



KIPP TULSA PUBLIC CHARTER SCHOOLS

KIPP Tulsa Public Charter Schools - Regular Board Meeting

July 29, 2025

Published on July 27, 2025 at 10:59 PM CDT

Date and Time

Tuesday July 29, 2025 at 9:00 AM CDT

Location

Wompa

3306 Charles Page Blvd, Tulsa, OK 74127

Members of the public shall be allowed to submit requests to address the board of directors. To expedite requests to comment, the public may send those requests to the board at kfinley@kippok.org at least 1 hour prior to the start of the meeting. The final determination of whether an item will appear as a public comment will be at the discretion of the board chair. Comments will take place in the order they were received via email, will be limited to three (3) minutes, and must be related to an agenda item or topic. Your comment can be heard when the Board Chairperson acknowledges you. A spokesperson must be selected when several people wish to address the same subject. The Board Chairperson may interrupt and terminate any comments that do not meet these criteria. Board members may not respond directly to speakers' comments.

Board Members:

Jacob Odom, Dewayne Dickens, Michael Epps, Darnell Blackmon, Brett Krieg, Kim Boyd, Kyara Smith, Jumoke Akingbola

School Representatives:

Donterrio Marzett, Superintendent; Keet Finley, School Operations Support; Mayra Burke, Finance Specialist; Sienna Scott, Director of Teaching and Learning; Janey Nemard, Development Director; Jamia Irons, Principal; Melanie Rathod, Principal; and Bill Hickman, Legal Counsel

Access to the board agenda will be posted on the KIPP Tulsa Website: <https://www.kipptulsa.org> *Click on the KIPP Tulsa drop-down menu, then click on Tulsa Board of Directors, and scroll down to Meeting Dates, Agendas & Minutes of scheduled meetings for the agenda.

Official action can be taken only on items that appear on the Agenda. The KIPP Tulsa Board of Directors may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the Board or the Chair may refer the matter to the Superintendent or Legal Counsel. The Board may also refer items to staff or committees for additional study. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely.

Agenda

	Purpose	Presenter	Time
I. Opening Items			9:00 AM
A. Call the Meeting to Order		Dewayne Dickens	1 m
B. Welcome		Dewayne Dickens	1 m
C. Roll Call		Dewayne Dickens	1 m
D. Agenda Review		Dewayne Dickens	2 m
E. Mission Moment		Hugo Sosa	10 m
II. Public Comment			9:15 AM
A. Public Comment	FYI	Dewayne Dickens	5 m
III. Board Committee Reports			9:20 AM
A. Finance Committee	FYI	Brett Krieg	10 m
B. Academic Committee	FYI	Dewayne Dickens	10 m
C. Development Committee	FYI	Janey Nemard	7 m

	Purpose	Presenter	Time
IV. Executive Director Report			9:47 AM
A. Compliance Update	FYI	Keet Finley	5 m
B. Executive Director Updates Executive Director Report	FYI	Donterrio Marzett	4 m
V. Consent Agenda			9:56 AM
Motion and vote on recommendations.			
A. Approve June 27, 2025 Special Board Meeting Minutes	Approve Minutes	Dewayne Dickens	1 m
B. Approval of the June Financial Reports	Vote	Brett Krieg	3 m
C. Approval of General Fund Purchase Orders and any changes to any prior existing purchase orders <ul style="list-style-type: none"> • PO 2025-11-181 through 2025-11-187 • PO 2025-11-106 from \$270 changed to \$981 - NCrowd 	Vote	Dewayne Dickens	1 m
D. Approval of Activity Fund Purchase Orders <ul style="list-style-type: none"> • PO 2025-60-115 through 2025-60-117 • PO 2025-60-3 from \$6,131.51 changed to \$9,689.6 - Amazon 	Vote	Dewayne Dickens	1 m
E. Approval of Building Purchase Orders <ul style="list-style-type: none"> • PO 2025-21-20 through 2025-21-21 	Vote	Dewayne Dickens	2 m
F. Approval of Activity Fund Transfer This item seeks board approval for a transfer of funds between accounts within the Activity Fund to support student programming and ensure proper alignment with intended use. The proposed transfer is within board-approved purposes and complies with state regulations governing school activity funds.	Vote	Dewayne Dickens	1 m

	Purpose	Presenter	Time
G. Routine Staffing Items Approve Routine Staffing Items	Vote	Dewayne Dickens	1 m

H. Approval of the KIPP Tulsa School Handbook	Vote	Melanie Rathod and Jamia Irons	5 m
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The Board of Directors is asked to review and approve the 2025–2026 School Handbook for both KIPP Tulsa College Preparatory (KTCP) and KIPP Tulsa University Preparatory (KTUP). The updated handbook outlines key policies, procedures, and expectations for students, families, and staff for the upcoming school year.

Updates for 2025–2026 include:

- Revisions to the student discipline policy
- Updates to the uniform and dress code guidelines
- Clarified attendance and tardy protocols
- Adjustments in alignment with new state requirements (e.g., SB 139 cell phone policy)
- School-specific operational details tailored to each campus

The handbook serves as a foundational resource for ensuring consistent, equitable, and transparent practices across both schools and will be distributed to all families before the start of the academic year.

