bus routes for the remainder of this school year beginning January 8, 2024.</p> <p>Rationale: An additional route will reduce the amount of time daily the scholars will be on the bus.</p> <p>Cost: Each route costs \$64,750. The additional route cost will be prorated based on the number of days in the second semester for a weekly rate of no more than \$2500.</p> <p>Discussion: This year, old CH Hall’s routes were adopted for Brookside. When scholars were on 6 routes they were spending up to an hour on the bus. Adding a bus route shortens the amount of time on the bus for students.</p> <p>Motion to approve an additional bus route with TranSolPro for a total of seven bus routes for the remainder of this school year beginning January 8, 2024 was made by Board Member <u>Samantha Powell</u> and seconded by Board Member <u>Christopher Gnaedig</u>.</p> <p><i>The motion carried 6-0 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>● Caleb Leggett, Member- Yes</li> <li>● Julie Peters, Member - Yes</li> <li>● Samantha Powell, Member - Yes</li> <li>● Sarah Schemmer, Member - Yes</li> </ul>
<p>4F</p>	<p>F) Consider and take action on an MOU with Magnolia Consulting.</p> <p>Rationale: To study the efficacy of Freckle Math for the second half of the 2023-24 school year.</p>

	<p>Cost: No cost to the district. Additionally, the curriculum will have no cost to CBA.</p> <p>Discussion: We use Magnolia Consulting’s programs like Star literacy, dyslexia screener, AR testing. This is a research study for a new program- Freckle Math- teachers would be paid a stipend to participate on a voluntary basis for grade 2-4th. This would be supplemental to the current curriculum, iredy and does not replace it. It would give access to the new program to the whole school next year.</p> <p>Motion to approve an MOU with Magnolia Consulting was made by Board Member <u>Christopher Gbaedig</u> and seconded by Board Member <u>Sarah Schemmer</u>.</p> <p><i>The motion carried 6-0 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>● Caleb Leggett, Member- Yes</li> <li>● Julie Peters, Member - Yes</li> <li>● Samantha Powell, Member - Yes</li> <li>● Sarah Schemmer, Member - Yes</li> </ul>
4G	<p>G) Consider and take action on College Bound Academy Purchase Orders #83- #86 with amendments to 66, 23, 24, 54 and 17</p> <p>Discussion: Phonics curriculum to implement. Utilities bill higher than anticipated.</p> <p>Motion to approve College Bound Academy Purchase Orders #83- #86 with amendments to 66, 23, 24, 54 and 17 was made by Board Member <u>Sarah Schemmer</u> and seconded by Board Member <u>Julie Peters</u>.</p> <p><i>The motion carried 6-0 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>● Caleb Leggett, Member- Yes</li> </ul>

	<ul style="list-style-type: none"> <li>● Julie Peters, Member - Yes</li> <li>● Samantha Powell, Member - Yes</li> <li>● Sarah Schemmer, Member - Yes</li> </ul>
Item 5	<p>I. Information Agenda, Part B</p> <ul style="list-style-type: none"> <li>a. Executive Updates <ul style="list-style-type: none"> <li>i. District Updates</li> </ul> </li> <li>b. Finance Updates <ul style="list-style-type: none"> <li>i. Midyear Adjustment- Silvia Turmero, CFO</li> </ul> </li> <li>c. Development Updates</li> <li>d. Governance Updates</li> </ul> <p>Discussion: Water line break, school closed on additional day at Eastside.</p> <p>Today, Jan 23, 2024 it was discovered that a front window was broken, break in happened on Friday, alarm went off all weekend, there was no response. TP was called and a report was made.</p> <p>State allocated 6.4 million dollars, based on the October 1st report count, divided at about 10% deposit per month.</p> <p>Enrollment season has begun, accepting applications.</p>
Item 6	<p>I. Announcements</p> <p>A. The next meeting of the Board will be held on February 20, 2024 at 5:30pm at the CBA Eastside location 2525 S. 101st E. Ave. Tulsa, OK 74129.</p>
Item 7	Public Comments: None
Item 8	New Business: None
Item 9	<p>I. Motion and Vote to Adjourn</p> <p>This concludes the business that came before the Board on January 23, 2024 and the <b>motion to Adjourn the meeting</b> was made by Board Member</p>



	<p><u>Christopher Gnaedig</u> and seconded by Board Member <u>Caleb Leggett</u> at 6:36 P.M.</p> <p><i>The motion carried 6-0 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>● Caleb Leggett, 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 January 23, 2024 was posted on the website of College Bound Academy at 2:45 pm on January 19, 2023 by Daisy Salgado-Garay, District Operations Specialist. Notice of the meeting was filed with the Tulsa County Court Clerk at 1:53 pm on January 19, 2024.

College Bound Academy BOARD OF EDUCATION

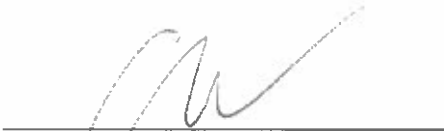


Daisy Salgado-Garay, Minute Clerk

2/20/24

Date

Attest:

  
 \_\_\_\_\_  
 President, Andrew Witter

2/20/24  
 \_\_\_\_\_  
 Date