



# KIPP TULSA PUBLIC CHARTER SCHOOLS

## KIPP Tulsa Public Charter Schools - Regular Board Meeting

August 26, 2025

Published on August 22, 2025 at 5:17 PM CDT

Amended on August 23, 2025 at 5:59 PM CDT

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### Date and Time

Tuesday August 26, 2025 at 12:00 PM CDT

### Location

KIPP Tulsa University Prep High School  
541 S. 43rd W. Ave.  
Tulsa, OK 74127

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*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](mailto: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.

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>12:00 PM</b>
<b>A.</b> Call the Meeting to Order		Dewayne Dickens	1 m
<b>B.</b> Welcome		Dewayne Dickens	1 m
<b>C.</b> Roll Call		Dewayne Dickens	1 m
<b>D.</b> Agenda Review		Dewayne Dickens	2 m
<b>E.</b> Mission Moment			10 m
<b>II. Public Comment</b>			<b>12:15 PM</b>
<b>A.</b> Public Comment	FYI	Dewayne Dickens	5 m
<b>III. Board Committee Reports</b>			<b>12:20 PM</b>
<b>A.</b> Finance Committee	FYI	Jacob Odom	10 m
<b>B.</b> Academic Committee	FYI	Dewayne Dickens	10 m

	Purpose	Presenter	Time
<a href="#">Executive Director Report - August 2025</a>			
C. Development Committee	FYI	Janey Nemard	7 m
<b>IV. Executive Director Report</b>			<b>12:47 PM</b>
A. Compliance Update	FYI	Keet Finley	5 m
B. Executive Director Updates	FYI	Donterrio Marzett	4 m
<b>V. Consent Agenda</b>			<b>12:56 PM</b>
Motion and vote on recommendations.			
A. Approve July 29, 2025 Regular Board Meeting Minutes	Approve Minutes	Dewayne Dickens	1 m
B. Approval of the July Financial Reports	Vote	Dewayne Dickens	3 m
C. Approval of General Fund Purchase Orders	Vote	Dewayne Dickens	1 m
• PO 2026-11-1 through 2026-11-129 and 2026-11-5000 through 2026-11-50023			
D. Approval of Activity Fund Purchase Orders	Vote	Dewayne Dickens	1 m
• PO 2026-60-1 through 2026-60-20			
E. Approval of Building Fund Purchase Orders PO 2025-21-1 through 2025-21-17	Vote	Dewayne Dickens	2 m
F. Approval of Gift Funds Purchase Order	Vote	Dewayne Dickens	2 m
• PO 2026-81-1 through 2026-81-3			
G. Approval of Activity Fund Transfer	Vote	Dewayne Dickens	1 m
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.			

	Purpose	Presenter	Time
<b>H.</b> Routine Staffing Items	Vote	Dewayne Dickens	1 m
Approve Routine Staffing Items			

<b>I.</b> Approval of Booster Clubs and Parent Teacher Association Sanctioning	Vote	Mayra Burke	2 m
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Approve the sanctioning of booster clubs and parent/teacher associations. Sanctioned status provides organizations exemption from the statutory controls relating to school activity funds found in the Oklahoma School Code.

Booster Clubs:

- KIPP Tulsa Band Parent Organization

PTAs/PTOs

- KTCP PTA
- KTUP PTO

## **VI. Action Agenda** **1:10 PM**

<b>A.</b> Discussion and possible action to approve the 2025-2026 Estimate of Needs for submission to the Tulsa County Excise Board	Vote	Dewayne Dickens	2 m
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Each year, KIPP Tulsa Public Charter Schools is required under 70 O.S. § 5-134 to prepare and adopt an Estimate of Needs for the upcoming fiscal year. This document outlines the anticipated expenditures and revenues of the district and serves as the legal basis for appropriations that support the district's operations.

Approval by the Board of Directors is necessary before the Estimate of Needs can be filed with the Tulsa County Excise Board, which has statutory authority to review, adjust, and approve the district's final appropriations and tax levies.

Placing this item on the agenda ensures compliance with the Oklahoma Open Meeting Act, provides transparency to the public regarding district financial planning, and secures the legal foundation for the district's budget for the coming year.

	Purpose	Presenter	Time
<b>B.</b>	Approval of the Board Policy to Sanction Booster Clubs and Parent Organizations	Vote Dewayne Dickens	2 m

Booster clubs and parent organizations play an important role in supporting students and schools by raising funds, organizing events, and providing volunteer assistance. However, because these groups operate in connection with the district, it is essential that their activities align with district policies, financial best practices, and state law.

Adopting a board policy to formally sanction booster clubs and parent organizations establishes clear expectations for governance, financial accountability, and use of the school's name, logo, and resources. The policy provides guidelines for recognition of such groups, including requirements for bylaws, financial reporting, and compliance with IRS regulations.

This action protects both the district and parent-led groups by ensuring transparency, preventing misuse of funds, and safeguarding the district's reputation. It also provides consistency in how booster clubs and parent organizations are supported, monitored, and recognized across all schools in the district.

Approval of this policy demonstrates the Board's commitment to fostering strong school-community partnerships while ensuring legal and fiscal responsibility.

<b>C.</b>	Adoption of Policy on Combating Antisemitism, Anti-Blackness, and All Forms of Discrimination	Vote Donterrio Marzett	2 m
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Oklahoma Senate Bill 942 (2025) requires all public schools and higher education institutions to adopt the International Holocaust Remembrance Alliance (IHRA) Working Definition of Antisemitism and incorporate it into institutional codes of conduct. The legislation also requires schools to designate a Title VI Coordinator to review, monitor, and investigate complaints of discrimination and to report unresolved cases to federal authorities when appropriate.

