



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

Tulsa Charter: College Bound Academy
February 20, 2024 at 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 February 20, 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 5:37 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
- Chris Mahnken, Member
- Samantha Powell, Member

ABSENT MEMBERS OF THE BOARD:

- Julie Peters, Member
- Sarah Schemmer, Member
- Elian Hurtado, 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 Turnero, Staff Member
- Thomas Golden, Staff Member
- Jessica Gibbs, Staff Member
- Amy Reichmuth, Staff Member
- Haven Ferguson, Staff Member

PUBLIC:

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| <p>Roll Call:</p> | <p>Call to order at 5:37 and on Roll Call the following were present:</p> <p>The meeting was called to order at 5:37 P.M by Mr. Andrew Witter president.</p> <p>Present:</p> <ul style="list-style-type: none">● Andrew Witter, President, Member● Christopher Gnaedig, Member● Caleb Leggett, Member● Chris Mahnken, Member● Samantha Powell, Member |
| <p>Item 1) Opening Exercises</p> | <p>I. Opening Exercises</p> <ol style="list-style-type: none">a. Welcomeb. Call the meeting to order and confirm that a quorum of the board is present. <p>Quorum is present:</p> <ul style="list-style-type: none">● Andrew Witter, President, Member● Christopher Gnaedig, Member● Caleb Leggett, Member● Chris Mahnken, Member● Samantha Powell, Member |
| <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. The consent agenda consists of the discussion, consideration, and action on the following items:</p> <p>A. Motion to approve the Consent Agenda was made by Board Member Christopher Gnaedig and seconded by Board Member Caleb Legget</p> <p><i>The motion carried 5-0 with the following votes:</i></p> <ul style="list-style-type: none">● Andrew Witter, President, Member- yes● Christopher Gnaedig, Member - yes● Caleb Leggett, Member- yes● Chris Mahnken, Member- yes● Samantha Powell, Member- yes |

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| <p>Item 3) Action Agenda- Motion and vote on recommendations.</p> | |
| <p>3A)</p> | <p>A) Consider and take action on Host Engagement Contract with Traci Sorell</p> <p>Rationale: Traci Sorell would come to both Eastside and Brookside campuses in November 2024 to discuss Native American heritage and culture and to discuss the writing process of her books</p> <p>Cost: \$2500.00 to be encumbered in the next fiscal year</p> <p>Discussion: Ms. Sorrel is a local Author, we would like for her to go to both campuses to share during Native American month in November.</p> <p>Motion to approve Host Engagement Contract with Traci Sorell was made by Board Member Chris Mahnken and seconded by Board Member Caleb Leggett. <i>The motion carried 5-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member- yes ● Christopher Gnaedig, Member -yes ● Caleb Leggett, Member-yes ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes |
| <p>3B)</p> | <p>B) Consider and take action to approve the 2023-24 audit contract and engagement letter with Bledsoe, Hewett, and Gullekson.</p> <p>Rationale: To provide College Bound Academy with a financial audit for the 2023-2024 school year.</p> <p>Cost: Not to exceed \$7500.00</p> <p>Discussion: This contract is to provide an audit for next year. This is the same company that was used this year.</p> <p>Motion to approve the 2023-24 audit contract and engagement letter with Bledsoe, Hewett, and Gullekson</p> |

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| | <p>was made by Board Member Christopher Gnaedig and seconded by Board Member Caleb Leggett. <i>The motion carried #-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member- yes ● Christopher Gnaedig, Member - yes ● Caleb Leggett, Member- yes ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes |
| <p>3C)</p> | <p>C) Consider and take action on approving contracts with Jostens for yearbooks for the 2023-2024 school year</p> <p>Rationale: To provide the 2023-2024 CBA yearbook</p> <p>Cost: No more than \$4620.00</p> <p>Discussion: Jostens is currently the company being used for school pictures, the cost for yearbooks would be \$15 for families, school's cost would decrease the more yearbooks are bought.</p> <p>Motion to approve contracts with Jostens for yearbooks for the 2023-2024 school year was made by Board Member Chris Mahnken and seconded by Board Member Caleb Leggett. <i>The motion carried 5-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member- yes ● Christopher Gnaedig, Member - yes ● Caleb Leggett, Member- yes ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes |
| <p>3D)</p> | <p>D) Consider and take action on a contract with the Oklahoma State Department of Education and Public Consulting Group, LLC. to provide Medicaid-claiming services to College Bound Academy.</p> <p>Rationale: For our related service providers to bill Medicaid for speech, OT, and PT services that occur at CBA, we will need to engage in a contract with OSDE and PCG.</p> |

