APPROVED

Under the Canopy School

Minutes

General Board Meeting

Under the Canopy School

Date and Time
Tuesday January 14, 2025 at 6:00 PM

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.

Directors Present
Allison Irby Vu, Patrick Boulden, Shan Glandon, Stan Khrapak

Directors Absent

Barbara Bartlett

Ex Officio Members Present
Margaritte Arthrell-Knezek

Guests Present
Courtney Gill, Kris Miller

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Stan Khrapak called a meeting of the board of directors of Under the Canopy School to order on Tuesday Jan 14, 2025 at 6:06 PM.

C. Approve Minutes

Patrick Boulden made a motion to approve the minutes from Dec. 3, 2024 General Board Meeting on 12-03-24.
Allison Irby Vu seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Patrick Boulden	Aye
Shan Glandon	Aye
Stan Khrapak	Aye
Barbara Bartlett	Absent
Allison Irby Vu	Aye

II. Reminder:

A. Lease to own bid for Park building

Stan mentioned - The UTCS board voted via email today to approve the lease to own purchase bid for the Park Building. The bid amount in the vote was for $350,800. The bid was submitted to TPS by 3 pm today, Tuesday, Jan. 14th.

III. For Vote and/or Approval

A. Approval of Financial Reports from July to December 2024

The treasurer was asked to add the cash flow summary to align with more familiar categories for revenues and expenses.
Clarity of revenue summaries and CSP revenue submissions are appreciated.

The finance committee is in alignment.
Patrick Boulden made a motion to to approve the financial reports from July to December, 2024.
Shan Glandon seconded the motion.
Shan expressed kudos to the Finance Committee.
The board **VOTED** to approve the motion.

Roll Call	
Stan Khrapak	Aye
Allison Irby Vu	Aye
Patrick Boulden	Aye
Shan Glandon	Aye
Barbara Bartlett	Absent

B. Approval of revised CSP budget

Explanation of the revisions of the CSP budget based on spending for the past 6 months.
Items that have been revised:
Community Engagement Specialist salary, external treasurer, 4 computers (for Head of School, Instructional leader, Operations Manager, Community engagement specialist), enrollment specialist, information and recruitment campaign, PR consultant, & postage for bulk mailing.
Funds have reallocated to:
Shan Glandon made a motion to approve the revised allocations of the CSP budget.
Patrick Boulden seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Barbara Bartlett	Absent
Allison Irby Vu	Aye
Patrick Boulden	Aye
Stan Khrapak	Aye
Shan Glandon	Aye

IV. Reports

A. Head of School

Teacher recruitment zoom on the 12th had 22 interested people attending.
We have received 33 applications and there is possibility of more applications from those who have expressed interest.
Enrollment is open and we have 109 students submitted and in progress.
Thinking about other options for school building - recently closed Montessori location is in Union School district, not TPS.
School board letters for support for the purchase of Park Elementary.
In good shape with preparing the curriculum, developing a deeper understanding of the Waldorf teaching, and being prepared to guide new teachers for the school.

Completed the one way interview for the 2nd stage for the Seed Grant - funds for operations.
Also submitted for the New School Venture Fund - unrestricted funds.
Interviews will be scheduled for February, decisions made and letters of agreement offered by end of March.

B. Education Committee

No new updates, will have more information after next education meeting.

C. Facility Committee

Options for a building besides Park elementary -

- partner with Fellowship Bible Church by Hunter Park on 91st.
- TCC West
- other churches

Considering the timeline for renovations at Park building and prioritizing roof & gutter repairs, HVAC & electric repairs, fire alarm to code.
Child nutrition - visited the Food Bank of Northeastern OK for breakfast, lunch, and snack, costs, compostable packaging, menu options.
Lighting quotes - replacing current fixtures with updated LED bulbs- $10,000, to buy new fixtures as seen in architect renderings - $90,000.
Furniture - discussion of Waldorf reasons for wood desks and not tables, buying these locally and getting quotes from vendors

D. Governance/Legal Committee

Meeting schedule for 2025 was submitted and stamped received per open meeting compliance.
Leslie Janis with OSDE will be working on the school number for UTCS next week.

V. Discussion

A. Quarterly planning year goals

The board viewed and asked questions about the goals for the next 3 months created by Margaritte, Amber, and Kris. The goals are focused on 6 areas: Curriculum & Student Supports, Foundation & Fundraising, Teachers & Staff & Admin, Children & Families, Community Engagement, and Facilities.

B. Looking at anticipated goals and milestones for the Board in 2025

Needs more time for an in-depth discussion that may be a special meeting.
Preparing to be in compliance with board training,
Fill in gaps in the roles on the board,

Building robust committees & task forces to take on issues within board perview.
When school number is acquired, the board will need to be more prepared - making public agendas and minutes.
There will be roles to be filled as Margaritte transitions to the more school based involvement.
Stan will create a list of goals and milestones to be discussed at a future meeting.

VI. NEW BUSINESS:

A. Board President reported contacting community groups

He has been discussing after school options with the Tulsa Dream Center.
Also contacted the Sustainability Alliance about their programs.

VII. Public Comments

A. Verse read by Margaritte:

Weekly Meditations from Rudolf Steiner's Calendar of the Soul

Week 41

The soul's creative might
Strives from the heart's depths
To kindle divine powers
To right action in human life
So that it may shape itself
In human love and human works.

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 7:48 PM.

Respectfully Submitted,
Kris Miller