



Tulsa Honor Academy

May 2025 Board Meeting

Published on May 21, 2025 at 12:40 PM CDT

Date and Time

Tuesday May 6, 2025 at 4:00 PM CDT

Location

Root Coworking Space: 110 S. Hartford Ave Suite 100 Tulsa, OK 74120

Public comments submitted in accordance to our public comments policy will be read prior to the relevant agenda item.

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:00 PM
A. Roll Call		Anna Montgomery	1 m
B. Call the Meeting to Order		Anna Montgomery	1 m
II. Consent Agenda			4:02 PM
A. Consent Agenda: Items B-W	Vote	Anna Montgomery	1 m
B. April Board Meeting Minutes	Approve Minutes	Elsie Urueta Pollock	

	Purpose	Presenter	Time
	The meeting's board agenda ensures proper meeting conduct by outlining all matters to be considered by the public body.		
C.	Routine Staffing		
	Routine personnel actions implement the various talent strategies and priorities authorized by THA's Board of Directors. All salaries are listed as the prorated total based on start date.		
D.	March Financial Report		
	This report represents our finances for the month of March 2025 as prepared by Oklahoma Consulting & Accounting Services, LLC.		
E.	Approval of 25-26 Strawbridge Portrait Renewal Agreement		
	This agreement will renew our contract with Strawbridge for scholar portraits, scholar IDs, and yearbooks for the 25-26 school year.		
F.	Approval of 2025-2026 Hickman Law Group Legal Engagement Letter		
	This engagement letter will renew legal services from Hickman Law Group for the 2025-2026 school year.		
G.	Approval of 2025-2026 Renaissance Contract		
	This contract includes access to DnA an assessment and academic data platform for the 2025-2026 school year.		
H.	Approval of 2025-2026 Amplify Inc. Memorandum of Understanding		
	Amplify provides Sex Education using their Positive Prevention Plus Curriculum to our scholars and HIV education aligned with the OK HIV Education Mandate.		
I.	Approval of 2025-2026 H&E Landscaping Sheridan Contract		
	This contract includes grounds services for the Sheridan campus for the 2025-2026 school year.		
J.	Approval of 2025-2026 H&E Landscaping Lakewood Contract		

	Purpose	Presenter	Time
	This contract includes grounds services for the Lakewood campus for the 2025-2026 school year.		
K.	Approval of Premier Best Western Terms Terms for Hotel Rooms for the NY College Visit from 06/04/25- 06/07/25.		
L.	Approval of 2025-2026 Edmentum Inc. Contract Edmentum can provide virtual learning options for scholars who are determined to be unable to attend school as part of a scholar's individual academic plan in alignment with our Medical Exemption Policy.		
M.	Approval of 2025-2026 Bledsoe, Hewett, & Gullekson Contract THA will engage BHG to audit financials for FY25.		
N.	Approval of 2025-2026 ParentSquare Contract This contract includes access to THA's Family and scholar communication platform for the 2025-2026 school year.		
O.	Approval of 2025-2026 Oklahoma Consulting & Accounting Services, LLC Contract This contract includes accounting services for treasury, payroll, and accounts payable for the 2025-2026.		
P.	Approval of 2025-2026 Sylogist Contract This software serves as our Employee Management System and HR SIS. This contract includes: Accounts Payable, Treasurer, Personnel, and Payroll.		
Q.	918 Fund Teacher Apprentice Pipeline The 918 Fund provides grant funding for a Teacher Apprentice pipeline program that covers 50% of participating Teacher Apprentice salaries and benefits.		
R.	Approval of 2025-2026 SchoolMint Grow Contract This contract includes access to THA's classroom observation and feedback platform for the 2025-2026 school year.		
S.	Approval of CESA Qualtrics Implementation Contract	Discuss	Alison Moore

	Purpose	Presenter	Time
This contract represents 12.5 hours of implementation support to create/train our staff on Dashboards, Surveys, and Ticketing features of Qualtrics. This work would begin in FY25 and complete in FY26.			
T.	Approval of Bryan McNutt with Barlow Education Services as a Non-District Admin in THA's Grants Management Services Application		
Discussion and possible board action on the Superintendent's recommendation to grant Non-District Administrative Rights in the Grants Management System (GMS) on the Oklahoma State Department of Education's Single Sign On (SSO) to Barlow Educational Services representative Bryan McNutt. Said Non-District Administrative rights authorize the Barlow Educational Services representative full access to enter and submit forms/claims on behalf of the district in consultation with the District Superintendent.			
U.	Approval of THA Facilities, LLC Contract with Environmental Hazard Control, Inc		
The proposal outlines a full AHERA compliant asbestos inspection for a lump sum of \$4,500, which includes sample collection, lab analysis, and a report with regulatory guidance and documentation.			
V.	Approval of 2025-2026 Curriculum Associates, LLC dba Ellevation Education Terms & Agreement		
This contract includes access to English Language Acquisition compliance software, ELAPs, testing scores, etc. for the 2025-2026 school year.			
W.	Approval of 2025-2026 Soar Education Partners Contract		
This contract includes coaching services for THA's Chief Academic Officer for the 2025-2026 school year.			
III.	Information Agenda		4:03 PM
A.	May CEO Report	Discuss	Elsie Urueta Pollock 15 m
B.	THA Board Committee Reports	Discuss	20 m
	<ul style="list-style-type: none"> • Executive Committee • Governance Committee 		

