

**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**

September 9, 2014

The Statewide Virtual Charter School Board met in regular session at 1:00 p.m. on Tuesday, September 9, 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 12:45 p.m. on Monday, September 8, 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

Ms. Denise Floyd, Lawton

Mr. Jaared Scott, Stillwater

Ms. Pamela Vreeland, Tulsa

Ms. Debbie Long, Claremore

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 1:00 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.

**August 12, 2014 Statewide Virtual Charter School
Board Regular Meeting Minutes Approved**

Pamela Vreeland made a motion to approve the minutes of the August 12, 2014, Statewide Virtual Charter School Board regular meeting. Debbie Long seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, yes; Mr. Scott, yes; Ms. Vreeland, yes; and Ms. Floyd, abstain.

OPENING COMMENTS

John Harrington said because of online learning there has never been more opportunity for students to learn in Oklahoma than there is today. Online learning opens up a world of potential and provides interactive, directed learning opportunities custom crafted to a student's learning style, interest, knowledge level and proficiency. Online is much more than turning in homework via email or taking virtual field trips. These new opportunities also have challenges as the SVCSB has experienced the tensions that exist between the old and the new and traditional learning versus online learning. Regardless of what it is or what it will be called the advent of an even better online educational tools and communication systems, combined with creative new ways to support and augment online learning with in-person experiences, promises to raise the bar for education for all students.

The launch of the SVCSB has not been without its share of bumps and bruises but we have taken flight, and have seen approximately 7500 students enrolled. The SVCSB is the single online charter school authorizer and serves as the largest authorizing body of charter school students. We are poised to help shape and support online education in Oklahoma, and to a lesser extent impact the entire charter school landscape in our home state. I challenge Board Members not to define this opportunity based on who we are or our experiences rather we should let this opportunity define us. We need to arise to this occasion and maintain a big picture view while keeping our eyes on the details.

Over the next year with careful coordination with the Governor, State Superintendent of Public Instruction and the Legislature I hope to see the SVCSB build, support and oversee an organization that is one of a kind in the education space. How can we further support online charter schools; and put resources in place that serve and

support all online schools and students. Is it possible, for example, to establish testing centers available for use by all online schools? What about a shared use in-person tutoring labs? Can scholarships be offered to teachers to further their professional development? Can grants be offered to online charter schools to foster innovation? Can we partner with local universities to assess the work of online schools with the hope of promoting best practices and refining techniques? Can we proactively take steps to educate parents regarding online learning? Are there ways to help students and parents assess how well suited the child may be for various online curriculum with websites and communications tools to provide the resources? These are a few examples of the types of resources that are beneficial and the SVCSB to consider offering in support of the online charter schools and students we oversee.

Today, as we discuss budgets, job descriptions, and procedures I hope we keep our perspective focus on the big picture opportunity for Oklahoma students. The SVCSB needs procedures, guidelines, staff and other details resolved. I am convinced the most important thing that we offer, and the lasting value we provide in our capacity as Board Members is an unrelenting vision of what online education offers the state, and a determined pursuit of that vision.

ADMINISTRATION

Interim Budget Authorization Tabled

John Harrington said he did not have a specific budget proposal to present at this time. He advised any opportunities presented on a weekly basis requiring Board decisions should not wait a month to be discussed and voted.

Board Members discussed a \$10,000 maximum provisional spending authority account, expenditure review and approvals, reimbursement process; and approved budget prior to spending.

Joel Robison, Chief of Staff, said since the SDE is the fiduciary officer for the SVCSB, he advised the correct approach would be to adopt a budget outlining the amounts of expenditures. It enables the SDE to have SVCSB direction on how to expend the funds. Should there be a cap on an item the SDE would present information to the SVCSB in order to accommodate appropriate funding. At this time, we would need a formal directive in order to feel comfortable expending funding.

Board Members agreed to table the item for additional information to be presented at a special meeting.

Job Descriptions for the Positions of Executive Director and Administrative Assistant for the Statewide Virtual Charter School Board (SVCSB) Tabled

Debbie Long presented draft job descriptions for the Executive Director and Administrative Assistant positions. Board Members reviewed and discussed position specifications, requirements, qualifications, and functions.

Board Members agreed to table the item for additional information to be presented at a special meeting.

Establish SVCSB Staff and Job Search Strategy Tabled

Debbie Long presented a draft of staff positions needed for the SVCSB office and job strategy to search for candidates.

Board Members discussed direct staffing/contract needs; communications, marketing, media; SDE-Human Resources (HR) job posting procedures/deadlines, interview/selection process, and employee benefit package; office space availability; applicant testing, verification, ranking; and interim Executive Directive.

Joel Robison said the SDE-HR could perform background checks if the Board so chooses. At this point and time the SDE does not have any staff in between the time Sam Duell leaves on September 30. It will be a challenge for the agency to staff the Board and meet your needs. Mr. Robison encouraged Board Members to take necessary steps to make the process time effective as possible in order to get staff in place.

Board Members agreed to table the item for additional information to be presented at a special meeting.

**SVCSB Membership to the Oklahoma National
Association of Charter School Authorizers (NACSA) Tabled**

Board Members agreed to table the item for additional information to be presented at a special meeting.

**SVCSB Membership to the Oklahoma
Public School Resource Center (OPSREC) Tabled**

Board Members agreed to table the item for additional information to be presented at a special meeting.

**Report on the 2014-15 Academic Calendar
submitted by Insight School of Oklahoma**

Sam Duell, Executive Director of School Choice, said Insight School of Oklahoma submitted their academic calendar for the 2014-2015 school year as required by law.

**ABLE Charter School
Virtual Charter School Application**

Sam Duell, Executive Director of School Choice, said ABLE Charter School submitted a virtual charter school application on September 2, 2014. The Board must provide a decision by December 2, 2014, 90 days, to approve or not approve the application. Board Members directed Mr. Duell to assemble a similar team to do the rubric.

Dr. Kenneth Kuczynski, ABLE Charter School, Director of Standards and Assessments, was present and inquired about the date to present to the SVCSB.

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**Report on the 2013-2014 Accreditation Status for
Epic Charter Schools and Oklahoma Virtual Charter Academy**

Sam Duell, Executive Director of School Choice, said this is to inform the SVCSB of the SDE-Office of Accreditation's Notice of Accreditation Status for Epic Charter Schools and Oklahoma Virtual Charter Academy.

**Process for Drafting Statewide Virtual
Charter School Board Procedures**

Debbie Long presented guidelines to structure the SVCSB that included parliamentary procedures/tentative training, state board training requirements, general rules and procedures; board member terms and offices.

ADJOURNMENT

There being no further business Jaared Scott made a motion to adjourn the meeting at 2:15 p.m. Pamela Vreeland seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, yes; Mr. Scott, yes; Ms. Vreeland, yes; and Ms. Floyd, yes.

The next meeting of the Statewide Virtual Charter School Board will be held on Tuesday, October 14, 2014, at 1:00 p.m. The meeting will convene at the State Department of Education, 2500 North Lincoln Blvd., Oklahoma City, Oklahoma.

John Harrington, Chairperson of the Board

Terrie Cheadle, Secretary to the Board