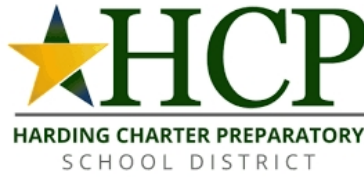


APPROVED



# Harding Charter Preparatory School District

## Minutes

### Regular Governance Board Meeting

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**Date and Time**

Tuesday May 13, 2025 at 6:00 PM

**Location**

District Office Building (Pavilion)

12600 N. Kelley Avenue

Oklahoma City, OK, 73131

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**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

**Non Voting Members Present**

Judy Luster

**Guests Present**

Conner Mulvaney, Jorge Chavez, Pat McKinstry, Rachel Dowell

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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 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
Rachel Durham	Aye
Tiffany Ellis	Aye
Michelle Hudson	Aye
Tyler Stroud	No
Lisa Miller	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

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

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

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

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

**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**

Lisa Miller Aye  
Ryan Coleman Aye  
Rachel Durham Aye

**Roll Call**

Michelle Hudson Aye  
Tiffany Ellis Aye  
Tyler Stroud No  
Angela Parker 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**

Lisa Miller Aye  
Tiffany Ellis Aye  
Angela Parker Aye  
Ryan Coleman Aye  
Michelle Hudson Aye  
Rachel Durham 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**

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

**Roll Call**

Rachel Durham 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

Ryan Coleman Aye

Lisa Miller Aye

Angela Parker Aye

Tiffany Ellis Aye

Rachel Durham Aye

Tyler Stroud No

**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**

Angela Parker Aye

Rachel Durham Aye

Michelle Hudson Aye

Tyler Stroud No

Lisa Miller Aye

Tiffany Ellis Aye

Ryan Coleman 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**

Rachel Durham Aye

Angela Parker Aye

Tyler Stroud No

Lisa Miller Aye

Ryan Coleman Aye

Tiffany Ellis Aye

Michelle Hudson 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**

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

**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**

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

**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**

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

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

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

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

**Roll Call**

Angela Parker 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**

Rachel Durham Aye

Lisa Miller Aye

Ryan Coleman Aye

Tyler Stroud No

Angela Parker Aye

Michelle Hudson Aye

Tiffany Ellis 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**

Ryan Coleman Aye

Rachel Durham Aye

Tiffany Ellis Aye

Tyler Stroud No

Michelle Hudson Aye

Lisa Miller Aye

Angela Parker 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**

Tyler Stroud No

Michelle Hudson Aye

Angela Parker Aye

Rachel Durham Aye

**Roll Call**

Tiffany Ellis Aye  
Ryan Coleman Aye  
Lisa Miller Aye

**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**

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

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

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

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

Rachel Durham Aye

Angela Parker Aye

Tyler Stroud Absent

Ryan Coleman Aye

Tiffany Ellis Aye

Lisa Miller Aye

Michelle Hudson 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**

Ryan Coleman Aye

Tyler Stroud Absent

Michelle Hudson Aye

Lisa Miller Aye

**Roll Call**

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

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

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

**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**

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

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

## **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**

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