



College Bound Academy BOARD MINUTES
REGULAR MEETING OF THE BOARD OF EDUCATION
Tulsa Charter: College Bound Academy
July 23, 2024 - 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 23 of July 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 5:36 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
- Chris Mahnken, Member
- Samantha Powell, Member
- Julie Peters, Member
- Elian Hurtado, Member

ABSENT MEMBERS OF THE BOARD:

- Caleb Leggett, Member
- Sarah Schemmer, 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
- Catherine Blevins, Staff Member

<p>Roll Call:</p>	<p>The meeting was called to order at 5:36 P.M. by Mr. Andrew Witter, President. On Roll Call the following were present:</p> <p>Present:</p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member ● Christopher Gnaedig, Member ● Chris Mahnken, Member ● Samantha Powell, Member ● Julie Peters, Member
<p>1) Opening Exercises</p>	<p>Opening Exercises</p> <ol style="list-style-type: none"> a. Welcome b. 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 ● Chris Mahnken, Member ● Samantha Powell, Member ● Julie Peters, Member
<p>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> <ol style="list-style-type: none"> a. Meeting Agenda b. Minutes: Regular Board Meeting - June 11, 2024 at 12pm. c. Staff Report/Elections and Salary Adjustments d. Financial Report for May 2023 prepared by Jenks & Kemper, Certified Public Accountants. <p>Motion to approve the Consent Agenda 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 ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes ● Julie Peters, Member - yes
<p>3) Action Agenda- Motion and vote on recommendations.</p>	
<p>3A)</p>	<p>A) Consider and take action on a continuing contract with NWEA for the FY25 school year.</p> <p>Rationale: To provide the testing materials in accordance with our authorizing contract with Tulsa Public Schools</p> <p>Cost: \$12,150 for district academic testing</p> <p>Discussion: There is a TPS requirement to gather data, thi helps create a Math data report.</p> <p>Motion to approve continuing contract with NWEA for the FY25 school year. was made by Board Member Christopher Gnaedig 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 ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes ● Julie Peters, Member - yes

3B)	<p>B) Consider and take action on an amendment to the continuing contract with Write On Fundraising, LLC</p> <p>Rationale: To approve updates in contract language and billing.</p> <p>Cost: \$3,500 per month for district services with additional charges of \$80 per hour as agreed upon when needed for specific grant needs.</p> <p>Discussion: The initial agreement was 3-4 grants to be prepared per month, addendum, there will be 45 hrs worked on preparing grants per month max. Extra hours will be charged at 80\$ per hour, at this time we do not foresee extra hours needed. .</p> <p>Motion to approve an amendment to the continuing contract with Write On Fundraising, LLC, was made by Board Member Chris Mahnkenand seconded by Board Member Julie Peters.</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 ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes ● Julie Peters, Member - yes <p>Elian Hurtado walked in at 5:41pm</p>
3C)	<p>C) Consider and take action on a contract with Heggerty.</p> <p>Rational: to provide professional development focussed on reading interventions, specifically phonics and phonemic awareness.</p> <p>Cost: Not to exceed more than \$5,000.00</p> <p>Discussion: This is a training service for interventionist who work one-on- one with students.</p>

	<p>Motion to approve a contract with Heggerty was made by Board Member Chris Mahnken and seconded by Board Member Christopher Gnaedig.</p> <p><i>The motion carried 6#-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member- yes ● Christopher Gnaedig, Member - yes ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes ● Julie Peters, Member - yes ● Elian Hurtado- yes
3D)	<p>D) Consider and take action on continuing the contract with OSSBA Employment Services Program.</p> <p>Rationale: To provide employment services for the district.</p> <p>Cost: \$624 a year for district employment services</p> <p>Discussion: This is for CBA to use on Employment services, they would help with unemployment paperwork and or fraud.</p> <p>Motion to approve a continuing the contract with OSSBA Employment Services Program was made by Board Member Christopher Gnaedig and seconded by Board Member Samantha Powell</p> <p><i>The motion carried #6-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member- yes ● Christopher Gnaedig, Member - yes ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes ● Julie Peters, Member - yes ● Elian Hurtado- yes
3E)	<p>E) Consider and take action on purchase orders #1-64</p> <p>Discussion: These are the same purchase orders from June, re-approved to be on record for both fiscal years.</p>

