

# John Rex Charter Board of Directors Meeting Minutes

## June 16, 2022

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**Board Members Present on Location:** Ellen Buettner, Mick Cornett, Nathaniel Harding, Gary Jones, Cristina McQuinston, Jennifer Monies, Rick Rose, Teresa Truong

**Staff Present:** Dean Ketchum, Shayla Cornett, Shelly Hickman, Lana Ingram, Patrick Duffy

**Board Legal Counsel:** Bill Hickman

### Minutes

1. **The Meeting was held physically and was called to order at 12:00pm by Jennifer Monies.** Mick Cornett Motions, Teresa Truong seconds. A quorum of voting members was present.
2. **Dean Ketchum Presents Head of School Report.** There are no questions or comments.
3. **Consent Agenda: The following items concern reports and items of a routine nature normally approved at Board Meetings. They will be considered and voted on together as a group with one vote; provided that any Board member may ask that one or more items be considered and voted on separately. The Consent Agenda includes discussion, consideration and possible action upon the following items:**
  - a. **Approval of Minutes from Board of Directors Special Meeting April 21, 2022.**  
Mick Cornett motions to approve minutes.
  - b. **Approval of Financial Reports.** Jennifer Monies Asks about May Finance Report for clarification on Food Service Line Item. Dean Ketchum clarifies with Shelly Hickman. Gary Jones requests Keystone Projections for next school year. Due at the July Board Meeting.
  - c. **Approval of Encumbrance Register.** No Questions/Comments
  - d. **Approval of Fund 81 Revenue and Expenses.** No Questions/Comments
  - e. **Approval of new Open Student Transfers for school year 2022-2023.** Bill Hickman reminds Admin to Post these numbers to the website by 7/1.
  - f. **Approval of Available Seats by Grade for Open Student Transfer as of July 1, 2022, for school year 2022-2023.** Gary Jones requests consistent pieces of data/reports as far as student recruiting, retention and leaving.
  - g. **Approval of Oklahoma State School Boards Association Membership Renewal for 22-23.** Gary Jones states that it is very helpful to have information on Board Trainings through the Oklahoma State School Boards Association in continuing-ed.
  - h. **Approval of Oklahoma Consulting and Accounting Services, LLC for 22-23.** Cristina McQuinston did not see that it stipulated service provided. Gary Jones Explains coding from the accounting department and finance team education on that. Shelly Hickman states she is not aware of extra fees. They have not submitted any invoices previously. Board decides to pull this item and negotiate our contract. Will Revisit at July Board meeting.
  - i. **Jennifer Williams to perform speech language therapy services for 22-23.** Jennifer Monies requests to see a trend line for any services rendered such as this. Gary Jones inquires about Evaluations set in place for these services. Cristina McQuinston suggests reports on hours per month/billable hours, etc.
  - j. **Approval of All Access Arts: Arts Council OKC to provide art instruction for 22-23 school year.** No Questions/No Comments.
  - k. **Approval of amendment for renewal of Keystone Food Service for school year 22-23.** No questions, no comments.
  - l. **Approval of Downtown YMCA to operate before/after school childcare in the JRCES facility for 22-23.** No Questions/No Comments.
  - m. **Approval of Oklahoma Building Services to perform janitorial services and provide supplies for 22-23.** No Questions/ No Comments.
  - n. **Approval of Candor PR to perform public relations and community outreach services for 22-23.**  
Cristina McQuinston does not believe this reflects a complete contract. We need more reporting on what is being billed and how much time they are spending on what. Shante from Candor answers that they do possess reporting and would be happy to share that with admin and board members, and that Candor invoices as needed so they do not have a set amount in their contract. Cristina McQuinston suggests a contract revision. Jennifer Monies suggests the Communication Committee Chair be added as a go-between. Cristina McQuinston suggests more visibility regarding how much John Rex uses. Shelly

Hickman shares that she is being trained on website services so that Candor can focus on larger scale items.

- o. Approval of Evaluation Works, LLC (Jose Hernandez, M.S., Ed.S., NCSP) to provide psychology services and evaluations for 22-23.** Jennifer Monies asks for clarification on the difference between these services and a counselor. Lana Ingram provides that the psychology services and evaluations are in regards to testing for Special Education Services. IEP Students have to be reassessed every three years. He can make recommendations on kids who may need more services, but he does not provide these services. Jennifer Monies again suggests trendlines.
- p. Approval of Saker Mechanical to perform maintenance of HVAC equipment for 22-23.** Gary Jones inquires if they service our Middle School students. Shelly Hickman answers that they do not. Jennifer Monies suggests banking money for this as well for future years in anticipation of growth of needs.
- q. Approval of Hickman Law Group to perform legal services for 22-23.** No Questions/ No Comments
- r. Moore Therapy Services, INC. to perform Occupational therapy services for 22-23.** No Questions/ No Comments
- s. Approval of a bid of \$26,500 from Allied Elevator Services to repair the elevator in the Middle School.** Patrick Duffy discusses elevator repairs initially vs. what is to come for the future that is not under warranty. Mick Cornett states for clarification that the Elementary building belongs to the district, whereas the McAlpine is rented by John Rex and is separate. Cristina McQuinston suggests the price put into McAlpine be broken down by student to calculate and compare what rent would be per student.
- t. Discussion, Consideration, and possible action related to the notification and renewal of the Charter School Lease Agreement with OKCPS and the base rent for 22-23.** Gary Jones states that there are discussions happening to revise this lease due to the belief that it is not a good deal. Mick Cornett states that he believes we will be getting a better deal in future. Jennifer Monies would like all parents to appeal to okcps to include John Rex Charter School in the upcoming bond.
- u. Approval to renew with Liminex, Inc., dba Go Guardian, for incensed GoGuardian Suit Starter services, including monitoring of explicit or concerning material searches and for website whitelist and blocking services.** Jennifer Monies inquires if this is something that we've had in the past. Patrick Duffy answers that we have always used this company and explains the benefit and need for this system.
- v. Approval to renew software service agreement with Municipal Accounting Systems, Inc., for the student information system, gradebook, lunch room, student records portal, and rostering integration.** No Questions/No Comments
- w. Approval of Service agreement with Allied Elevator Services Inc. for Middle School elevator maintenance.** No Questions/ No Comments

Rick Rose moves to pull item "H" off of the list. Gary Jones seconds. Motion is passed by unanimous vote.

