

MINUTES OF

COMMUNITY STRATEGIES, INC. EPIC BLENDED CHARTER SCHOOL – SPECIAL BOARD MEETING

50 PENN PLACE, 1900 NW EXPRESSWAY, SUITE 305
OKLAHOMA CITY, OK 73118

No board members will be present at the physical site.

****Pursuant to SB661, this meeting will be conducted via teleconference****

Audio access: 205-825-9189 (no access code needed)

Board Members will be present via teleconference:

Doug Scott

Adam Reynolds

Betsy Brown

Liberty Mitchell

Mike Cantrell

If the audio connection is disrupted the meeting will temporarily pause for 10 minutes. After 10 minutes the meeting will reconvene. If that is not possible, the meeting will end and an announcement about a rescheduled meeting will be posted on the school website.

ACCESS TO DOCUMENTS for this meeting will be uploaded to: epiccharterschools.org.

Hover mouse over “About”

Hover mouse over “Contact”

Click on “School Board”

Scroll down to find the meeting entitled “March 23, 2020 Special Board Meeting”
and click on the link below it.

OR by entering this link in your search bar:

<https://www.dropbox.com/sh/il24egtkxzciu58/AAC58cZie7oYpKq7ZVaNRWCea?dl=0>

MINUTES OF AGENDA

Monday, March 23, 2020

1. Call to order and roll call – 7:55 p.m.

Present: ***Doug Scott***
 Mike Cantrell
 Adam Reynolds

Absent: ***Betsy Brown***
 Liberty Mitchell

Others in
Attendance: Bart Banfield, Supt.
 Josh Brock, CFO
 Bill Hickman, Board Attorney
 Ben Wadley, In-House
 Attorney
 Ben Harris, Epic Youth
 Services
 David Chaney, Co-Founder
 Tiffany Clark, Board Clerk

2. Pledge of Allegiance and Moment of Silence
Led by Supt. Banfield

3. Introductions
“Others in Attendance” were mentioned here
Chuck Crooks of CBEW to report to the Board on the Financial Audit for 2018-2019.
Linda Ladd, Board’s Independent Auditor

Consent Docket (Action)

The following items concern reports and items of a routine nature normally approved at Board meetings. They will be considered and voted on together as a group with one vote; provided that any Board member may ask that one or more items be considered and voted on separately. The Consent Agenda includes discussion, consideration, and possible action upon the following items:

5. Minutes of the January 15, 2020, Board meeting.

Board Member Reynolds moved to approve. Board Member Cantrell seconded the motion.

Scott - Approved • Cantrell - Approved • Reynolds - Approved

Non-Consent (Action)

* **CHAIR SCOTT: MOVE TO THE FRONT OF THE AGENDA SO MR. CROOKS DOES NOT HAVE TO WAIT FOR THE ENTIRE MEETING TO GIVE HIS PRESENTATION.**

13. Discussion and possible action regarding Report from CBEW on Financial Audit for 2018-2019.

Chuck Crooks, CBEW: all processes and the types of testing are the same as the One on One school. It is also an adverse opinion on a gap basis, but is a clean opinion on the regulatory basis as of June 30, 2019. This is the first year Blended was under “single audit” because it exceeded the \$750,000 threshold of federal monies spent, so additional testing was done. This school was tested beyond the 40%, at closer to 90%. More testing was done because it was the first year for this school to have this audit. Also no findings for the internal control and compliance tests, and the opinion on federal government programs had no issues found.

Board Member Reynolds moved to accept. Board Member Cantrell seconded the motion.

Scott - Approved • Cantrell - Approved • Reynolds - Approved

Purchasing and General Business

6. Discussion and possible action to approve purchase orders and encumbrances through February 29, 2020.

Brock: directed Board’s attention to entries through February 29, 2020. These PO’s are always the same, they just increase in dollar amount as the school grows.

Purchase Order (PO) 1 is the contractual obligation to Epic Youth Services and rendering services relating to student learning fund

PO 67 EYS service contract regarding management of the school

PO 196 payroll and payroll liability to One on One for allocated service fee (\$11 million to date)

Encumbrance register: encumbered \$22 million, which is the full liability that was paid to One on One for payroll/payroll liability. Approximately 40-45% of total payroll is reimbursed to Blended.

Board Member Reynolds moved to approve. Board Member Cantrell seconded the motion.

Scott - Approved • Cantrell - Approved • Reynolds - Approved

7. Discussion and possible action to approve any supplemental appropriations for FY 20.

Brock: CBEW assists in preparation of Estimate of Needs for each school year. Budget was increased to approximately \$61 million in appropriations due to the mid-year adjustment for student count.

Board Member Cantrell moved to approve. Board Member Reynolds seconded the motion.