	<p>Motion to approve purchase orders #1-64 was made by Board Member Chris Mahnken and seconded by Board Member Christopher Gnaedig</p> <p><i>The motion carried 6-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member- yes ● Christopher Gnaedig, Member - yes ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes ● Julie Peters, Member - yes ● Elian Hurtado- yes
<p>3F)</p>	<p>F) Consider and take action on providing free breakfast and lunch to all scholars regardless of free and reduced lunch status.</p> <p>Rationale: To ease the financial burden on families, CBA will use general funds to pay for the cost of breakfast and lunch for all CBA scholars.</p> <p>Cost: Approximately \$192,000 a year based on FY24 figures.</p> <p>Discussion: This would be our 4th year paying for students' meals. Snack no longer being provided this school year, therefore, the total cost will decrease from previous years.</p> <p>Motion to approve providing free breakfast and lunch to all scholars regardless of free and reduced lunch status was made by Board Member Christopher Gnaedig and seconded by Board Member Chris Mahnken.</p> <p><i>The motion carried #6-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member- yes ● Christopher Gnaedig, Member - yes ● Chris Mahnken, Member- yes ● Samantha Powell, Member- yes ● Julie Peters, Member - yes ● Elian Hurtado- yes

3G)

G) Possible discussion and vote to enter into Executive Session pursuant to 25 O.S. § 307(B)(1) to discuss the resignation of a public employee.

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 the Executive Session.

Motion to approve entering into Executive Session pursuant to 25 O.S. § 307(B)(1) to discuss the resignation of a public employee was made by Board Member Chris Mahnken and seconded by Board Member Elian Hurtado

The motion carried 6-0 with the following votes:

- Andrew Witter, President, Member- yes
- Christopher Gnaedig, Member - yes
- Chris Mahnken, Member- yes
- Samantha Powell, Member- yes
- Julie Peters, Member - yes
- Elian Hurtado- yes

The College Bound Academy board entered executive session at 5:48pm.

Motion to approve to return to board meeting was made by Board Member Samantha Powell and seconded by Board member Julie Peters.

The motion carried 6-0 with the following votes:

- Andrew Witter, President, Member- yes
- Christopher Gnaedig, Member - yes
- Chris Mahnken, Member- yes
- Samantha Powell, Member- yes
- Julie Peters, Member - yes
- Elian Hurtado- yes

The Regular College Bound Academy Board meeting resumed at 6:33 pm.

4)	Information Agenda
4A)	<p>Executive Updates</p> <p>i.Executive Updates</p> <ul style="list-style-type: none"> i. Curriculum Adoption & Planning FY25 ii. Enrollment FY25 iii. FY24 End of Year MAP Data Recap iv. Scholar RSA Updates v. Staffing FY25 vi. Professional Development for Staff FY25 <p>Discussion: Local school districts maintain local control about curriculum,, we will not be adding extra items to our curriculum at this time.</p> <p>Enrollment: we are looking at a total of approximately 931 students for 24-25 school year.</p> <p>Staff: Looking to hire an art teacher, 2nd grade and 5th grade.</p> <p>50% of 3rd graders passed the RSA requirements.</p> <p>Samantha Powell left at 6:41pm.</p>
4B)	<p>Finance Updates</p> <p>Discussion: None</p>
4C)	<p>Development Updates</p> <p>i. 10 Year Anniversary Updates</p> <p>Discussion: School brand is changing colors, stepping away from orange. We have a version of our 10 year anniversary logo finalized and being used on uniforms. A school mascot to be adopted, pending board approval.</p>
4D)	<p>Governance Updates</p> <p>Discussion: None</p>

5)	<p>Announcements:</p> <p>a. The next meeting of the Board will be held on August 20, 2024 at 5:30pm at the CBA Eastside location at 2525 S. 101st E. Ave. Tulsa, OK 74129</p>
6)	Public Comments: None.
7)	New Business: None.
8)	<p>Motion and Vote to Adjourn</p> <p>This concludes the business that came before the Board on July 23, 2024 and the motion to Adjourn the meeting was made by Board Member mahknen and seconded by Board Member gneadig at 7:00P.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 ● Chris Mahnken, Member- yes ● Julie Peters, Member - yes ● Elian Hurtado- yes

The Agenda for the Regular Meeting on June 23, 2024 was posted on the website of College Bound Academy at 9:39 A.M. on July 22, 2024 by Daisy Slagado-Garay, District Operations Manager. Notice of the meeting was filed with the Tulsa County Court Clerk at 1:55 P.M on July 19, 2024.

College Bound Academy BOARD OF EDUCATION



Daisy Salgado-Garay, Minute Clerk

08/20/2024

Date

Attest:



President, Andrew Witter

Date

8/20/24