APPROVED

Harding Charter Preparatory School District

Minutes

Regular Governance Board Meeting

Date and Time
Tuesday May 13, 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
None

Ex Officio Members Present
Judy Luster

Guests Present
Conner Mulvaney, Jorge Chavez, Pat McKinstry, Rachel Dowell

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 May 13, 2025 at 6:05 PM.

B. Record Attendance

Correction: Tyler Stroud was not in attendance.

II. Recognitions

A. Teacher of the Month - Derek Donwerth, Megan Knudson, and Crystal Regin

Mr. Stefanick gave a shout out to the Teacher of the Months.

B. 20 Year Service Recognition - Kelli Taylor and Leslie Piccolo

Mr. Stefanick gave a shout out to Leslie Piccolo and Kelli Taylor for their 20 years at Harding
Charter Prep.

III. Committee Reports

A. Executive Committee

The committee had a meeting and discussion on having a board retreat. The committee is
going to have a date by the end of May.

B. Finance Committee

The committee meet with our accounting team, and they have decided to meet twice a year.
To check on all of the accounting reports that are provided to the school.

C. Academic Committee

MIchelle Hudson mentioned that the committee meet. Shout out to Rachel Dowell for all her help.
The committee talked about goals for summer reading and having parental involvement.
They also discussed testing.

D. Communications Committee

No report.

E. Superintendent Evaluation

No report.

IV. Consent Agenda

A. Regular Governance Board Minutes 4/8/2025

Lisa Miller ask to have the Strategic Growth Plan votes to be added to the minutes.
Lisa Miller made a motion to approve the minutes from Regular Governance Board Meeting on 04-08-25.
Rachel Durham seconded the motion.
The board **VOTED** to approve the motion.

B. Work Session Governance Board Minutes 4/22/2025

Tiffany Ellis made a motion to approve the minutes from Work Session of Governance Board on 04-22-25.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Ryan Coleman	Aye
Angela Parker	Aye
Tyler Stroud	No
Tiffany Ellis	Aye
Michelle Hudson	Aye
Lisa Miller	Aye
Rachel Durham	Aye

C. Human Resources Report

Tiffany Ellis made a motion to accept the human resource report.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Lisa Miller	Aye
Tiffany Ellis	Aye
Tyler Stroud	No
Angela Parker	Aye
Michelle Hudson	Aye
Ryan Coleman	Aye
Rachel Durham	Aye

D. Monthly Financial Report

Tiffany Ellis made a motion to human financial report.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Angela Parker	Aye
Tyler Stroud	No

Roll Call

Ryan Coleman	Aye
Lisa Miller	Aye
Tiffany Ellis	Aye
Michelle Hudson	Aye
Rachel Durham	Aye

E. General Fund Purchase Orders (180 - 185)

Tiffany Ellis made a motion to accept the general fund purchase orders (180-185).
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Lisa Miller	Aye
Michelle Hudson	Aye
Angela Parker	Aye
Ryan Coleman	Aye
Tyler Stroud	No
Tiffany Ellis	Aye
Rachel Durham	Aye

F. Building Fund Purchase Orders (no new orders)

Tiffany Ellis made a motion to accept the building fund purchase orders (no new orders).
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Ryan Coleman	Aye
Tiffany Ellis	Aye
Angela Parker	Aye
Rachel Durham	Aye
Tyler Stroud	No
Lisa Miller	Aye
Michelle Hudson	Aye

G. Gift Fund Purchase Orders (128 - 132)

Tiffany Ellis made a motion to accept the gift fund purchase orders (128-132).
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Tiffany Ellis	Aye
Lisa Miller	Aye
Tyler Stroud	No
Ryan Coleman	Aye
Michelle Hudson	Aye

Roll Call

Angela Parker	Aye
Rachel Durham	Aye

H. Monthly Credit Card Statement

Tiffany Ellis made a motion to accept the monthly credit card statement.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Rachel Durham	Aye
Tiffany Ellis	Aye
Michelle Hudson	Aye
Ryan Coleman	Aye
Lisa Miller	Aye
Angela Parker	Aye
Tyler Stroud	No

I. Purchase Order Changes Report

Tiffany Ellis made a motion to accept the purchase order change report.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Ryan Coleman	Aye
Rachel Durham	Aye
Michelle Hudson	Aye
Tyler Stroud	No
Lisa Miller	Aye
Angela Parker	Aye
Tiffany Ellis	Aye

J. Charter School Program Grant Update

Tiffany Ellis made a motion to accept the charter school program grant update.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Tiffany Ellis	Aye
Tyler Stroud	No
Michelle Hudson	Aye
Rachel Durham	Aye
Lisa Miller	Aye
Angela Parker	Aye
Ryan Coleman	Aye

K.

