



Under the Canopy School

General Board Meeting

Under the Canopy School

Published on May 13, 2025 at 4:05 PM CDT

Amended on May 13, 2025 at 6:02 PM CDT

Date and Time

Tuesday May 13, 2025 at 6:00 PM CDT

Location

UTCS Office
1110 S. Yale Avenue
Tulsa, OK. 74112

Persons who require a special accommodation to participate in these meetings should contact the Under the Canopy offices, 1110 South Yale Avenue, Tulsa, Oklahoma, 74112, (918) 205-1193, or via Email: info@underthecanopy.org, as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a TDD may contact OKLAHOMA RELAY at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

Authority: Title 25 Oklahoma Statutes, Section 311.A.1.

The agenda for this meeting was posted with the County Clerk, at our principal place of business, and online, 48 hours prior to the meeting.

Agenda

| | Purpose | Presenter | Time |
|--|-----------------|----------------------------|----------------|
| I. Opening Items | | | 6:00 PM |
| A. Record Attendance | | | 1 m |
| B. Call the Meeting to Order | | Stan Khrapak | 1 m |
| C. Approve minutes - April 8, 2025 General Meeting | Approve Minutes | Stan Khrapak | 5 m |
| D. Approve Minutes April 29, 2025 | Approve Minutes | Stan Khrapak | 5 m |
| II. Reminder: | | | |
| III. For Vote | | | 6:12 PM |
| These items are for consideration, discussion, and possible approval, denial, adoption, amendment, or revision by the board. | | | |
| A. Vote to approve the March 2025 Financial report New template format | Vote | Allison Irby Vu | 5 m |
| B. Purchase of Classroom Desks and Chairs 3 classroom sets (26) of wooden desks, chairs, and teacher easel - \$40,945 Purchase funding from CSP | Vote | Kris Miller | 5 m |
| C. Proposal from 1 Architecture Scope of work, gather codes for code compliant renovations to utilize CSP funds. Draft construction documents to move forward with renovation. All paid for by donor. | Vote | Margaritte Arthrell-Knezek | 8 m |
| D. Contract from 1 Architecture Contract for the work. | Vote | Margaritte Arthrell-Knezek | 5 m |
| E. Purchase of Building Access System | Vote | Kris Miller | 5 m |

| Purpose | Presenter | Time |
|---------|-----------|------|
|---------|-----------|------|

4 secure access points to the building:

1. Front entry - door bell with video and intercom for visitors, badge entry for employees
2. Kitchen delivery door - badge access for employees
3. PreK classroom / playground door - badge access for employees
4. North entry - badge access for employees

Management:

- badges assigned to employees
- badge access can be scheduled
- admin manages badge scheduling and oversight

| | | | | |
|-----------|--|------|-------------|-----|
| F. | Purchasing Internet Network Components | Vote | Kris Miller | 5 m |
|-----------|--|------|-------------|-----|

Building main data frame and intermediate data frames, \$6,892.50.

| | | | | |
|-----------|---|------|-------------|-----|
| G. | Purchasing Networking Internet Access throughout the building | Vote | Kris Miller | 5 m |
|-----------|---|------|-------------|-----|

Cabling and installing internet access points in all classrooms and offices in the building, \$13,990.25.

Coordinating with the internet service provider for the build out and establishing internet access.

| | | | | |
|-----------|--|------|----------------------------|-----|
| H. | Contract with 81 West Construction LLC | Vote | Margaritte Arthrell-Knezek | 5 m |
|-----------|--|------|----------------------------|-----|

Contract for painting the building interior for \$18,000 of labor and materials. Not including paint.

IV. Old Business

V. Reports

6:55 PM

These items are for consideration, discussion, and possible approval, denial, adoption, amendment, or revision:

| | Purpose | Presenter | Time |
|--------------------------------------|---------|----------------------------|------|
| A. Head of School | FYI | Margaritte Arthrell-Knezek | 10 m |
| B. Education Committee | FYI | Shan Glandon | 5 m |
| C. Facility Committee | FYI | Margaritte Arthrell-Knezek | 15 m |
| D. Governance/Legal Committee | FYI | Patrick Boulden | 5 m |

VI. Discussion

7:30 PM

Other than discussion, no action by the board will be taken.

| | | | |
|--|---------|----------------------------|------|
| A. Employee Handbook draft | Discuss | Margaritte Arthrell-Knezek | 5 m |
| Please edit and make comments on the Employee Handbook. To be voted on at the next meeting. MAK sent a copy via google docs. | | | |
| B. Summer fundraiser Committee meeting | Discuss | Margaritte Arthrell-Knezek | 3 m |
| We will be hosting a summer fundraiser to help with renovation of our building not covered by CSP. Please come to the meeting. Monday June 2nd 6-7:30. | | | |
| C. Year 1 budget comments | Discuss | Margaritte Arthrell-Knezek | 15 m |
| Year 1 budget to be edited and commented on for vote at May 23rd meeting. | | | |

VII. NEW BUSINESS:

New business is any matter not known about or which could not have been reasonably foreseen prior to the time of the posting of this agenda. 25 O.S. Subsection 311.A.10

VIII. Proposals for Future Agenda Items

Board members and UTCS school employees can propose agenda items for upcoming board meetings.

Purpose Presenter Time

IX. General Announcements

General announcements about any topic, not necessarily UTCS related, by board members.

X. Public Comments

limited to 3 minutes

XI. Closing Items

7:53 PM

A. Adjourn Meeting

FYI

Stan Khrapak

1 m