APPROVED

Tulsa School of Arts And Sciences

Minutes

Board of Trustees Regular Board Meeting - Septmeber 9, 2025

Date and Time
Tuesday September 9, 2025 at 5:30 PM

Trustees Present
A. Braggs, A. Hudson, C. Moore, E. Mortimer, M. Peercy, T. Powell, W. Wortham

Trustees Absent
None

Ex Officio Members Present
A. Dumas, L. Smith

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

E. Mortimer called a meeting of the board of trustees of Tulsa School of Arts And Sciences to order on Tuesday Sep 9, 2025 at 5:33 PM.

C. Approve Minutes

C. Moore made a motion to approve the minutes from Board of Trustees Regular Board Meeting - August 12, 2025 on 08-12-25.
M. Peercy seconded the motion.

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

Roll Call

M. Peercy	Aye
A. Braggs	Aye
A. Hudson	Aye
T. Powell	Absent
W. Wortham	Aye
E. Mortimer	Aye
C. Moore	Aye

II. School Leadership Reports

A. Head of School's Report

Dr. Smith — We are working on a new logo for TSAS and will be pushing out a few prototypes for our school community to vote on. TPS has sent a letter of interest to us in regard to purchasing the building, should it be made available for sale. After affirmatively emailing them our interest, we were sent a questionnaire regarding our interest. We have had a few kitchen repairs and have had plumbing issues that we have needed to address. We have had to repair our ice maker, steamer, two ovens, caulking and wall repairs, all of which have either been finished or are underway. We have also had to adjust our dumpster schedule and bought two small air conditioning units for our café. The health department has made us aware of the need for kitchen compliance repair and all costs are responsible to TSAS. They are requiring us to either replace or cover the ceiling tiles in the kitchen and serving line. We are also required to repair one of the walls along with some base cove work. We have had two companies come out to give bids. The repairs are pretty significant and will shut our kitchen down for about two weeks. We are going to try scheduling those repairs for parent-teacher conference days and PD day, so hopefully we will only have to close the kitchen for about 5–7 days. One group says they can work on the weekends, but the other cannot work the weekends, so that will determine the price and timeline. Oppa! will work at another location to prepare brown bag meals that we will transport in our vans. We have also had some enrollment challenges. Right now, we are under enrolled about 8 students, and we would like to be at full enrollment by October 1st. Adriana Lopez is continuing to call families, and we have done internal messaging to raise awareness about those offerings. Our lowest enrollment is at the high school level. It does mean that some of the grades have more than 75 students, making some middle school classes closer to 80 and our senior class currently sits at 62. Daniel Sharples is planning on meeting with 8th grade programs in the fall to recruit students for next year to hopefully start at TSAS at the 9th grade level in addition to 6th grade.

B. Principal's Report

Dr. Hahn — We are ramping up our first round of parent-teacher conferences and professional development days for the school year. They will take place on September

25 and 26. We scaled up some formative assessments into high school and I have been working with the teachers on how to use the data. The first round of assessment data will be the main subject for our PD day. The other teachers that aren't teaching reading and math will also have access to the data as well. Observations are taking place. I have done 18 so far and my hope is to observe all 38 teachers 5 times by February.

C. Friends of TSAS Report

Sharples — The Friends of TSAS is moving forward with Trivia Night on November 13th. The location is still TBA. Megan Radford is an alum and is heading that night with a strong group of parents. I've worked with the Friends of TSAS on grant funding, and we are trying to form a team of former teachers that want to be a part of that as we work to create a grant calendar. Dr. Smith and I are working to narrow the objectives for the Friends of TSAS to 4 main parts. Trivia, an annual appeal mailer, board governance and ensuring best practices, and lastly, having a functioning grant team. We plan to ask for donations in the mailer that we create in the spring. At Back to School Night, we invited parents to participate in an informational meeting giving them three simple objectives. One is to have a volunteer group, the second is a school appreciation group, and the third is a networking event to allow parents an opportunity to get to know each other. There are a few events coming up. Next Tuesday, September 16th, we will have a fund-raising event at Jason's Deli on Cherry St. There will be a service day for all of our teachers and high school students on October 3rd. October 4th is TSAS night at FC Tulsa and on October 16th we will have a speaker series titled The State of Journalism, and we have made arrangements for some journalists as guest speakers and lastly, our annual Fall Festival is October 24th.

