

**Minutes of the Regular Meeting of the  
STATEWIDE VIRTUAL CHARTER SCHOOL BOARD  
OLIVER HODGE EDUCATION BUILDING  
2500 NORTH LINCOLN BOULEVARD, ROOM 1-20  
OKLAHOMA CITY, OKLAHOMA**

**August 12, 2014**

The Statewide Virtual Charter School Board met in regular session at 1:00 p.m. on Tuesday, August 12, 2014, in the Board Room of the Oliver Hodge Education Building at 2500 North Lincoln Boulevard, Oklahoma City, Oklahoma. The final agenda was posted at 1:00 p.m. on Monday, August 11, 2014.

The following were present:

Ms. Terrie Cheadle, Secretary to the Board

Members of the Statewide Virtual Charter School Board present:

Mr. John Harrington, Edmond

Mr. Jaared Scott, Stillwater

Ms. Pamela Vreeland, Tulsa

Ms. Debbie Long, Claremore

Member of the Statewide Virtual Charter School Board not present:

Ms. Denise Floyd, Lawton

Others in attendance are shown as an attachment.

**CALL TO ORDER  
AND  
ROLL CALL**

John Harrington called the Statewide Virtual Charter School Board regular meeting to order at 1:01 p.m. and welcomed everyone to the meeting. Ms. Cheadle called the roll and ascertained there was a quorum.

**PLEDGE OF ALLEGIANCE, OKLAHOMA  
FLAG SALUTE, AND MOMENT OF SILENCE**

John Harrington led Board Members and all present in the Pledge of Allegiance to the American Flag, a salute to the Oklahoma Flag, and a moment of silence.

**July 8, 2014 Statewide Virtual Charter School  
Board Regular Meeting Minutes Approved**

Debbie Long made a motion to approve the minutes of the July 8, 2014, Statewide Virtual Charter School Board regular meeting. Pamela Vreeland seconded the motion. The motion carried with the following votes: Mr. Harrington, abstain; Ms. Long, yes; Mr. Scott, yes; and Ms. Vreeland, yes.

**OPENING COMMENTS**

John Harrington said as a board we now have oversight over schools and gives us a sense of responsibility and accountability. Joining us are schools that were previously functioning and new school applicants approved in the spring.

**ADMINISTRATION**

**Presentation on the Role of the  
Regional Accreditation Officer (RAO)**

Mat Luse and Shellie Gammill, Accreditation Officers, presented a report on the functions of the State Department of Education (SDE) Accreditation Officers that included their role as the SDE and school liaison; conduct required audits and state accrediting compliance; and recommend improvement and corrective action.

**Report on the Virtual Charter Allocations  
from the SDE-Office of Financial Services**

Renée McWaters, Executive Director, State Aid, presented the FY2015 allocations and scheduled state aid payment calendar for Virtual Charter Schools that included Epic One on One, Oklahoma Virtual Charter Academy, Oklahoma Connections Academy, and Insight Charter School. Ms. McWaters reviewed state aid funding and distribution process, student enrollment and average daily membership calculation, funding formula, 2014 allocation adjustments/redistribution; 2015 textbook/instructional

materials and staff development allocations, flexible benefit allowance allocation, and ACE remediation allocation; allocation totals and yearly updates.

The Oklahoma Cost Accounting System (OCAS) financial codes are used to identify/designate funding uses and expenditures, accreditation first quarter statistical reports and other required agency report, midyear adjustments, allocation, percentages and schedule are reported to the SDE.

**Notification for receipt of documents and discussion and possible action for school site approvals from Epic Charter Schools Approved**

Sam Duell, Executive Director of School Choice, presented a request to approve school sites for Epic Charter School. Epic Charter Schools submitted documents and school site lists in a good faith effort to comply with the approved Statewide Virtual Charter School Board emergency rule. The SDE-Accreditation Office provided an approved list of three Epic Charter School offices visited by Regional Accreditation Officers (RAO). All Epic school sites have not been visited.

Ben Harris, Epic Charter Schools provided a report/clarification on school sites, Epic history, teacher face-to-face scheduling, and incidents.