In addition to meeting these legal requirements, this proposed policy goes further by explicitly addressing anti-Blackness and embedding an anti-racist framework into school culture and operations. This expansion reflects our district's commitment to ensuring equitable treatment and inclusive environments for all students and staff.

Key components of the policy include:

- Adoption of the IHRA definition of antisemitism.

	Purpose	Presenter	Time
	<ul style="list-style-type: none"> <li>• Integration of anti-discrimination provisions, including antisemitism, anti-Blackness, and racism, into the Student Code of Conduct and Employee Handbook.</li> <li>• Designation of a Title VI Coordinator to oversee investigations and compliance.</li> <li>• Establishment of confidential reporting mechanisms for students, staff, and families.</li> <li>• Implementation of mandatory training for staff and awareness programming for students on antisemitism, anti-Blackness, and anti-racist practices.</li> <li>• Commitment to ongoing policy review and equity audits to monitor effectiveness and ensure continuous improvement.</li> </ul>		

By adopting this policy, the board ensures compliance with state law while also demonstrating proactive leadership in advancing equity, safety, and respect within our schools.

<b>D.</b>	Adoption of Policy on Student Allergy and Emergency Medication (Emerson Kate Cole Act Compliance – HB 2047)	Vote	Keet Finley	2 m
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House Bill 2047, known as the Emerson Kate Cole Act, was passed in 2025 to improve school protocols in responding to severe allergic reactions and other medical emergencies involving asthma, anaphylaxis, or cystic fibrosis. The law requires that Oklahoma schools permit students with appropriate parent and physician authorization to self-administer prescribed medication, and it authorizes trained staff to administer life-saving medication, such as epinephrine and inhalers, in good faith during emergencies.

Key requirements of HB 2047 that are addressed in the proposed policy include:

- **Student Self-Administration:** Allowing students with documented conditions to carry and self-administer prescribed inhalers, epinephrine injectors, or enzymes with proper physician and parent authorization, renewed annually.
- **Stocked Emergency Medication:** Ensuring that schools maintain a minimum supply of epinephrine injectors and inhalers with spacers for emergency use.
- **Trained Staff Response:** Authorizing designated, trained employees to administer emergency medication without a standing provider order when a student is in distress.
- **Emergency Protocols:** Requiring immediate calls to 911 and parent notification whenever anaphylaxis or respiratory distress is suspected and/or emergency medication is used.

	Purpose	Presenter	Time
	<ul style="list-style-type: none"> <li>• Annual Staff Training: Mandating food allergy awareness and anaphylaxis training for all staff who work with students, with documentation maintained in personnel records.</li> <li>• Liability Protection: Providing good faith liability protection for staff, schools, and prescribing physicians in accordance with the law.</li> </ul> <p>This policy ensures compliance with state law while also prioritizing the health, safety, and well-being of students. Adopting it demonstrates the district’s proactive commitment to protecting children with life-threatening allergies and other medical conditions, while equipping staff with the training and confidence needed to respond effectively during emergencies.</p>		

<b>E.</b>	Amendment to KIPP Tulsa Public Charter Schools Bylaws – Addition of Past Chair Position	Vote	Dewayne Dickens	2 m
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Pursuant to the Oklahoma Nonprofit Corporation Act and in accordance with best practices for charter school board governance, the Board of Directors of KIPP Tulsa Public Charter Schools may amend its bylaws to strengthen leadership succession and ensure continuity of institutional knowledge.

Currently, Article IV, Section 4.1 of the bylaws establishes the officers of the Board as: *Chairperson, Vice-Chairperson, Secretary, Treasurer, and such other officers, if any, as the Board of Directors may from time to time appoint.*

The proposed amendment would add the office of Past Chair to Section 4.1 and define this role in a new Section 4.8. The Past Chair provides continuity of leadership, offers counsel to the Chair and Vice-Chair, and supports long-term strategic priorities by sharing organizational knowledge.

This amendment ensures smoother transitions in leadership and aligns with governance practices that value succession planning, institutional stability, and board development.

### **Proposed Bylaw Amendment**

#### **Section 4.1. Number.**

The Officers of the Board of Directors shall be Chairperson, Vice-Chairperson, Secretary, Treasurer, Past Chair, and such other officers, if any, as the Board of Directors may from time to time appoint.

	Purpose	Presenter	Time
<p><b>Section 4.8. Past Chair.</b></p> <p>The Past Chair shall be the immediate former Chairperson of the Board of Directors. The Past Chair serves in an advisory capacity to the Chairperson, Vice-Chairperson, and the Board, ensuring continuity of leadership and preserving institutional knowledge. The Past Chair may be assigned specific duties or responsibilities by the Chairperson or the Board, including mentoring new board members, supporting succession planning, and assisting with strategic initiatives. The Past Chair shall serve a two-year term, provided that the individual continues as a member of the Board of Directors.</p>			

<b>F.</b>	Election of Board Officers	Vote	Dewayne Dickens	2 m
	<p>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:</p> <ol style="list-style-type: none"> <li>1. Vice-President</li> <li>2. Past Chair</li> </ol>			

**Action Item(s):**

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

**VII. New Business**

**VIII. Closing Items**

<b>A.</b>	Adjourn Meeting	Vote	Dewayne Dickens
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*This agenda was posted by Mayra Burke at [kipptulsa.org](http://kipptulsa.org) and at the front entrances of KIPP Tulsa College Preparatory and KIPP Tulsa University Prep on 8-25-25 at 8:00 am in compliance with the Oklahoma Open Meeting Act.*

Regular Meeting, August 26, 2025