

APPROVED



Under the Canopy
SCHOOL

Under the Canopy School

Minutes

General Board Meeting

Under the Canopy School

Date and Time

Tuesday March 24, 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, Taylor Smith

Directors Absent

Janet McKenzie

Signed by Janet McKenzie on 4/17/2026

None

Ex Officio Members Present

Margaritte Arthrell-Knezek

Non Voting Members Present

Margaritte Arthrell-Knezek

Guests Present

Kris Miller, amber.gates@underthecanopy.org

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 24, 2026 at 6:08 PM.

C. Approve minutes - March 10, 2026 Board Meeting

Shan Glandon made a motion to approve the minutes from General Board Meeting on 03-10-26.

Taylor Smith seconded the motion.

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

Roll Call

Shan Glandon Aye

Stan Khrapak Aye

Taylor Smith Aye

Janet McKenzie Aye

II. For Vote

A. Vote to approve December Financial Report

Shan Glandon made a motion to approve the purchase order register reflecting purchase orders generated from 7-1-25 to 6-30-26.

Janet McKenzie seconded the motion.

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

Roll Call

Janet McKenzie Aye

Shan Glandon Aye

Taylor Smith Aye

Janet McKenzie

Signed by Janet McKenzie on 4/17/2026

Roll Call

Stan Khrapak Aye

Shan Glandon made a motion to delay approval of December financials until item 117 is corrected.

Taylor Smith seconded the motion.

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

Roll Call

Shan Glandon Aye

Stan Khrapak Aye

Taylor Smith Aye

Janet McKenzie Aye

B. CSP budget revision

Janet McKenzie made a motion to approve the CSP budget revision.

Taylor Smith seconded the motion.

Notes:

Highlighted version indicates changes made to allow purchase of two new buses.

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

Roll Call

Stan Khrapak Aye

Shan Glandon Aye

Janet McKenzie Aye

Taylor Smith Aye

C. Approval of Wall build contract

Taylor Smith made a motion to approve staff continuing the pursuit of a formal contract with Morgan Builders for construction of interior walls.

Shan Glandon seconded the motion.

Notes:

Goal is for walls to be built this summer. This will allow time for input from staff and teachers as to the best placement of new walls. Much has been learned about the best ways to function in the building now that the first year is almost complete.

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

Roll Call

Shan Glandon Aye

Stan Khrapak Aye

Taylor Smith Aye

Janet McKenzie Aye

D. Model 1 Bus Purchasing contract

Janet McKenzie made a motion to approve bus purchase contract.

Taylor Smith seconded the motion.

Janet McKenzie

Signed by Janet McKenzie on 4/17/2026

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

Roll Call

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

E. Approval of Allied security fence for buses contract

Janet McKenzie made a motion to delay vote until there is a contract for a security fence.
Taylor Smith seconded the motion.

Notes:

Suggested placement of bus parking is in corner of the staff parking lot. That area is paved and in front of security cameras.

Kris will look into options for a carport and cat straps for catalytic converters.

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

Roll Call

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

F. Treasurer Contract for fiscal year 2026-2027

Janet McKenzie made a motion to delay the vote on OCAS contract until clarification of the notice process and scope of ancillary services.

Taylor Smith seconded the motion.

Notes:

Necessary to know the scope of ancillary services. Will ask for a list of notice processes and scope of ancillary services.

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

Roll Call

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

III. Reports

A. Head of School Report

- Spring accreditation report due April 30.
- Board trainings due then as well.

Janet McKenzie

Signed by Janet McKenzie on 4/17/2026

- Evaluations.
- Need to schedule a head of school evaluation.
- Stan will research creating an evaluation for head of school.
- Cancel May 12 mtg because of May 16 retreat.
- Lottery complete. Next window opens in April.
- Discussion of building lease payment.
- Submitted a grant to GKFF.
- NBC national will air soon.
- Great Pigeon Race. 11:00--2:00ish. Great auction pieces.
- SPED support going well.
- Still need a board treasurer.
- Moving forward with two weeks of summer camp. Parent pay. Scholarship opportunities. Stacey is coordinating. Teachers who want to work will be able to do that.

B. Education Report

Ongoing teacher evaluations. Asking each staff member what would make the biggest difference for them going from year one to year two. This Thursday staff meeting, the OT doing her PHD capstone will present what she has observed in her time at UTCS. She will also join Amber in her Friday meetings with teachers and give more specific information then.

C. Operations Report

We have been given 40 trees to be planted on our property. Twenty five will be fruit trees. Parent satisfaction surveys required by TPS are currently being completed by families.

IV. Discussion

A. Board Trainings and Retreat

Discussed how to access trainings, record them and meet the deadline.
Board retreat is scheduled for May 16. Downtown at 10:00-4:00 at Gradient, Tulsa's hub for innovation. Need to take minutes for a portion of retreat.

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 8:03 PM.

Respectfully Submitted,
Stan Khrapak

Janet McKenzie

Signed by Janet McKenzie on 4/17/2026