Board Members discussed resident school site locations rule requirements, public/private site availability; standards, guidelines, and best practice development; state standards for traditional schools, local school district policy, *Charter School Act*, statutes and regulations, Accreditation criteria for site approval, school operations/restrictions, oversight, contract terms/agreement, and face-to-face instruction.

Board Member Long suggested accepting Epic Charter School list with the exception of the teacher residences and resubmit a list of six to eight to be considered at later time.

Pamela Vreeland made a motion to approve the Epic Charter Schools on North Pennsylvania, North West 122<sup>nd</sup>, and South 100 East Avenue, as listed in the August 7, 2014, memorandum from Lynn Jones, Executive Director, SDE Office of Accreditation. Jaared Scott seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, nay; Mr. Scott, yes; and Ms. Vreeland, yes.

**Notification for receipt of documents and discussion and possible action for school site approvals from Oklahoma Virtual Academy Approved**

Sam Duell, Executive Director of School Choice, presented a request to approve school sites for Oklahoma Virtual Charter Academy. Oklahoma Virtual Charter Academy submitted documents and school site lists in a good faith effort to comply with the approved Statewide Virtual Charter School Board emergency rule. The SDE-Accreditation office provided an approved list of Oklahoma Virtual Charter Academy locations visited by Regional Accreditation Officers (RAO).

Cheryl Tatum, Oklahoma Virtual Charter Academy, said the Academy conducts minimal face-to-face for DIBBLES testing that are often offered at libraries. A coop regularly meets at Tinker Air Force Base which counts for attendance purposes. She said more clarity and direction is needed regarding site approval procedure and process.

Pamela Vreeland made a motion to approve the Oklahoma Virtual Charter Academy at 11601 Jeffords, Nicoma Park; and at 4460 McNarney Ave., Tinker Air Force Base, as listed in the August 7, 2014, memorandum from Lynn Jones, Executive Director, SDE Office of Accreditation. Jaared Scott seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, nay; Mr. Scott, yes; and Ms. Vreeland, yes.

**Notification for receipt of an Inventory List Letter  
from Oklahoma Connections Academy**

Sam Duell, Executive Director of School Choice, said Oklahoma Connections Academy submitted an inventory list in compliance and in a good faith effort to the approved Statewide Virtual Charter School Board emergency rule. The SDE-Accreditation office provided an approved list of Oklahoma Virtual Charter Academy locations visited by Regional Accreditation Officers (RAO).

Tammie Shepherd, Principal, Oklahoma Connections Academy said she concurred with concerns regarding site approvals, procedure, and process.

**RECESS**

Debbie Long made a motion to recess the Statewide Virtual Charter School Board meeting at 2:41 p.m. Jaared Scott seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, yes; Mr. Scott, yes; and Ms. Vreeland, yes.

**RECONVENE**

Debbie Long made a motion to reconvene the Statewide Virtual Charter School Board meeting at 2:51 p.m. Pamela Vreeland seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, yes; Mr. Scott, yes; and Ms. Vreeland, yes.

**Update on the charter school  
application from ABLE Charter School**

Sam Duell said early in the summer ABLE Charter School submitted a letter of Intent to Apply. At this time an application has not been submitted.

Tina Barker, Director of Accountability and Operations, ABLE Charter School said the school name is accountability in a beneficial learning environment. It is beneficial because it is what is best for the student. Many models were evaluated and safety was an important consideration. We opted to conduct face-to-face meetings in public locations which our model is the YMCA meetings rooms. These were chosen specifically to not expose student or teachers to an accusation situation that may occur in a one-on-one meeting. It would be more beneficial to include a second adult to verify if there is a situation. Home option model was not considered because parent choice does not always provide the best safety solution for the student and teacher. Ms. Barker verified ABLE is moving forward with the application process and requested consideration to allow access to the financial training.

### **January 1, 2015 changes in the Oklahoma State Department of Education Support**

John Harrington said beginning January 1, 2015, the SVCSB will be operational and it is past time to actually prepare. This has been amplified by the changes themselves that are taken place at the State Department of Education (SDE). A new State Superintendent of Public Instruction will be elected and along with that staff changes are currently taking place. Not only will the SVCSB be faced with the big change in support we are scheduled to receive that support which is already in the process of changing because of the leadership changes that are taking place within the SDE. The SVCSB is in consensus that a Memorandum of Understanding needs to be secured for the use of SDE services through June 2015. At the same time consider looking for an Executive Director as soon as possible to begin leading the organization.

