APPROVED

Under the Canopy School

Minutes

General Board Meeting

Under the Canopy School

Date and Time
Tuesday March 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.

Directors Present
Allison Irby Vu, 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 Mar 11, 2025 at 6:09 PM.

C. Approve Minutes

Patrick Boulden made a motion to table voting on the minutes to the next board meeting on March 25th, 2025.
Shan Glandon seconded the motion.
Minutes were not attached to March 11th, meeting agenda.
The board **VOTED** unanimously to approve the motion.

II. For Vote and/or Approval

A. Lease to Purchase Agreement with Amortization Schedule

Patrick Boulden made a motion to to approve lease to purchase agreement with TPS for the Park Elementary School building for a total of $379,230.81, divided into 3 equal payments of $126,410.27 each, to be paid annually starting on March 12, 2026, second payment on March 12, 2027, and then lastly March 12, 2028.
Allison Irby Vu seconded the motion.
Margaritte will need to sign the lease at exhibit A and exhibit B to show approval.
The board **VOTED** unanimously to approve the motion.

B. Vote to approve the January 2025 Financial report

Patrick Boulden made a motion to to approve the January 2025 cash flow report page in the financial report.
Shan Glandon seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Reports

A. Head of School

1. Waldorf verse for Spring read by Margaritte - Shan said the spring time of growing also reflects the growing and becoming of the school.
2. Teacher hiring - noticed the balance of skills in practical education with the wonder and magic of Waldorf teaching. Margaritte will be calling references this week. Still need more PreK teachers and special education teacher. We may need to outsource special education services. After spring break may have another influx of interested teachers. Letters of Agreement for prospective teachers will be ready for the next board meeting.
3. Oklahoma Charter Conference was March 6 & 7 - earned training credit, heard Governor Stitt speak, ethics training by state auditor Cindy Byrd speaking on the TPS audit, open meetings compliance.
    1. Stan said we need to learn from the TPS audit about how UTCS needs to be transparent and keep establishing policies and checks for transparency.
4. Enrollment - 220 children in the first enrollment window that ended on Feb. 28th. Discussed reaching out to families during the week of accepting placements. More google ads will be run during the 2nd enrollment window of April 28 - May 23.
5. Oklahoma standards combined with Waldorf curriculum - Amber and Shan are working on this.
6. Summer Institute - training for new teachers will include week long online training in July, in person training with Margaritte and Amber in August. Preparing PD instructors, and staying within budget.
7. Assessments for students - trying out the MAP assessment, Shan and Stan will try it too.
8. Platforms for SIS and family communications - Board already approved Sylogist SIS, and Margaritte and Kris were impressed with Parent Square for family communications.
9. Grants - New Charter School Growth Fund - we did not receive, Community Health Equity Grant - by Ascension St. John - will apply for when it opens in June, TRSA grant, Whole Kids Garden Grant for $3500 for growing food on the campus. Shan suggested look into Sheels as a community partner for funding help for gear, etc. We did receive approval for $50,000 from 918 Fund.
    1. Stan met with 918 Fund managers about helping international teachers get a 6 year visa through a university for a job at a charter school.

B. Education Committee

1. Shan discussed she and Amber are looking deeply into how play can drive learning in kindergarten students, finding the balance and how to assess.
2. She presented an article from the Tulsa World, March 10th issue, about reducing investing in tech to pay more for teachers.

C. Facility Committee

1. Renovations and code compliance - if the vendors can quote and include letter how the renovation is compliant with city code in order for the cost to be covered by the CSP grant.
2. Occupancy - utilities, security with ring cameras as supply on CSP, getting keys by spring break, discussion of need of outdoor lights, contact the police and let them know we are there.
3. Banner is going up as soon as we get the keys!
4. Eli Huff - Salt Food Group - still down for doing the project even though we are starting a little bit later than expected.
5. Facilities Renovation Playbook - reviewed
6. Buses - student activity bus - viewed National Bus Sales and Green Country Auto
    1. Stan inquired about possibility of electric bus
7. CSP budget revision - due on April 1st, further discussed at next board meeting.
8. Grounds work - 2 meetings next week with vendors: Good Fieldwork, Mindful Restorations
9. Facilities committee meets next on Wednesday, Mar. 13
10. Contacting Wired Technology for internet
11. Stan suggested possible revenue from renting out school space.

D. Governance/Legal Committee

Patrick suggested agenda review and to add a last item for board members to suggest an agenda item for next board meeting:

- "Board and Staff Proposed Future Agenda Items"
- General Announcements, not necessarily UTCS related, by board members
- add these two after New Business and before Public Comments

Meeting agendas need to be sent in to the County Clerk, https://countyclerk.tulsacounty.org/Home/Agendas

Board member training that is required can be done on Learn Upon platform.
Special Meetings have to be notified to county clerk 48 hours before the meeting.
The board meeting agenda should be submitted to county clerk 48 hours before the meeting.

IV. 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 8:00 PM.

Respectfully Submitted,
Kris Miller