III. Executive Session

A. Discussion, consideration and vote to convene into Executive Session as authorized by Title 25 O. S. (2001) Section 307. B 3.

M. Peercy made a motion to move into Executive Session.
A. Braggs seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Discussion of real estate purchase opportunities.

IV. Reconvene into Open Session

A. Vote to reconvene into Open Session

C. Moore made a motion to reconvene into executive session.
T. Powell seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Finance and Budget

A. August 2025 Financials

Dr. Smith reports anticipating a carryover around $250,000 and a budget of 4.7 million. Last year, we made the decision to use the building fund to cover the lease, and we can still use those funds, but it is not currently needed. There is almost $700,000 currently in the Redbud account, and we anticipate receiving another $200,000.

B. Approval of General Fund Purchase Orders, #92-97.

A. Braggs made a motion to approve the general fund purchase orders #92-9.
A. Hudson seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approval of Activity Fund Purchase Orders, #5-9.

A. Braggs made a motion to approve the activity fund purchase orders #5-9.
A. Hudson seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Discussion, consideration, and vote to approve or not approve creating Activity Funds for Volleyball, Experience Learning, and Class of 2027.

M. Peercy made a motion to approve creating activity funds subaccounts for Volleyball, Experience Learning and the Class of 2027.
T. Powell seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Discussion, consideration, and vote to approve or not approve additional stipends for SY26; including new extra duty and renewed extra duty.

W. Wortham made a motion to approve the additional stipends for SY26; including new extra duty and renewed duty.
T. Powell seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Discussion, consideration, and vote to approve or not approve a $5,000 salary increase for Rebecca Ortiz replacing a previous stipend for extra duty work and in keeping with expanded duties and responsibilities.

C. Moore made a motion to approve a $5000 salary increase for Rebecca Ortiz replacing a previous stipend for extra duty work and in keeping with expanded duties and responsibilities.
M. Peercy seconded the motion.
The board **VOTED** unanimously to approve the motion.

G.

Discussion, consideration, and vote to approve or not approve SY 26 Estimate of Needs and Approved Appropriations.

T. Powell made a motion to approve the SY26 Estimate of Need and Approve Appropriation.
E. Mortimer seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Contracts & Agreements

A. Discussion, consideration and vote to approve or not approve SY 26 contract renewal of existing services with TalkingPoints. (Parent Texting Communication Platform)

M. Peercy made a motion to approve the SY26 contract renewal with TalkingPoints.
T. Powell seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Discussion, consideration, and vote to approve or not approve the kitchen and serving line renovation project required by the Tulsa Health Department for a total amount not to exceed $30,000, to be paid for from the building fund.

M. Peercy made a motion to approve the kitchen and serving line renovation project required by the Tulsa Health Department for a total amount not to exceed $30,000, to be paid from the building fund.
T. Powell seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Policy and Governance

A. Discussion, consideration and vote to approve or not approve policy for Student Self-Administration of Respiratory Medication and Stocking of Epinephrine and Inhalers.

E. Mortimer made a motion to approve the policy for Student Self-Administration of Asthma, Anaphylaxis and Cystic Fibrosis Medication and Stocking of EPINEPHrine and Inhalers.
A. Braggs seconded the motion.
The board **VOTED** unanimously to approve the motion.

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 7:20 PM.

Respectfully Submitted,
A. Dumas

Documents used during the meeting

- September 9, 2025 Tulsa School of Arts & Sciences - Notice & Agenda.pdf
- 2025_08_12_board_meeting_minutes.pdf
- TPS Letter & Interest Documentation.pdf
- TSAS August 2025 9.5.25.pdf
- SY25 & SY 26 - STIPEND Schedules.xlsx - SY 26.pdf
- SY 26 TSAS Statement of Financial Condition and Approved Appropriations.pdf
- Talking Points Renewal SY 26.pdf
- Bid sheet for Roosevelt.pdf
- Student Self Administration Final.docx.pdf

The TSAS Board of Trustees Agenda for September 9, 2025 will be posted on Friday, September 5, 2025 by 3:00 p.m.

Prepared by: Dr. Liesa Smith, Head of School.

TSAS is an independent public charter school in which every student is welcomed as they are, known and valued for who they are, challenged to become a better version of themselves, encouraged in their efforts to become that person, and celebrated for their successes.