APPROVED

Harding Charter Preparatory School District

Minutes

Regular Governance Board Meeting

Date and Time
Tuesday February 11, 2025 at 6:00 PM

Location
District Office Building (Pavilion)
12600 N. Kelley Avenue
Oklahoma City, OK, 73131

Directors Present
Angela Parker, Lisa Miller, Michelle Hudson, Rachel Durham, Ryan Coleman, Tiffany Ellis, Tyler Stroud

Directors Absent
Michael Pedder

Ex Officio Members Present
Judy Luster, Lou Falsetti

Guests Present
H Brooke Caldwell-Shelor, James Conner, Rachel Dowell, Steven Stefanick

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 Feb 11, 2025 at 6:01 PM.

B. Record Attendance

II. Committee Reports

A. Executive Committee

Ryan Coleman reported that the Executive Committee has no report at time. Butthe committee will be meeting for a work session in 2 weeks.

B. Finance Committee

Lisa Miller reported that our carryover at this time is very healthy. Lisa also informed the board
that we could be fined 5% if our carryover is more than 20% at the end of the year.

C. Academic Committee

Michelle Hudson stated that the Academic Committe is having trouble getting to together. But will
be meeting before the next board meeting.

D. Communications Committee

Tiffany Ellis reported that the Communications Committee has not meet.

E. Superintendent Evaluation

Michael Pedder was not in attendance for the board meeting. But committee members stated that the committee has meet. But there were no results.

III. Consent Agenda

A. Regular Governance Board Minutes 1/14/2025

Rachel Durham made a motion to approve the minutes from January Regular Governance Board Meeting on 01-14-25.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Lisa Miller	Aye
Michelle Hudson	Aye
Ryan Coleman	Aye
Michael Pedder	Absent
Tiffany Ellis	Aye
Tyler Stroud	Aye

Roll Call

Angela Parker	Absent
Rachel Durham	Aye

B. Human Resources Report

Rachel Durham made a motion to approve the minutes from Governance Board Agenda Prep on 02-04-25.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Angela Parker	Absent
Michelle Hudson	Aye
Tyler Stroud	Aye
Rachel Durham	Aye
Michael Pedder	Absent
Tiffany Ellis	Aye
Ryan Coleman	Aye
Lisa Miller	Aye

C. Monthly Financial Report

Rachel Durham made a motion to approve the financial report.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Ryan Coleman	Aye
Tiffany Ellis	Aye
Tyler Stroud	Aye
Angela Parker	Absent
Lisa Miller	Aye
Michael Pedder	Absent
Michelle Hudson	Aye
Rachel Durham	Aye

D. General Fund Purchase Orders (155 - 166)

Rachel Durham made a motion to approve the general fund purchase orders.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Michael Pedder	Absent
Tyler Stroud	Absent
Michelle Hudson	Aye
Lisa Miller	Aye
Ryan Coleman	Aye

Roll Call

Tiffany Ellis	Aye
Angela Parker	Aye
Rachel Durham	Aye

E. Building Fund Purchase Orders (no new purchase orders)

Rachel Durham made a motion to to approve the building fund purchase orders.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Rachel Durham	Aye
Angela Parker	Aye
Tiffany Ellis	Aye
Tyler Stroud	Absent
Ryan Coleman	Aye
Michael Pedder	Absent
Lisa Miller	Aye
Michelle Hudson	Aye

F. Gift Fund Purchase Orders (123)

Rachel Durham made a motion to approve the gift fund purchase orders.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Tyler Stroud	Absent
Angela Parker	Aye
Rachel Durham	Aye
Lisa Miller	Aye
Ryan Coleman	Aye
Michael Pedder	Absent
Michelle Hudson	Aye
Tiffany Ellis	Aye

G. Monthly Credit Card Statement

Rachel Durham made a motion to approve the monthly credit card statement.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Rachel Durham	Aye
Michelle Hudson	Aye
Tyler Stroud	Absent
Ryan Coleman	Aye
Michael Pedder	Absent

Roll Call

Angela Parker	Aye
Lisa Miller	Aye
Tiffany Ellis	Aye

H. Purchase Order Changes Report

Rachel Durham made a motion to approve purchase order changes report.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Lisa Miller	Aye
Tyler Stroud	Absent
Ryan Coleman	Aye
Angela Parker	Aye
Tiffany Ellis	Aye
Rachel Durham	Aye
Michael Pedder	Absent
Michelle Hudson	Aye

I. Purchasing and installation services of safety window ballistic film on elementary school building from Kaw Power and Safety.