VI. Action Agenda **10:11 AM**

A. Approve to Amend the Employee Leave Policy Amendment	Vote	Mayra Burke	2 m
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The Board of Directors is asked to review and approve additional amendments to the KIPP Tulsa Employee Leave Policy. While a version of the policy was approved at the June 27, 2025, special board meeting, it did not include specifications regarding the number of sick days and PTO (paid time off) days. These critical details have since been added to ensure clarity for all staff and alignment with organizational expectations.

In addition to adding the designated number of leave days, the updated policy includes further refinements to improve clarity, ensure compliance with applicable laws, and support staff well-being and operational consistency.

	Purpose	Presenter	Time
B. Authorization to Establish a Section 457(b) Deferred Compensation Plan with American Fidelity	Vote	Mayra Burke	2 m

The Board of Directors is asked to approve a resolution to establish a Section 457(b) Eligible Deferred Compensation Plan for KIPP Tulsa Public Charter Schools, to be administered by American Fidelity Assurance Company. This plan will allow eligible employees to voluntarily defer a portion of their compensation on a pre-tax basis, enhancing their retirement savings options beyond traditional pension and 403(b) offerings.

In alignment with the Internal Revenue Code Section 457(b) and the Economic Growth and Tax Relief Reconciliation Act of 2001, this plan provides additional flexibility and tax advantages for employees of governmental entities.

The resolution authorizes the designation of an Authorized Employee to:

- Adopt the plan on behalf of the organization
- Define eligible classes of employees (e.g., all employees, certain groups, or independent contractors)
- Execute all necessary agreements with American Fidelity
- Take all required steps to implement and manage the plan in accordance with IRS regulations

C. Approval of KIPP Tulsa Strong Readers Act Policy	Vote	Donterrio Marzett	3 m
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The Board of Directors is asked to approve the KIPP Tulsa Strong Readers Act Policy, effective July 1, 2025, to ensure compliance with Oklahoma's Strong Readers Act (70 O.S. §1210.508A, et seq.). This policy affirms KIPP Tulsa's commitment to early literacy and outlines the school's responsibilities for identifying reading deficiencies, providing scientifically based reading instruction, and supporting students and families with targeted interventions.

Key provisions of the policy include:

- Prohibition of the three-cueing system model (MSV, balanced literacy, whole language) beginning in 2025–2026
- Universal reading assessments for students in grades K–3 at the beginning, middle, and end of the year
- Individualized reading intervention plans for students with deficiencies

	Purpose	Presenter	Time
	<ul style="list-style-type: none"> • Use of high-quality, evidence-based instructional materials • Family access to free, online literacy resources • Required dyslexia screening for students not meeting reading targets • Development of a strong reading plan to be updated annually and approved by the State Board of Education 		
D.	Authorization to File 501(c)(3) for the KIPP Tulsa Foundation and Designation of Representative	Vote Donterrio Marzett	3 m
	<p>The Board of Directors is asked to approve the formation and filing of a new nonprofit entity, KIPP Tulsa Foundation, with the IRS for 501(c)(3) tax-exempt status. The Foundation will serve as a supporting organization to enhance fundraising capacity, manage philanthropic assets, and advance the long-term financial sustainability and strategic growth of KIPP Tulsa Public Charter Schools.</p> <p>As part of this action, the board is also asked to authorize Bill Hickman to serve as the designated representative for the filing process, including submission of the IRS Form 1023 application and any required supporting documentation.</p> <p>This step is aligned with our strategic plan and will position KIPP Tulsa to strengthen donor partnerships, steward capital campaign funds, and support long-term facility and programmatic expansion.</p>		
E.	Approval of the 2025–2026 KIPP Tulsa Employee Handbook	Vote Mayra Burke	2 m
	<p>The Board of Directors is asked to review and approve the 2025–2026 KIPP Tulsa Employee Handbook, which outlines key policies, expectations, benefits, and procedures that govern employee conduct and operations across the organization.</p> <p>This updated version includes:</p> <ul style="list-style-type: none"> • Revisions to reflect current federal and state employment law • Updates to leave policies, including clarification on PTO and sick days • Enhancements to employee conduct, safety, and professionalism • Clarified grievance procedures and performance management protocols • Updates to the progressive discipline, drug-free workplace, and scholar non-fraternization policy <p>The handbook is a foundational document for ensuring consistency, compliance, and transparency for all KIPP Tulsa staff and has been reviewed by legal counsel for alignment with applicable statutes and organizational policies.</p>		

	Purpose	Presenter	Time
F. Election of Board Officers	Vote	Dewayne Dickens	3 m

Discussion and possible action to elect officers of the KIPP Tulsa Board of Directors for the following positions, in accordance with the organization's bylaws:

1. Vice-President

Action Item(s):

- Consideration and possible action to elect a Vice-President of the Board.

VII. New Business

VIII. Closing Items

A. Adjourn Meeting	Vote	Dewayne Dickens
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This agenda was posted by Mayra Burke at kipptulsa.org and at the front entrances of KIPP Tulsa College Preparatory and KIPP Tulsa University Prep on 7-28-25 at 8:00 am in compliance with the Oklahoma Open Meeting Act.

Regular Meeting, July 29, 2025