



KIPP TULSA PUBLIC CHARTER SCHOOLS

KIPP Tulsa Public Charter Schools - Regular Board Meeting

March 25, 2025

Published on March 20, 2025 at 5:29 PM CDT

Date and Time

Tuesday March 25, 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, Bianca DeMedeiros, Raj Basu, Michael Epps, Darnell Blackmon, Brett Krieg, Kim Boyd, Kyara Smith

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.kiptulsa.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	Approve Minutes	Jacob Odom	1 m
B. Welcome		Jacob Odom	1 m
C. Roll Call		Jacob Odom	1 m
D. Agenda Review		Jacob Odom	2 m
E. Mission Moment Durward Davis		Donterrio Marzett	10 m
II. Public Comment			12:15 PM
A. Public Comment	FYI	Jacob Odom	5 m
III. Special Presentation			12:20 PM
A. FY24 Financial Audit	FYI	Mayra Burke	15 m

	Purpose	Presenter	Time
<p>The board will receive a special presentation of the FY24 financial audit conducted by Bledsoe, Hewett & Gullekson, Certified Public Accountants, PLLLP. This audit, performed in compliance with Oklahoma state law, provides an independent review of KIPP Tulsa’s financial statements, internal controls, and compliance with state and federal financial regulations. The presentation will include key findings, recommendations, and an overview of the organization’s financial health. This review ensures transparency, accountability, and fiscal responsibility, supporting KIPP Tulsa’s commitment to sound financial stewardship.</p>			

IV. Consent Agenda 12:35 PM

Motion and vote on recommendations.

A.	Approve February 25, 2025 Regular Board Minutes	Approve Minutes	Jacob Odom	1 m
B.	Approval of the February Financial Reports	Vote	Brett Krieg	5 m
C.	Approval of General Fund Purchase Orders and any changes to any prior existing purchase orders	Vote	Jacob Odom	
	<ul style="list-style-type: none"> • PO 2025-11-169 through 2025-11-171 and 2025-11-50091 through 2025-11-50094. • PO 2025-11-5 from \$7,971.28 changed to \$9,519.80 - SylogistEd • PO 2025-11-96 from \$7,006.24 changed to \$17,950.07 - TCC • PO 2025-11-143 from \$570 changed to \$1,200 - Sherron Roberts 			
D.	Approval of Gifts Fund Purchase Orders and any changes to any prior existing purchase orders PO 2025-81-4 through 2025-81-5	Vote	Jacob Odom	1 m
E.	Approval of Activity Fund Purchase Orders	Vote	Jacob Odom	1 m
	<ul style="list-style-type: none"> • PO 2025-60-62 through 2025-60-77 • PO 2025-60-70 from \$160 changed to \$295 - Linda Drink 			

	Purpose	Presenter	Time
F. Routine Staffing Items Approve Routine Staffing Items	Vote	Jacob Odom	1 m
G. Approval of Fundraiser for KIPP Tulsa University Prep and KIPP Tulsa College Prep	Vote	Jacob Odom	2 m
<ul style="list-style-type: none"> • Approve the Senior Prom Ticket Giveaway Fundraiser for KIPP Tulsa University Prep High School to benefit senior activities. • Approve the Car Wash Fundraiser to benefit the senior class and the soccer team equally. • Approve the Pie a Teacher Fundraiser to benefit the junior/senior class for prom expenses. 			

V. Action Agenda 12:46 PM

A. Fundraising Policy	Vote	Jacob Odom	1 m
<p>Approve the Fundraising Policy to ensure all fundraising activities comply with Oklahoma state law and align with the financial and ethical standards of KIPP Tulsa Public Charter Schools. This policy establishes guidelines for seeking, accepting, and managing donations to maintain transparency, accountability, and compliance with state financial regulations. Key provisions include board oversight, proper financial reporting, and ensuring funds are used to support student programs and school initiatives. Approval of this policy will help safeguard the integrity of fundraising efforts while enhancing opportunities for external financial support.</p>			
B. Local Wellness Policy Stakeholder Awareness Policy	Vote	Jacob Odom	1 m
<p>The board will review and consider approval of the Local Wellness Policy Stakeholder Awareness Policy to ensure compliance with Oklahoma state law and federal regulations. This policy establishes procedures for engaging parents, students, school staff, and community members in the development, implementation, and monitoring of the school’s wellness initiatives. It ensures that stakeholders are informed and have opportunities to provide input, promoting transparency and accountability in wellness policy decisions. Approval of this policy will reinforce KIPP Tulsa’s commitment to student health and well-being while aligning with regulatory requirements.</p>			

	Purpose	Presenter	Time
C. Local School Wellness Review and Update Policy	Vote	Jacob Odom	1 m

The board will review and consider approval of the Local School Wellness Review and Update Policy, ensuring compliance with Oklahoma state law and federal regulations. This policy establishes a structured process for the regular review, evaluation, and updating of the school's wellness initiatives to promote student health and well-being. It outlines stakeholder engagement, data collection, and assessment procedures to ensure wellness policies remain effective, evidence-based, and aligned with best practices. Approval of this policy will strengthen KIPP Tulsa's commitment to fostering a healthy school environment while meeting state and federal requirements.

D. Child Abuse and Neglect Reporting Policy	Vote	Jacob Odom	1 m
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The **Child Abuse and Neglect Reporting Policy** ensures that all school personnel comply with **Oklahoma state law** in identifying and reporting suspected child abuse or neglect. Under **70 O.S. § 1210.191** and state-mandated reporting laws, any school employee who suspects or has reason to believe that a child is a victim of abuse or neglect must immediately report it to the **Oklahoma Department of Human Services (OKDHS)** or local law enforcement.

E. Health and Medical Policy	Vote	Jacob Odom	1 m
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The **Health and Medical Policy** outlines the school's procedures for managing student health, administering medications, responding to medical emergencies, and preventing health outbreaks, in compliance with **Oklahoma state laws (OAC 210:35-3-107; 70 O.S. § 1210.189-191, 195, 3243)**.

VI. Board Committee Reports **12:51 PM**

A. Finance Committee	FYI	Brett Krieg	10 m
B. Academic Committee	FYI	Dewayne Dickens	10 m
C. Development Committee	FYI	Raj Basu	10 m

VII. Executive Director Report **1:21 PM**

A. Compliance Update	FYI	Keet Finley	5 m
B. Executive Director Updates	FYI	Donterrio Marzett	4 m

Purpose	Presenter	Time
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[Executive Director Report](#)

VIII. New Business

IX. Closing Items

A. Adjourn Meeting	Vote	Jacob Odom
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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 3-18-25 at 5:00 pm in compliance with the Oklahoma Open Meeting Act.