Federal Programs Update

Tiffany Ellis made a motion to accept the federal programs update.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Michelle Hudson	Aye
Angela Parker	Aye
Lisa Miller	Aye
Rachel Durham	Aye
Tyler Stroud	No
Ryan Coleman	Aye
Tiffany Ellis	Aye

L. High School Surplus List

Tiffany Ellis made a motion to accept the high school surplus list.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Tiffany Ellis	Aye
Lisa Miller	Aye
Ryan Coleman	Aye
Rachel Durham	Aye
Angela Parker	Aye
Tyler Stroud	No
Michelle Hudson	Aye

M. Purchase of middle school ELA curriculum, Savvas.

Tiffany Ellis made a motion to accept the purchase of middle school ELA curriculum, Savvas.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Tyler Stroud	No
Ryan Coleman	Aye
Angela Parker	Aye
Tiffany Ellis	Aye
Rachel Durham	Aye
Michelle Hudson	Aye
Lisa Miller	Aye

N. Purchase of student headphones for elementary school.

Tiffany Ellis made a motion to accept the purchase of student headphones for elementary school.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Rachel Durham	Aye
Angela Parker	Aye
Michelle Hudson	Aye
Tyler Stroud	No
Tiffany Ellis	Aye
Ryan Coleman	Aye
Lisa Miller	Aye

O. Purchase of middle school math curriculum, Big Ideas, from Cengage for 2025-2026.

Tiffany Ellis made a motion to accept the purchase of middle school math curriculum, Big Ideas, from Cengage for 2025-2026.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Michelle Hudson	Aye
Lisa Miller	Aye
Tiffany Ellis	Aye
Angela Parker	Aye
Rachel Durham	Aye
Ryan Coleman	Aye
Tyler Stroud	No

P. Approval of Application for Temporary Appropriations for 2025-2026.

Tiffany Ellis made a motion to accept the application for Temporary Appropriations for 2025-2026.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Lisa Miller	Aye
Tyler Stroud	No
Michelle Hudson	Aye
Tiffany Ellis	Aye
Rachel Durham	Aye
Ryan Coleman	Aye
Angela Parker	Aye

Q.

Approval regarding contract with Jenkins & Kemper for tax return services in 2025-2026.

Tiffany Ellis made a motion to accept the contract with Jenkins & Kemper for tax return services in 2025-2026.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Angela Parker	Aye
Lisa Miller	Aye
Tiffany Ellis	Aye
Tyler Stroud	No
Michelle Hudson	Aye
Ryan Coleman	Aye
Rachel Durham	Aye

R. Approval regarding contract with Jenkins & Kemper for accounting services in 2025-2026.

Tiffany Ellis made a motion to accept the contract with Jenkins & Kemper for accounting services in 2025-2026.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Michelle Hudson	Aye
Rachel Durham	Aye
Ryan Coleman	Aye
Lisa Miller	Aye
Tiffany Ellis	Aye
Tyler Stroud	No
Angela Parker	Aye

S. Approval regarding contract with SchoolMint for registration and enrollment services for 2025-2026.

Tiffany Ellis made a motion to to approve the contract with SchoolMint for registration and enrollment services for 2025-2026.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Ryan Coleman	Aye
Tiffany Ellis	Aye
Lisa Miller	Aye
Tyler Stroud	No
Michelle Hudson	Aye
Angela Parker	Aye

Roll Call

Rachel Durham	Aye

T. Approval regarding contract with Anglin PR for public relation services in 2025-2026.

Tiffany Ellis made a motion to approve the contract with Anglin PR for public relation services in 2025-2026.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Ryan Coleman	Aye
Lisa Miller	Aye
Tiffany Ellis	Aye
Michelle Hudson	Aye
Angela Parker	Aye
Tyler Stroud	No
Rachel Durham	Aye

U. Approval regarding contract with Track It Forward for a volunteer hour tracking system in 2025-2026.

Tiffany Ellis made a motion to approve the contract with Track It Forward for a volunteer hour tracking system in 2025-5026.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Lisa Miller	Aye
Rachel Durham	Aye
Angela Parker	Aye
Tiffany Ellis	Aye
Tyler Stroud	No
Michelle Hudson	Aye
Ryan Coleman	Aye

V. Approval regarding contract renewal with Keystone Food Services for 2025-2026.

Tiffany Ellis made a motion to accept the contract renewal with Keystone Food Services for 2025-2026.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Angela Parker	Aye
Tiffany Ellis	Aye
Rachel Durham	Aye
Michelle Hudson	Aye

Roll Call

Ryan Coleman	Aye
Lisa Miller	Aye
Tyler Stroud	No

W. Approval regarding contract with YMCA for summer day camp at 3232 NW 65th Street for Summer 2025.

Tiffany Ellis made a motion to approve the contract with YMCA for summer day camp at 3232 NW 65th Street for summer 2025.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Angela Parker	Aye
Tyler Stroud	No
Lisa Miller	Aye
Ryan Coleman	Aye
Tiffany Ellis	Aye
Rachel Durham	Aye
Michelle Hudson	Aye

V. Superintendent's Report

A. Superintendent Report

Mr. Stefanick discussed his Superintendent. Enrollment will go up and down until the 2025-2026 school year actually starts.

VI. Informational Items

A. Investment Analysis through Due Diligence for FuelOKC.

Mr. Stefanick explained the Investment Analysis from Fuel OKC.

