



Tulsa Legacy Charter School Board Meeting Minutes
June 22, 2023, at 5:00 PM | In-Person Meeting, Upper Academy
Yearly Board Attendance

Name	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
B. Bailey	x	x	x	x	—	x	x	x	—	x	—	
L. Oldham	x	x	x	—	—	—	x	x	x	x	x	
J. Rabinowitz	x	—	x	x	—	x	—	—	x	—	(v)	
J. Parker	x	—	x	—	—	x	x	x	—	x	x	
M. Campbell	x	x	x	x	—	x	x	x	x	x	x	
L. Blalock	x	x	x	x	—	x	—	—	x	x	x	
E. Hall	N/A- Will join Board in January 2023					—	x	x	—	x	x	
J.D. Johnson	N/A- Will join Board in March 2023					—	—	x	x	x	x	

In Attendance

Lauren Oldham, James Parker, Mikeale Campbell, Lashunna Blalock-Humphrey,
Elizabeth Hall, JD Johnson, (Jeremy Rabinowitz- zoom)
(Dr. Kiana Smith, Karina Chung, Carolyn Statum, Debbie Lister)

A) OPENING

A1) Call to Order- Lauren Oldham

Lauren Oldham called the meeting to order at 5:07 PM.

A2) Agenda Adoption- Lauren Oldham

Lauren Oldham moved to adopt the agenda, with the edit that agenda item #14 Executive Director update, should be moved into E) Executive Session. Mikeale Campbell seconded. All in favor and the motion passed. The following votes were cast:

- Yay- (6) Lauren Oldham, James Parker, Mikeale Campbell, Lashunna Blalock-Humphrey, Elizabeth Hall, JD Johnson
- Nay- (0) N/A
- Abstain- (0) N/A



A3) Board Minutes Adoption- Lauren Oldham

Lauren Oldham moved to approve the board meeting minutes from May 24, 2023, with a note that one edit needs to be made: James Parker was marked absent but should have been marked present for the May 24th board meeting. Mikaele Campbell seconded. All in favor and the motion passed. The following votes were cast:

- Yay- (6) Lauren Oldham, James Parker, Mikeale Campbell, Lashunna Blalock-Humphrey, Elizabeth Hall, JD Johnson
- Nay- (0) N/A
- Abstain- (0) N/A

A4) Public Comments

No public comments

B) OPERATIONS REPORTS

B5) Executive Director Report- Dr. Kiana Smith & Karina Chung

Karina Chung shared Transportation and Facilities updates. K. Chung shared DS Bus' two proposals to supplement bus driver personnel shortages in the upcoming school year. K. Chung also shared an update on safe entry construction progress at both Primary Academy (Greeley) and Upper Academy (Cherokee) campuses.

Dr. Kiana Smith shared Finance and Community Involvement updates. Dr. K. Smith shared her proposal and rationale for a staff referral bonus incentive. Dr. K. Smith also shared that summer school staff members have been actively involved in scholar recruitment and ESSERs purchase inventory.

B6) Spring MAP Report- Dr. Kiana Smith

Dr. Kiana Smith shared an overview of Tulsa Legacy District Spring MAP data. Dr. Adonius Lewis of Excel Learning, will share a more in-depth analysis and discussion of scholar MAP data in the upcoming board retreat.

B7) Board Committees- Debbie Lister

Debbie Lister shared an update regarding future plans and action steps for board committees.

C) PERSONNEL REPORTS

C8) Recent Hires- Dr. Kiana Smith

Dr. Kiana Smith shared an update regarding recent hires and anticipated hires. Dr. K. Smith also provided insight into how the recent hires and anticipated hires play a role in trends prevalent in the Spring 2023 MAP data.



C9) Current Vacancies- Dr. Kiana Smith

Dr. Kiana Smith shared an update regarding the current vacancies for the district.

C10) Returning Staff Salary Increase Models- Dr. Kiana Smith

Dr. Kiana Smith shared potential model models for returning staff salary increase, in response to the most recently passed for teacher salaries.

C11) Staff Referral Bonus- Dr. Kiana Smith

Dr. Kiana Smith shared her proposal for a staff referral bonus. Current teammates who recommend an educator who then is hired and retained by the organization for at least 6 months, will receive a referral bonus of \$500, regardless of the staff member's status as a leadership team member, or general employee.

Mikaele Campbell moved to approve the proposed staff referral bonus described above. Elizabeth Hall seconded. All in favor and the motion passed. The following votes were cast:

- Yay- (6) Lauren Oldham, James Parker, Mikeale Campbell, Lashunna Blalock-Humphrey, Elizabeth Hall, JD Johnson
- Nay- (0) N/A
- Abstain- (0) N/A

C12) KSRC Contract- Dr. Kiana Smith

Dr. Kiana Smith shared her KSRC proposal for the 2023-2024 school year. Voting for this agenda item was moved and voted for in the Executive Session.

C13) Update on PA Principal search process- Dr. Kiana Smith

Dr. Kiana Smith shared an update regarding the PA Principal search process. Tulsa Legacy anticipates concluding the PA Principal search process by the end of June 2023.

