

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

#### Non Voting 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. But the 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 Committee is having trouble getting 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**

Tyler Stroud Aye

Michelle Hudson Aye

Michael Pedder Absent

**Roll Call**

Ryan Coleman Aye  
Lisa Miller Aye  
Tiffany Ellis Aye  
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**

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

**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**

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

**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**

Michelle Hudson Aye  
Ryan Coleman Aye

**Roll Call**

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

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

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

**Roll Call**

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

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

Tyler Stroud Absent  
Ryan Coleman Aye

**Roll Call**

Angela Parker Aye  
Rachel Durham Aye  
Michelle Hudson Aye  
Michael Pedder Absent  
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**

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

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

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

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

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

**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**

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

**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**

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

Lisa Miller	Aye
Michelle Hudson	Aye
Rachel Durham	Aye
Angela Parker	Aye

**Roll Call**

Tyler Stroud	Absent
Tiffany Ellis	Aye
Ryan Coleman	Aye
Michael Pedder	Absent

**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**

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

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

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

**Roll Call**

Michael Pedder Absent  
Rachel Durham Aye  
Lisa Miller Aye  
Tiffany Ellis Aye  
Ryan Coleman Aye  
Tyler Stroud Aye

**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**

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

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

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

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