APPROVED

Under the Canopy School

Minutes

Annual Board Meeting

Under the Canopy School

Date and Time
Tuesday June 16, 2026 at 6:00 PM

Location
3205 E. 39th Street
Tulsa, OK 74107

Persons who require a special accommodation to participate in these meetings should contact the Under the Canopy offices, 3205 W. 39th Street, Tulsa, Oklahoma, 74107, (918) 205-1193, or via Email: margaritte.knezek@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

None

Ex Officio Members Present
Margaritte Arthrell-Knezek

Non Voting Members Present
Margaritte Arthrell-Knezek

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Shan Glandon called a meeting of the board of directors of Under the Canopy School to order on Tuesday Jun 16, 2026 at 6:10 PM.

C. Approve minutes - June 2, 2026 Board Meeting

Taylor Smith made a motion to approve the minutes from Special Meeting of UTCS School Board on 06-02-26.
Shan Glandon seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Annual Membership

A. Board President Statement

B. Board Member Elections

Taylor Smith made a motion to Elect Shan Glandon as the vice chair.
Janet McKenzie seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

III. For Vote

A. Vote to approve May Financial Report

Janet McKenzie made a motion to approve May Financial Report.
Taylor Smith seconded the motion.

Confirm on donation line that we did receive GKFF donation.
Fundraiser expenses for May--connection to purchase order due to system in place. Will change next year.
Clarifications on activity fund.
Clarifications on credit card expenses.

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

Roll Call

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

B. Vote to approve Assurance Letter for TPS

Janet McKenzie made a motion to approve assurance letter for TPS.
Taylor Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. Vote to approve Additional Letters of Agreement 2026-27 school year.

Shan Glandon made a motion to approve additional letters of agreement 2026-27 school year with corrections to titles for Ms. Lee and Ms. Mattox and Ms. Bruce.
Taylor Smith seconded the motion.
Context was given for the additional agreements. Stacy's title correction. Tiffany Mattox's title correction. Handwork 4 days a week and music 2 days a week.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. Vote to Approve Family & Childrens Services agreement

Taylor Smith made a motion to approve Family and Childrens Services agreement.
Janet McKenzie seconded the motion.
There is no cost to their services. If there is a need, able to call COPES.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

E. Vote to approve insurance liability policies for the school, board, and staff.

Janet McKenzie made a motion to vote to postpone until July.
Taylor Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

F. Vote to approve Kazar security components for vestibule

Janet McKenzie made a motion to approve Kazar security components for vestibule.
Taylor Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

G. Vote to approve classroom furniture.

Janet McKenzie made a motion to approve classroom furniture.
Taylor Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

H. Vote to approve purchase of teacher macbooks.

Taylor Smith made a motion to approve purchase of teacher macbooks.
Janet McKenzie seconded the motion.
For new teachers for two years. Using grant funds.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

I. Vote to approve ISS and CC contract for 2026-2027 school year

Janet McKenzie made a motion to approve ISS and CC contract for 2026-2027 school year.
Taylor Smith seconded the motion.
This training has been extremely useful and valuable.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

J. Vote to approve 25-26 Audit contract

Janet McKenzie made a motion to push this vote to July.
Taylor Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

K. Vote to Approve the Temp Appropriations document for 26-27 school year

Taylor Smith made a motion to approve the temp appropriations document with amount edited with a comma,for 26-27 school year.
Shan Glandon seconded the motion.
Projection based on what was done in the past.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

L. Vote to approve UTCS Budget 26-27 School year

Taylor Smith made a motion to approve UTCS Budget 26-27 School year.

Shan Glandon seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

IV. Reports

A. Head of School Report

Absenteeism issues--revoked 5 transfers. Many things were tried to support the families.
Strong Readers survey very helpful.
Camp is going so well. Wonderful way to connect with students.
Preparing for trip to Seguaro.
$5000 donation from Will Rogers Rotary Club!
Working on more grant writing.
School innovation conference. Amber and Margaritte presented a workshop that was very well received.
SDE monitoring was all submitted and UTCS is in good shape. Will get a visit in the spring.
August 10 begins summer institute with entire staff. August 19 is first day of school.

B. Education Report

C. Operations Report

D. Staff Report

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,
Stan Khrapak