

APPROVED



Under the Canopy  
SCHOOL

# Under the Canopy School

## Minutes

### Special Meeting

Under the Canopy School

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#### **Date and Time**

Thursday June 12, 2025 at 6:30 PM

#### **Location**

1110 S. Yale Ave.  
Tulsa, OK. 74112

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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](mailto: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, 24 hours before the meeting.

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#### **Directors Present**

Patrick Boulden, Shan Glandon, Stacey Leigh, Stan Khrapak

#### **Directors Absent**

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Allison Irby Vu

### Guests Present

Kris Miller

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

Stan Khrapak called a meeting to order on Thursday Jun 12, 2025 at 6:36 PM.

### C. Approve Minutes

Patrick Boulden made a motion to approve the minutes from May 29, 2025 Special Meeting on 05-29-25.

Stan Khrapak seconded the motion.

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

#### Roll Call

Patrick Boulden	Aye
Shan Glandon	Aye
Stan Khrapak	Aye
Stacey Leigh	Aye
Allison Irby Vu	Absent

## II. For Vote

### A. Vote to Approve the 5 Year Budget for Under the Canopy School

Patrick Boulden made a motion to approve the 3 items listed under Section 3, Item A.

Shan Glandon seconded the motion.

Shan asked about authorizer amount for TPS.

Shan expressed concerns about the state textbook funding and what the state requirements are for charter schools to use the fund. Stan recommended to ask Amber. Stacey asked how is the amount for line 'Reading Sufficiency Act' determined?

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

#### Roll Call

Allison Irby Vu	Absent
Stacey Leigh	Aye
Shan Glandon	Aye
Stan Khrapak	Aye
Patrick Boulden	Aye

### B.

### **Vote to Approve Employee Handbook for the 25-26 SY**

Stacey Leigh made a motion to to table the voting until FMLA and other additions are made to the document.

Patrick Boulden seconded the motion.

Stan mentioned the Grievance Policy will be embellished.

Patrick said the FMLA policy is missing and needs to be added.

Shan agreed the overall handbook needs to be better organized.

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

#### **Roll Call**

Shan Glandon Aye

Stacey Leigh Aye

Allison Irby Vu Absent

Patrick Boulden Aye

Stan Khrapak Aye

### **C. Vote to amend procurement policy**

Stan Khrapak made a motion to table to the next meeting to amend the policy as it is written and how it shall be presented on the agenda.

Patrick Boulden seconded the motion.

Shan wanted to be clear about how long is 'this heavy purchasing time'.

Board members recognized items G2b and H3b in the Procurement Policy are conflicting.

The board recommended Margaritte to re-word the policy to clarify the amount of the check payment and the number of signatures needed for the check payment.

The board recommended Margaritte to use the existing policy to demonstrate the updates by striking through words to change and adding the new wording in a different color.

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

#### **Roll Call**

Allison Irby Vu Absent

Patrick Boulden Aye

Shan Glandon Aye

Stacey Leigh Aye

Stan Khrapak Aye

### **D. Vote to move the awarded grant money of \$50,000 to a Wealth Front High Yield Savings Account**

Patrick Boulden made a motion to approve and delegate to the Finance Committee to research best high yield option and transfer the money.

Stacey Leigh seconded the motion.

Patrick suggested the Finance Committee can look into the details of what program is best.

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

**Roll Call**

Shan Glandon Aye  
Stacey Leigh Aye  
Allison Irby Vu Absent  
Patrick Boulden Aye  
Stan Khrapak Aye

**E. Vote to approve a Gift Fund 81 account**

Patrick Boulden made a motion to establish a Gift Fund 81 account.

Shan Glandon seconded the motion.

Stan researched that this kind of fund is for donations to the school. It is a tax charitable account for donors who are giving.

