APPROVED

Under the Canopy School

Minutes

Annual Meeting

Under the Canopy School

Date and Time
Wednesday July 16, 2025 at 6:00 PM

Location
1110 S. Yale Ave.
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.

Directors Present
Allison Irby Vu (remote), Patrick Boulden, Shan Glandon, Stacey Leigh

Directors Absent

Stan Khrapak

Guests Present
Amber Gates, Kris Miller, Margaritte Arthrell-Knezek

I. Opening Items

A. Record Attendance

Board Treasurer Allison Irby Vu was attending remotely and therefore ineligible to discuss or to vote.

B. Call the Meeting to Order

Patrick Boulden called a meeting of the board of directors of Under the Canopy School to order on Wednesday Jul 16, 2025 at 6:04 PM.

C. Approve minutes - July 8, 2025 Board Meeting

Stacey Leigh made a motion to approve the minutes from General Board Meeting on 07-08-25.
Patrick Boulden seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Stacey Leigh	Aye
Shan Glandon	Aye
Patrick Boulden	Aye
Stan Khrapak	Absent

II. For Vote

A. Vote to approve June financial statement

Stacey Leigh made a motion to for the approval of the financial statement for June.
Shan Glandon seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Stacey Leigh	Aye
Stan Khrapak	Absent
Patrick Boulden	Aye
Shan Glandon	Aye

B. BOARD POLICY ON TRANSPORTATION

Shan Glandon made a motion to move this item to the next board meeting agenda on August 5th.

Stacey Leigh seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Stan Khrapak	Absent
Patrick Boulden	Aye
Stacey Leigh	Aye
Shan Glandon	Aye

C. Vote to Reinstate Stan Khrapak and Shan Glandon As Board members

Stacey Leigh made a motion to reappoint Stan Khrapak for a 3 year term as a member of the UTCS board, and reinstate Stan Khrapak as Board Chair.
Patrick Boulden seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Stan Khrapak	Absent
Shan Glandon	Aye
Stacey Leigh	Aye
Patrick Boulden	Aye

Stacey Leigh made a motion to to reappoint Shan Glandon for a 3 year term as a member of the UTCS Board.
Patrick Boulden seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Stacey Leigh	Aye
Stan Khrapak	Absent
Shan Glandon	Aye
Patrick Boulden	Aye

D. Vote to approve School supplies order

Shan Glandon made a motion to approve the additional furniture and supplies order.
Stacey Leigh seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Stan Khrapak	Absent
Patrick Boulden	Aye
Stacey Leigh	Aye
Shan Glandon	Aye

E. Vote to approve loan contract with Oppenheimer Development Properties LLC

Shan Glandon made a motion to approve the revolving loan with EJ Oppenheimer based on the details in the term sheet.
Stacey Leigh seconded the motion.

Discussion of the terms.
The board **VOTED** unanimously to approve the motion.

Roll Call

Stan Khrapak	Absent
Stacey Leigh	Aye
Shan Glandon	Aye
Patrick Boulden	Aye

F. Vote to approve Kazar Security order

Patrick Boulden made a motion to approve the terms and conditions of the Kazar contract proposal and authorize Margaritte to sign, with clarification of subscription charges and removal of the sales tax.
Shan Glandon seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Shan Glandon	Aye
Stan Khrapak	Absent
Stacey Leigh	Aye
Patrick Boulden	Aye

G. Vote to approve Procurement Policy edits

Patrick Boulden made a motion to approve the changes to the Procurement Policy.
Stacey Leigh seconded the motion.
Margaritte discussed vetting changes with the external treasurer and Patrick.
The board **VOTED** unanimously to approve the motion.

Roll Call

Stacey Leigh	Aye
Stan Khrapak	Absent
Shan Glandon	Aye
Patrick Boulden	Aye

The changes should be noted in the sub paragraph at the end, "Revised, July 16, 2025."