Rachel Durham made a motion to purchase and installation the safety window ballistic film on the elementary school building from KAW Power and Safety.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Ryan Coleman	Aye
Lisa Miller	Aye
Angela Parker	Aye
Michelle Hudson	Aye
Rachel Durham	Aye
Tyler Stroud	Absent
Michael Pedder	Absent
Tiffany Ellis	Aye

J. Purchasing play houses and sand pit at elementary school from Wolf Home Repair and Maintenance.

Rachel Durham made a motion to approve the purchase play houses and sand pit for the elementary school.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Lisa Miller	Aye

Roll Call

Michelle Hudson	Aye
Tiffany Ellis	Aye
Tyler Stroud	Absent
Rachel Durham	Aye
Michael Pedder	Absent
Angela Parker	Aye
Ryan Coleman	Aye

K. Purchasing Climb and Discover playground equipment at elementary school from Kaplan.

Rachel Durham made a motion to approve the purchase of Climb and Discover playground equipment for the elementary school from Kaplan.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Lisa Miller	Aye
Ryan Coleman	Aye
Tiffany Ellis	Aye
Rachel Durham	Aye
Angela Parker	Aye
Tyler Stroud	Absent
Michelle Hudson	Aye
Michael Pedder	Absent

L. Purchasing Big Ideas math curriculum for elementary school from Cengage Learning.

Rachel Durham made a motion to approve the purchase of Bid Idean math curriculum for the elementary school from Cengage Learning.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Lisa Miller	Aye
Angela Parker	Aye
Tiffany Ellis	Aye
Michelle Hudson	Aye
Michael Pedder	Absent
Ryan Coleman	Aye
Rachel Durham	Aye
Tyler Stroud	Absent

M. Purchasing 95% Phonics reading curriculum for elementary school from 95 Percent Group.

Rachel Durham made a motion to approve the purchase of 95% Phonics reading curriculum for elementary school.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Michelle Hudson	Aye
Tiffany Ellis	Aye
Michael Pedder	Absent
Lisa Miller	Aye
Tyler Stroud	Absent
Angela Parker	Aye
Ryan Coleman	Aye
Rachel Durham	Aye

N. Purchasing classroom consumables for Pre-Kindergarten from Amazon and Lakeshore.

Rachel Durham made a motion to approve the purchase of classroom consumables for Pre-Kindergarten from Amazon and Lakeshore Learning.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Michelle Hudson	Aye
Tyler Stroud	Absent
Tiffany Ellis	Aye
Rachel Durham	Aye
Ryan Coleman	Aye
Angela Parker	Aye
Michael Pedder	Absent
Lisa Miller	Aye

O. Purchasing classroom consumables for Kindergarten from Amazon and Lakeshore.

Rachel Durham made a motion to to approve the purchase of the classroom consumables for ki Kindergarten form Amazon and Lakeshore Learning.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Tiffany Ellis	Aye
Michael Pedder	Absent
Michelle Hudson	Aye
Tyler Stroud	Absent
Ryan Coleman	Aye
Angela Parker	Aye

Roll Call	
Lisa Miller	Aye
Rachel Durham	Aye

P. Purchasing classroom consumables for 1st Grade from Amazon and Lakeshore.

Rachel Durham made a motion to approve the purchase of consumables for 1st Grade from Amazon and Lakeshore Learing.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Michelle Hudson	Aye
Tyler Stroud	Absent
Ryan Coleman	Aye
Lisa Miller	Aye
Angela Parker	Aye
Tiffany Ellis	Aye
Rachel Durham	Aye
Michael Pedder	Absent

Q. Purchasing classroom consumables for 2nd Grade from Amazon, Lakeshore, and Vex Robotics.

Rachel Durham made a motion to to approve the purchase of classroom consumables for 2nd grade from Amazon, Lakeshore and Vex Robotics.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Lisa Miller	Aye
Michelle Hudson	Aye
Ryan Coleman	Aye
Angela Parker	Aye
Tyler Stroud	Absent
Michael Pedder	Absent
Rachel Durham	Aye
Tiffany Ellis	Aye

