

APPROVED



# Harding Charter Preparatory School District

## Minutes

### Regular Governance Board Meeting

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**Date and Time**

Tuesday September 10, 2024 at 6:00 PM

**Location**

12600 N Kelley Avenue  
Oklahoma City, OK 73131

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**Directors Present**

Angela Parker, Lisa Miller, Michael Pedder, Ryan Coleman, Tiffany Ellis

**Directors Absent**

Jack Harbin, Pat McKinstry

**Ex Officio Members Present**

Judy Luster, Lou Falsetti

**Non Voting Members Present**

Judy Luster, Lou Falsetti

**Guests Present**

Jason Mack, Rachel Dowell, Steven Stefanick

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**I. Opening Items**

**A. Call the Meeting to Order**

Ryan Coleman called a meeting of the board of directors of Harding Charter Preparatory School District to order on Tuesday Sep 10, 2024 at 6:03 PM.

**B. Record Attendance**

**II. Committee Reports**

**A. Executive Committee**

The executive committee has not met as of today.

**B. Finance Committee**

The finance committee has not formally met this school year. Finances have been adjusted to reflect changes from SDE and enrollment decrease.

**C. Academic Committee**

**D. Communications Committee**

The communications committee has not met this school year.

**E. Superintendent Evaluation**

**III. Consent Agenda**

**A. Board/Legal Services**

Michael Pedder made a motion to Accept consent agenda.

Lisa Miller seconded the motion.

The board **VOTED** to approve the motion.

Michael Pedder made a motion to approve the minutes from August 13, 2024.

Lisa Miller seconded the motion.

No discussion.

The board **VOTED** to approve the motion.

**Roll Call**

Ryan Coleman Aye

Pat McKinstry Absent

Angela Parker Aye

Michael Pedder Aye

Lisa Miller Aye

Tiffany Ellis Aye

Jack Harbin Absent

**B.**

## Financials

Lisa Miller made a motion to accept the financial report.

Michael Pedder seconded the motion.

The board **VOTED** to approve the motion.

### Roll Call

Tiffany Ellis Aye

Michael Pedder Aye

Ryan Coleman Aye

Angela Parker Aye

Pat McKinstry Absent

Jack Harbin Absent

Lisa Miller Aye

## C. Human Resources

## D. Capital Projects

## IV. Action Items

### A. Selection of Public Relations contract to support 2025-2026 enrollment of elementary school.

Lisa Miller made a motion to Accept the proposal from Anglin Marketing & PR.

Tiffany Ellis seconded the motion.

The board **VOTED** to approve the motion.

### Roll Call

Tiffany Ellis Aye

Pat McKinstry Absent

Ryan Coleman Aye

Michael Pedder Aye

Lisa Miller Aye

Angela Parker Aye

Jack Harbin Absent

### B. Selection of the 2024-2025 Gifted & Talented Advisory Committee

Tiffany Ellis made a motion to Accept the Gifted and Talented Advisory Committee.

Michael Pedder seconded the motion.

The board **VOTED** to approve the motion.

### Roll Call

Tiffany Ellis Aye

Pat McKinstry Absent

Lisa Miller Aye

Ryan Coleman Aye

Michael Pedder Aye

**Roll Call**

Jack Harbin      Absent  
Angela Parker    Aye

**C. Credit or Purchase Card Policy Revisions**

Lisa Miller made a motion to accept the new credit and purchase policy revisions.

Michael Pedder seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Lisa Miller      Aye  
Pat McKinstry    Absent  
Tiffany Ellis     Aye  
Ryan Coleman    Aye  
Angela Parker    Aye  
Michael Pedder   Aye  
Jack Harbin      Absent

**D. Minute of Silence & Voluntary Prayer Policy**

Lisa Miller made a motion to Accept the Minute of Silence & Voluntary Prayer Policy.

Tiffany Ellis seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Ryan Coleman   Aye  
Angela Parker    Aye  
Pat McKinstry    Absent  
Tiffany Ellis     Aye  
Lisa Miller       Aye  
Michael Pedder   Aye  
Jack Harbin      Absent

**E. Chase Morris Act Policy**

Lisa Miller made a motion to Accept the Chase Morris Act.

Angela Parker seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Lisa Miller      Aye  
Tiffany Ellis     Aye  
Pat McKinstry    Absent  
Michael Pedder   Aye  
Ryan Coleman    Aye  
Jack Harbin      Absent  
Angela Parker    Aye

**F. Creation of School Nutrition Account in Activity Funds (Fund 60) for the purpose of collecting monies paid for child nutrition to support payouts for those that want reimbursements.**

Lisa Miller made a motion to Create an Activity Fund (60) for collecting child nutrition payments.

Michael Pedder seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Ryan Coleman Aye  
Angela Parker Aye  
Pat McKinstry Absent  
Jack Harbin Absent  
Tiffany Ellis Aye  
Michael Pedder Aye  
Lisa Miller Aye

**V. Informational Items**

**A. Charter School Program Grant**

**B. BoardOnTrack (Governance Platform) Overview**

Mr. Stefanick gave the board a demonstration of the BoardOnTrack Overview.

**C. PowerSchool Talent (HR Portal) Overview**

Mr. Stefanick gave the board a demonstration of the PowerSchool Talent (HR Portal).

**D. InstaSub (Substitute Program) Overview**

Mr. Stefanick gave the board a demonstration of the InstaSub (Substitute Program).

**VI. Executive Session**

**A. Confidential communications with the district's legal counsel on investigation, claim, or action regarding enforcement of recent legislation and/or rules.**

Michael Pedder made a motion to Move into Executive Session at 7:17pm.

Lisa Miller seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Michael Pedder Aye  
Angela Parker Aye  
Jack Harbin Absent  
Ryan Coleman Aye

**Roll Call**

Lisa Miller	Aye
Tiffany Ellis	Aye
Pat McKinstry	Absent

**VII. Action on Executive Session**

**A. Discussion and/or action, if any, concerning enforcement of recent legislation and/or rules.**

Michael Pedder made a motion to move into executive session at 7:17pm.

Lisa Miller seconded the motion. The motion passed unanimously.

**VIII. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:52 PM.

Respectfully Submitted,  
Judy Luster

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**Documents used during the meeting**

- Board Minutes August 13, 2024.pdf
- HCP Estimate of Needs 2024-2025.pdf
- HCP Financial Model.xlsx
- General Fund PO #122-126.pdf
- Building Fund PO #12.pdf
- Gift Fund PO #99-104.pdf
- Harding August, 2024 Financial Report.pdf
- Superintendent Report - September 2024.pdf
- Price Lang Contract.pdf
- Anglin Contract.pdf
- Candor Contract.pdf
- GT Committee.pdf
- Credit or Purchase Card Policy.docx
- Minute\_of\_Silence\_and\_Voluntary\_Prayer.docx
- Chase Morris Act.docx

- HCP 2024 CSP Budget-Claims.xlsx