Regular Meeting, March 18, 2025

Coversheet

Approve February 25, 2025 Regular Board Minutes

Section: IV. Consent Agenda
Item: A. Approve February 25, 2025 Regular Board Minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for KIPP Tulsa Public Charter Schools - Regular Board Meeting on February 25, 2025

DRAFT



KIPP TULSA PUBLIC CHARTER SCHOOLS

Minutes

KIPP Tulsa Public Charter Schools - Regular Board Meeting

February 25, 2025

Date and Time

Tuesday February 25, 2025 at 12:00 PM

Location

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

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Directors Present

Brett Krieg, Dewayne Dickens, Jacob Odom, Kim Boyd, Kyara Smith, Raj Basu

Directors Absent

Darnell Blackmon, Michael Epps

Ex Officio Members Present

William Hickman (remote)

Non Voting Members Present

William Hickman (remote)

Guests Present

Donterrio Marzett, Jamia Irons, Janey Nemard, Keet Finley, Mayra Burke

I. Opening Items

A. Call the Meeting to Order

Jacob Odom called a meeting of the board of directors of KIPP TULSA PUBLIC CHARTER SCHOOLS to order on Tuesday Feb 25, 2025 at 12:22 PM.

B. Welcome

C.

Roll Call

D. Agenda Review

E. Mission Moment

Coach Carr gave a mission statement on "Why KIPP and Why Now". Carr spoke on the need for facility improvements for sports usage and his focus on academics.

II. Public Comment

A. Public Comment

N/A

III. Consent Agenda

A. Approve January 28, 2025 Regular Board Minutes

Jacob Odom made a motion to approve the minutes from KIPP Tulsa Public Charter Schools - Regular Board Meeting on 01-28-25.

Kim Boyd seconded the motion.

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

B. Approval of the January Financial Reports

Jacob Odom made a motion to approve the minutes from January Financial Reports from January 28th Board Meeting.

Kim Boyd seconded the motion.

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

C. Approval of General Fund Purchase Orders and any changes to any prior existing purchase orders

Jacob Odom made a motion to approve the minutes from.

Kim Boyd seconded the motion.

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

D. Approval of Building Fund Purchase Orders and any changes to any prior existing purchase orders

E. Approval of Activity Fund Purchase Orders

N/A

Jacob Odom made a motion to approve Activity Fund Purchase Orders.

Kim Boyd seconded the motion.

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

F.

Routine Staffing Items

Jacob Odom made a motion to approve routing staffing items.

Kim Boyd seconded the motion.

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

G. KTUP Prom - Tulsa Club Hotel

Jacob Odom made a motion to approve the venue for c/o 2025 senior prom.

Kim Boyd seconded the motion.

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

H. KTUP Graduation

Jacob Odom made a motion to approve the venue for KIPP Tulsa University Prep Graduation venue for May 23, 2025.

Kim Boyd seconded the motion.

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

I. Oklahoma Teacher Empowerment Program (OTEP)

Jacob Odom made a motion to approve to execute an Oklahoma Empowerment Program that will identify KIPP Tulsa certify teachers meeting the advanced certification level as defined by KIPP Tulsa's program in compliance with Oklahoma Statue title 70, section 6-190.

Kim Boyd seconded the motion.

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

J. KTUP Football Adidas Agreement

Jacob Odom made a motion to approve to enter in an agreement with Midwest Sporting Goods to also enter an agreement with Adidas to provide apparel for the KTUP HS Football program beginning 1-1-2025.

Kim Boyd seconded the motion.

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

K. Bledsoe, Hewett & Gullekson Financial Audit Contract

Jacob Odom made a motion to approve the 24-25 audit contrac and engagement letter with Bledsoe, Hewett & Gullekson.

Kim Boyd seconded the motion.

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

L. KIPP Tulsa + Magma Math Proposal

Jacob Odom made a motion to approve the Magma Math contract to support supplemental math instruction.

Kim Boyd seconded the motion.

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

M. Approval of Fundraiser for KIPP Tulsa University Prep and KIPP Tulsa College Prep

Jacob Odom made a motion to approve the Sweetheart Ball Fundraiser for KIPP Tulsa College Prep to benefit student incentives.

Kim Boyd seconded the motion.

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

IV. Action Agenda

A. Consideration and possible action to remove Bianca DeMedeiros from the KIPP Tulsa Board of Directors.

Jacob Odom made a motion to to remove Bianca DeMedeiros from KIPP Tulsa Board based on Honorable Discharge.

Kyara Smith seconded the motion.

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

B. 2023 SY Dropout for grades 7-12 and the 2022 Annual Student College Remediation Report to include discussion among board members and staff

Jacob Odom made a motion to approve the Dropout rate for grades 7-12 and the 2022 College Remediation report.

Kyara Smith seconded the motion.

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

C. Approval of the KIPP Tulsa Charter School Foundation, Inc.

Jacob Odom made a motion to approve the KIPP Tulsa Charter School Foundation.

Kyara Smith seconded the motion.

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

V. Board Committee Reports

A. Finance Committee

Presented by Brett Krieg

B. Academic Committee

Presented by Dewayne Dickens- Magma Math

C. Development Committee

Presented by Raj Basu- Better Together Breakfast rased 78.75% of goal

VI. Executive Director Report

A. Compliance Update

Presented by Keet Finley-New Enrollment application numbers for 6th grade has already succeeded last year numbers. On track to meet 6th grade goal.

B. Executive Director Updates

Presented by Donterrio Marzett-

- Strategic Planning Update
- Religious Charter School
- Board on Track Assessment

VII. 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 1:31 PM.

Respectfully Submitted,

Keet Finley

Raj Basu made a motion to adjourn meeting.

Dewayne Dickens seconded the motion.

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

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 2-21-25 at 5:00 pm in compliance with the Oklahoma Open Meeting Act.

Regular Meeting, February 25, 2025

Coversheet

Approval of the February Financial Reports

Section: IV. Consent Agenda
Item: B. Approval of the February Financial Reports
Purpose: Vote
Submitted by:
Related Material: March 2025 Finance Committee Packet.pdf

KIPP TULSA
MONTHLY FINANCIAL REPORT

February 28th, 2025 and Year to Date

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JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

March 18, 2025

Honorable Board of Trustees
KIPP Tulsa College Preparatory
Tulsa, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the KIPP Tulsa College Preparatory as of February 28, 2025, and the related statements of revenues and expenses – cash basis for the eight (8) months then ended. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

The regulatory basis of accounting requires a specific format of presentation of governmental funds and the accompanying presentation does not comply with that format. Additionally, fixed assets and any related debt are not included in the statement of assets, liabilities and net assets presented on a cash basis. Any such accounts are reflected in the statement of revenues and expenses as a corresponding receipt and/or expenditure of funds. The effects of these departures on the financial statements have not been determined.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the school's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to KIPP Tulsa College Preparatory.

