MINUTES OF
COMMUNITY STRATEGIES, INC.
EPIC BLENDED CHARTER SCHOOL – BOARD MEETING
4101 NW 122ND STREET, SUITE B
OKLAHOMA CITY, OK 73120

AGENDA

Wednesday, January 16, 2019

1. Call to order and roll call – 7:00 p.m.
   "Commenced at 7:12 p.m."

   Present:  Doug Scott
             Liberty Mitchell
             Adam Reynolds

   Others in Attendance:  David Chaney, Supt.
                         Ben Harris
                         Josh Brock
                         Ben Wadley

   Absent:  Mike Cantrell
            Betsy Brown

   Others in Attendance:  Bill Hickman, Board attorney
                           (via telephone)

2. Pledge of Allegiance and Moment of Silence

3. Introductions
   "None."

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:

4. Minutes of the October 17, 2018, Board meeting.

   Purchasing and General Business

5. Discussion and possible action to approve purchase orders and encumbrances through December 31, 2018.
   "CFO Brock: Only the last 3 pages are new from the last meeting. No
unusual items. As a reminder, the mileage for teachers is now entered as one line as a purchase order, and the actual list (900+ per line item) is attached to the actual purchase order. Saves paper and make this document easier to review. When looking at expenditures like rent on a building, which both schools use, an allocation based on student enrollment is done to decide how much money is paid from each school. Chaney stated it is the same for certain teacher’s payroll. They have gotten many professional opinions (auditors, legal, etc.) that this is the best practice so that the schools are not duplicating actions. This is not the case for services not shared by both schools.

6. Discussion and possible action to approve amended Conflict of Interest Policy.
   Wadley: only amended to change the name to match the current name Community Strategies from the company’s old name. This change might have been missed.
   Harris: was this a clerical error?
   Wadley: this old name is still valid and in effect, but it could create confusion.
   Scott: clarified if this policy is for just the school or Comm. Strat.
   Chaney: all Comm. Strat. does is the school, so it is for all. And the document states “d/b/a Epic . . .”

7. Discussion and possible action to approve Foster Care Policy.
   Chaney: new process for special program auditing (2 out of 3 of Epic’s schools were chosen for this audit of 10 schools). This was done partially out of preparation for this audit.
   Wadley: this was already the school’s foster care operational plan of action, and is now being put in front of the board as a formalized policy. This plan is designed to help ease entry and access to education for foster care students. For example, they may not have shot records, birth certificate, etc. readily available. This allows the school to enroll them and get paperwork later.

8. Discussion and possible action to approve Benchmark Food Services Agreement.
   Chaney: Epic is very excited to contract to provide a hot meal program in both OKC and Tulsa. It has been a cold meal program so far. This company will also serve the meal so the Epic staff no longer has to serve the students. This will also require a kitchen build-out in Tulsa.

Board Member Reynolds moved to approve the Consent Docket. Board Member Mitchell seconded the motion. The motion to approve the Consent Docket
passed unanimously.

Information to the Board

9. Superintendent’s Update

CHANLEY -- the update is the same as One on One and is summarized below:

- update on Traube: the remodel is progressing as expected. A demo room of the end product has been set up and Epic is very happy with it. There is a cushion of time built in to the finish date, but as long as they are done by mid-March the school has time to set up for state testing in April. There will be a re-opening that the Board members will be invited to.

  Harris: 50 Penn Place should be completed by the end of Summer.
  As of now the old furniture still there has mold, so not ready for use even for a board meeting.

- Epic named #1 workplace in Oklahoma in category of 500 employees: very excited about this. This speaks to the culture of Epic since you have to be nominated by one of your employees and surveys are sent out to employees to establish winner.

- SVCSSB annual performance completed and presented to the SVCSSB - Epic made really good progress, and is working to improve in any areas that need be

- legislative filing period is ends soon: Once the bills get cut and narrowed down, Epic will keep on top of that. There will be several positive and negative bills about virtual charters, so Epic is going to do its part to help promote the positive ones.

- *combined with Blended school: current enrollment is 22,765. Still average about 53 applications each day (7 day week). There is always a spike in enrollment in January and epic has kept up with the teaching capacity through preparation.

- Epic teacher who had been with Epic for a few years passed away due to a car accident. She was not working at that time. Epic is saddened at the loss and are doing their part to help the family she left behind. It’s the first time Epic has experienced an accidental loss. She had signed up for an accidental death
policy 9 days before passing away, and he is grateful the Board voted to approve offering the accidental death policy. It will surely help the child she left behind.

10. **Board Member Comments**

None.

11. **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.

None.

12. **Adjournment**

Board Member Reynolds moved to approve adjourn the meeting. Board Member Mitchell seconded the motion. The motion to adjourn the meeting passed unanimously.

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*Board Chairman Doug Scott*

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*Secretary Betsy Brown*