APPROVED

Under the Canopy School

Minutes

General Board Meeting

Under the Canopy School

Date and Time
Tuesday February 11, 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.

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

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

Directors Absent

None

Ex Officio Members Present
Margaritte Arthrell-Knezek

Guests Present
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 Feb 11, 2025 at 6:02 PM.

C. Approve Minutes

Patrick Boulden made a motion to approve the minutes from General Board Meeting on 01-14-25.
Shan Glandon seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Allison Irby Vu	Aye
Patrick Boulden	Aye
Shan Glandon	Aye
Barbara Bartlett	Abstain
Stan Khrapak	Aye

Special Meeting minutes from Jan. 28, 2025, will be prepared for vote for next board meeting on Feb. 25th. The minutes Kristin took will be combined with the AI minutes.

II. For Vote and/or Approval

A. Student Information System

Patrick Boulden made a motion to accept the Sylogist proposal to be the Student Information System for the school.
Allison Irby Vu seconded the motion.
Due to over $5000, the procurement policy dictates that board has to vote.
The board **VOTED** unanimously to approve the motion.

III. Reports

A. Head of School

Margaritte discussed:

- Teacher recruitment is going well, interviews are happening this month and March.
- Enrollment going well, we have 171 applications have been submitted.
- Amber drafted the 2nd grade curriculum guide.
- Deciding the PD for the new teachers & staff- Antioch or Public Waldorf
- Seed Money Grant - 2nd interview was good, waiting to hear back
- GKFF said yes to funding, still clarifying the details of how much ($20,000 - $100,000) for more staff
- Anglin report of marketing - UTCS has a high click rate and for time of people staying on the website, UTCS has become easily searchable
- Bloomwell marketing campaign on Facebook - being paid for by the OPSRC

B. Education Committee

Shan discussed:

- Education committee will be reformatted to meet with just Shan, Margaritte, and Amber.
- Continuing to review the school curriculums for each grade and how they include state standards
- Working on the intersection of state requirements for computers, state testing, MAP testing, and the Waldorf low tech methods.

C. Facility Committee

Margaritte discussed:

- Talked with Sean B., Chief Innovation Officer with TPS, he is very confident UTCS will be on the Feb. 24 TPS board meeting agenda. TPS board members are viewing Park ES building to understand the state of the facility. TPS is getting quotes for repairing the building to compare with the appraisal. If the UTCS bid is rejected at the 2/24 board meeting, then the board may decide to negotiate.
- Other option for a building is the former Dove Academy at 280 S. Memorial, it has possibilities. Their first priority is to sell it, and they have some interested buyers now. They may lease it for short term.
- Stan brought up another possible school location of Sandberg Elementary
- Parks Elementary Quotes for Renovation and Maintenance - this document is internal for use. CSP fund will likely cover repairs not brand new. Will compile quotes and clean up the document to use when discussing needs of the building. Also include the renderings to show beyond the needs to the vision for the school.

- Discussion of need for more focused facility meeting. Should this be a committee that meets separate from the board or could the board have a facility meeting section of the board meetings? Agreement to include facility discussion for 25-30 minutes at future board meetings.

D. Governance/Legal Committee

Patrick discussed:

- We need to stay on track with the agenda topics and not discuss irrelevant items.
- Agenda needs to be written to cover the items we want to act on.
- Add an additional statement at the Notice at the top of the agenda: "These items are for consideration, discussion, and possible approval, denial, adoption, amendment, or revision:"
- Board members should send agenda items for future board meetings to Kristin, or brought up during the board meeting during the "Closing Items" section.

IV. NEW BUSINESS:

A. Resignation

Barbara submitted her resignation letter, it is effective after this board meeting.
She will help archive all the board meeting minutes.
Many thank yous expressed to Barbara.
Reminded the board to have a required annual meeting for the non profit in June, should be called 'Annual Board Meeting'.

V. Discussion

A. Agenda Items for next board meeting

- Discuss ideas for a new board member to be the board secretary.

VI. 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 7:47 PM.

Respectfully Submitted,
Kris Miller

Documents used during the meeting

- Sylogist Ed Software Service Order Agreement- Under the Canopy School- SIS Updated Quote.pdf
- Head of School Report 2.11.25.docx
- Diagnostic report HVAC 20250206_084040.PDF
- Tulsa Mechanical Proposal.pdf