Scott - Approved • Cantrell - Approved • Reynolds - Approved

8. Discussion and possible action to approve temporary appropriations for FY 21.

Brock: document will be filed with the county Excise Board, and until CBEW can complete the Estimate of Needs, this document is necessary. Growth will be included once Epic receives its funds attributed to the increase in student enrollments. This allows the school to expend funds before getting Estimate of Needs completed.

Scott: confirmed this is the same as One on One.

Brock: yes

Board Member Reynolds moved to approve. Board Member Cantrell seconded the motion.

Scott - Approved • Cantrell - Approved • Reynolds - Approved

9. Discussion and possible action to approve Professional Services Agreement with CloudCommerce for data analytics.

Harris: this firm will conduct market research and statistical analysis through researching demographic profiles of current families to inform social media and marketing strategies. Should deliver per this contract within 60 days. Put on both agendas b/c the costs are allocated to both

schools.

Scott: confirmed this is the exact same contract, but just needs to be approved with both schools.

Harris: correct

Board Member Cantrell moved to approve. Board Member Reynolds seconded the motion.

Scott - Approved • Cantrell - Approved • Reynolds - Approved

10. Discussion and possible action to approve Office Building Lease (N I-35 Frontage Rd).

Brock: commences February 1, 2020 at \$5,000/month, with the same trusted landlord as the 122nd location. It was initially obtained for state testing, but since there will be no testing it will be used for the dual purpose of a location for teachers and students to meet in OK County. It also is very visible for more name recognition, and is very accessible. Exact same lease as the One on One meeting. Lease costs can be shared and allocated between 2 districts. Same with next line item.

Scott: confirmed that the Board is approving with tracked changes being made.

Brock: yes

Scott: do students in OK County have the option to go to a Blended Learning Center or this facility, or how does that work?

Brock: approximately 600 students go to the Blended school sites on a regular, scheduled basis. Other students enrolled in the Blended districts do the traditional one-on-one model, and this facility would be for those students (not the regularly scheduled school day of the BLC's).

Scott: confirmed that this facility is for students doing the One on One model, but put on this agenda due to it being in OK County.

Brock: that is correct

Board Member Reynolds moved to approve. Board Member Cantrell seconded the motion.

Scott - Approved • Cantrell - Approved • Reynolds - Approved

11. Discussion and possible action to approve MAS Software Agreement Renewal for Appropriated Funds for FY2020-2021.

Scott: is this the exact same contract as the One on One agenda?

Brock: No, it is different b/c it is only for the Blended students, not for One on One. lower cost due to student membership being 10,962. But terms and conditions of contract are exactly the same as the One on One contract.

Board Member Reynolds moved to approve. Board Member Cantrell seconded the motion.

Scott - Approved • Cantrell - Approved • Reynolds - Approved

12. Discussion and possible action to approve Beasley Technology Services Agreement.

Harris: same exact contract, but it affects both schools so is on both agendas

Scott: verified this is the EXACT contract, but on both for cost allocation reasons

Harris: correct

Board Member Cantrell moved to approve. Board Member Reynolds seconded the motion.

Scott - Approved • Cantrell - Approved • Reynolds - Approved

13. Discussion and possible action to approve SDE school audit contract with CBEW for FY20.

Brock: The State Department of Education requires this exact contract to be submitted, so this is a formality because the Board already approved the engagement letter in a prior meeting .

Board Member Cantrell moved to approve. Board Member Reynolds seconded the motion.

Scott - Approved • Cantrell - Approved • Reynolds - Approved

14. MOVED TO FRONT OF AGENDA [SEE NOTES]

15. Superintendent's Update

Supt. Bart Banfield:

- *Current enrollment: 11,764, which is approx 39% of overall student population -- for whole school: 30,356 students*
- *are prepared to serve Epic students as of April 6th, with approval from the state. The Blended teachers will be shifting to an entirely virtual instructional basis. Epic is ready to serve 100% of its students virtually for the entire school year.*
- *The SBE is also looking at submitting various waivers to help public schools and families during this time, such as waiving state standardized testing and report cards for the school year. The delivery of curb-side meals for BLC students is going well.*

Information to the Board

16. Internal auditor update.

Linda Ladd: same reports as for the Blended meeting
website compliance - verified it contained the governor's required academic performance and financial information. Verified each of Board members' names, office held and contact info, and confirmed that the Board meetings and related materials were updated as should be. She also mentioned a few non-compliance issues that have now been rectified, such as minutes of a board meeting not being available and a more specific link to the OCAS website.
approval process for payment registers - is continuing to validate the existence of the process already in place, and verified that signatures for both Brock and Supt. were available for each required transaction.