Sincerely,

Jenkins & Kemper
Certified Public Accountants, P.C.

KIPP TULSA COLLEGE PREP
STATEMENT OF ASSETS, LIABILITIES, NET ASSETS - CASH BASIS
FEBRUARY 28, 2025

	General Fund	Building Fund	Gifts Fund	Activity Fund	Totals
Assets					
Cash & Investments	\$ 748,540.81	477,140.70	822,570.48	148,664.26	2,196,916.25
Due to Activity Fund					-
Total Assets	748,540.81	477,140.70	822,570.48	148,664.26	2,196,916.25
Liabilities					
Outstanding Warrants	97,248.92		28.16	2,395.00	99,672.08
Reserves	1,483.77				1,483.77
Funds held for student activities				146,269.26	146,269.26
Total Liabilities	98,732.69	-	28.16	148,664.26	247,425.11
Unrestricted	348,608.04	477,140.70	707,667.32		1,533,416.06
Restricted	301,200.08		114,875.00		416,075.08
Total Net Assets	\$ 649,808.12	477,140.70	822,542.32	-	1,949,491.14
 Cash Breakdown:					
Primary Checking	\$ 819,764.28				
Redbud Funding	374,786.81				
Activity Checking	148,875.26				
Savings	838,293.90				
Adjustments to cash	15,196.00				
Totals	\$ 2,196,916.25				

See Accountant's Compilation Report

**KIPP TULSA COLLEGE PREP 2024-25 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS**

	Source Codes	2023-24 Actual	2023-24 2/29/2024	% of YTD to Actual	2024-25 Budget	2024-25 2/28/2025	% of YTD to Budg.
Revenue							
Interest Earnings	1310	\$ 2,095.16	1,307.59			2,053.14	N/A
Miscellaneous Reimb.	1590	30,507.13	31,522.00	103.3%		7,542.42	N/A
United Way Donations	1610	353,875.00	235,916.68	66.7%	353,000.00	235,916.68	66.8%
Donations	1610	183,289.78	72,319.89		264,839.24	135,000.00	51.0%
KIPP Foundation	1650	78,325.33	300.00		185,735.00	175,451.24	94.5%
Refund Prior Year	1680					6,362.50	N/A
Studen Lunches	1710				15,000.00	14,396.72	96.0%
Foundation & Salary Incentive	3210	3,634,356.47	2,282,327.91	62.8%	3,964,320.85	2,258,843.34	57.0%
Flexible Benefit Allowance	3250	364,145.68	229,662.74	63.1%	374,999.87	222,922.75	59.4%
State Textbook	3420	34,087.98	34,087.98	100.0%	34,087.98	32,194.59	94.4%
State Safety Funding	3436			N/A	183,829.62	183,829.62	100.0%
Homebound Students	3690	4,991.14		0.0%			N/A
State Matching	3720	2,549.96	1,274.98	50.0%		1,111.74	N/A
Title I, Part A	4210	317,496.01	130,211.50	41.0%	317,645.06	196,377.74	61.8%
Title II Programs	4271	41,027.17	40,742.81	99.3%	43,949.03	43,166.15	98.2%
Special Ed Flowthrough	4310	148,169.76	76,654.29	51.7%	123,183.33	65,650.63	53.3%
Title IV LEAs	4442	19,105.20	18,876.81	98.8%	17,966.35	17,966.35	100.0%
ESSER III (795)	4689	793,225.23	428,732.62	54.0%	53,556.23	53,556.23	100.0%
NSLP CARES Emergency Funding	4705	18,100.66	18,100.66	100.0%	19,000.00		0.0%
Federal Lunches	4710	170,835.36	95,009.96	55.6%	155,000.00	98,542.96	63.6%
Federal Breakfasts	4720	52,920.21	27,726.63	52.4%	50,000.00	38,091.85	76.2%
Correcting Entry	5600	41,745.63	21,024.97	50.4%		29,194.20	N/A
Donations - Transfers from Gift Fund	6200	446,125.04	40,000.04		447,000.00		0.0%
Total revenue		6,736,973.90	3,785,800.06	56.2%	6,603,112.56	3,818,170.85	57.8%
Expenditures							
Payroll	100-200	4,361,676.17	2,955,209.30	67.8%	3,868,319.29	2,651,386.99	68.5%
Accounts Payable	300-900	2,138,802.17	1,190,411.58	55.7%	2,290,775.00	1,281,605.55	55.9%
Total expenditures		6,500,478.34	4,145,620.88	63.8%	6,159,094.29	3,932,992.54	63.9%
Revenue over (under) expenses		236,495.56	(359,820.82)		444,018.27	(114,821.69)	
Net Assets - Beginning	6110	500,000.00	500,000.00		764,629.81	764,629.81	100.0%
Other Financing Sources (Uses):							
Lapsed approp./Estopped Warrants	6130-40	28,134.25					
Net Assets - Ending		\$ 764,629.81	140,179.18		1,208,648.08	649,808.12	

See Accountant's Compilation Report

**KIPP TULSA COLLEGE PREP 2024-25 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - BUILDING FUND - CASH BASIS**

	Source Codes	2023-24 Actual	2023-24 2/29/2024	% of YTD to Actual	2024-25 Budget	2024-25 2/28/2025	% of YTD to Budg.
<u>Revenue</u>							
Interest Earnings	1310	\$ 689.57	392.49	56.9%	629.55	793.12	126.0%
Redbud	3435	298,907.05	150,051.49	50.2%		169,309.96	N/A
Correcting Entry	5600	518.00	518.00	100.0%	240.00	240.00	100.0%
Total revenue		<u>300,114.62</u>	<u>150,961.98</u>	50.3%	<u>869.55</u>	<u>170,343.08</u>	19589.8%
<u>Expenditures</u>							
Custodial Services	421					7,042.84	N/A
Tech Services Computers	432	116,492.27	116,492.27	100.0%		16,793.06	N/A
Electrical Services	434	1,300.00				2,405.00	N/A
Other Building Svcs	438	3,650.00	1,850.00	50.7%	210,000.00	121,675.25	57.9%
Other Rentals/Lease	449	11,279.90		0.0%			N/A
Painting & Glazing	456	4,000.00	4,000.00	100.0%			N/A
Appliances/Furniture/Fixtures	651	1,057.36				3,908.29	N/A
Supplies - Technology Related	653				20,000.00		
Technology Related	733	5,830.84	5,830.84	100.0%			N/A
Reimbursement	930	518.00	518.00	100.0%			N/A
Total expenditures		<u>144,128.37</u>	<u>128,691.11</u>	89.3%	<u>230,000.00</u>	<u>151,824.44</u>	66.0%
Revenue over (under) expenses		155,986.25	22,270.87		(229,130.45)	18,518.64	
Net Assets - Beginning	6110	302,635.81	302,635.81		764,629.81	458,622.06	60.0%
Net Assets - Ending		<u>\$ 458,622.06</u>	<u>324,906.68</u>		<u>535,499.36</u>	<u>477,140.70</u>	

