College Bound Academy BOARD MINUTES

REGULAR MEETING OF THE BOARD OF EDUCATION

Tulsa Charter: College Bound Academy

July 21st, 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 12:00 P.M. on July 21st, 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 12:03 p.m. and on **Roll Call** the following were present:

PRESENT MEMBERS OF THE BOARD:

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

ABSENT MEMBERS OF THE BOARD:

- None

STAFF MEMBERS:

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

PUBLIC:

- none

Roll Call:	The meeting was called to order at 12:03 P.M by Mr. Andrew Witter, President. **Present:** ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member
Item 1) Opening Exercises	Opening Exercises a. Welcome b. Call the meeting to order and confirm that a quorum of the board is present. Quorum is present: ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member
Item 2) 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 - June 9, 2026. c. Financial Report prepared by Treasurer, Jay Jenkins, for May 2026 d. July 2026 Staff Report Motion to approve the Consent Agenda was made by Board Member Chris Mahnken and seconded by Board Member Christopher Gnaedig. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member

	• Chris Mahnken, Member • Julie Peters, Member • Shai Kaiser, Member • Sarah Schemmer, Member
Item 3 Information Agenda Part I	
3a.	Discussion of potential changes to the wired camera system and new technology contracts
Item 4 Action Agenda	
4a.	Consider and take possible action transferring $1,007,873.54 of Redbud funds from the General Fund to the Building Fund. Rationale: Transferring these funds to the Building Fund will ensure that we do not have a carryover balance in the General Fund. Motion to approve transferring $1,007,873.54 of Redbud funds from the General Fund to the Building Fund was made by Board Member Christopher Gnaedig and seconded by Chris Mahnken. *The motion carried 8-0 with the following votes:* • Andrew Witter, President, Member • John Hart, Member • Christopher Gnaedig, Member • Caleb Leggett, Member • Chris Mahnken, Member • Julie Peters, Member • Shai Kaiser, Member • Sarah Schemmer, Member
4b.	Consider and take possible action on the contract for Amira Learning. Rationale: Amira Learning is an approved vendor that provides assessment services aligned with the requirements of the Strong Readers Act. Motion to approve the contract for Amira Learning was made by Board Member Christopher Gnaedig and seconded by Chris Mahnken. *The motion carried 8-0 with the following votes:* • Andrew Witter, President, Member • John Hart, Member • Christopher Gnaedig, Member • Caleb Leggett, Member • Chris Mahnken, Member • Julie Peters, Member • Shai Kaiser, Member • Sarah Schemmer, Member

4c.	Consider and take possible action on the contract for EAS Consulting Inc. Rationale: To renew a continued contract to provide consulting services for federal programs and compliance for the 2026-2027 school year for College Bound Academy as a district. Cost: $18,000 Motion to approve the contract for EAS Consulting Inc was made by Board Member Christopher Gnaedig and seconded by Chris Mahnken. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member
4d.	Consider and take possible action on the contract for The Together Group LLC. Rationale: The Together Group LLC will provide professional development for teachers. Cost: Not to Exceed $15,000. A motion to approve the contract for The Together Group LLC was made by Board Member Christopher Gnaedig and seconded by Chris Mahnken. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member

4e.	Consider and take possible action on the quote for Menlo K12 for onsite services. Rationale: To have Menlo K12 provide on technology assistance. Cost: $20,000 per year A motion to approve the quote for Menlo K12 was made by Board Member Christopher Gnaedig and seconded by Chris Mahnken. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member
4f.	Consider and take possible action on a short term lease with Tulsa Public Schools for the Eastside building. Rationale: A short term lease with Tulsa Public Schools is necessary until the buildings are sold to Tulsa Facilities LLC. A motion to approve the short term lease with Tulsa Public Schools for the Eastside building was made by Board Member Christopher Gnaedig and seconded by Chris Mahnken. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member

4g.	Consider and take possible action on a short term lease with Tulsa Public Schools for the Brookside building. Rationale: A short term lease with Tulsa Public Schools is necessary until the buildings are sold to Tulsa Facilities LLC. A motion to approve short term lease with Tulsa Public Schools for the Brookside building was made by Board Member Christopher Gnaedig and seconded by Sarah Schemmer. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member
4h.	Consider and take possible action on a lease with Tulsa Facilities LLC for the FY27 school year for the Brookside campus. Cost: $439,945 A motion to approve lease with Tulsa Facilities LLC for the FY27 school year for the Brookside campus was made by Board Member Christopher Gnaedig and seconded by John Hart. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member

4i.	Consider and take possible action on a lease with Tulsa Facilities LLC for the FY27 school year for the Eastside campus. Cost: $495,055 A motion to approve a lease with Tulsa Facilities LLC for the FY27 school year for the Eastside campus was made by Board Member Christopher Gnaedig and seconded by Chris Mahnken. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member
4j.	Consider and take possible action on a contract with 8x8, Inc for phone services. Cost: $6,000.00 A motion to approve a contract with 8x8, Inc for phone services was made by Board Member Christopher Gnaedig and seconded by Chris Mahnken. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member

4k.	Consider and take possible action on a contract with OSIG. Rationale: To insure the district General Liability and other various education related policies. Cost: $73,425 A motion to approve a contract with OSIG was made by Board Member Christopher Gnaedig and seconded by Chris Mahnken. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member
4l.	Consider and take possible action on a contract with State National Insurance Company to provide cyber coverage insurance. Rationale: To insure the district against digital liability. Cost: $6,490 A motion to approve a contract with State National Insurance Company to provide cyber coverage insurance was made by Board Member Christopher Gnaedig and seconded by John Hart. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member

4m.	Consider and take possible action on an updated Bullying Policy. A motion to approve an updated Bullying Policy was made by Board Member Christopher Gnaedig and seconded by Chris Mahnken. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member
4n.	Consider and take possible action on purchase orders #83-88. A motion to approve purchase orders #83-88 was made by Board Member Christopher Gnaedig and seconded by Chris Mahnken. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member
4o.	Consider and take possible action on an ongoing data sharing agreement with Community Action Project. Rationale: To allow Community Action Project to access data for their students that have transitioned into elementary school. A motion to approve an ongoing data sharing agreement with Community Action Project was made by Board Member Christopher Gnaedig and seconded by Chris Mahnken. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member

Item 5 Information Agenda Part II	
5a.	Executive Updates: Andrea Warren provided an executive update on district facilities, including maintenance projects, HVAC systems, and long-term capital improvements.
5b.	Finance Updates: None
5c.	Development Updates: Thomas Golden provided a development update regarding a recently awarded grant and related funding opportunities.
5d.	Governance Updates: None
Item 6 Announcements	
6a.	The next meeting of the Board will be held on August 18, 2026, at 12:00pm at the CBA District Offices at 2525 S. 101st E. Ave. Tulsa, OK 74129
Item 7 Public Comments	Public Comments: None
Item 8 New Business	New Business: None
Item 9 Motion and Vote to Adjourn	Motion and Vote to Adjourn Motion to adjourn was made by Board Member Christopher Gnaedig and seconded by Chris Mahnken. *The motion carried 8-0 with the following votes:* ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member ● Sarah Schemmer, Member Adjourned at 12:42 pm

The Agenda for the Regular Meeting on July 21, 2026 was posted on the website of College Bound Academy on July 17th, 2026 by Thomas Golden. Notice of the meeting was filed with the Tulsa County Court Clerk at 4:16pm on July 17th, 2026.

College Bound Academy BOARD OF EDUCATION

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Kylynn Woodruff, Minute Clerk Date

Attest:

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President, Andrew Witter Date