APPROVED

Under the Canopy School

Minutes

General Board Meeting

Under the Canopy School

Date and Time
Tuesday August 5, 2025 at 6:00 PM

Location
3205 W. 39th Street
Tulsa, OK. 74107

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
Patrick Boulden, Shan Glandon, Stacey Leigh, Stan Khrapak

Directors Absent

Allison Irby Vu

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

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 Aug 5, 2025 at 6:03 PM.

C. Approve minutes - July 16, 2025 Board Meeting

Shan Glandon made a motion to approve the minutes from July 16th Annual Meeting Annual Meeting on 07-16-25.
Patrick Boulden seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

II. For Vote

A. BOARD POLICY ON TRANSPORTATION

Shan Glandon made a motion to approve the transportation policy with the recommended changes to the numbering system.
Stacey Leigh seconded the motion.
Stan read out loud the some of the points of the policy.
Shan has edits on the numbering of the outline.
Shan mentioned the item titled 'Use of School Owned or Contracted Vehicles' should move from Special Events section to Compliance and Oversight section.
Stacey asked how will we know if we have students who have an IEP requiring transportation. Margaritte has budgeted for the purchase of a nonCDL bus.
Stan asked if school families know that we do not offer busing.
Margaritte mentioned there is a charter school collaborative for busing
The board **VOTED** unanimously to approve the motion.

Roll Call

Patrick Boulden	Aye

Roll Call

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

B. Vote to Approve Family Handbook

C. Election of Board Officers

Shan Glandon made a motion to for the board to elect the following people to these board offices: Stan for President, Patrick for Vice President, Stacey for Secretary, and Alison for Treasurer.
Patrick Boulden seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. CSP Fall Revision for Implementation year

Stacey Leigh made a motion to accept the CSP Fall revision for the implementation year.
Patrick Boulden seconded the motion.
Margaritte discussed the revisions of the CSP budget that she made in the planning year and implementation year.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

E. Safety and Emergency procedures handbook

Stacey Leigh made a motion to approve with the discussed changes, with the board able to amend in the future.
Patrick Boulden seconded the motion.
Shan asked for the Visitor section to be reorganized for two subjects: Visitors and Volunteers and specify the sign in process and flow.
Shan suggested to include the announcement of location of fire if known.
Shan suggested to include list of how often and what type of drill will be conducted.
Stan suggested to look into Tulsa Police free training for Intruder on Campus.
Stacey suggested a section on 'Student who brings a weapon to school'.

The board **VOTED** unanimously to approve the motion.

Roll Call

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

F. Vote to Approve Prime Vendors to Furnish Food and other items

Shan Glandon made a motion to approval of the Ben E. Keith, Go Fresh, and Northeast OK Food Bank as prime food vendors for the school.
Stacey Leigh seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

III. Reports

A. Head of School Report

Margaritte gave a tour of the school building in progress of renovations.

B. Governance/Legal Committee

Nothing to report at this time.

C. Education Committee

Stacey discussed her experience with the training she did with the Alliance for Public Waldorf Education.
Stacey discussed training about the role of the board:

- Not to micro-manage,
- Understanding shift from planning/founding board to implementation board.
- The Board is ultimately responsible for how students perform on state exams and for fiscal responsibility.
- Board needs to reassess their needs moving forward. Shan mentioned the goals and skills survey Stan has been discussing.
- Day to day running of the school should be entrusted to the employees.

- Understanding relationship and role of board member to parents, when to speak with Margaritte.
- The board should be discuss how to handle conflicts within the school community that are brought to their attention.
- Future discussion: budget uses, unrestricted reserves of 10%, office shouldn't handle cash, fundraising, gifts.

Amber discussed the Summer Institute:

- Jared Coady will be talking about the philosophy of Waldorf, deeper discussions of anthroposophy, meditations, help with lesson planning, chalkboard drawing, crayon drawings.
- The rhythm of the day: start with singing, then learning time, next break, learning time, lunch, teacher independent work session, then artist expression time, then closing verse.
- The teachers are reading **How to Know Higher Worlds** by Rudolph Steiner

D. Facility Report

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 8:02 PM.

Respectfully Submitted,
Kris Miller