Board Members agreed Debbie Long would work together with Mr. Duell and Stephanie Moser-Goins in creating a job description to present at the September 9, 2014 SVCSB meeting.

Sam Duel reviewed school contracts, board funding allocation percentages, administrative fees, and SDE-financial staff duties.

John Harrington said he received and signed the SDE-funding transfer authorizations for the schools as both the Superintendent and Treasurer. He was not certain if advertising for the program is allowed with the administrative funding but will discuss with the SDE.

### **Functions of the Statewide Virtual Charter School Board**

John Harrington said this week it became more apparent the SVCSB needed a better definition for the board and how it operates. One area not addressed is board member appointed terms of service, Board officer terms, agenda item expectations, and general guidelines. Mr. Harrington's appointed term expires October 2014.

Debbie Long and Pamela Vreeland agreed to formulate guideline for the board to function under and present at the September 9, 2014 SVCSB meeting.

### **Emergency Rule 777:10-5-3**

Debbie Long said part of the purpose of the rule was to set guidelines, boundaries in place as far as the face-to-face time with the virtual schools, teachers and students. She personally called the four virtual schools in order to get feedback and met with Senator Stanislawski to discuss the issue. Senator Stanislawski thought the SVCSB would pass the rule and make it 15 hour as week instead of nine hours. The nine hours is more restrictive that what he was thinking. Ms. Long requested considering taking the verbiage of the rule exactly as is but deleting the limitation of three hours per day to nine hours per week. This would benefit schools with different scenarios and their models, and help them be more successful.

Stephanie Moser Goins, Assistant General Counsel, said the process to amend a rule first is to make an emergency amendment, consider the revisions as an emergency rule at the next board meeting, submit to the Legislature and Governor's office for approval with justification in accordance with requirements of 75 O.S. § 253 which lays out the criteria for justification of an emergency rule. The Board can do the other option if wanting to keep the emergency rule implemented followed by a permanent rule. Emergency rules are in effect until September 14 of the following year, unless it is affirmatively disapproved by the Legislature once they return to session. It is very unusual to run back to back emergency amendments, not saying it cannot be done, but with the Legislature out of session approval would hinge on the Governor's decision. In the fall emergency rules would need to be followed up with permanent rulemaking anyway which is the other option. The only concern would be the effective date or permanent rule approval any earlier than the end of the legislative session unless there is a bill affirmatively approving it signed earlier. It depends on the effective date the SVCSB wants the change of the rule to become effective and if justification for the change an emergency is provided whether or not the Governor would approve the change to the emergency rule. Rule 777:10-3-5 works hand in hand with the definitional sections and factoring in some of today's discussion the SVCSB may want to amend the definition sections as well. When these rules were adopted it was suggested they be revisited at the permanent rulemaking process and amending the changes. Public comment will also provide additional information.

#### **Statewide Virtual Charter School Board's Relationship with Virtual Charter School Entities**

Debbie Long said today's meeting has shown the point she would like accomplished as a new board, and to build relationships with schools overseen by the SVCSB. Ms. Long proposed one of the four schools to be included on the meeting agenda to appear for an open dialog and discussion. She had prior discussions with all four schools and they were receptive. It would help the disconnect that has taken place up until now primarily by the very nature of how the SVCSB began. Any information they wish to provide the SVCSB can be forwarded to Sam Duell. It is important to formulate a foundation between the SVCSB and schools because the current board members will not be here 10-15 years in the future. It is up to this board to create the rode or map to follow. Our goal as a board is to see that the schools do well and students who utilize them to succeed.

**ADJOURNMENT**

There being no further business Jaared Scott made a motion to adjourn the meeting at 3:23 p.m. Pamela Vreeland seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, yes; Mr. Scott, yes; and Ms. Vreeland, yes.

The next meeting of the Statewide Virtual Charter School Board will be held on Tuesday, September, 9, 2014, at 1:00 p.m. The meeting will convene at the State Department of Education, 2500 North Lincoln Blvd., Oklahoma City, Oklahoma.

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John Harrington, Chairperson of the Board

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Terrie Cheadle, Secretary to the Board