B. Comprehensive Grant Strategy Results from SimpleGrants.

Mr. Stefanick explained the SimpleGrants Strategy Results.

VII. Action Items

A. Discussion and possible action on signing memorandum of understanding for an Exchange Visitor Teacher Program with Global Educational Concepts.

Mr. Stefanick went over the attachment and explained how the program would work. Angela Parker made a motion to Explore the possibilities for the Spring of 2026 and if anyone is hired through the program, it must be reflected on the Human Resource report. Tiffany Ellis seconded the motion.

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

Roll Call

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

B. Discussion and possible action regarding submission of charter renewal notification to Oklahoma City Public Schools for the years 2027-2036.

Lisa Miller made a motion to accept the charter school renewal from Oklahoma City Public Schools for years 2027-2036.
Angela Parker seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

C. Discussion and possible action regarding submission of mutual ratification of lease agreements to Oklahoma City Public Schools for 1301 NE 101st Street and 3232 NW 65th Street for 2025-2026.

Angela Parker made a motion to accept the mutual ratification of the lease agreements to Oklahoma City Public Schools for 1301 NE 101st and 3232 NW 65th for 2025-2026.
Rachel Durham seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

D. Discussion and possible action on revisions to the Oklahoma Teacher Empowerment Program Policy.

Tiffany Ellis made a motion to accept the revisions of the Oklahoma Teacher Empowerment Program Policy.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Tyler Stroud Absent

E. Discussion and possible action on revisions to the Student Admissions Policy.

Rachel Durham made a motion to accept the revisions to the Student Admissions Policy.
Angela Parker seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Tyler Stroud Absent

F. Discussion and possible action on board nominations for president, vice president, and secretary to be voted upon at the next regular scheduled meeting.

Tiffany Ellis made a motion to accept all the nominations for board positions.
Angela Parker seconded the motion.
President - Ryan Coleman and Lisa Miller
Vice President - Tiffany Ellis
Secretary - Angela Parker Celestine
The board **VOTED** to approve the motion.

Roll Call

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

G. Discussion and possible action on accepting the board committee member recommendations from the executive committee for 2025-2026.

Lisa Miller made a motion to postpone the acceptance of the executive committee for 2025-2026 until the June board meeting.
Rachel Durham seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Angela Parker	Aye
Tyler Stroud	Absent
Ryan Coleman	Aye
Tiffany Ellis	Aye

Roll Call

Rachel Durham	Aye
Michelle Hudson	Aye
Lisa Miller	Aye

H. Discussion and possible action on adding Jorge Chavez as an HCP Community Governance Board Member starting a first term from 6/1/2025 - 6/1/2028.

Lisa Miller made a motion to accept adding Jorge Chavez as an HCP Community Governance Board Member starting 6/1/2025 until 06/01/2028.
Tiffany Ellis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

I. Discussion and possible action on adding Conner Mulvaney as an HCP Community Governance Board Member starting a first term from 6/1/2025 - 6/1/2028.

Lisa Miller made a motion to accept adding Conner Mulvaney as an HCP Community Governance Board Member starting 6/1/2025 until 06/01/2028.
Angela Parker seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

VIII. Executive Session

A. Motion to enter into Executive Session for discussions pursuant to 25 O.S.§ 307 (B) (1) (4) to discuss on superintendent's recommendation to terminate the employment of Kiara Burdine, HCP Teacher 2024 - 2025.

Rachel Durham made a motion to move into Executive Session and 8:01 pm.
Tiffany Ellis seconded the motion.
The board **VOTED** to approve the motion.

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

IX. Action on Executive Session

A. Action, if any, concerning the employment of Kiara Burdine, HCP Teacher 2024-2025.

Lisa Miller made a motion to deny Kiara Burdine's resignation on 5/9/2025. The board decided to terminate her employment on 5/13/2025.
Michelle Hudson seconded the motion.
The board **VOTED** to approve the motion.

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

The governance board came out of Executive Session at 8:14 pm.

X. Executive Session

A. Motion to enter into Executive Session for discussions, if any regarding the evaluation and employment of the Superintendent, pursuant to 25 O.S.§, 307 (B)(1) and 70 O.S.§, 5-118

Lisa Miller made a motion to move into Executive Session at 8:15 pm.
Rachel Durham seconded the motion.
The board **VOTED** to approve the motion.

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

The governance board came out of Executive Session at 8:50 pm.

XI. Action on Executive Session

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

Michelle Hudson made a motion to change Mr. Stefanick's current contract base salary to $165,000.00 for one year.
Angela Parker seconded the motion.
There was a motion made by Lisa Miller to send the new contract to the legal committee for language review. The motion was seconded by Michelle Hudson. The new contract will be presented and the June board meeting for approval.
The board **VOTED** to approve the motion.

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

XII. Closing Items

A. Adjourn Meeting

Tiffany Ellis made a motion to adjourn the meeting at 8:56 pm.
Lisa Miller seconded the motion.
The board **VOTED** to approve the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:56 PM.

Respectfully Submitted,
Judy Luster