APPROVED

Under the Canopy School

Minutes

General Board Meeting

Under the Canopy School

Date and Time
Tuesday August 11, 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, 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

Directors Absent

Taylor Smith

Ex Officio Members Present
Margaritte Arthrell-Knezek

Guests Present
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 Aug 11, 2026 at 6:10 PM.

II. For Vote

A. Vote to approve consent agenda

Shan Glandon made a motion to approve the minutes from the Special Meeting on July 21st, and the June financials provided they will be updated by the new treasurer and presented at the next meeting.
Janet McKenzie seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

B. Vote to approve Jay Jenkins with OCAS to submit federal claims on behalf of UTCS

Shan Glandon made a motion to approve the authorization for Jay Jenkins to submit federal claims on behalf of UTCS.
Janet McKenzie seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

C.

Vote to approve letters of agreement for 2026-27 school year

Shan Glandon made a motion to approve the 2 letters of agreement.
Janet McKenzie seconded the motion.
Discussion about guest teachers for professional development.
The board **VOTED** to approve the motion.

Roll Call

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

D. Vote to approve food vendor for Child Nutrition program 2026-27 school year.

Shan Glandon made a motion to approve Ben E. Keith as the food vendor for this school year, with continual monitoring of benefits.
Janet McKenzie seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

E. Vote to approve pizza vendor for Child Nutrition 2026-27 school year.

Janet McKenzie made a motion to approve CiCi's Pizza for pizza Fridays in the cafeteria for the 2026-27 school year.
Shan Glandon seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

F. Vote to approve CSP budget revision

Janet McKenzie made a motion to move this vote to the next meeting.
Shan Glandon seconded the motion.
Simplifying the CSP budget for easier use
The board **VOTED** to approve the motion.

Roll Call

Janet McKenzie	Aye
Stan Khrapak	Aye
Shan Glandon	Aye

Roll Call

Taylor Smith	Absent

G. Vote to approve new board member.

Shan Glandon made a motion to approve Michael Liddicoat as a new board member for Under the Canopy School.
Janet McKenzie seconded the motion.
Michael Liddicoat, experience in finances and public schools.
The board **VOTED** to approve the motion.

Roll Call

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

III. Reports

A. Executive Director

- Verse, week 19
- Summer Institute - training for teachers
- Division of Responsibilities for clearer organizational structure and smoother working
- Discipline & behavior response planning
- Circle Fund - coordinated by the Family Council
- Enrollment waitlists
- New school furniture
- New treasurer J. Jenkins of OCAS - report about the error of payroll delay on July 31st. Letter to be drafted and sent, to mention over draft fees.
-

B. Education

Amber is absent, no report.

C. Operations

- new walls
- child nutrition, kitchen hire
- security vestibule
- new furniture
- SAF for teachers

D.

Staff Liaison

IV. NEW BUSINESS:

A. Grants and Fundraising by Shan

- Oklahoma Arts Council - 2 grants
  - Essentials grant for the music program
  - Classroom supplies for visual arts, $500
  - After school program grant for drama experience coordinated by kindergarten teacher
- St. Patrick's Gratitude Fund, $355
  - 3rd grade curriculum lesson about shelters - 'Waddle and Dob' shelters with nature garden teacher

B. Further expanding the board

Increasing more than 5 members?
Focusing on a fundraising / development skill set?
or work to fill the Foundation Board?

V. General Announcements

A. Flower Ceremony on Friday, August 21st, 2:30 pm

Welcomes the students to school.

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 7:50 PM.

Respectfully Submitted,
Stan Khrapak