	Purpose	Presenter	Time
<ul style="list-style-type: none"> • Academic Achievement Committee • Finance Committee 			
C. Activity Fund Report	Discuss	Elsie Urueta Pollock	2 m
D. 2025-2026 Budget Preview	Discuss	Alison Moore	5 m
<p>The 2025-2026 Budget Preview represents the continued decision to strategically utilize reserves to support necessary academic improvements. Not included in this roll up is uncommitted fundraising that THA is in active communication to secure by the June 2025 board meeting. Board members are encouraged to review the preview and submit questions in writing directly to the COO by COB May 20, 2025.</p>			
E. Employee Contract for Chief Executive Officer			2 m

IV. Action Agenda

4:47 PM

A. Executive Session Pursuant to O.S. Title 25, Section 307 (B) (4)	Vote	Elsie Urueta Pollock	20 m
<p>Propose executive session to discuss the following items pursuant to O.S. Title 25, Section 307 (B) (4): Confidential communications between a public body and its attorney concerning a pending claim</p>			
B. Approval of Level Field Partners Proposal for Real Estate Advisory Services	Vote	Elsie Urueta Pollock	5 m
<p>This proposal will allow Level Field Partners to assist with planning, financing, fundraising, and ultimate delivery of two permanent campuses for THA's founding elementary school program to permanently house THA's middle school program. LFP will provide technical assistance to assess site feasibility, affordability, and renovation requirements for the identified sites, with the goal of achieving successful acquisition, financing, and delivery of permanent campuses for THA.</p>			
C. Approval of THA Inc. and THA Facilities, LLC Reimbursement Resolutions	Vote	Alison Moore	5 m
<p>These four reimbursement resolutions allow for both Tulsa Honor Academy, Inc. and THA Facilities, LLC to be reimbursed for project costs associated with the acquisition and renovation of outlined facilities projects once construction financing is obtained, should the board choose.</p>			
D. Approval of 2025-2026 Keystone Food Service Contract	Vote	Alison Moore	5 m

	Purpose	Presenter	Time	
	This agreement encompasses all Food Service Management -- including staffing, ordering, preparing, serving, and custodial services related to THA's nutrition program for all campuses for the 2025-2026 school year.			
E.	Approval of 2025-2026 Wired Technology Partners Contract	Vote	Alison Moore	5 m
	This contract encompasses all Information Technology Services & Management for all campuses for the 2025-2026 school year.			
F.	Approval of Personal Electronic Devices & Cell Phone Policy	Vote	Madison Dominguez	2 m
	In accordance with recently passed legislation, THA's Board of Directors will approve a Personal Electronic Devices and Cell Phone Policy.			
G.	Approval of 2025-2026 Qualtrics Contract	Vote	Alison Moore	5 m
	This contract includes access to the Qualtrics data management platform that will be used for THA's data dashboards, surveys, and ticketing management (time off, purchase, facilities, etc. requests) in correlations with THA's 24-25 Data Priority and 25-26 Data Core Initiative. Platform access would begin in FY25 and continue in FY26 to allow time to build the platform over the summer for use at the start of the 25-26 school year.			
H.	THA Facilities LLC Revised Operating Agreement	Vote	Elsie Urueta Pollock	2 m
	THA Facilities LLC's Operating Agreement has been revised to reflect three managers in Paragraph 8.			
I.	THA Facilities LLC Resolution Banking and Authority	Vote	Elsie Urueta Pollock	2 m
J.	Approval of 2025-2026 Office Express Janitorial Contract	Vote	Alison Moore	5 m
	This contract represents all janitorial services for both the Sheridan and Lakewood campuses for the 2025-2026 school year.			
K.	Approval of 2025-2026 3M Psychometric Services Contract	Vote	Alison Moore	5 m
	This contract includes all Psychometry Services for confirmation of eligibility for Special Education for the 2025-2026 school year.			

	Purpose	Presenter	Time
L. New & Modified General Fund, Gift Fund, and Insurance Fund Encumbrances	Vote	Alison Moore	5 m

New encumbrances and encumbrance changes reflect obligations of district funds issued in accordance with §70-5-135.

V. Closing Items	5:53 PM
-------------------------	----------------

A. Adjourn Meeting	Vote	Anna Montgomery	1 m
---------------------------	------	-----------------	-----