See Accountant's Compilation Report

SUPPLEMENTAL INFORMATION

**KIPP TULSA COLLEGE PREP - 2024-25 FISCAL YEAR
STATEMENT OF EXPENDITURES BY OBJECT CODE - GENERAL FUND - CASH BASIS**

<u>Classification</u>	<u>Object</u>	<u>2024-25 Budgeted</u>	<u>Feb-25</u>	<u>2024-25 Year-to-date</u>	<u>% of YTD to Actual</u>
<u>Personnel</u>					
Payroll	100	\$ 3,014,427.89	261,344.92	2,054,220.05	68.1%
Employee Benefits	200	853,891.40	74,539.44	588,863.28	69.0%
Worker's Comp.	290			8,303.66	N/A
Total Personnel Codes		<u>3,868,319.29</u>	<u>335,884.36</u>	<u>2,651,386.99</u>	68.5%
<u>Direct Student Expenses</u>					
Awards, Gifts, Decorations	682			19,692.83	N/A
Books	641	90,000.00		154,644.68	171.8%
Classroom & Office Supplies	619	70,000.00		23,965.09	34.2%
Copy Supplies	611	70,000.00	10,054.41	41,633.08	59.5%
Communication Services	530	15,000.00	267.00	5,127.36	34.2%
Diesel	623				N/A
First Aid	616			177.00	N/A
Food Service	570	267,650.00		130,920.14	48.9%
Furniture and Fixtures	651	30,000.00		8,426.96	28.1%
Instruments	655			5,500.00	N/A
Non Technical Services	431			328.00	N/A
Other Services	599	25,000.00			0.0%
Printing and Binding	550	70,000.00		3,026.87	4.3%
Professional Employee Training	359	17,500.00	565.00	19,451.50	111.2%
Professional Services	320	245,000.00	1,416.70	143,904.21	58.7%
Staff Registration	860	2,000.00		1,475.00	73.8%
Security Services	344	92,000.00			0.0%
Student Transportation	510	197,500.00		112,299.84	56.9%
Technology Related Equipment	653	55,000.00	323.77	21,768.16	39.6%
Technology Services	432	126,000.00	16,188.39	107,392.04	85.2%
Techonology Related Hardware	733				N/A
Testing Supplies	614	20,000.00		4,144.62	20.7%
Tuition	561	27,125.00		7,006.24	25.8%
Vehicles	762				
Total Direct Student Expenses		<u>1,419,775.00</u>	<u>28,815.27</u>	<u>810,883.62</u>	57.1%
<u>Facilities Expense</u>					
Cleaning Service/Pest Control/Lawn Care	420				N/A
Cleaning Supplies	618	3,000.00			0.0%
Electric	624	66,666.67	5,470.57	65,266.86	97.9%
Water/Sewer	410	66,666.67		16,193.09	24.3%
Natural Gas	627	66,666.66	3,412.17	8,773.11	13.2%
Repairs & Maintenance (Bldg)	430			718.49	N/A
Building Lease/Rent	443	245,000.00		142,368.80	58.1%
Total Facilities Expense		<u>448,000.00</u>	<u>8,882.74</u>	<u>233,320.35</u>	52.1%
<u>Administrative Expenses</u>					
Administrative Fee	805	37,000.00		15,929.45	43.1%
Administrative Services	310	40,000.00			0.0%
Advertising	540	50,000.00	246.00	17,290.46	34.6%
Accounting-Auditing/Treasurer	311,331	48,000.00		3,558.25	7.4%
Dues & Fees	810	50,000.00	867.96	34,821.63	69.6%
Legal	357	18,000.00		10,500.00	58.3%
Liability Insurance	522	85,000.00	3,179.80	75,947.40	89.3%
Other Services	337	20,000.00	960.00	25,971.66	129.9%
Reimbursement	930			12,711.45	N/A
Travel	580	75,000.00	412.00	40,671.28	54.2%
Total Administrative Expenses		<u>423,000.00</u>	<u>5,665.76</u>	<u>237,401.58</u>	56.1%
Totals		<u>\$ 6,159,094.29</u>	<u>379,248.13</u>	<u>3,932,992.54</u>	63.9%

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**KIPP TULSA COLLEGE PREP - 2024-25 FISCAL YEAR
3 YEAR COMPARISON - CASH BASIS**

	2022-23 Expenditures		2023-24 Expenditures		2024-25 Expenditures	
	<u>Salary</u>	<u>Non-salary</u>	<u>Salary</u>	<u>Non-salary</u>	<u>Salary</u>	<u>Non-salary</u>
July	\$ 154,319.60	54,535.37	354,760.20	85,236.57	276,447.76	94,981.55
August	338,465.67	145,978.25	366,652.71	137,540.30	342,683.11	238,028.30
September	518,900.51	212,191.90	518,888.48	224,769.41	323,411.26	248,279.95
October	349,858.43	336,490.78	332,225.46	101,762.70	337,623.77	132,102.13
November	355,119.49	225,540.19	354,146.47	207,836.02	355,103.39	205,541.36
December	362,419.59	175,571.79	365,417.05	195,347.84	340,638.97	119,318.27
January	345,008.18	121,966.52	326,994.33	168,661.19	339,594.37	199,990.22
February	361,904.23	120,862.83	336,124.60	69,257.55	335,884.36	43,363.77
March	374,539.88	189,783.67	337,668.85	134,498.51		
April	357,882.84	174,312.98	341,203.05	157,207.73		
May	895,052.22	191,724.36	723,086.08	225,249.93		
June	31,103.37	183,811.78	4,508.89	431,434.42		
	<u>4,444,574.01</u>	<u>2,132,770.42</u>	<u>4,361,676.17</u>	<u>2,138,802.17</u>	<u>2,651,386.99</u>	<u>1,281,605.55</u>
		<u>6,577,344.43</u>		<u>6,500,478.34</u>		<u>3,932,992.54</u>

