APPROVED

Under the Canopy School

Minutes

General Board Meeting

Under the Canopy School

Date and Time
Tuesday September 9, 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

None

Guests Present
Amber Gates, Kris Miller, Margaritte Arthrell-Knezek, Mel Trafford, Rachel Stone, Sabra Martin

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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 Sep 9, 2025 at 6:09 PM.
Stan announced Allison Irby Vu has resigned from the board effective immediately.

C. Approve minutes - August 26, 2025 Board Meeting

Shan Glandon made a motion to approve the minutes from General Board Meeting on 08-26-25.
Stacey Leigh seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

II. For Vote

A. Vote to approve comp time for hourly employees

Concept of comp time parameters and expectations discussed. Written policy to be voted on at next meeting. In the meantime, there will be no comp time opportunities for hourly staff.

B. Vote to approve purchase policy for meals

Patrick Boulden made a motion to approve the Charge Policy for Meals.
Stacey Leigh seconded the motion.
Discussion about providing meals to students who are unable to pay.
The board **VOTED** to approve the motion.

Roll Call

Shan Glandon	Aye
Stacey Leigh	Aye
Patrick Boulden	Aye

Roll Call

Stan Khrapak	Aye

C. Vote to approve contract with Bill Hickman

Patrick Boulden made a motion to approve up to the amount of $10,000 for the services of Hickman Law Group.
Stacey Leigh seconded the motion.
The budget was considered.
The board **VOTED** to approve the motion.

Roll Call

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

D. Vote to approve Partners in Wellness Contract

Patrick Boulden made a motion to approve the contract for services, not to exceed the appropriated amount of $40,000, and we authorize Margaritte to sign when the terms of service are clarified.
Stacey Leigh seconded the motion.
Contract for services to be provided for students on IEPs and 504 plans.
This contract will apply to the budget line item of school services. Federal funding will also pay for this service, and some services will be apply to student's Sooner Care.
The contract states Terms of Service ambiguously.
Discussion of billable and non-billable hours.
Board does not want to exceed the budgeted amount.

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

Roll Call

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

E. Vote to Approve Special Education Discipline Policy

Patrick Boulden made a motion to approve the behavior policy with the clarification of the time frame of patterns of behavior is within the school year.
Shan Glandon seconded the motion.
The behavior policy needs a section about Special Education discipline policy. If suspended, SPED students will need information to continue their learning at home during that time.
Discussion of whether the behavior is a manifestation of the student's disability and who decides that and then determining the consequence.

The board determined the pattern of removal is for 10 days in the school year.
The board **VOTED** to approve the motion.

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

III. Reports

A. Head of School Report

School focus has been on rhythms, routine and supporting teachers.
Working on getting more substitutes, have 5 interested people to interview and train.
Looking at budget to see possibility of hiring a para.
First fire drill is tomorrow.
Handling emergencies and accidents - first aid kits in every grade. There was a playground accident and 911 was called.
Mandatory superintendent training on Thursday, 9/11.
Wins - parents and students positive responses about the school.
Community partnership with Euchee Butterfly Farm.
Applying for TSET grant for outdoor nature areas for small schools.

B. Facility Report

Kitchen build out update - Health department inspected and approved, started serving since 9/3.
Fire alarm still being updated.
Flooring completed after this weekend.

C. Education Report

Amber has been embedded as substitute in the classroom. This has been good for a view and understanding of student's and teacher's needs. But, also pulls admin away from duties they need to be doing.
Student behaviors and the open concept are inhibiting the use of Waldorf teaching methods.
The FriYay and WednesYay scheduling allow for the very valuable touch point time with teachers.
Glimmers of students at their best, are slow gains of improvement.
This type of school does not work for all children.
Former principal of Mayo toured the school to give his understanding of open concept in this building.
Stan proposed sound and barrier systems to be a priority.

D. Governance/Legal Committee

2025 Legislative Session by the OPCSA, and Stacey and Patrick attended virtually.
Charter schools are required to follow
Patrick reviewed important and relevant State House bills and Senate bills for schools, some actionable items right away:

- UTCS should have a form for records requests and policy if charging for records.
- Employees to sign an annual Child Abuse and Neglect Reporting attestation.

IV. Discussion

A. Board Retreat and Evaluation

Stan is working to get access to My Video Spot for board members to begin the trainings.

B. Tragedy at Glenpool Schools

Stacey discussed the tragedy that occurred at a Glenpool school and the action plan to help the students.
Stacey brought up concerns to make sure UTCS has options for counseling for emergencies.

V. Public Comments

A. Comments from Rachel Stone, 2nd Grade Teacher

Suggested reading volunteers to support literacy in students.
Seeking resources for counseling for students and building community mental health.
Student behaviors are a struggle.

B. Comments from Sabra Martin, 3rd Grade Teacher

Main concern of seeing there are many students learning disabilities and the need for more paras.

C. Comments from Mel Trafford, Music & Handwork Teacher

The sound issue of an open concept school is very challenging.
Teachers are committed to the school and its success.

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 8:17 PM.

Respectfully Submitted,
Kris Miller