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12:59 pm, Nov 13, 2025

COLLEGE BOUND ACADEMY, INC.

SPECIAL BOARD MEETING NOVEMBER 18, 2025 AT 12PM COLLEGE BOUND ACADEMY 2525 S. 101ST E. AVE TULSA, OK 74129

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.

- I. Opening Exercises
 - a. Welcome
 - b. Call the meeting to order and confirm that a quorum of the board is present.
- II. Consent Agenda- Motion and vote on recommendations.

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:

- a. Meeting Agenda
 - b. Minutes: Board Meeting - September 16, 2025
 - c. Financial Report prepared by treasurer, Jay Jenkins, for September 2025.
- III. Action Agenda- Motion and vote on recommendations.
 1. Consider and take possible action to convene into Executive Session pursuant to 25 O.S. § 307(B)(3), to discuss the purchase or appraisal of real property.

Rationale: To discuss confidential matters related to the potential purchase, sale, or appraisal of real estate by the district, where public disclosure would violate the public interest or harm the negotiating position of the district.

 - i. Vote to Convene in Executive Session
 - ii. Vote to Acknowledge Return to Open Session
 - iii. Board President's statement of minutes of executive session.
 - a. Consider and take possible action on the 2026 CBA Board Meeting Schedule.

- b. Consider and take possible action on FY25 Certificate of Appropriations.
Rationale: Each year as part of the process of creating a budget, each school district in Oklahoma creates an “estimate of needs,” an itemized estimate of proposed expenditures and anticipated revenues. A summary of the estimate of needs is printed in a local newspaper, and the full estimate of needs is presented to the county excise board after it has been approved by the College Bound Academy board. The certificate of appropriates was approved by the Tulsa County Excise Board.

- c. Consider and take possible action on purchasing 100 iPads from Apple.
Rationale: To provide testing technology.
FY25: \$0.00
FY26: \$42,395.00

- d. Consider and take possible action on FY26 contract with a ProTech Termite and Pest Services, Inc for monthly and as needed pest control services.
Rationale: To provide pest-free campuses as TPS is no longer offering pest control services.
FY25: \$0.00
FY26: \$5,400

- e. Consider and take possible action on FY26 contract with Pediatric Assessment and Counseling Services, LLC for telemetric evaluations.
Rationale: To provide telemetric and psychometric assessments and evaluations.
FY25: \$100,580.00 to 3M Psychometric Services
FY26: \$90,000.00

- f. Consider and take possible action on Scribe Pro subscriptions.
Rationale: To provide a service that facilitates the production of how-to guide PDFs in order to make the transfer of institutional knowledge more comprehensive and user-friendly.
FY25: \$0.00
FY26: \$276.00/user/year

- g. Consider and take possible action on FY26 contract with SmartPass, Inc for a hall-pass management system..
Rationale: To provide increased accountability and simplified classroom management.
FY25: \$0.00
FY26: \$995.00

- h. Consider and take possible action on FY26 contract with VactionTracker.io for a new paid time off tracking application.
Rationale: To provide a new system for tracking and submitting PTO.
FY25: \$0.00
FY26: \$2,376.00
- i. Consider and take possible action on having Image Builders (IB Acquisition, LLC) come to work on Brookside's electronic marquee.
Rationale: To repair the electronic sign so that it can be connected to and function properly.
FY25: \$0.00
FY26: \$450.00
- j. Consider and take possible action on returning to Woodland Hills Mall for a recruitment event.
Rationale: To provide recruitment opportunities. They will be recognizing last year's pricing.
FY25: \$3,200.00
FY26: \$3,200.00
- k. Consider and take possible action on amendments to the CBA Staff Handbook to take effect on November 19, 2025.
Rationale: To provide clarity on staff procedures on signing-in and out daily, employee leave and paid time off, absences, and staff dress code.
- l. Consider and take possible action to convene into executive session for the purposes of (a) discussing the employment and termination of Jeffrey Bianca, an individual salaried public employee, pursuant to Title 25, Section 307.B.1 of the Oklahoma Statutes.
 - i. Vote to Convene in Executive Session
 - ii. Vote to Acknowledge Return to Open Session
 - iii. Board President's statement of minutes of executive session.
- m. Staff Report November 2025

IV. Information Agenda

- a. Executive Updates
 - i. Drop Out Report
 - ii. State of the School Presentation
- b. Finance Updates
- c. Development Updates

- d. Governance Updates
- V. Announcements
 - a. The next meeting of the Board will be held on December 16, 2025 at 5:30pm at the CBA Brookside location at 1110 E. 45th Pl. Tulsa, OK
74105
- VI. Public Comments
- VII. Motion and Vote to Adjourn