

APPROVED



Under the Canopy  
SCHOOL

# Under the Canopy School

## Minutes

### General Board Meeting

Under the Canopy School

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#### **Date and Time**

Tuesday September 9, 2025 at 6:00 PM

#### **Location**

3205 W. 39th Street  
Tulsa, OK. 74107

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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.

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#### **Directors Present**

Patrick Boulden, Shan Glandon, Stacey Leigh, Stan Khrapak

#### **Directors Absent**

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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**

Stacey Leigh Aye

Shan Glandon Aye

Patrick Boulden Aye

Stan Khrapak 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**

Patrick Boulden Aye

Shan Glandon Aye

Stacey Leigh 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**

Stacey Leigh Aye

Stan Khrapak Aye

Shan Glandon Aye

Patrick Boulden 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**

Stan Khrapak Aye

Shan Glandon Aye

Patrick Boulden Aye

Stacey Leigh 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**

Shan Glandon Aye  
Stan Khrapak 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