

MINUTES OF 2/25/2021

**COMMUNITY STRATEGIES, INC.
EPIC ONE ON ONE CHARTER SCHOOL – BOARD MEETING**

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

This meeting will be held via videoconference per SB1031.

Public view: <https://www.facebook.com/epiccharterschools>

Board Documents available at:

<https://www.dropbox.com/sh/t38aggi0uvlvdla/AAC87OQGufM-raFU1MoPbLXJa?dl=0>

Members of the public shall be allowed to submit requests to address the board in the same manner that they were allowed at physical meetings of the board. To comment, the public must send those requests to communications@epiccharterschools.org no later than 5 p.m. on Thursday, February 25. They should indicate which meeting they wish to make comment and related to which item they wish to make comment. Prior to 5:30 p.m., those wanting to make public comment who contact us will be given a Zoom link to do so. Public Comments are limited to three (3) minutes and must be related to an agenda item or topic. Where several people wish to address the same subject, a spokesperson must be selected. The Board Chairman may interrupt and terminate any comments that are not in accordance with any of these criteria. Board members may not respond to speakers' comments.

If the audio or video 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.

AGENDA

Thursday, February 25, 2021 @ 5:30 p.m.

1. Call to order and roll call

Started at 5:40

Present:

Doug Scott

Betsy Brown

Kathren Stehno

JP Franklin

2. Pledge of Allegiance and Moment of Silence

ACTION ITEMS

The following items will be considered for action by the Board of Education on an individual basis and a roll call vote will be conducted on each item separately.

3. Minutes of the **January 25, 2021, Special** Board meeting.

Board Member Brown moved to approve the minutes. Board Member Dr. Stehno seconded the motion.

Scott Approved ● Brown Approved ● Dr. Stehno Approved ● Franklin Approved

4. Discussion and possible action to accept resignation of Board Member Adam Reynolds. *Mr. Reynolds sent Chair Scott a resignation email which is included in board packets. Stated personal appreciation for Mr. Reynolds service. The school grew a lot during his time on the board and wished him well.*

Board Member Stehno moved to approve the resignation. Board Member Brown seconded the motion.

Scott Approved ● Brown Approved ● Dr. Stehno Approved ● Franklin Approved

5. Discussion and possible action to approve new board member.

Supt. Banfield presented Wyjuana Montgomery as a candidate for the board. Reviewed resumes and applications of many applicants. Ms. Montgomery lives in Oklahoma City. Has a bachelor's degree in African and American studies from Duke University. Has a master's degree in Organizational Management from Ashford University. She has a unique background in relationship management, strategic planning and public speaking. She is the director of k-12 implementation for digital platform Everfi. She is a member of the NCAAP. She is a two time award winning author and a former Epic parent.

Chair Scott looked over application and found it quite impressive and excited about her willingness to come and serve on the board.

Board Member Brown moved to approve Wyjuana Montgomery to serve on the board. Dr. Stehno seconded the motion.

Scott Approved ● Brown Approved ● Dr. Stehno Approved ● Franklin Approved

Chair Scott welcomed Ms. Montgomery to the board. Ms. Montgomery expressed her thanks and said that it is her pleasure to be a part of the board.

At this time, Ms. Montgomery joined the board and participated in board items.

6. Information to the Board and Discussion

a. Superintendent Update

Announced an Epic Covid Vaccine pod. It will be March 4 and 5, and there are a total of 1,200 shots for those seeking them. Epic reenrollment is live, as of yesterday there were 19,000 students that had reenrolled. Families, parents, and students are excited. Introduced new partnership with DHS social workers to make social services available to families. Introduced these social workers, Ronald Bowman, Megan Schoch, Cathy Randels, Chris Helwege, and Bethany Lang.

Supt. Banfield introduced the Epic students of the month, Alex Stahl and Yesenia Pulido.

EPIC and Heritage Academy were honored by the Mexican Government for their support of Spanish-speaking students. The Mexican Consulate donated Spanish-language books and traveled to 50 Penn to make the gift.