D) FINANCE REPORTS

D14) Gen Fund to SAF 8th grade transfer- Carolyn Statum

Carolyn Statum shared a proposal to have board approval to use \$3604.35 in General Funds to cover 8th grade end of year field experiences that were not coded under ESSERs.

Mikaele Campbell moved to approve the transfer of \$3604.35 from General Funds to SAF. Lauren Oldham seconded. All in favor and the motion passed. The following votes were cast:

- Yay- (6) Lauren Oldham, James Parker, Mikeale Campbell, Lashunna Blalock-Humphrey, Elizabeth Hall, JD Johnson
- Nay- (0) N/A
- Abstain- (0) N/A



D15) SAF rollover by grade level subaccount- Karina Chung

Karina Chung shared a proposal to have the SAF funds automatically roll over from one account into the next subaccount, such that the pool of money follows the cohort of scholars as they progress from year to year (Ex. in June 2023, the PK funds will be moved to the K subaccount. K funds will be moved into the 1st grade subaccount, etc.)

James Parker moved to approve the annual transfer of funds in each grade level to the next, so that the funds follow the cohort of scholars. JD Johnson seconded. All in favor and the motion passed. The following votes were cast:

- Yay- (6) Lauren Oldham, James Parker, Mikeale Campbell, Lashunna Blalock-Humphrey, Elizabeth Hall, JD Johnson
- Nay- (0) N/A
- Abstain- (0) N/A

D16) SAF PK account beginning balance- Karina Chung

Karina Chung shared a proposal to have the PK subaccount start with \$500 from the Gifts Fund each July, with funds coming from the Gifts Fund.

Mikaele Campbell moved to approve the annual addition of \$500 from the Gifts Fund, to the PK class' SAF subaccount. Lauren Oldham seconded. All in favor and the motion passed. The following votes were cast:

- Yay- (6) Lauren Oldham, James Parker, Mikeale Campbell, Lashunna Blalock-Humphrey, Elizabeth Hall, JD Johnson
- Nay- (0) N/A
- Abstain- (0) N/A

D17) District Soccer Account Creation- Karina Chung

Karina Chung shared the proposal for soccer to have its own SAF subaccount.

Lauren Oldham moved to approve the addition of an SAF subaccount for soccer. JD Johnson seconded. All in favor and the motion passed. The following votes were cast:

- Yay- (6) Lauren Oldham, James Parker, Mikeale Campbell, Lashunna Blalock-Humphrey, Elizabeth Hall, JD Johnson
- Nay- (0) N/A
- Abstain- (0) N/A

D18) Stipend Approval- Dr. Kiana Smith

Dr. Kiana Smith shared the proposal for Carolyn Statum to receive a stipend for additional duties taken on with federal grants management this spring. This item was further discussed and voted on in Executive Session.



D19) ESSER spending snapshot- Carolyn Statum

Carolyn Statum shared an update regarding ESSER fund spending. The board asked clarifying questions.

D20) KIPP Instructional Bootcamp- API candidate- Dr. Kiana Smith & Carolyn Statum

Dr. Kiana Smith and Carolyn Statum shared an update regarding potential additional participants at the KIPP Instructional Bootcamp in Chicago next week. Exact attendees will be pending who is selected as the remaining two Primary Academy Assistant Principals of Instruction for Literacy. The anticipated cost for flights is \$800 per person.

D21) Consent Agenda

All of the following items, which concern reports and terms of routine nature normally approved at board meetings, will be approved by one vote unless any board member desires to have a separate vote on any or all of the following items. The consent agenda consists of the discussion, consideration, and vote of each of the following items:

- Financial Report (May 2023)
- Credit Card Statement (June 2023)
- Encumbrance Register (May 2023)
 - General Fund POs #6, 72, 74, 77, 79, 90, 112, 119, 143, 149, 171, 186, 188-196
 - SAF POs: N/A
- Purchase Orders (May 2023)
 - POs #189-196

Mikaele Campbell moved to approve the June board meeting consent agenda. JD Johnson seconded. All in favor and the motion passed. The following votes were cast:

- Yay- (6) Lauren Oldham, James Parker, Mikeale Campbell, Lashunna Blalock-Humphrey, Elizabeth Hall, JD Johnson
- Nay- (0) N/A
- Abstain- (0) N/A

E) EXECUTIVE SESSION

see notes at the end of this June 22, 2023 Board Meeting Minutes document

F) CLOSING



F24) ADJOURNMENT

JD Johnson moved to adjourn the meeting. Lauren Oldham seconded. All in favor and the motion passed. The following votes were cast:

- Yay- (6) Lauren Oldham, James Parker, Mikeale Campbell, Lashunna Blalock-Humphrey, Elizabeth Hall, JD Johnson
- Nay- (0) N/A
- Abstain- (0) N/A

Meeting adjourned at 7:42 PM

E) EXECUTIVE SESSION

Re: D18) JD Johnson moved to approve a \$5000 stipend for Carolyn Statum, for her additional duties and tasks with ESSERs and federal grants management in Spring 2023. James Parker seconded. The motion passed.

Re: E24) Mikaele moved to approve moving forward with the Executive Director search process by extending the search, and not selecting either candidate. Lauren Oldham seconded. The motion passed.



June 22, 2023 Board Meeting Minutes Approval Signatures