YTD Comparison

	2022-23 Expenditures		2023-24 Expenditures		2024-25 Expenditures	
	<u>Salary</u>	<u>Non-salary</u>	<u>Salary</u>	<u>Non-salary</u>	<u>Salary</u>	<u>Non-salary</u>
July	154,319.60	54,535.37	354,760.20	85,236.57	276,447.76	94,981.55
August	338,465.67	145,978.25	366,652.71	137,540.30	342,683.11	238,028.30
September	518,900.51	212,191.90	518,888.48	224,769.41	323,411.26	248,279.95
October	349,858.43	336,490.78	332,225.46	101,762.70	337,623.77	132,102.13
November	355,119.49	225,540.19	354,146.47	207,836.02	355,103.39	205,541.36
December	362,419.59	175,571.79	365,417.05	195,347.84	340,638.97	119,318.27
January	345,008.18	121,966.52	326,994.33	168,661.19	339,594.37	199,990.22
February	361,904.23	120,862.83	336,124.60	69,257.55	335,884.36	43,363.77
March						
April						
May						
June						
	<u>\$ 2,785,995.70</u>	<u>1,393,137.63</u>	<u>2,955,209.30</u>	<u>1,190,411.58</u>	<u>2,651,386.99</u>	<u>1,281,605.55</u>
		<u>4,179,133.33</u>		<u>4,145,620.88</u>		<u>3,932,992.54</u>

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KIPP TULSA COLLEGE PREPARATORY

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2024 - 2/28/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
800 ACTIVITY FUND UNKNOWN/UNASSIGNED	\$0.00	\$8,678.58	\$0.00	\$0.00	\$8,678.58	\$0.00	\$8,678.58
804 8TH GRADE END OF YEAR	\$0.00	\$0.00	\$15.00	\$0.00	\$15.00	\$0.00	\$15.00
805 8TH / 12 TH GRADE DANCE/ PROMO	\$0.00	\$16,855.66	\$4,445.70	\$1,857.20	\$19,444.16	\$4,075.00	\$15,369.16
806 UNITED WAY FUNDRAISER	\$0.00	\$0.00	\$15.60	\$0.00	\$15.60	\$0.00	\$15.60
807 SHOWTIME BAND	\$0.00	\$4,183.62	\$15,842.33	\$34,007.97	(\$13,982.02)	\$4,779.50	(\$18,761.52)
808 STAFF INCENTIVES	\$0.00	\$10,048.69	\$1,525.35	\$2,959.37	\$8,614.67	\$276.65	\$8,338.02
809 SCHOOL EVENTS/PARENT ENG	\$0.00	\$1,478.28	\$2,774.63	\$2,460.97	\$1,791.94	\$0.00	\$1,791.94
810 BOOKSTORE/STUDENT UNIFORMS	\$0.00	\$2,500.00	\$0.00	\$1,197.03	\$1,302.97	\$0.00	\$1,302.97
812 SCHOOL SUPPORT TEAM	\$0.00	\$243.62	\$6,102.29	\$608.71	\$5,737.20	\$627.45	\$5,109.75
814 STUDENT LEADERSHIP	\$0.00	\$7,569.02	\$2,000.95	\$2,225.51	\$7,344.46	\$41.61	\$7,302.85
817 MONTHLY FIELD LESSONS/INCENTIV	\$0.00	\$15,536.30	\$7,527.73	\$3,729.21	\$19,334.82	\$1,335.85	\$17,998.97
818 PITCH COMPETITION SCHOLARSHIP FUND	\$0.00	\$0.00	\$0.84	\$0.00	\$0.84	\$0.00	\$0.84
821 SPEECH AND DEBATE TEAM	\$0.00	\$1,916.00	\$4.48	\$84.00	\$1,836.48	\$0.00	\$1,836.48
822 KIPP FORWARD STUDENT ACTIVITIES	\$0.00	\$0.00	\$0.00	\$1,441.64	(\$1,441.64)	\$748.22	(\$2,189.86)
885 CHILD NUTRITION CLEARING	\$0.00	\$2,055.85	\$11,107.02	\$12,865.77	\$297.10	\$0.00	\$297.10
886 DONATIONS GIFTS FUND RECEIVED BY AF CLEARING ACCT	\$0.00	\$12.00	\$0.00	\$12.00	\$0.00	\$0.00	\$0.00
887 ONLINE PAYMENTS GENERAL FUND CLEARING ACCOUNT	\$0.00	\$2,144.67	\$1,554.87	\$3,699.54	\$0.00	\$0.00	\$0.00
888 ONLINE PAYMENTS GIFTS FUND CLEARING ACCOUNT	\$0.00	\$91.00	\$0.00	\$67.00	\$24.00	\$0.00	\$24.00
889 ACTIVITY FUND PAYROLL REIMB. TO GENERAL	\$0.00	\$0.00	\$0.10	\$0.00	\$0.10	\$0.00	\$0.10
900 TRACK AND FIELD	\$0.00	\$7,802.40	\$197.60	\$0.00	\$8,000.00	\$0.00	\$8,000.00
901 BASKETBALL BOYS	\$0.00	\$17,024.59	\$4,116.95	\$9,857.09	\$11,284.45	\$4,135.74	\$7,148.71
902 CHEERLEADING	\$0.00	\$4,057.80	\$1,001.32	\$2,504.70	\$2,554.42	\$1,424.23	\$1,130.19
903 BOYS BASKETBALL BOOSTER	\$0.00	\$408.52	\$0.00	\$0.00	\$408.52	\$0.00	\$408.52
904 VOLLEYBALL	\$0.00	\$2,272.13	\$727.87	\$284.00	\$2,716.00	\$0.00	\$2,716.00
905 BASKETBALL GIRLS	\$0.00	\$20,786.73	\$2,975.00	\$6,699.45	\$17,062.28	\$1,990.00	\$15,072.28
906 HIGHSCHOOL WRESTLING	\$0.00	\$346.00	\$4,000.00	\$2,946.51	\$1,399.49	\$2,250.00	(\$850.51)
907 FOOTBALL	\$0.00	\$35,127.67	\$960.00	\$0.00	\$36,087.67	\$19,670.00	\$16,417.67
908 ESPORTS HIGHSCHOOL	\$0.00	\$0.00	\$5,000.00	\$2,386.08	\$2,613.92	\$0.00	\$2,613.92
909 SOCCER	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$1,472.83	\$3,527.17
911 GIRLS BASKETBALL BOOSTER	\$0.00	\$128.25	\$0.00	\$0.00	\$128.25	\$0.00	\$128.25
Total	\$0.00	\$166,267.38	\$71,895.63	\$91,893.75	\$146,269.26	\$42,827.08	\$103,442.18