EPIC educators participated in mini PLCs recently. Focal points for these professional development days were: testing, team building, OAS standards and SPED compliance, among others.

During National School Choice Week, EPIC was named Charter School of The Year by Choice Matters!

Epic teachers Michelle Woodsbury and Angelia Reich were named Teachers of the Day and featured on KWTW Channel 9.

Supt. Banfield wished congratulations to Gregory Gustas, winner of this year's EPIC Virtual Talent Show, sponsored by the EPIC Student Council. Gregory's talent is piano and he performed Beethoven's Sonata for Piano in C-Sharp Minor during the talent show.

Update on graduation. Ceremonies will be in-person, outdoors, and socially distanced this summer. Families will be able to sit in "pods" for safety. Each ceremony will be live streamed. Multiple ceremonies will take place in Tulsa and Oklahoma City at Drillers Stadium and the Bricktown Ballpark.

b. Financial Update

CFO Josh Brock gave financial Update. David Harp prepared monthly financial statements and those are before the board. This past week the new asst. Supt. Of Finance started, and has worked hard and will be presenting in the future. With regards to financial statements, we have reached point in time where we have hit mid-year adjustment and cash flow challenges associated with growth and the funding formula have subsided. Revenues year to date are \$136.8 Million on page 11. On page 12 are issued warrants of \$145.7 million. That is outpacing revenue, but that will begin to correct and end year with positive surplus. \$125.7 million warrants paid to date. There are roughly \$3.6 million in the bank.

c. Educational Management Organization Update

Jason George of the EMO gave the update. Introduced himself, he has been serving as COO since June. It has been an honor to serve. With regards to the update, the past month has seen the enrollment and reenrollment applications including explanations and more clear and user friendly. Enhancements to the

RSA program that allow for better usability and reporting. ICAP has been improved to have better reporting.

Z space is a capability that is being brought on. It is a virtual augmented reality tool. It is both interactive and immersive. The vision for this is to place this state of the art technology through distance learning across the state. There are about 7 locations that will host 90 of these z space machines.

In process of beginning scenario planning exercise to handle next school year by contemplating multiple different scenarios, especially related to Covid.

Chair Scott had poor audio, he disconnected and reconnected immediately. His audio was fixed and the meeting continued.

d. Legal Status Update

Board Attorney Bill Hickman gave a quick update. School is in the middle of process of notice of termination of charter contract. At this point, have conducted 2 depositions, 4 more of State Auditor's office. There have been over 20,000 pages of documents gathered so far. Due to timing issues, the summary judgment motion and the actual trial hearing have been postponed due to scheduling issues and are being rescheduled for a date in the future. Are working aggressively to prepare for those meetings. The State Board of Education did have an executive session that discussed Epic, but no action was taken at that meeting.

Chair Scott moved Item 12, the Executive Session up the agenda.

Board Member Brown moved to enter Executive Session. Board Member Stehno seconded the motion.

*Scott Approved ● Brown Approved ● Dr. Stehno Approved ●
Franklin Approved ● Montgomery Approved.*

The Board returned from Executive Session. Board Member Brown moved to return to open session. Board Member Montgomery seconded the motion.

*Scott Approved ● Brown Approved ● Dr. Stehno Approved ●
Franklin Approved ● Montgomery Approved.*

Mr. Hickman stated that all board members participated as well as Supt. Banfield. No actions were taken and no votes were cast.

Purchasing and General Business

7. Discussion and possible action to approve purchase orders and encumbrances through January 31, 2021.

Encumbrance Clerk Dori Williams presented this item. January PO's begin on page 12 of the register in packet. Highlighted the highest one, which was #390 dated 1/21. It was to the SDE for the reimbursement for the charter school revolving fund. This was due to HB 3369, which requires each charter school to pay an amount related to the first 9 weeks average daily enrollment.

