



Tulsa Legacy Charter School

TLCS Special Board Meeting - May 20, 2025

Date and Time

Tuesday May 20, 2025 at 5:00 PM CDT

Location

Tulsa Legacy Charter School
Upper Academy
6001 N. Peoria Avenue
Tulsa, OK 74126

TLCS Mission

TLCS exists to provide a safe, inclusive environment with equal access to high-quality education, fostering academic excellence, curiosity, and choice-filled lives for every scholar and family.

TLCS Vision

Tulsa Legacy Charter School (TLCS) aims to fundamentally change public education by setting a standard of instructional excellence in the Tulsa community, transforming educational outcomes and becoming a beacon of holistic development for every scholar and family we serve.

Agenda

	Purpose	Presenter	Time
--	---------	-----------	------

I.	Opening Items		5:00 PM
----	---------------	--	---------

	Purpose	Presenter	Time
A. Record Attendance		Lauren Oldham	
B. Call the Meeting to Order		Lauren Oldham	
C. Motion to Approve April Board Meeting Minutes/Agenda	Approve Minutes	Mikeale Campbell	1 m
Motion to approve the amended April Board Meeting Minutes			
II. New Business			5:01 PM
A. 5.13_Bonus and Stipend Authority Policy	Discuss	Carolyn Statum	5 m
To provide flexibility in recruitment, retention, and compensation for additional duties, the Board authorizes the issuance of limited bonuses and stipends by the Executive Director for qualifying personnel actions.			
III. Motions for Vote			5:06 PM
A. Therapy Works Contract for 25-26 SY	Vote	Lauren Oldham	
Motion to approve contracted services with Therapy Works for PT, OT, and Speech Therapy for the 2025-2026 School year at \$73/Hour, including services and administrative work associated.			
B. Monthly Consent Agenda	Vote	Lauren Oldham	1 m
Motion to accept the Monthly Consent Agenda for April 2025, which includes the Monthly Financial Statement, Credit Card Statement, Ramp Statement, and General Fund Purchase orders 151-153.			
C. Grant Non District Admin Access to Barlow Education representative Bryan McNutt	Vote	Lauren Oldham	1 m
Motion to authorize Non-District Administrative rights within GMS to Barlow Educational Services representative Bryan McNutt, granting full access to enter and submit forms/claims on behalf of the district in consultation with the District Superintendent.			
D. Office Express for New Custodial Contract	Vote	Lauren	1 m
Motion to approve TLCS to use Office Express to offer custodial services to Primary and Upper Academy for the 25-26 SY			

	Purpose	Presenter	Time
E. 25-26 OCAS Contract Motion to accept the OCAS services contract for the 2025-2026 school year.	Vote	Lauren Oldham	1 m
F. Associate Teacher Role Motion to adopt an associate teacher role starting in the 2025-2026 school year.	Vote	Lauren Oldham	1 m
G. Academic Policy Adoption Motion to adopt the listed Academic Policies with an effective date of July 1, 2025: 1.1_504 Policy, 1.3_Acceleration, Promotion, and Retention Policy, 1.4_Admissions, Enrollment, and Open Transfer Policy, 1.6_English Learners Policy, 1.8_Grading Policy, 1.11_Scholar Records and Privacy, and 1.12_Special Education Policy.	Vote	Lauren Oldham	1 m
H. Community Engagement Policy Adoption Motion to adopt the listed Community Engagement Policies with an effective date of July 1, 2025: 2.1_Parental Involvement, 2.2_Board Communication Policy, and 2.3_Volunteer Policy.	Vote	Lauren Oldham	1 m
I. Financial Policies Adoption Motion to adopt the listed financial policies to become effective July 1, 2025: 3.101_AP_Approval Limits, 3.102_AP_Checks and Warrants, 3.103_AP_Credit Card Policy, 3.104_AP_Expense Claims Submission Policy, 3.106_AP_Payments to Employees for Contracted Services, 3.107_AP_Payment Methods, 3.108_AP_Procurement Card Policy, 3.203_Budget_Fund Purposes and Restrictions, 3.205_Budget_Fund Transfers and Reconciliation, 3.301_CDFM_Activity Funds, 3.302_CDFM_Deposit Procedures, 3.305_CDFM_Travel and Reimbursement Policy, 3.401_FSA_Asset Management, 3.402_FSA_Donations, Debt, and Local Funding, 3.403_FSA_Financial Coding and Chart of Accounts, 3.404_FSA_Financial Reporting, 3.405_FSA_Internal Controls, 3.501_Payroll_Disbursement of Direct Deposit, 3.507_Payroll_PTO Policy, 3.509_Payroll_Stipends, 3.601_Procurement_Competitive Bidding Policy, 3.603_Procurement_Purchase Order Approval, 3.602_Procurement_Purchasing Thresholds, and 3.604_Procurement_Unauthorized Expenses.			1 m
J. Human Resource Policies Adoption Motion to adopt the listed Human Resource policies with an effective date of July 1, 2025: 5.1_Compensation Philosophy and Hold Harmless Policy, 5.2_Comprehensive Group Insurance Policy, 5.5_Employment Security and Unemployment Policy,	Vote	Lauren Oldham	1 m

	Purpose	Presenter	Time
5.7_Flexible Benefits Allowance Policy, and 5.10_Personnel Policies and Qualifications			

K.	Legal and Compliance Policies Adoption	Vote	Lauren Oldham	1 m
	Motion to adopt the listed Legal and Compliance policies with an effective date of July 1, 2025: 6.1_Compliance with State and Federal Laws, 6.2_Non-Discrimination Policy, 6.3_Student Records and FERPA Compliance, 6.5_Whistleblower Policy, and 6.6_Drug and Substance Free Policy.			

L.	Scholar Policies Adoption	Vote	Lauren Oldham	1 m
	Motion to adopt the listed Scholar policies with an effective date of July 1, 2025: 9.2_Educational Services for Suspended and Expelled Scholars, 9.3_FERPA, and 9.4_Informal removal.			

M.	Compensation for the 2025-2026 School Year	Vote	Lauren Oldham	1 m
	Motion to approve the proposed compensation adjustments for the 2025-2026 school year.			

N.	Bonus and Stipend Authority Policy	Vote	Lauren Oldham	1 m
	Motion to adopt the TLCS Bonus and Stipend Authority Policy and authorize the Executive Director to approve and issue signing, longevity, hiring bonuses, and temporary stipends in accordance with the policy, so long as the individual amounts fall within the Executive Director's existing board-approved discretionary spending limit. All such compensation shall be reported to the Board as part of monthly updates.			

IV. Closing Items	5:19 PM
--------------------------	----------------

A.	Adjourn Meeting	Vote	Lauren Oldham
-----------	-----------------	------	---------------

Posted: [Tulsalegacy.org](https://tulsalegacy.org)

Posted: 105 East 63rd Street, Tulsa, Oklahoma 74126 posted on Tuesday, May 13th at 12:00 PM

Posted: 6001 North Peoria Avenue, Tulsa, Oklahoma, 74126 posted on Tuesday, May 13th at 12:00 PM