H. Lightbulb purchase

Stacey Leigh made a motion to approval of purchase of retro fit LED lightbulbs that work in existing ballasts, not too exceed $9000.
Shan Glandon seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Stacey Leigh	Aye
Patrick Boulden	Aye
Stan Khrapak	Absent
Shan Glandon	Aye

I. Vendor to serve pizza for school lunch

Stacey Leigh made a motion to approve CiCi's pizza contract for Friday lunches for the school year.
Shan Glandon seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Patrick Boulden	Aye
Stan Khrapak	Absent
Shan Glandon	Aye
Stacey Leigh	Aye

J. Vendor contract to Furnish Food Service

Patrick Boulden made a motion to move this vote to the next board meeting agenda.
Stacey Leigh seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Stacey Leigh	Aye
Patrick Boulden	Aye
Stan Khrapak	Absent
Shan Glandon	Aye

III. Reports

A. Head of School Report

Waldorf verse- "...the brilliance of the world's beauty forces me to look deep within my soul..."

1. Enrollment - 146 students, using a spreadsheet while TPS gets Schoolmint running.
2. Hiring - kindergarten teacher and teacher aide.
3. Staff & Board Potluck - Sunday, August 3rd.
4. Community building splash pad meet-ups by grade at the K-W Park splash pad.
5. Fundraising committee had 2nd meeting, leaning towards pigeon race in conjunction with bird lessons with the students. Set the goal to raise $50,000 for the year which is a combination of fundraising and grants.

B. Governance/Legal Committee

Board member trainings, details about exact requirements and timeline to complete are being investigated.

C.

Education Committee

Reported by Amber:

- Lifeways Training, attended by Amber and Malcolm (SPED teacher): seeing the way children see to understand their perspective.
- Waldorf Welcome - in-house training with teachers and staff, talked about how birthdays are celebrated in Waldorf schools, made birthday crowns.
- Antioch Renewal training - attended by Amber, Margaritte
- Alliance for Public Waldorf training - attended by all staff and some board members, learning the basics. Lessons in form drawings, perspective, mirroring drawings, how to hold a stick crayon, movement in drawing 'live the shape before you put pencil to paper', etc. Teachers are responding with positivity and curiosity.
- Summer Institute schedule is in process to be finalized.
- Curriculum guides are nearly completed to be shared and printed soon.

IV. Discussion

A. School Board Training

Margaritte has aqcuired the contact information from the SDE about training requirements for board members.
Margaritte has also reached out to the new training video program about logging in to have access to this resource.
February 5th is the date we received our school number from the SDE.
Shan shared a list of different training topics.
Margaritte will clarify and share the process for connecting and doing the trainings.

B. Discuss board goal setting workshop/retreat

Discussion of potential facilitators, Margaritte will reach out to Barry at the OPSRC as a facilitator on goal setting.
Patrick mentioned doing the retreat in the fall, Stacey would like to schedule the retreat far enough out to ensure all members are able to attend.
Margaritte thought it might be 4 hours on a weekend day.

V. Proposals for Future Agenda Items

A. Stacey would like to report on the Alliance for Public Waldorf training - Leadership Track

Shan would like to report at this time too.
8 minutes will be allotted for the entire report.

B. Election of Board Officers

C.

Annual Meeting document

Stacey will prepare a document with the guidelines for Annual Meetings. The board can discuss, change, amend and approve.
Patrick would like the Annual Meeting noted on the meeting dates calendar when it is submitted to the County Clerk at the end of the year.

D. Furnish Food Contract

As discussed above

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 7:57 PM.

Respectfully Submitted,
Kris Miller

Documents used during the meeting

- UTCS Monthly Financial Template (Updated June 2025) Board Packet.pdf
- Classroom Furniture & Supplies by grade - Supplies for board approval.pdf
- TERM SHEET- Under The Canopy rev.2.pdf
- Estimate-2025-06-05-GUY8V5.pdf
- UTCS Revised Procurement Policy and Procedures MARKUP.pdf
- S3371283-0001.pdf
- Cici's pizza bid (1).pdf