



KIPP TULSA PUBLIC CHARTER SCHOOLS

KIPP Tulsa Public Charter Schools - Regular Board Meeting

September 30, 2025

Published on September 24, 2025 at 8:10 PM CDT

Amended on September 26, 2025 at 4:26 PM CDT

Date and Time

Tuesday September 30, 2025 at 12:00 PM CDT

Location

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

Guest:

Eric Doss, OPSRC

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			12:00 PM
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		Kirsten Hicklin	10 m
II. Public Comment			12:15 PM
A. Public Comment	FYI	Dewayne Dickens	5 m
III. Board Committee Reports			12:20 PM

	Purpose	Presenter	Time
A. Finance Committee	FYI	Jacob Odom	10 m
B. Academic Committee	FYI	Dewayne Dickens	8 m
Executive Director Report - September 2025			
C. Development Committee	FYI	Janey Nemard	12 m
D. Governance Committee	FYI	Jacob Odom	5 m
IV. Executive Director Report			12:55 PM
A. Compliance Update	FYI	Keet Finley	4 m
B. Executive Director Updates	FYI	Donterrio Marzett	3 m
V. Consent Agenda			1:02 PM
Motion and vote on recommendations.			
A. Approve July 29, 2025 Regular Board Meeting Minutes	Approve Minutes	Dewayne Dickens	1 m
B. Approve August 26, 2025 Regular Board Meeting Minutes	Approve Minutes	Dewayne Dickens	1 m
C. Approval of the August Financial Reports	Vote	Dewayne Dickens	3 m
D. Approval of General Fund Purchase Orders	Vote	Dewayne Dickens	1 m
• PO 2026-11-130 through 2026-11-135 and 2026-11-5024 through 2026-11-50074			
E. Approval of Activity Fund Purchase Orders	Vote	Dewayne Dickens	1 m
• PO 2026-60-21 through 2026-60-27			
F. Approval of Building Fund Purchase Orders PO 2025-21-19 through 2025-21-24	Vote	Dewayne Dickens	2 m
G. Approval of Gift Funds Purchase Order	Vote	Dewayne Dickens	2 m

	Purpose	Presenter	Time	
• PO 2026-81-4				
H.	Routine Staffing Items	Vote	Dewayne Dickens	1 m
Approve Routine Staffing Items				
I.	Approval of Booster Clubs Sanctioning	Vote	Mayra Burke	2 m
Approve the sanctioning of booster clubs. Sanctioned status provides organizations with an exemption from the statutory controls relating to school activity funds found in the Oklahoma School Code.				

Booster Clubs:

- KIPP Tulsa Touchdown Booster Club

VI. Action Agenda **1:16 PM**

A.	Consideration and possible action to authorize the filing of the Articles of Organization for the formation of the KIPP Tulsa Facilities, LLC	Vote	Dewayne Dickens	4 m
<p>In order to strengthen the management and oversight of facilities for KIPP Tulsa Public Charter Schools, the organization has established a separate legal entity, KIPP Tulsa Facilities, LLC. This entity will support the acquisition, financing, maintenance, and long-term planning of facilities, ensuring sustainability and compliance with applicable laws and regulations.</p> <p>Recommendation:</p> <p>The Board of Directors is asked to formally approve the creation and recognition of KIPP Tulsa Facilities, LLC as an affiliated entity of KIPP Tulsa Public Charter Schools, with authority to manage matters related to school facilities in alignment with the mission and vision of the organization.</p>				
B.	Consideration and possible action to authorize the KIPP Tulsa Facilities, LLC Operating Agreement	Vote	Dewayne Dickens	3 m
<p>Following the establishment of KIPP Tulsa Facilities, LLC, the organization has developed bylaws to govern its structure, operations, and decision-making processes.</p>				

	Purpose	Presenter	Time
<p>These bylaws set forth the purpose, authority, membership, duties, and procedures of the LLC to ensure transparency, accountability, and alignment with the mission of KIPP Tulsa Public Charter Schools. Approval of the bylaws will formalize governance and provide a framework for effective oversight of facilities management and related activities.</p> <p>Recommendation:</p> <p>The Board of Directors is asked to review and approve the proposed Bylaws of KIPP Tulsa Facilities, LLC as the governing document of the entity.</p>			
C.	Employee Handbook update adding “Personnel Qualifications (Minimum Standards)	Vote	Dewayne Dickens
	Approve handbook update adding “Personnel Qualifications (Minimum Standards) – Charter Preference” section: certification preferred (except where required by law), mandatory SpEd/related-services and Title I para credentials, licensed-role requirements, and HR implementation.		1 m
D.	Adopt FERPA Compliance Policy & Procedures	Vote	Dewayne Dickens
	Approve FERPA Compliance Policy & Procedures: annual notice; access/amendment; directory info & opt-out; disclosure logging; health/safety emergency provisions; vendor/data security; staff training.		1 m
E.	Adopt “Student Transfers for Children of Active-Duty Military Members” policy	Vote	Dewayne Dickens
	Approves a state-required policy aligning with 70 O.S. § 8-103.1(B) to ensure timely approval of transfers for active-duty military dependents (DoD ID + residency within six months), protect enrollment regardless of IEP/504 status, ensure comparable services upon entry, and establish documentation/notice procedures.		1 m
F.	Adopt Employment Security Act (Oklahoma) Compliance Policy	Vote	Dewayne Dickens
	Approves a policy aligning KTPCS with OESC requirements for unemployment insurance—UI account registration, quarterly wage reporting and contributions/reimbursements, new-hire reporting, required postings, timely claims handling, confidentiality, and staff training/oversight.		1 m
VII.	Executive Session		1:27 PM
A.	Motion, discussion, consideration, and vote to convene into Executive Session as authorized by	Vote	Dewayne Dickens
			1 m

	Purpose	Presenter	Time
Title 25 O.S. (2001) Section 307. B 3 to discuss the purchase or appraisal of real property.			
B. Executive Session	Discuss	Dewayne Dickens	15 m
C. Motion, discussion and vote on motion to return to open session from executive session.	Vote	Dewayne Dickens	1 m
D. Board President's statement regarding minutes of executive session.	FYI	Dewayne Dickens	1 m

VIII. New Business

IX. Closing Items			1:45 PM
A. Announcements	FYI	Dewayne Dickens	1 m
The next regular scheduled meeting of the KIPP Tulsa Board of Directors will be held on Tuesday, October 28, 2025, at 12:00 p.m. in the TNT Room at KIPP Tulsa University Prep High School, 541 S. 43rd W. Ave., Tulsa, Oklahoma, 74127.			
B. Adjourn Meeting	Vote	Dewayne Dickens	

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 9-29-25 at 8:00 am in compliance with the Oklahoma Open Meeting Act.

Regular Meeting, September 30, 2025