KIPP TULSA COLLEGE PREPARATORY

Revenue/Expenditure Summary

Options: Fund: 81, Date Range: 7/1/2024 - 2/28/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
000	\$0.00	\$514,382.47	\$0.00	\$0.00	\$514,382.47	\$0.00	\$514,382.47
141 MANOA'S DREAM LITERACY	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
152 GEORGE KAISER FAMILY FNDTN	\$0.00	\$150,000.00	\$0.00	\$0.00	\$150,000.00	\$0.00	\$150,000.00
156 QUIKTRIP	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00
168 Foundations	\$0.00	\$87,500.00	\$0.00	\$0.00	\$87,500.00	\$0.00	\$87,500.00
171 Individual Donors	\$0.00	\$15,323.04	\$0.00	\$0.00	\$15,323.04	\$0.00	\$15,323.04
172 Corporate Donors	\$0.00	\$10,654.65	\$0.00	\$0.00	\$10,654.65	\$0.00	\$10,654.65
186 DUE FROM GIFTS TO ACTIVITY FUND CLEARING ACCOUNT	\$0.00	\$530.20	\$0.00	\$530.20	\$0.00	\$0.00	\$0.00
204 MARKETING & DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$866.84	(\$866.84)	\$200.00	(\$1,066.84)
234 BETTER TOGETHER BREAKFAST	\$0.00	\$36,077.16	\$0.00	\$1,028.16	\$35,049.00	\$280.00	\$34,769.00
Total	\$0.00	\$824,967.52	\$0.00	\$2,425.20	\$822,542.32	\$480.00	\$822,062.32

KIPP TULSA COLLEGE PREPARATORY

Purchase Order Register

Options: Year: 2024-2025, Fund(s): GENERAL FUND, Date Range: 2/1/2025 - 2/28/2025

PO No	Date	Vendor No	Vendor	Description	Amount
169	02/01/2025	50334	SCHOOLPRIDE LTD	SIGNAGE FOR THE GYM	1,365.00
170	02/04/2025	80257	JAMES SMITH	PD TRAVEL REIMBURSEMENT	500.00
171	02/04/2025	80197	TANYAIL WILEY	MILLEAGE REIMBURSEMENT	300.00
50091	02/03/2025	80298	JAQUALYN SMITH	PAYROLL	376.78
50092	02/14/2025	80299	JAMESIA BILLUPS	PAYROLL	1,399.45
50093	02/14/2025	80300	KEONDRA JOHNSON	PAYROLL	538.25
50094	02/14/2025	80301	NATHAN STRATTON	PAYROLL	6,241.45
Non-Payroll Total:					\$2,165.00
Payroll Total:					\$8,555.93
Report Total:					\$10,720.93

KIPP TULSA COLLEGE PREPARATORY

Purchase Order Register

Options: Year: 2024-2025, Fund(s): SCHOOL ACTIVITY FUND, Date Range: 2/1/2025 - 2/28/2025

PO No	Date	Vendor No	Vendor	Description	Amount
62	02/01/2025	1533	AUTHENTIC ASSETS INC	BAND JACKETS	4,290.00
63	02/01/2025	50335	WHEELS AND THRILLS	STUDENT INCENTIVE - SKATING	784.00
64	02/01/2025	1480	D.J. ALMIGHTY	DJ SERVICES FOR HOCO DANCE	200.00
65	02/04/2025	50296	MARICO DAVIS	BASKETBALL GAME OFICIAL	100.00
66	02/04/2025	870	CROWN AWARDS	HONOR ROLL RECOGNITION	317.99
67	02/04/2025	1599	QUIKTRIP CORPORATION	KIPP FORWARD FAFSA NIGHT PARTICIPATION INCENTIVES	60.00
68	02/04/2025	1670	ASHTON BLAKE	BASKETBALL GAME OFICIAL	160.00
69	02/04/2025	1482	ELTON SYKES	BASKETBALL GAME OFICIAL	160.00
70	02/04/2025	1075	LINDA DRINK	BASKETBALL GAME OFICIAL	295.00
71	02/04/2025	50145	RASHONA BLEDSOE	BASKETBALL GAME OFICIAL	160.00
72	02/04/2025	50336	CHASITY WORKMAN	BASKETBALL GAME OFICIAL	160.00
73	02/04/2025	50337	NATHAN ENSZ	BASKETBALL GAME OFICIAL	205.00
74	02/13/2025	1531	SOUTHWEST TULSA TROPHY	PLAQUE FOR BOARD MEMBER	153.00
75	02/18/2025	50340	J-BETTS CONSULTING	MUSICIAN FOR EVENT	150.00
76	02/28/2025	50341	TULSA OFFICIALS OF OKLAHOMA	BASKETBALL OFFICIAL ASSIGNING FEE	200.00
77	02/28/2025	50216	EDISON BASKETBALL	BASKETBALL FESTIVAL	125.00
Non-Payroll Total:					\$7,519.99
Payroll Total:					\$0.00
Report Total:					\$7,519.99

KIPP TULSA COLLEGE PREPARATORY

Purchase Order Register

Options: Year: 2024-2025, Fund(s): GIFT FUND, Date Range: 2/1/2025 - 2/28/2025

PO No	Date	Vendor No	Vendor	Description	Amount
4	02/11/2025	50338	RAJ BASU	REIMBURSEMENT FOR RENTAL OF ROOM FOR BREAKFAST	28.16
5	02/04/2025	50339	GLACIER CONFECTIONS	CHOCOLATE FOR BREAKFAST FUNDRAISER	280.00
Non-Payroll Total:					\$308.16
Payroll Total:					\$0.00
Report Total:					\$308.16

Coversheet

Routine Staffing Items

Section: IV. Consent Agenda
Item: F. Routine Staffing Items
Purpose: Vote
Submitted by:
Related Material: Routine Staffing Changes - March Board MTG.pdf

Approval of routine staffing items						
New Hires						
as of 3-14-25						
Employee Name	Job Title	Location	Total Compensation for FY25	Effective Date		
Nathan Stratton	HS Math Teacher	KTUP	\$10,969.63	3/11/2025		
Aisha Bereal	Substitute	KTCP	\$145/day	3-12-25		
Separations						
Employee Name	Job Title	Location	Total Compensation for FY25	Effective Date	PO has been closed?	
Adjunct Coaches						
Employee Name	Job Title	Location	Total Compensation for FY25	Activity	Effective Date	End Date

Coversheet

Fundraising Policy

Section: V. Action Agenda
Item: A. Fundraising Policy
Purpose: Vote
Submitted by:
Related Material: KIPP Tulsa Public Charter Schools Fundraising Policy.pdf



KIPP Tulsa Public Schools Fundraising Policy

1. Purpose

This policy ensures all fundraising activities at KIPP Tulsa Public Charter Schools comply with:

- **OCAS accounting standards** for financial transparency and expenditure tracking.
- **USDA Child Nutrition Program regulations**, including equitable meal access and Smart Snacks guidelines.
- **Oklahoma state law** (70 O.S. § 5-148) and OSDE requirements for public charter schools.

