APPROVED

Under the Canopy School

Minutes

General Board Meeting

Under the Canopy School

Date and Time
Tuesday January 13, 2026 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
Janet McKenzie, Patrick Boulden, Shan Glandon, Taylor Smith

Directors Absent

Stan Khrapak

Ex Officio Members Present
Margaritte Arthrell-Knezek

Guests Present
Amber Gates, Kris Miller, Madison Maxey

I. Opening Items

A. Record Attendance

Welcomed Madison Maxey to the meeting. She is the OTD student helping at the school.

B. Call the Meeting to Order

Patrick Boulden called a meeting of the board of directors of Under the Canopy School to order on Tuesday Jan 13, 2026 at 6:01 PM.

C. Approve minutes - December 2, 2025 Board Meeting

Shan Glandon made a motion to approve the minutes from General Board Meeting on 12-02-25.
Taylor Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Taylor Smith	Aye
Patrick Boulden	Aye
Shan Glandon	Aye
Stan Khrapak	Absent
Janet McKenzie	Aye

II. For Vote

A. Vote to approve revision of CSP budget

Patrick Boulden made a motion to approve the revision of the Charter School Program grant budget.
Shan Glandon seconded the motion.
Every 3 months the Charter School Program grant budget can be revised. The grant is very detailed on how the money is to be allocated. The next revision will be in March.
The board **VOTED** unanimously to approve the motion.

Roll Call

Patrick Boulden	Aye

Roll Call

Stan Khrapak	Absent
Taylor Smith	Aye
Janet McKenzie	Aye
Shan Glandon	Aye

B. Vote to approve November Financial Report

Patrick Boulden made a motion to accept the November Financial Report.
Taylor Smith seconded the motion.
Reading Sufficiency Act revenue has been added to the budget for the first time.
Discussion of corporate donations, child nutrition program revenue.
The board **VOTED** unanimously to approve the motion.

Roll Call

Stan Khrapak	Absent
Janet McKenzie	Aye
Taylor Smith	Aye
Patrick Boulden	Aye
Shan Glandon	Aye

C. Vote to approve Model 1 lease agreement for buses

Shan Glandon made a motion to move this vote to the 1st meeting in February in order for more information to be presented.
Patrick Boulden seconded the motion.
More information is needed:

- plan for maintenance
- warranty limitations on where to repair
- cost of insurance
- cost of training for employees
- plan for storage
- fuel costs by tankful

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

Roll Call

Stan Khrapak	Absent
Patrick Boulden	Aye
Shan Glandon	Aye
Janet McKenzie	Aye
Taylor Smith	Aye

III. Reports

A. Head of School Report

- Verse - Calendar of the Soul
- Enrollment - 1st window opened (Jan 12th - Feb 6th) and 92 people have applied.
- Upcoming Alliance for Public Waldorf conference for 10 UTCS staff next weekend.
- Development- visit from GKFF was positive & promising, $9438 was raised for the 'give shelter' campaign, fundraisers: Friends of the Canopy Luncheon on February 11th at the Central Library and The Great Pigeon Race & Silent Auction on April 18th.
- Parent Survey - 13 responses so far, main feedback was communication to families needs improvement.
- Family Council - will have a survey for best times for meetings, a parent has accepted the position of president.

B. Education Report

- Integrative Student Support and Our Common Concern trainings. Recent professional development all employees spent time together to discuss, create, and adopt 'Living Community Principles'.
- Tallgrass Response Team on call for assisting with students throughout the school.
- Introduced Madison who discussed behavior regulation system and teacher capacities that would be Waldorf aligned.
- Supporting teachers and students in a proactive rather than reactive ways.
- 'Buddy classes' pairings for project collaborations. The classes would stay paired as long as they are here
- Assessments for k-3
- Teacher Waldorf certifications - researching and finding the best program fit. 3-5 year program

C. Operations Report

Child Nutrition update
Drills
Walls update

D. Governance/Legal Committee

Important to do Open Records Fee schedule and request form

- board will need to approve
- then submit to County Clerk

IV. Discussion

A. Board Trainings

The Jan. 10th board meeting fulfilled some training requirements.

B. Board Retreat

Retreat Date: Saturday, January 24, 2026
Retreat Time: 10:00 AM – 4:00 PM
Venue: Gradient – 5151 S. Lewis Ave, Tulsa, OK 74105
Room: Mezz 4
Parking: Street Parking is free on Saturdays near the venue. There is also a paid parking lot adjacent to the Archer/Cheyenne intersection.
Check in: All guests will be required to check in at the front desk at Gradient upon arrival.

Retreat Purpose
To align the Board on mission, strategy, governance responsibilities, and priorities for the next 12 months as Under the Canopy School completes its first year of operation and prepares for future growth.

C. Foundation Board Formation

Reported by Taylor Smith.

Order of operations to form and have the people in place to start the Foundation and apply to the state.
Discussion of how the Foundation keeps the building and other major purchases (ex. buses) separate from the school charter and holds them safe and secure for the future.

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 7:55 PM.

Respectfully Submitted,
Kris Miller