Tulsa Legacy Charter School
Board Meeting Minutes
Monday, August 29th, 2019 4:45PM
Tulsa Legacy Charter School Primary Academy| Gym
105 E 63rd Street North
Tulsa, OK 74126

Yearly Board Attendance

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Members Present
Lauren Oldham, Annie VanHanken, Shawn Liggins, Diane Murphy, Ashli Sims, Christina Armstrong

Members Absent
Jeremy Rabinowitz, Jamaal Dyer

Call to Order
Diane Murphy called the meeting to order at 4:56 PM.

Agenda Adoption
Diane Murphy moved to adopt the agenda. Annie VanHanken seconded. All in favor and the motion passed.

Board Minutes Adoption
Diane Murphy moved to approve the June Board meeting minutes with the change of language under TLCS Staffing Plan to read, “Diane Murphy moved to approve staffing plan.” Annie VanHanken seconded. All in favor and the motion passed.

Public Comments
No public comments.

Executive Director Report–Kiana Smith
Kiana Smith presented the Executive Director Report. K. Smith stated that the Primary Campus, received new security cameras and security monitors under the Tulsa Public School’s Security Bond. All-new LED dimmable lights will be installed at the TLCS Primary Academy by November 2019. Regarding the financial report, K. Smith stated that our monthly finance reports will be adjusted to align with the budget recommendations made by the TLCS Finance Committee. Jeff Jenkins is working on this report, and we will have an update by our next board meeting. This year, members of the First Baptist Church of North Tulsa along with other members of the Greater Tulsa community, joined the TLCS community to welcome back TLCS scholars for the 2019-2020 school year.

Principal Report– Nicole Whiteside and Carolyn Statum
Carolyn Statum and Nicole Whiteside presented the Principal’s Report. C. Statum and N. Whiteside covered their enrollment and attendance averages including updates on student culture, student performance and teacher development. Both principals informed the Board that beginning September 3rd, the NWEA MAP testing window will open for scholars in kindergarten through 4th grade. Regarding instructional leadership, both principals stated that on August 21st, the leadership team conducted school-wide walk-throughs using instructional data from PDI to guide the focus of the walk-throughs. C. Statum said that on August 16th, the TLCS Primary Academy was officially recognized as an OKA+ school.

Scholar and Family Handbook-Kiana Smith
The Board reviewed the TLCS 2019-2020 Scholar and Family Handbook. Diane Murphy moved to approve the TLCS 2019-2020 Scholar and Family Handbook. Lauren Oldham seconded. All in favor and the motion passed.

TLCS 2019-2020 Budget -Kiana Smith
The Board reviewed the TLCS 2019-2020 budget. Diane Murphy moved to approve the TLCS 2019-2020 budget. Shawn Liggins seconded. All in favor and the motion passed.

June Finance Report–Kiana Smith
Kiana Smith reviewed the June Finance Report.

Credit Card Statement – Kiana Smith
Kiana Smith presented the credit card statement. The charges billed were for staff development, family engagement, and end of the year trip.
Estimate of Needs – Kiana Smith
Kiana Smith presented the Estimate of Needs. Diane Murphy moved to approve the Estimate of Needs. Christina Armstrong seconded it. All in favor and the motion passed.

Activity Funds – Kiana Smith
Kiana Smith presented the Activity Funds 1st quarter fundraisers. Diane Murphy moved to approve the Activity Funds 1st quarter fundraisers. Annie VanHanken seconded. All in favor and the motion passed.

Encumbrance Register – Kiana Smith
Kiana Smith presented the May Encumbrance Register. Lauren Oldham moved to approve Encumbrance Register. Diane Murphy seconded. All in favor and the motion passed.

Action Items and Adjournment - Diane Murphy
Diane Murphy moved to adjourn. Annie VanHanken seconds and motion passed.

Meeting adjourned at 5:52 PM