2. OCAS Financial Compliance

All fundraising activities must adhere to OCAS coding, reporting, and fund management rules:

- **Account Coding:**
 - Revenues and expenses must be recorded in the correct OCAS activity code
 - Funds must be segregated by purpose (e.g., classroom-specific vs. school-wide fundraisers).
- **Timely Deposits:** Proceeds must be deposited into OCAS-approved accounts **within 48 hours** of collection.
- **Prohibited Uses:**
 - No commingling of funds between accounts (e.g., meal program funds cannot subsidize general fundraising).
 - Cash handling must follow OCAS internal control standards

3. Child Nutrition Program Compliance

Fundraising involving food must comply with USDA regulations and **FY2025 Smart Snacks guidelines**:

- **School-Day Restrictions:**
 - Food/beverages sold during the school day (midnight to 30 minutes after dismissal) must meet Smart Snacks nutritional standards (**calorie, sodium, and sugar limits**).
 - **Exemptions:** Non-compliant food sales (e.g., bake sales) are permitted **up to 6 times per school year** outside meal service hours, per Oklahoma exemptions.

- **Meal Program Protections:**
 - No food sales in cafeterias or within **50 feet of meal service areas** during NSLP/SBP operating times.
 - Fundraisers must not incentivize skipping free/reduced-price meals (e.g., "pizza party" rewards during lunch periods).
-

4. Approved Fundraising Activities

- **Food Sales:**
 - Compliant snacks (e.g., fruit cups, yogurt) may be sold during school hours.
 - Non-compliant items (e.g., candy, soda) may only be sold after school or at weekend events.
 - **Non-Food Sales:**
 - Merchandise, tickets, or services (e.g., spirit wear, car washes) are unrestricted during school hours.
 - **Online Fundraisers:** Must be pre-approved to ensure compliance with OCAS revenue tracking and student data privacy laws.
-

5. Equity & Student Protections

- **Meal Account Donations:**
 - Funds donated to subsidize meal accounts must be distributed **anonymously** to students eligible for free/reduced-price meals.
 - No student may be identified or stigmatized (e.g., separate meal account lists for eligible students).
 - **Participation:**
 - Students cannot be required to participate in fundraising, and no penalties for opting out.
 - Activities must avoid socioeconomic bias (e.g., "no upfront cost" fundraisers preferred).
-

6. Approval & Documentation

- **Pre-Approval Process:**
 - Submit a **Fundraising Activity Form** (Appendix A) to the Principal and Finance Team 10 days in advance. All fundraisers will be submitted to the Board of Education for the final approval.
 - Include OCAS account codes, nutritional details (if applicable), and equity impact assessment.
 - **Records Retention:**
 - Maintain financial records, approval forms, and Smart Snacks nutrition labels for **7 years** per audit requirements.
-

7. Training & Accountability

- **Annual Training:**
 - Staff involved in fundraising must complete the **FY2025 OCAS/Child Nutrition Training Module** (per the School Training Manual).
 - **Oversight:**
 - The Finance Team will conduct quarterly audits of fundraising accounts.
 - The Child Nutrition Director will review food sales for USDA compliance.
-

8. Policy Review

This policy will be updated annually in alignment with the **FY2025 School Training Manual** and OSDE guidance. Revisions will be communicated to all staff and posted on the school website.

Approved By: Donterrio Marzett

Signature: _____

Effective Date: _____

Next Review Date: [Date]

Coversheet

Local Wellness Policy Stakeholder Awareness Policy

Section: V. Action Agenda
Item: B. Local Wellness Policy Stakeholder Awareness Policy
Purpose: Vote
Submitted by:
Related Material:
KIPP Tulsa Public Charter Schools Wellness Policy Stakeholder Awareness Policy - Interst form.pdf



KIPP Tulsa Local Wellness Policy Stakeholder Awareness Policy

Purpose:

KIPP Tulsa is committed to fostering a culture of wellness for students, staff, and the broader school community. To ensure transparency and stakeholder involvement, this policy outlines how we will communicate and engage with stakeholders regarding our Local Wellness Policy.

Stakeholder Awareness & Engagement

1. Public Notification:

- KIPP Tulsa will annually notify families, staff, and the community about the Local Wellness Policy through multiple communication channels, including the school website, newsletters, and social media.
- The policy will be made available on the school website, with printed copies provided upon request.

2. Stakeholder Participation:

- Families, students, staff, and community members are encouraged to participate in the development, review, and implementation of the wellness policy.
- The Wellness Committee will include representatives from various stakeholder groups to ensure diverse perspectives and needs are considered.

3. Committee Meetings & Updates:

- The Wellness Committee will meet at least twice per year to review policy implementation and suggest improvements.
- Meeting minutes and updates will be shared with the school community via email and posted on the school website.

4. Annual Review & Progress Reporting:

- An annual assessment of the Local Wellness Policy will be conducted to measure compliance and effectiveness.
- A summary of progress and any policy updates will be communicated to stakeholders through school channels.

5. Contact for Participation:

- Stakeholders interested in joining the Wellness Committee or providing feedback on the Local Wellness Policy can contact **KIPPTulsacares@kippok.org**.
-

KIPP Tulsa Wellness Committee Interest Form

Thank you for your interest in joining the KIPP Tulsa Wellness Committee! Our committee is dedicated to promoting student health and wellness through nutrition, physical activity, and overall well-being. Please complete the form below to express your interest in participating.

Contact Information

- **Full Name:** _____
- **Phone Number:** _____
- **Email Address:** _____
- **Affiliation with KIPP Tulsa (Check all that apply):**
 - Parent/Guardian
 - Staff Member
 - Student
 - Community Member
 - Other: _____

Why are you interested in joining the Wellness Committee?

Do you have any experience or background in health, wellness, or nutrition?

How would you like to contribute to the committee? (Check all that apply)

- Planning wellness activities & events
- Providing input on nutrition and physical activity policies
- Helping with communication & outreach
- Attending meetings & offering feedback
- Other: _____

Meeting Availability

- Preferred Meeting Times (Check all that apply):

- Morning
- Afternoon
- Evening
- Flexible

Additional Comments or Suggestions:

Thank you for your interest! We will contact you soon with more details. If you have any questions, please reach out to kipptulsacares@kippok.org.

Coversheet

Local School Wellness Review and Update Policy

Section: V. Action Agenda
Item: C. Local School Wellness Review and Update Policy
Purpose: Vote
Submitted by:
Related Material:
KIPP Tulsa Public Charter Schools Wellness Policy reviewing and update policy.pdf



KIPP Tulsa Local School Wellness Policy Review and Update Policy

Purpose: KIPP Tulsa is committed to maintaining and continuously improving its Local School Wellness Policy to ensure it aligns with federal and state guidelines, supports student health, and promotes a positive school environment. This policy outlines the process for regular review and updates.

