

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

Tulsa Charter: College Bound Academy
March 10th, 2026 – 12:00 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 March 10th 2026, 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.

Call to order at 12:05 p.m. and on **Roll Call** the following were present:

PRESENT MEMBERS OF THE BOARD:

- Andrew Witter, President, Member
- Sarah Schemmer, Member
- John Hart, Member
- Shai Kaiser, Member
- Caleb Leggett, Member
- Chris Mahnken, Member

ABSENT MEMBERS OF THE BOARD:

- Julie Peters, Member
- Christopher Gnaedig, Member

STAFF MEMBERS:

- Andrea Warren, Executive Director; CFO, Non-Member, Advisory
- Kylynn Woodruff, Board Clerk, Non-Member
- Olivia Ehle, Staff Member
- Silvia Turmero, Staff Member
- Thom Golden, Staff Member
- Clint McKee, Staff Member

PUBLIC:

- none

<p>Roll Call:</p>	<p>The meeting was called to order at 12:05 P.M by Mr. Andrew Witter, President.</p> <p>Present:</p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member ● Sarah Schemmer, Member ● John Hart, Member ● Shai Kaiser, Member ● Caleb Leggett, Member ● Chris Mahnken, Member
<p>Item 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 ● Sarah Schemmer, Member ● John Hart, Member ● Shai Kaiser, Member ● Caleb Leggett, Member ● Chris Mahnken, 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"> 1. Meeting Agenda 2. Minutes: Board Meeting - February 17, 2026 3. Financial Report prepared by Treasurer, Jay Jenkins, for February 2026 4. March 2026 Staff Report <p>Motion to approve the Consent Agenda was made by Board Member Chris Mahnken and seconded by Board Member Sarah Schemmer.</p> <p><i>The motion carried 6-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member ● Sarah Schemmer, Member ● John Hart, Member ● Shai Kaiser, Member ● Caleb Leggett, Member ● Chris Mahnken, Member

<p>Item 3 Action Agenda</p>	
<p>3a.</p>	<p>Consider and take possible action on a Memorandum of Understanding with Tulsa Facilities LLC. Rationale: To enter into an agreement with Tulsa Facilities LLC to lease our current buildings for the FY27 school year.</p> <p>Motion to approve a MOU with Tulsa Facilities LLC to lease current buildings for the FY27 school year was made by Board Member Chris Mahnken and seconded by Board Member Sarah Schemmer.</p> <p><i>The motion carried 6-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member ● Sarah Schemmer, Member ● John Hart, Member ● Shai Kaiser, Member ● Caleb Leggett, Member ● Chris Mahnken, Member
<p>3b.</p>	<p>Consider and take possible action on purchase orders #91-93 with changes to #33.</p> <p>Motion to approve purchase orders #91-93 with changes to #33 was made by Board Member Chris Mahnken and seconded by Board Member John Hart.</p> <p><i>The motion carried 6-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member ● Sarah Schemmer, Member ● John Hart, Member ● Shai Kaiser, Member ● Caleb Leggett, Member ● Chris Mahnken, Member

<p>3c.</p>	<p>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.</p> <p style="text-align: center;">I. Acknowledgment of the board’s return to executive session. II. Executive Session Compliance Report</p> <p>Executive session minutes compliance announcement. Andrew Witter announced that the board entered into executive session at 12:21 p.m. to discuss the purchase or appraisal of real property, as authorized by 25 O.S. Section 307(B)(3). Those present in executive session were:</p> <ul style="list-style-type: none"> ● Andrew Witter, President, Member ● Sarah Schemmer, Member ● John Hart, Member ● Shai Kaiser, Member ● Caleb Leggett, Member ● Chris Mahnken, Member <p>No action was taken by the board of education. The board returned to open session at 12:37.</p>
<p>3d.</p>	<p>Consider and take possible action on authorizing College Bound Academy and Andrea Warren to submit a bid for a tract of land. Rationale: To maintain the easement from the Wright Elementary School (aka College Bound Academy- Brookside) parking lot.</p> <p>Motion to authorize College Bound Academy and Andrea Warren to submit a bid for a tract of land was made by Board Member Caleb Leggett 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"> ● <i>Andrew Witter, President, Member</i> ● <i>Sarah Schemmer, Member</i> ● <i>John Hart, Member</i> ● <i>Shai Kaiser, Member</i> ● <i>Caleb Leggett, Member</i> ● <i>Chris Mahnken, Member</i>

Item 4 Information Agenda	
4a.	<p>Executive Updates:</p> <p>Andrea Warren gave a summary of the 26-27 academic calendar. She explained that after spring break Fridays are virtual learning days for scholars and the last day of the academic year is May 13th.</p>
4b.	<p>Finance Updates:</p> <p>Silvia Tumero went over the budget and building estimates.</p>
4c.	Development Updates: None
4d.	Governance Updates: None
Item 5 Announcements	
5a.	<p>The next meeting of the Board will be held on April 21, 2026, at 12:00pm at the CBA District Offices at 2525 S. 101st E. Ave. Tulsa, OK 74129</p>
Item 6 Public Comments	Public Comments: None
Item 7 New Business	New Business: None
Item 8 Motion and Vote to Adjourn	<p>Motion and Vote to Adjourn</p> <p>Motion to adjourn was made by Board Member Caleb Leggett and seconded by Board Member Sarah Schemmer.</p> <p><i>The motion carried 6-0 with the following votes:</i></p> <ul style="list-style-type: none"> ● <i>Andrew Witter, President, Member</i> ● <i>Sarah Schemmer, Member</i> ● <i>John Hart, Member</i> ● <i>Shai Kaiser, Member</i> ● <i>Caleb Leggett, Member</i> ● <i>Chris Mahnken, Member</i> <p>Adjourned at 12:49 pm</p>

The Agenda for the Regular Meeting on March 10th, 2026 March 10th, 2026 was posted on the website of College Bound Academy on March 6th, 2026 by Thomas Golden. Notice of the meeting was filed with the Tulsa County Court Clerk at 2:30pm on March 6th, 2026.

College Bound Academy BOARD OF EDUCATION

Kylynn Woodruff, Minute Clerk

Date

Attest:

President, Andrew Witter

Date