APPROVED

Under the Canopy School

Minutes

General Board Meeting

Under the Canopy School

Date and Time
Tuesday March 10, 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, Shan Glandon, Stan Khrapak

Directors Absent

Taylor Smith

Ex Officio Members Present
Margaritte Arthrell-Knezek

Guests Present
Amber Gates, Kris Miller

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 Mar 10, 2026 at 6:09 PM.

C. Approve minutes - February 10, 2026 Board Meeting

Shan Glandon made a motion to approve the minutes from General Board Meeting on 02-10-26.
Janet McKenzie seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. For Vote

A. Vote to approve January Financial Report

Shan Glandon made a motion to accept January financial report.
Janet McKenzie seconded the motion.
Approval of Dec. financials are delayed until next mtg

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

Roll Call

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

B. Vote to approve Model 1 bus purchase

Janet McKenzie made a motion to approve the purchase of two buses and the expenses that go with them.
Shan Glandon seconded the motion.

Two buses $204,000. Insurance $10,000 a year. Two drivers. Price goes up for more drivers. Maintainance $4,000 a year because under warranty. Fuel--33 gal. $100 to fill up. 396 miles. Fencing possibly with barbed wire on top-- For this year put $15,000 in our budget. for maintainance. Add a 1,000 every year. Fencing covered by security grant.
The board **VOTED** unanimously to approve the motion.

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

C. Vote to approve a Special Education FERPA policy

Shan Glandon made a motion to approve the sped ferpa policy.
Janet McKenzie seconded the motion.
Standard policy
The board **VOTED** unanimously to approve the motion.

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

D. Vote to approve contract with Partners in Wellness for a special education substitute

Janet McKenzie made a motion to approve a contract with Partners in Wellness for a sped substitute with attention to adding appropriate dates in paragrah 1 and terms of service.
Shan Glandon seconded the motion.
Twice a week Wednesday and Thursday for half a day to keep us in compliance. $120 an hour
The board **VOTED** unanimously to approve the motion.

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

E. Vote to approve letter of agreement for new support staff hire

Shan Glandon made a motion to approve letter of agreement for Katie Bruce with addition of dates of employment.
Janet McKenzie seconded the motion.

Hire Katie Bruce to work every Monday and Wednesday. Will focus on emotional regulation with students and/or substitute.
The board **VOTED** unanimously to approve the motion.

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

F. Vote to approve amendment of the Employee Handbook

Janet McKenzie made a motion to amend our handbook in section E title to inclement weather/unexpected closure policy. If an extra day(s) is added to the school year for inclement weather/unexpected closure days then it reads as is.
Shan Glandon seconded the motion.

Hourly employees may elect to use PTO to cover scheduled work hours missed due to inclement weather and unexpected school closures.

Up to two (2) unexpected closure days per school year will be paid for hourly employees based on their regularly scheduled hours; any additional closure days will be unpaid unless the employee elects to use PTO or works approved make-up hours. Unexpected school closure includes inclement weather and/or other emergency closures.

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

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

III. Reports

A. Head of School Report

Enrollment opened and closed. TPS informs this Friday. Waitlist in every grade.
We are getting our building purchased. We have a donor who is buying our building for us.
NPR show airing on Thursday. NBC national was here all day. Airing next week. Mini documentary. Preparing for big pigeon race fundraiser on April 18. Includes silent auction. Applied for GKFF. Will know how much mid April. Need volunteers at school. Receiving some state SPED funding now. Teacher evals taking place.

B. Education Report

Maps scores review.

C. Operations Report

Researching cleaning services.
Child nutrition going more smoothly.
Hired / non-owned insurance for those running errands for the school.
$87 a linear foot for walls. Walls going floor to ceiling. Approximately $8000 for walls to make 2 classrooms in the north pod.

IV. Discussion

A. Board Retreat and Trainings

Tentatively May 16, 2026

V. Proposals for Future Agenda Items

A. meeting cadence--once a month? teacher strategic planning

Meeting cadence---once a month possibly

Teacher strategic planning

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 8:30 PM.

Respectfully Submitted,
Stan Khrapak