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

**Roll Call**

Stan Khrapak Aye  
Stacey Leigh Aye  
Patrick Boulden Aye  
Shan Glandon Aye  
Allison Irby Vu Absent

**F. Vote to approve Office Express Contract**

Patrick Boulden made a motion to approve the contract for Office Express janitorial contract and for Margaritte to sign.

Stacey Leigh seconded the motion.

Discussed

Stacey wanted to clarify how many months does this cover.

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

**Roll Call**

Allison Irby Vu Absent  
Patrick Boulden Aye  
Shan Glandon Aye  
Stan Khrapak Aye  
Stacey Leigh Aye

**G. Vote to approve 501 Tech IT contract**

Patrick Boulden made a motion to accept the contract and authorize Margaritte to execute.

Stacey Leigh seconded the motion.

Stan asked why the student chrome books are not part of the agreement. Kristin answered about the chrome books being used so rarely that we would try to trouble shoot.

Stan offered to help repairing for some chrome book issues.

Stan said we should anticipate additional expenses for contingencies for servicing the chrome books.

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

**Roll Call**

Stacey Leigh Aye  
Patrick Boulden Aye  
Shan Glandon Aye  
Allison Irby Vu Absent  
Stan Khrapak Aye

**H. Vote to approve plumbing proposal**

Patrick Boulden made a motion to approve to enter in a contract with Wise Plumbing in an amount not to exceed \$94000.

Shan Glandon seconded the motion.

Stan read the items the plumbing proposal covers that are code compliance.

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

**Roll Call**

Patrick Boulden Aye  
Stacey Leigh Aye  
Stan Khrapak Aye  
Allison Irby Vu Absent  
Shan Glandon Aye

**I. Vote to approve roof repair proposal**

Patrick Boulden made a motion to approve and authorize Margaritte to enter a contract with Empire Roofing according to the quoted bid, not to exceed \$11890.

Stacey Leigh seconded the motion.

Shan asked if this amount was covered by CSP.

Stan brought up concerns about mold, and suggested another mold / air quality test after the repair.

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

**Roll Call**

Stacey Leigh Aye  
Shan Glandon Aye  
Patrick Boulden Aye  
Allison Irby Vu Absent  
Stan Khrapak Aye

**J. Vote to approve Fire Alarm System proposal**

Shan Glandon made a motion to table this vote until next board meeting, on June 24th.

Stacey Leigh seconded the motion.

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

### **Roll Call**

Stan Khrapak Aye  
Allison Irby Vu Absent  
Shan Glandon Aye  
Stacey Leigh Aye  
Patrick Boulden Aye

## **III. Reports**

### **A. Education Committee**

Shan reported about weekly meetings with Amber. They discussed about methods of blending Waldorf teaching with OK state standards in a very thorough spreadsheet. This document will be available for teachers to use. Amber and Shan developed themes as teaching topics and then listed the different Waldorf methods and ideas for each theme, as well as what time frame it is addressed in class. They also discussed how teachers will be involved with festivals, and assessments.

Stacey visited the Austin Waldorf School. She visited a 1st grade classroom and saw how they started their school day. She attended an all school assembly and saw the 2nd and 5th grades demonstrate (recite) to the whole school what they have recently learned. She saw how an elementary math class was taught- through teacher speaking and knocking out a count. She sat in on a class doing wet on wet painting while listening to a teacher led story. She visited an elementary handwork class, middle school strings class, sand sculpture classroom - so much artistic expression. Three words about the students at this school - engaged, attentive, confident.

## **IV. Discussion**

### **A. Board and Head of School Evaluations**

Stan thanked everyone for doing their board assessments. He said he will study the information and report back understanding strengths and weakness at a future meeting.

### **B. Summer Schedule for Board Members**

Discussed summer meeting schedule.

### **C. Change of Location of Future Board Meetings**

We will be renting the office space for all of July, so meetings will be held at the 1110 S. Yale office for all of July.

Kristin will need to notify County Clerk about change of meeting location starting in August and continuing forward.

## **V. 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 8:30 PM.

Respectfully Submitted,  
Kris Miller