Hickman: reminded the Board that Linda works directly for the Board, like he does. The Board can give Linda direct guidance into areas they would like for her to look into. This is a unique position that most schools do not have.

17. Financial update.

Brock: cash balances are higher because Blended had not reimbursed One on One yet. One on One bears the primary payroll responsibility, and Blended reimburses One on One for its proportion. Projected to balance out by the end of the year from a projected budget and cash-flow perspective. Collective

roughly \$14.5 million, so the cash standpoint of the school is very healthy, which is important going into the current crisis.

Revenue to date for Blended is \$40.5 million, and will be between \$62-64 million by end of year. Expenditures are at \$47.7 million expended, with \$10 million for expenditures encumbered in the prior year. Brock explained this a bit further.

18. Board Member Comments

None.

Executive Session

Board Members will be present via private teleconference:

Doug Scott

Adam Reynolds

~~Betsy Brown~~

~~Liberty Mitchell~~

Mike Cantrell

No board members will be present at the physical site.

19. Motion to enter into executive session as provided for in 25 O.S. 307(4) to have confidential communications between a public body and its attorney concerning the lawsuits styled:

- 1) *Community Strategies, Inc. v. Ron Sharp*, CJ-2019-6881, Oklahoma County, Oklahoma;
- 2) *April & Andrew Grieb, et al., v. Community Strategies, Inc.*, CV-2019-2239, Oklahoma County, Oklahoma;
- 3) *Shauna Atchley v. Epic Charter Schools*, CJ-2019-4841, Oklahoma County, Oklahoma;
- 4) *Jason Deskin v. Epic Charter Schools*, CJ-2019-6051, Oklahoma County, Oklahoma;
- 5) *Ryan Aispuro v. Epic Charter Schools*, CJ-2019-6548, Oklahoma County, Oklahoma;
- 6) *State Of Oklahma, Ex Rel., Office of State Auditor and Inspector v. Epic Youth Services, LLC.*, CV-2020-554, Oklahoma County, Oklahoma.

a. (Action) Vote to convene into Executive Session.

At 8:30 p.m. Board Member Cantrell moved to approve. Board Member Reynolds seconded the motion.

*Scott - Approved • Cantrell - Approved • Reynolds - Approved
Hickman made an announcement that the Board is calling a private line to have their executive session. Once it is complete, the Board members will call this public line and continue the meeting.*

- b. (Action) Vote to return to Open Session.

10:04 p.m. Hickman got verbal confirmation that each board member was back on the public line.

- c. Reading of the Executive Session Minute.

Hickman read the Executive Minute: the Board convened into Executive Session and at 10:04 came out of Executive Session. There was a motion made by Cantrell to return to Open Session, and seconded by Reynolds and was approved by Scott, Cantrell, and Reynolds. The only other person present at the Executive Session was the Board’s legal counsel, myself, Bill Hickman. The Board did not take any action, or cast any votes in the Executive Session.

Board Secretary Tiffany Clark performed Roll Call:

Scott - Present • Cantrell - Present • Reynolds - Present

Hickman announced to Chair Scott that a quorum is present, and the meeting can continue.

- d. (Action) Possible action on items considered in Executive Session.

Board Chair Scott moved to authorize the Board’s attorney Bill Hickman and the Board’s Internal Auditor Linda Ladd to conduct a contract compliance audit of the learning fund services provided by EYS. Board Member Reynolds seconded the motion.

Scott - Approved • Cantrell - Approved • Reynolds - Approved

20. Public Comments

- a. All meetings of the Board of Education shall be open to the public, and any regular meeting shall include an opportunity for the public to address the Board. Presentations under “Public Comments” are limited to three (3) minutes. Where several people wish to address the same subject, a spokesperson must be selected. The Board Chairman may interrupt and terminate any presentation that is not in accordance with any of these criteria. Board members may not respond to speakers’ comments. Matters that are subject to any legal action or investigation are not proper topics of public comment and are not authorized.

Wadley verified that all callers were unmuted at 10:08 p.m.

Tres Savage with NonDocMedia: what does a contract compliance audit mean, to be undertaken by Hickman and Ms. Ladd?

Scott stated that he did not believe questions of the Board were appropriate during a public meeting and turned the question over to Board Attorney, Bill Hickman. Discussion was then had between Hickman and Savage regarding the Board's policy of not responding during a public meeting, and how to speak with a Board member since he cannot physically walk up to a Board member right after the meeting. The school will make a board member available for him to interview after the meeting.

