College Bound Academy BOARD MINUTES

REGULAR MEETING OF THE BOARD OF EDUCATION

Tulsa Charter: College Bound Academy

June 9th, 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 June 9th 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 12:04 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

ABSENT MEMBERS OF THE BOARD:

- Sarah Schemmer, 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

Roll Call:	The meeting was called to order at 12:04 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
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
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: Special Board Meeting - June 2, 2026 c. June 2026 Staff Report & July 2026 Staff Report d. May Finance Report Motion to approve the Consent Agenda was made by Board Member Chris Mahnken and seconded by Board Member Christopher Gnaedig. *The motion carried 7-0 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

Item 3 Information Agenda Part I	
3a.	Presentation of the 24-25 Tulsa Public School Performance Framework Results by Mindy Sutterfield Ms. Mindy Sutterfield presented the Tulsa Public Schools Charter Annual Board Report and provided a summary of College Bound Academy's district-level compliance and score reporting.
Item 4 Action Agenda	
4a.	Consider and take possible action to enter into Executive Session pursuant to 25 O.S. § 307(B)(1) to discuss the annual review of the Executive Director. Rationale: To discuss the annual review and performance of the executive director. i. Acknowledgment of the board's return to executive session. ii. Executive Session Compliance Report. Executive session minutes compliance announcement. Andrew Witter announced that the board entered into executive session at 12:12 p.m.discuss the annual review of the Executive Director, as authorized by 25 O.S. Section 307(B)(3). Those present in executive session were: ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member No action was taken by the board of education. The board returned to open session at 12:18. Motion to return to open session was made by Board Member Chris Mahnken and seconded by Board Member Christopher Gnaedig. *The motion carried 7-0 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

4b.	Consider and take possible action to enter 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. iii. Acknowledgment of the board's return to executive session. iv. Executive Session Compliance Report. Executive session minutes compliance announcement. Andrew Witter announced that the board entered into executive session at 12:18 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: ● Andrew Witter, President, Member ● John Hart, Member ● Christopher Gnaedig, Member ● Caleb Leggett, Member ● Chris Mahnken, Member ● Julie Peters, Member ● Shai Kaiser, Member No action was taken by the board of education. The board returned to open session at 12:28. Motion to return to open session was made by Board Member Chris Mahnken Gnaedig and seconded by Board Member Christopher Gnaedig. *The motion carried 7-0 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

4c.	Consider and take possible action on approving a revised salary schedule for the FY27 school year. Rationale: To update the salary schedule to reflect the approved increase for certified teachers and to make additional minor adjustments to improve overall structure and alignment of the pay scale. Motion to approve a revised salary schedule for the FY27 school year was made by Board Member Chris Mahnken and seconded by Christopher Gnaedig. *The motion carried 7-0 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
4d.	Consider and take possible action to engage with K12 to update the intercom system for both sites. Rationale: The current intercom systems are unreliable and create a safety concern in the event of an emergency. Cost: $51, 227 A motion to approve to engage with K12 to update the intercom system for both sites was made by Board Member Chris Mahnken and seconded by Christopher Gnaedig. *The motion carried 7-0 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

4e.	Consider and take possible action on FY27 purchase orders #1-79 beginning on July 1, 2026. A motion to approve FY27 purchase orders #1-79 was made by Board Member Chris Mahnken and seconded by Christopher Gnaedig. *The motion carried 7-0 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
4f.	Consider and take possible action on approval of the FY27 E-Rate fee schedule and authorization for Kellogg & Sovereign to act on behalf of CBA for E-Rate filing purposes, including preparation and submission of FCC Form 471 for FY27 funding Rationale: To authorize Kellogg & Sovereign to prepare and submit FCC Form 471 on behalf of College Bound Academy for FY27 E-Rate funding and to approve the associated fee schedule for services. A motion to approve the FY27 E-Rate fee schedule and authorization for Kellogg & Sovereign to act on behalf of CBA for E-Rate filing purposes, including preparation and submission of FCC Form 471 for FY27 funding was made by Board Member Chris Mahnken and seconded by Christopher Gnaedig. *The motion carried 7-0 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

4g.	Consider and take possible action on purchase orders 96-99. A motion to approve purchase orders 96-99 was made by Board Member Chris Mahnken and seconded by Christopher Gnaedig. *The motion carried 7-0 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
4h.	Consider and take possible action on authorizing the superintendent to approve an insurance carrier quote. Rationale: For FY27, we need to meet a standard of insurance for our new landlords that is not currently met by our current providers. A motion to approve the authorization of the superintendent to approve an insurance carrier quote was made by Board Member Christopher Gnaedig and seconded by Caleb Leggett. *The motion carried 7-0 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
Item 5 Information Agenda Part II	
5a.	Executive Updates:
5b.	Finance Updates: Tulsa Community Foundation account summary was presented by Superintendent Andrea Warren.
5c.	Development Updates:
5d.	Governance Updates:

Item 6 Announcements	
6a.	The next meeting of the Board will be held on July 21, 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 Chris Mahnken and seconded by Christopher Gnaedig. *The motion carried 7-0 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 Adjourned at 12:42 pm

The Agenda for the Regular Meeting on June 9th, 2026 was posted on the website of College Bound Academy on June 5th, 2026 by Thomas Golden. Notice of the meeting was filed with the Tulsa County Court Clerk at 2:01 on May 5, 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