Policy Review and Update Process

1. **Review Schedule:**
 - The Local School Wellness Policy will be reviewed at least **once every three years**.
 - Additional reviews may be conducted as needed based on policy changes, new regulations, or feedback from stakeholders.
2. **Stakeholder Involvement:**
 - The **Wellness Committee**, consisting of parents, students, school staff, and community members, will oversee the policy review.
 - Stakeholders will have the opportunity to provide input through surveys, meetings, and direct communication.
3. **Evaluation and Assessment:**
 - The effectiveness of the policy will be assessed based on **student participation in wellness initiatives, meal program compliance, and physical activity standards**.
 - A **triennial assessment** will be conducted to measure the implementation and impact of the policy.
4. **Communication and Updates:**
 - Updates to the policy will be communicated via the **school website, newsletters, and public meetings**.
 - Families and staff will be notified about any significant changes and opportunities to get involved in wellness initiatives.
5. **Compliance and Reporting:**
 - KIPP Tulsa will ensure compliance with federal and state regulations by documenting **policy updates, meeting minutes, and progress reports**.
 - The school administration will submit required reports to governing bodies as necessary.
6. **Local Wellness Policy Reviewing and Updating Responsible Parties**

Responsible Party	Role in Review & Update Process
School Administration	Ensures policy compliance, submits reports, and oversees updates.
Wellness Committee	Conducts policy reviews, collects feedback, and recommends improvements.
Parents/Guardians	Provide input on policy effectiveness and suggest areas for improvement.
Students	Share perspectives on wellness initiatives and school health programs.
Nutrition Services Staff	Assess school meal compliance and contribute to nutrition policy updates.
Physical Education Staff	Evaluate physical activity standards and support policy enhancements.
Community Members	Offer external insights and assist with outreach efforts.

Coversheet

Child Abuse and Neglect Reporting Policy

Section: V. Action Agenda
Item: D. Child Abuse and Neglect Reporting Policy
Purpose: Vote
Submitted by:
Related Material:
KIPP Tulsa Public Charter Schools Child Abuse and Neglect Reporting Policy.pdf



Child Abuse & Neglect Reporting Policy

Purpose

KIPP Tulsa Public Charter Schools is committed to the safety and well-being of all students. In compliance with **Oklahoma Administrative Code (OAC) 210:35-3-107, 70 O.S. § 1210.163, 70 O.S. § 6-194, and OAC 210:25-3-4**, this policy establishes the procedures for recognizing and reporting **child abuse, neglect, and child sexual abuse**. Additionally, it ensures that all **new certified teachers and administrators** receive **annual training** on their legal and ethical responsibilities regarding child protection.

Mandated Reporting Requirements

- All **school employees, volunteers, and contractors** are **mandated reporters** and must report suspected child abuse, neglect, or sexual abuse **immediately**.
- **Failure to report suspected abuse is a violation of state law** and may result in legal consequences.

Training Requirement

- All **new certified teachers and administrators** must complete an **annual training program on recognition and reporting of child abuse, neglect, and sexual abuse**.
- Training must cover:
 - Identifying signs of physical, emotional, and sexual abuse
 - Recognizing signs of neglect
 - The legal responsibilities of mandated reporters
 - The process for reporting concerns
- The **Human Resources Department** ensures all required staff members complete training upon hire and annually thereafter.

Compliance & Documentation

To ensure **ESEA compliance**, KIPP Tulsa will maintain:

Child abuse reporting records (confidential)
Annual training completion logs
Training materials & resources
School policy documents for reference

This policy ensures that **KIPP Tulsa Public Charter Schools** remains compliant with **Oklahoma state laws** and upholds the **safety and protection of all students**.

Coversheet

Health and Medical Policy

Section: V. Action Agenda
Item: E. Health and Medical Policy
Purpose: Vote
Submitted by:
Related Material: KIPP Tulsa Public Charter Schools Health and Medical Policy.pdf



Health & Medical Policy

Purpose

KIPP Tulsa Public Charter Schools is committed to ensuring the **health, safety, and well-being** of all students and staff. This policy outlines the procedures for the **administration of medication, response to medical accidents and emergencies, management of health outbreaks**, and the dissemination of immunization and disease prevention information in compliance with **Oklahoma Administrative Code (OAC) 210:35-3-107** and **Oklahoma Statutes** (§ 1210.189 - § 1210.195, § 3243).

1. Administration of Medication

1.1 Prescription & Over-the-Counter Medication

- A **parent/guardian must provide written consent** for the school to administer any medication.
- Medications must be in the **original container** with clear **pharmacy labeling (for prescriptions)** or **manufacturer labeling (for OTC meds)**.
- Medication will be administered only by **designated school personnel** trained in medication administration.

1.2 Self-Administration of Medication

- Students may self-administer **asthma inhalers, epinephrine auto-injectors (EpiPens), or insulin** with **written authorization from a parent/guardian and physician**.
- The school must have a **Self-Administration Authorization Form** on file.

1.3 Storage & Recordkeeping

- Medications are stored in a **locked cabinet** in the nurse's office or designated health area.
- A **medication log** will be maintained for each student, documenting **dosage, time, and administering personnel**.

2. Medical Accidents & Emergencies

2.1 Minor Injuries

- Minor injuries (e.g., cuts, bruises) will be treated with **basic first aid** by trained staff.
- The school will notify parents/guardians of any injury requiring follow-up care.

2.2 Medical Emergencies

- In the event of a medical emergency, school staff will **immediately call 911** and provide assistance until emergency responders arrive.
- Parents/guardians will be contacted **as soon as possible**.
- An **incident report** will be completed following all medical emergencies.

2.3 Communicable Diseases & Health Outbreaks

- The school follows **Oklahoma State Department of Health (OSDH)** and **CDC guidelines** for communicable diseases.
- Parents will be notified of any **contagious illness outbreaks** that may affect the school community.
- Students with a **contagious illness** may be required to **stay home** until medically cleared.

3. Immunization & Health Information

3.1 Immunization Requirements

- Students must meet **Oklahoma state immunization requirements** to attend school unless exempt for **medical, religious, or personal reasons** (per **70 O.S. § 1210.191**).
- Parents/guardians must provide **updated immunization records** or an **exemption form** before enrollment.

3.2 Meningococcal Meningitis Information

- The school provides **annual information** about **meningococcal meningitis**, including symptoms, risks, and **vaccination recommendations**, as required by **70 O.S. § 1210.195**.
- This information is available on the **school website** and in **registration packets**.

3.3 Type 1 Diabetes Awareness

- As required by **70 O.S. § 1210.189**, parents of students in **grades K-12** receive information about **Type 1 Diabetes**, including early signs and risk factors.
- Staff receive **training on recognizing signs of diabetes** in students.

3.4 Public Access to Health Information

- Information regarding **immunizations, meningococcal meningitis, Type 1 diabetes, and other health updates** will be posted on the **school website** and available in the front office.

4. Compliance & Training

- All staff responsible for **medical administration** will receive **annual training** on:
 - Medication administration procedures

- Emergency response & first aid
- Communicable disease prevention
- Recognizing symptoms of Type 1 Diabetes & other health conditions
- The school will review and update this policy annually to ensure compliance with **state laws and health regulations.**