R. Purchasing classroom consumables for elementary Music/Art from Amazon and WestMusic.

Rachel Durham made a motion to approve the purchase of classroom consumables for elementary Music/Art from Amazon and WestMusic.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Angela Parker	Aye

Roll Call	
Tiffany Ellis	Aye
Tyler Stroud	Absent
Michael Pedder	Absent
Michelle Hudson	Aye
Ryan Coleman	Aye
Rachel Durham	Aye
Lisa Miller	Aye

IV. Superintendent's Report

A. Superintendent Report

Steven Stefanick informed the board members that everyone has to attending a board training session. If a board member does not attend the training session, we could receive a penalty from the state board of education.
The training session will be March 6 & 7, 2025.

V. Informational Items

A. Charter School Program Grant Update

B. No action taken

C. Federal Programs 2024-2025 Update

D. Early Childhood Building Renovation Update

VI. Action Items

A. Discussion and possible action regarding contractual partnership with Simple Grants.

No action taken.

B. Discussion and possible action regarding the 2025 - 2026 Academic & Staff Calendar.

Tyler Stroud made a motion to accept the change to the 2025-2026 Academic & Staff Calendar.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Michelle Hudson	Aye
Tiffany Ellis	Aye
Ryan Coleman	Aye

Roll Call

Lisa Miller	Aye
Rachel Durham	Aye
Angela Parker	Absent
Tyler Stroud	Aye
Michael Pedder	Absent

C. Discussion and action on approving revisions to the Contractual Days policy.

Rachel Durham made a motion to accept the revisions to the Contractual Days Policy.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Angela Parker	Absent
Rachel Durham	Aye
Ryan Coleman	Aye
Tyler Stroud	Aye
Tiffany Ellis	Aye
Lisa Miller	Aye
Michelle Hudson	Aye
Michael Pedder	Absent

D. Discussion and action on approving revisions to the Employee Complaint Procedure Policy.

Tiffany Ellis made a motion to accept the revisions to the Employee Complaint Procedure Policy.
Tyler Stroud seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Ryan Coleman	Aye
Tyler Stroud	Aye
Angela Parker	Absent
Tiffany Ellis	Aye
Lisa Miller	Aye
Michael Pedder	Absent
Michelle Hudson	Aye
Rachel Durham	Aye

E. Discussion and action on approving revisions to the HCP Graduation Requirements.

Lisa Miller made a motion to accept the revisions to the HCP Graduation Requirements.
Tiffany Ellis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Rachel Durham	Aye
Tiffany Ellis	Aye
Michelle Hudson	Aye
Lisa Miller	Aye
Tyler Stroud	Aye
Michael Pedder	Absent
Ryan Coleman	Aye
Angela Parker	Absent

F. Discussion and action on approving revisions to the Employment Practice Policy.

Lisa Miller made a motion to accept the revisions to the Employment Practice Policy with some wording being changed. The policy reads if an employee chooses not to return, the district may post the vacancy immediately upon receiving written notice form the employee. The new wording should read. If an employee provides a formal notice they do not intend to return, the district may post the vacancy immediately upon receiving written notice from the employee.
Tyler Stroud seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Michelle Hudson	Aye
Tyler Stroud	Aye
Lisa Miller	Aye
Rachel Durham	Aye
Angela Parker	Absent
Ryan Coleman	Aye
Michael Pedder	Absent
Tiffany Ellis	Aye

VII. Action on Executive Session

A. Action, if any, concerning the evaluation or employment of Superintendent.

No action taken. Ryan Coleman added that there may be a special meeting. Before the next
regular scheduled meeting.

VIII. Closing Items

A. Adjourn Meeting

Tiffany Ellis made a motion to adjourn the meeting.
Rachel Durham seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Ryan Coleman	Aye
Tiffany Ellis	Aye
Lisa Miller	Aye
Rachel Durham	Aye
Michelle Hudson	Aye
Tyler Stroud	Aye
Michael Pedder	Absent
Angela Parker	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
Judy Luster