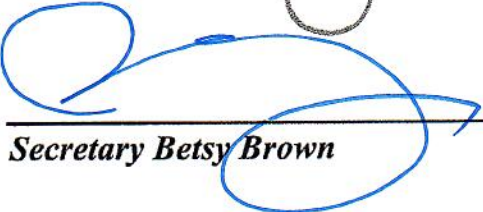
21. Adjournment

At 10:14 p.m. Board Member Cantrell moved to approve to adjourn the meeting. Board Member Reynolds seconded the motion.

Scott - Approved • Cantrell - Approved • Reynolds - Approved



Board Chairman Doug Scott



Secretary Betsy Brown

From: **FreeConferenceCall Services** <noreply@freeconferencecall.com>
Date: Mon, Mar 23, 2020 at 10:14 PM
Subject: FreeConferenceCall.com Detail Report
To: <ben.wadley@epicharterschools.org>



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Account Information












Date: March 23, 2020 6:07:40 PM





















Dial-in number:  (205) 825-9189

Access code: 363501

Account: #s9317112 (Ben Wadley)

Audio

Caller	Service Type	Start Time	End Time	Duration
+1 870 307 2973 - WADLEY BEN Host	 	6:07:40 PM	6:28:09 PM	21m
+1 405 308 3351 - STAMPER TERA	 	6:10:05 PM	6:12:49 PM	3m
+1 405 317 2778 - CLARK TIFFANY	 	6:14:46 PM	10:14:15 PM	240m
+1 405 820 0837 - HICKMAN WILLIAM	 	6:14:47 PM	6:42:48 PM	29m
+1 405 615 0146 - REYNOLDS ADAM	 	6:15:34 PM	8:30:01 PM	135m
+1 405 550 0189 - BROCK JOSH Host	 	6:18:46 PM	10:14:22 PM	236m
+1 918 618 3780 - BANFIELD BART	 	6:22:19 PM	8:14:12 PM	112m
+1 405 206 4444	 	6:23:18 PM	6:23:43 PM	1m
+1 580 747 8162 - TROWER SCOT	 	6:23:49 PM	7:51:01 PM	88m
+1 918 225 4216 - CBEW PROFESSION	 	6:24:14 PM	8:05:16 PM	102m
+1 918 664 4612 - SCOTT DOUG	 	6:24:50 PM	8:30:03 PM	126m
+1 405 397 4030 - HICKMAN SHELLY	 	6:25:17 PM	8:30:02 PM	125m
+1 405 206 4444 - CANTRELL MIKE	 	6:25:18 PM	8:29:40 PM	125m
+1 405 410 2995 - Harris Benjamin	 	6:26:32 PM	10:14:17 PM	228m
+1 405 210 5366 - Chaney David	 	6:26:43 PM	8:30:06 PM	124m
+1 405 802 0156 - LADD JANE	 	6:27:22 PM	8:52:47 PM	146m
+1 870 307 2973 - WADLEY BEN	 	6:28:24 PM	7:08:23 PM	40m
+1 405 501 0128 - OKLAHOMA CTY OK	 	6:30:15 PM	8:07:10 PM	97m
+1 405 308 3351 - STAMPER TERA	 	6:31:55 PM	8:30:19 PM	119m
+1 405 808 0308 - Savage William	 	6:36:49 PM	10:14:24 PM	218m
+1 405 820 0837 - HICKMAN WILLIAM	 	6:43:07 PM	8:30:00 PM	107m
+1 580 747 8156 - TROWER SCOT	 	6:59:39 PM	7:11:27 PM	12m

Caller	Service Type	Start Time	End Time	Duration
+1 870 307 2973 - WADLEY BEN	 	7:08:29 PM	7:38:13 PM	30m
+1 870 307 2973 - WADLEY BEN	 	7:38:36 PM	10:14:24 PM	156m
+1 918 618 3780 - BANFIELD BART	 	8:14:57 PM	10:14:24 PM	120m
+1 405 397 4030 - HICKMAN SHELLY	 	10:01:54 PM	10:14:24 PM	13m
+1 918 664 4612 - SCOTT DOUG	 	10:02:14 PM	10:14:18 PM	13m
+1 405 615 0146 - REYNOLDS ADAM	 	10:02:14 PM	10:14:24 PM	13m
+1 405 820 0837 - HICKMAN WILLIAM	 	10:02:15 PM	10:14:17 PM	13m
+1 405 206 4444 - CANTRELL MIKE	 	10:02:22 PM	10:14:16 PM	12m
+1 405 210 5366 - Chaney David	 	10:03:01 PM	10:03:22 PM	1m
+1 405 210 5366 - Chaney David	 	10:03:57 PM	10:14:14 PM	11m

Number of attendees: 32

Note: All times in Central Time

Toll minutes: 2,816m

Recording

Start Recording Time	End Recording Time	Duration
6:07:42 PM	10:14:24 PM	247m


Recording Link: [Listen Now](#)

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