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| | <p>Cost: No cost to the district.</p> <p>Discussion: Medicaid is switching in Oklahoma. Currently billing is being done through Speech and Beyond, we would be switching to bill through Edplan. This change is encouraged by the state department. It is a way for schools to recoup some of the costs for services like speech, OT and physical therapy.</p> <p>Motion to approve a contract with the Oklahoma State Department of Education and Public Consulting Group, LLC. to provide Medicaid-claiming services to College Bound Academy was made by Board Member Samantha Powell and seconded by Board Member Chris Mahnken.</p> <p><i>The motion carried 5-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member- yes ● Christopher Gnaedig, Member - yes ● Caleb Leggett, Member- yes ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes |
| 3E) | <p>E) Consider and take action on Form 307, a request for approval of state aid and/or federal funds for the school's general fund.</p> <p>Rationale: Due to midyear allocations, Form 307 will allow us an additional \$1,421,507.80 for the 2023-24 school year.</p> <p>Discussion: We have a little over \$800,000 left in Project 795 American Rescue Plan III, that needs to be claimed before September 30th, 2024.</p> <p>Motion to approve Form 307, a request for approval of state aid and/or federal funds for the school's general fund was made by Board Member Caleb Leggett and seconded by Board Member Chris Mahnken.</p> <p><i>The motion carried 5-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member- yes ● Christopher Gnaedig, Member - yes ● Caleb Leggett, Member- yes ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes |


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| 3F) | <p>F) Consider and take action on a student pronoun policy</p> <p>Rationale: Per state guidelines, CBA will adopt a policy on the use of student pronouns.</p> <p>Discussion: This is a new required item for accreditation this year.</p> <p>Motion to approve a student pronoun policy was made by Board Member Chirs Mahnken and seconded by Board Member Christopher Gnaedig.</p> <p><i>The motion carried 5-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member-yes ● Christopher Gnaedig, Member -yes ● Caleb Leggett, Member-yes ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes |
| 3G) | <p>G) Consider and take action on College Bound Academy Purchase Orders #87- #92 with amendments to 17,23, 24, 52, 54, 64, 66, 81 and 85.</p> <p>Discussion:Included in these purchase orders, there are solar eclipse glasses for both campuses to participate in April's eclipse.</p> <p>Motion to approve College Bound Academy Purchase Orders #87- #92 with amendments to 17,23, 24, 52, 54, 64, 66, 81 and 85 was made by Board Member Christopher Gnaedig and seconded by Board Member Caleb Leggett.</p> <p><i>The motion carried 5-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member- yes ● Christopher Gnaedig, Member - yes ● Caleb Leggett, Member- yes ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes |
| Item 4) Information Agenda | |
| 4A) | <p>A) Executive Updates</p> <p>i. District Updates</p> |

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| | <ol style="list-style-type: none"> 1. Winter MAP Data 2. Brookside (Wright) Lease and the Tulsa County Library Proposal 3. HIV Education & Related Health Required Courses for grades 5-8 <p>Discussion:</p> <p>HIV training is required to offer to 8th graders. This will be on an opt-out basis. This training is in partnership with the Tulsa Health Department, curriculum provided by the Ok State department.</p> <p>Growing up- health educational class to be provided potentially for 5th grade and up.</p> <p>There is some information received from the Tulsa City Library and or TPS regarding the construction of a new library on Brookside's (Wright) school's land. There are some concerns about safety during construction and fencing. More information to be shared as it becomes available.</p> <p>As part of expansion only Eastside data would count for our charter renewal. Data is only considered for Fall to Winter testing, not spring. Based on Map data, most Eastside students have shown some growth. Brookside students have also shown growth. Now, we are adjusting intervention groups based on this map data.</p> |
| 4B) | B) Finance Updates: None |
| 4C) | C) Development Updates: None |
| 4D) | D)Governance Updates: None |
| Item 5 | <p>I. Announcements:</p> <p>a) The next meeting of the Board will be held on March 26, 2024 at 12:00pm at the CBA Eastside location 2525 S. 101st E. Ave. Tulsa, OK 74129.</p> |
| Item 6 | Public Comments: None |
| Item 7 | New Business: None |

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| Item 8 | <p>I. Motion and Vote to Adjourn</p> <p>This concludes the business that came before the Board on February 20, 2024 and the motion to Adjourn the meeting was made by Board Member Christopher Gnaedig and seconded by Board Member Caleb Leggett at 6:39 P.M.</p> <p><i>The motion carried 5-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member- yes ● Christopher Gnaedig, Member - yes ● Caleb Leggett, Member- yes ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes |
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The Agenda for the Regular Meeting on February 20, 2024 was posted on the website of College Bound Academy at 1:50 pm on February 15, 2024 by Daisy Salgado Garay, District Operations Specialist. Notice of the meeting was filed with the Tulsa County Court Clerk at 1:39 pm on February 15, 2024. The Amended Agenda was posted at 11:05 am on Feb 16, 2024 and filed with the Tulsa County Clerk at 10:19 am on Feb 16, 2024 .

College Bound Academy BOARD OF EDUCATION


 Daisy Salgado-Garay, Minute Clerk

03/26/2024
 Date

Attest:


 President, Andrew Witter

3/26/24
 Date