Gary Jones motions to approve remaining items. Ellen Buettner Seconds. Motion is passed by unanimous

vote. Rick Rose moves to table item "H" for the July Board Meeting. Gary Jones Seconds. Motion is passed by unanimous vote.

- 4. Discussion, consideration, and possible action related to quotes from The Beckman Company for insurance coverages with OSIG for school year 22-23.** Mick Cornett suggests putting it out for bid next year. Gary Jones agrees. Gary Jones motions for approval. Mick Cornett seconds. Motion is passed by unanimous vote.
- 5. Discussion, consideration, and possible action related to quotes from The Beckman Company for insurance coverages with OSAG for school year 22-23.** Mick Cornett motions for approval. Gary Jones seconds. Motion is passed by unanimous vote.
- 6. Discussion, consideration, and possible action related to authorized financial roes for school year 22-23 as follows:**

  - a. Shelly Hickman- Board Clerk**
  - b. Shayla Cornett- Minutes Clerk**
  - c. Shelly Hickman- Encumbrance Clerk**
  - d. Jeff Jenkins- Data Entry Clerk**
  - e. Dean Ketchum- Federal Programs Manager**
  - f. Shelly Hickman- Activity Fund Custodian**
  - g. Jeff Jenkins- Activity Fund Co-Custodian**
  - h. Jack H, Jenkins - Treasurer**

Gary Jones motions for approval, Ellen Buettner seconds, Motion is passed by unanimous vote.



7. **Discussion, consideration and possible action related to the adoption of a Purchasing Card Policy.** Cristina McQuinston suggested a pCard report. Gary Jones motions for approval. Teresa Truong seconds. Motion is passed by unanimous vote.
8. **Discussion, consideration and possible action related to the adoption of a Surplus Property policy.** Bill Hickman gives clarification that what is being voted on is the policy and not the disposal of anything currently. Dean Ketchum gives the annual report on inventory. Patrick Duffy provides that Elite Technology is the company who advises on End of Life and Value. Bill Hickman states that if we're buying with private donations it can be on separate inventory than publicly purchased equipment. Gary Jones motions for approval. Rick Rose seconds. Motion is passed by unanimous vote.
9. **Discussion, consideration and possible action related to the adoption of a Chronic Absenteeism policy.** Gary Jones motions for approval. Ellen Buettner seconds. Motion is passed by unanimous vote.
10. **Discussion, consideration and possible action to approve a bid from Landmark Construction Group to replace the Low Garage Roof at the Middle School for \$100,900.** Patrick Duffy discusses two bids; one for lower garage and one for second floor roofing, for the purpose of future planning. Lower Garage is priority. Report Encompasses four different bids. Landmark is the best service and pricing. Gary Jones motions for approval. Cristina McQuinston seconds, Motion is passed by unanimous vote.
11. **Lana Ingram and Patrick Duffy present Technology Plan.** Jennifer Monies suggests in future presenting anything with a budget interest to the financial committee before being presented to the Board. No Action Taken.
12. **Discussion, consideration and possible action to approve the purchase of 250 new Chromebooks from Dell Technologies pursuant to the Technology Plan and for \$74, 687.50.** Mick Cornett moves to approve subject to staff reviewing taxable amounts listed. Rick Rose seconds. Motion is passed by unanimous vote.
13. **Discussion, consideration and possible action upon re-appointing Board members for three-year terms effective July 1, 2022.**
  - a. **Mick Cornett**
  - b. **Jennifer Monies**
  - c. **Teresa Truong**Ellen Buettner moves for approval. Nathaniel Harding seconds. Motion is passed by unanimous vote.
14. **Discussion, consideration and possible action to accept the 2022 strategic assessment analysis facilitated by Schnake Turnbo Frank.** Mick Cornett motions for approval, Nathaniel Harding seconds. Motion is passed by unanimous vote.
15. **Discussion, consideration and possible action related to committees concerning the implementation of the strategic assessment analysis.** No comments. No action taken.
16. **Discussion, consideration and possible action related to action steps to implement the strategic assessment analysis.** No Comment. No action Taken.
17. **Move to Comments. Action to Switch items 17 & 18 on Board Agenda.** 4th grade teacher, Laurel Payne, is asked to talk about the Mural Project for the Middle School exterior wall. Shelly Hickman comments that she needs signatures from several board members post meeting. Jennifer Monies comments that Schnake Turnbo Frank did a great Job. She really appreciates the participation from the school community.
18. **Ellen Buettner votes to adjourn into executive session.** Nathaniel Harding seconds. Motion is passed by unanimous vote.
  - a. Ellen Buettner votes to return from executive session back to open session. Nathaniel Harding seconds. Motion is passed by unanimous vote.
  - b. Bill Harding states that no votes were cast and no actions were taken.
19. **Adjourn.** Gary Jones motions. Nathaniel Harding moves to second. All in favor. Motion is passed by unanimous vote.