Dr. Stehno and Ms. Brown expressed curiosity about HB 3369.

Board Member Brown moved to approve item 7. Board Member Stehno seconded the motion.

*Scott Approved ● Brown Approved ● Dr. Stehno Approved ●
Franklin Approved ● Montgomery Approved.*

8. Presentation, discussion and possible action to approve FY2020 Audit by CBEW.
Chuck Crooks of CBEW presented this item. CBEW performed the audit. CBEW gave an opinion on the financial statements, internal controls, and federal programs. The opinion on the financial statements was a clean opinion on the regulatory basis of accounting. There were no problems found with internal controls and compliance. Federal programs were tested and there were no findings.

Board Member Stehno moved to approve the audit. Board Member Franklin seconded the motion.

*Scott Approved ● Brown Approved ● Dr. Stehno Approved ●
Franklin Approved ● Montgomery Approved.*

9. Discussion and possible action to approve Agreement with Education Board Partners.

Chair Scott presented this item. They are a nonprofit organization that we have contacted about hiring them to help with governing board recruitment, assessment, and training. Excited about the possibility of having them, especially with new board members. They have a proposal, and Board Attorney Hickman stated they are well recognized and respected nationwide working with charter schools and thinks this would be a good move for the board to consider.

Proposed scope of works includes a board assessment / diagnostic and also putting in board member training and improvements. It is a two year agreement, and the total cost is \$125,000 most of which will occur in the first year.

Board Member Montgomery moved to approve the Item 9. Board Member Franklin seconded the motion.

Scott Approved ● Brown Approved ● Dr. Stehno Approved ●

Franklin Approved ●Montgomery Approved.

10. Discussion and possible action to approve testing location agreements.

Asst. Supt. Trower presented this item. There are going to be about 82 sites for state testing. 66 of them are outside sites that we have testing location agreements for to test around 26,000 students. There was an agreement for the site of Tahlequah, it is no longer need and does not need to be approved.

Board Member Stehno moved to approve the testing location agreement excluding the Tahlequah location. Board Member Brown seconded the motion.

*Scott Approved ● Brown Approved ●Dr. Stehno Approved ●
Franklin Approved ●Montgomery Approved.*

11. Discussion and possible action to approve Docebo Agreement.

Supt. Banfield presented this item. This is a learning management system for training staff. Epic has over 2,000 employees. This will be an upgrade over the current system. It will scale more effectively and help make sure training is being received and targeted to the needed employees. It will also increase reporting functionality. Gives ability to build more interactive courses. This is a one year agreement. Chair Scott said it sounded exciting and hopes it benefits teachers and staff.

Board Member Brown moved to approve the Item 11. Board Member Montgomery seconded the motion.

*Scott Approved ● Brown Approved ●Dr. Stehno Approved ●
Franklin Approved ●Montgomery Approved.*

12. EXECUTIVE SESSION:

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 a pending investigation, claim, or action, concerning the: (1) State Audit & Inspector's Investigative Audit Report, the (2) Oklahoma Board of Education demand concerning administrative costs and accreditation related deficiencies, and the (3) Statewide Virtual Charter School Board issuance of Notice of Intent to Terminate Charter Contract, when advised by legal counsel that disclosure of any

additional information could seriously impair the ability to process or conduct the pending investigation and/or claim in the public interest - 25 O.S. §§ 307 (B) (4) and (7)

- a. (Action) Vote to convene into Executive Session.
- b. (Action) Vote to return to Open Session and Reading of the Executive Session Minute.
- c. (Action) Discussion and possible action(s) on items considered in Executive Session.

This item was moved to after Item 6.

13. Public Comments

All meetings of the Board of Education shall be open to the public, and any regular

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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.

No members of the public signed up to provide public comment.

14. Adjournment

Board Member Brown moved to adjourn. Board Member Franklin seconded the motion.

*Scott Approved ● Brown Approved ● Dr. Stehno Approved ● Franklin Approved
● Montgomery Approved.*

