



College Bound Academy BOARD MINUTES
SPECIAL MEETING OF THE BOARD OF EDUCATION
Tulsa Charter: College Bound Academy
AUGUST 19, 2025 - 12 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 12 P.M. on August 19, 2025 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 12:02pm 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
- Julie Peters, Member
- Samantha Powell, Member
- Sarah Schemmer, Member

ABSENT MEMBERS OF THE BOARD:

- John R. Hart, Member
- Shai Kiser, Member

STAFF MEMBERS:

- Daisy Herrera, 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:

<p><u>Roll Call:</u></p>	<p>Call to order at 12:02pm and on Roll Call the following were present:</p> <p>The meeting was called to order at 12:02 P.M by Mr. Andrew Witter president.</p> <p>Present:</p> <ul style="list-style-type: none">●
<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● Julie Peters, Member● Samantha Powell, Member● Sarah Schemmer, 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, 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 <p><i>Discussion: Correction to Agenda item 3A, expected cost will be \$378.10 for Eastside and \$567.15 for Brookside.</i></p> <p>Motion to approve the Consent Agenda was made by Board Member Julie Peters and seconded by Board Member Caleb Leggett.</p>

	<p><i>The motion carried 7-0 with the following votes:</i> <i>Discussion: Correction to 3A, reflected 378.0 for ES and BS: in packet</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 ● Julie Peters, Member - yes ● Samantha Powell, Member- yes ● Sarah Schemmer, Member- yes <p>b. Minutes: Board Meeting - July 22, 2025 c. Staff Report - August 2025 d. Financial Report prepared by treasurer, Jay Jenkins, for June 2025.</p>
<p>Item 3) Action Agenda- Motion and vote on recommendations.</p>	
<p>3A)</p>	<p>A) Consider and take possible action on a quote from Gopher Sport’s SPARK curriculum for the FY26 school year. Rationale: To provide SPARK physical education curriculum again this school year.</p> <p>FY25 Cost: \$378.10 FY26 Cost: \$567.15</p> <p>Discussion: Sports PE curriculum, renewal</p> <p>Motion to approve a quote from Gopher Sport’s SPARK curriculum for the FY26 school year was made by Board Member Sarah Schemmer and seconded by Board Member Chris Mahnken.</p> <p><i>The motion carried 7-0 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 ● Julie Peters, Member - yes ● Samantha Powell, Member- yes ● Sarah Schemmer, Member- yes

<p>3B)</p>	<p>B. Consider and take action on the 2025-26 school calendar and approve the length of the 2025-26 school year to be calculated in hours as allowed by House Bill 1864 and as amended by House Bill 1087.</p> <p>Rationale: College Bound Academy seeks to ensure that its instructional calendar aligns with state requirements, 1086 hours of instruction, while also allowing flexibility to meet the academic, developmental, and scheduling needs of our students. This rationale supports the adoption of a policy that complies with House Bill 1864 and House Bill 1087, offering flexibility in how the school year is calculated and how instructional time is delivered.</p> <p><i>Discussion:</i> <i>A new House Bill requires an adjustment to instructional time. The requirement is changing from 180 days to 186 days. CBA already surpasses this requirement in hours.</i></p> <p>Motion to approve the 2025-26 school calendar and approve the length of the 2025-26 school year to be calculated in hours as allowed by House Bill 1864 and as amended by House Bill 1087 was made by Board Member Christopher Gnaedig and seconded by Board Member Caleb Leggett. <i>The motion carried 7-0 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 ● Julie Peters, Member - yes ● Samantha Powell, Member- yes ● Sarah Schemmer, Member- yes
<p>3C)</p>	<p>C) Consider and take possible action to approve the Charter Contract Renewal with Tulsa Public Schools</p> <p>Rationale: To ensure a working framework between Tulsa Public Schools and College Bound Academy.</p> <p><i>Discussion: item has been deferred in previous meetings, due to unified enrollment and its challenges, there is no resolution on matters, however renewal is due.</i></p>

	<p>Motion to approve the Charter Contract Renewal with Tulsa Public Schools was made by Board Member Christopher Gneadig and seconded by Board Member Chris Mahnken.</p> <p><i>The motion carried 7-0 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 ● Julie Peters, Member - yes ● Samantha Powell, Member- yes ● Sarah Schemmer, Member- yes
3D)	<p>D) Consider and take possible action to approve staff salaries for SY26.</p> <p><i>Discussion: Salaries had already been approved, this presents Salaries with Stipends.</i></p> <p>Motion to approve staff salaries for SY26 was made by Board Member Christopher Gnaedig and seconded by Board Member Chris Mahnken.</p> <p><i>The motion carried 7-0 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 ● Julie Peters, Member - yes ● Samantha Powell, Member- yes ● Sarah Schemmer, Member- yes
3E)	<p>E) Consider and take possible action on purchase orders # 71-76 and changes to purchase order number 30 and 61.</p> <p><i>Discussion: TPS has taken their trash containers and fire extinguishers, about \$20k cost expected for replacement. TPS has also taken their ladders, which has presented difficulties for their own maintenance workers carrying out work orders.</i></p> <p>Motion to approve purchase orders # 71-76 and changes to purchase order number 30 and 61 was made by Board Member Sarah Schemmer and seconded by Board Member Caleb Leggett.</p> <p><i>The motion carried 7-0 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 ● Julie Peters, Member - yes ● Samantha Powell, Member- yes ● Sarah Schemmer, Member- yes
<p>3F)</p>	<p>F) Consider and take action on Dr. Caleb Leggett as a renewing board member.</p> <p>Motion to approve Dr. Caleb Leggett was made by Board Member Chris Mahnken and seconded by Board Member Sarah Schemmer.</p> <p><i>The motion carried 6- 0 -1 abstained with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member- yes ● Christopher Gnaedig, Member - yes ● Caleb Leggett, Member- Abstained ● Chris Mahnken, Member- yes ● Julie Peters, Member - yes ● Samantha Powell, Member- yes ● Sarah Schemmer, Member- yes
<p>Item 4</p>	<p>I. Information Agenda</p> <ul style="list-style-type: none"> a. Executive Updates <ul style="list-style-type: none"> i. Medical Marijuana, Hemp & Cannabidiol (CBD) Policy b. Finance Updates c. Development Updates d. Governance Updates <p><i>Discussion: The Marihuana Policy is comparable to TPS's policy, because federal funds are received, federal guidelines will be followed. Final Policy to be presented at the next board meeting for approval.</i></p>
<p>Item 5</p>	<p>I. Announcements: The next meeting of the Board will be held on September 16, 2025 at 12pm at the CBA Eastside location at 2525 S. 101st E. Ave. Tulsa, OK 74129</p>

Item 6	Public Comments:
Item 7	New Business:
Item 8	<p>I. Motion and Vote to Adjourn</p> <p>This concludes the business that came before the Board on August 9, 2025 and the motion to Adjourn the meeting was made by Board Member Christopher Gnaedig and seconded by Board Member Caleb Leggett at 12:39 P.M.</p> <p><i>The motion carried 7-0 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 ● Julie Peters, Member - yes ● Samantha Powell, Member- yes ● Sarah Schemmer, Member- yes

The Agenda for the Regular Meeting on August 19, 2025 was posted on the website of College Bound Academy at 10:43am on August 15, 2025 by Daisy Herrera, District Operations Manager. Notice of the meeting was filed with the Tulsa County Court Clerk at 3:22pm on August 14 2025.

College Bound Academy BOARD OF EDUCATION




 Daisy Herrera, Minute Clerk

9/16/25

 Date

Attest:



 President, Andrew Witter

9/16/25

 Date