



## Board of Directors Special Meeting December 1, 2022

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**Board Members Present:** Jennifer Monies, Mick Cornett, Nathaniel Harding, Teresa Truong, Ellen Buettner and Megan Oftedal.

**Staff Present:** Patrick Duffy, Lana Ingram, and Shelly Hickman.

**By Invitation:** Bill Hickman

### Minutes

1. **The Special Meeting was called to order at 12:01 p.m. by Jennifer Monies.**  
A quorum of voting members was present.
2. **Board approved the Consent Agenda.**  
Ellen Buettner moved approval. Nathaniel Harding seconded. Monies, Cornett, Truong, Buettner and Harding voted to approve.
3. **The Board of Directors reinstated Megan Oftedal to the John Rex Charter Board of Directors.**  
Jennifer Monies indicated that Oftedal had to leave the Board earlier in the year due to time constraints that no longer existed. She indicated it would be valuable to have Oftedal return to the Board in the same seat and remaining term of that seat. Teresa Truong moved approval and Nathaniel Harding seconded. Monies, Cornett, Truong, Buettner and Harding voted to approve and Oftedal then participated in the special meeting as a voting Board of Director.
4. **The Board of Directors approve the dates, times and locations for its 2023 regular board meetings.**  
Jennifer Monies expressed excitement that Board meetings would be held on school grounds in 2023 and that everyone had indicated the third Wednesday of the month on the months the Board meets was going to work for everyone. Ellen Buettner moved approval of the dates, times and locations for 2023 that were in the public Board packet and Nathaniel Harding seconded. The item passed with a unanimous vote of the Board of Directors present at the meeting.
5. **The Board of Directors approved the 2023-2024 academic calendar.** Jennifer Monies reminded everyone that this item had been brought in the previous month's meeting by Patrick Duffy and Lana Ingram but the Board had wanted a calendar more aligned with Oklahoma City Public Schools. Duffy indicated the calendar was very close to the OKCPS calendar, including all major breaks like Spring Break, Fall Break, and Winter Break. He pointed out John Rex would start one day earlier and that it would include two non-school days as a result of the annual Arts Festival. Teresa Truong moved approval and Nathaniel Harding seconded. The item passed with a unanimous vote of the Board of Directors present at the meeting.
6. **The Board of Directors approved a contract with Elite Technologies.** Patrick Duffy explained that the contract would allow the district to continue to work with Elite and also allow it to pay 60 percent of the contract through e-rate funds beginning July 1, 2023. Teresa Truong





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moved approval and Nathaniel Harding seconded. The item passed with a unanimous vote of the Board of Directors present at the meeting.

7. **The Board of Directors approved an update to the district's Federal Programs Complaint policy.** Patrick Duffy explained that an update was needed because the current complaint policy listed the prior Head of School for John Rex as the contact. Mick Cornett moved approval and Nathaniel Harding seconded. The updated policy listed in the public Board packet passed with a unanimous vote of the Board of Directors present at the meeting.
8. **Jennifer Monies presented the Finance Committee update.** She explained there had been a cash flow issue for the district in the past month because of federal programs not being claimed and process. She further indicated that Patrick Duffy and Shelly Hickman had and were now making those claims and taking the lead going forward rather than a consultant. She further indicated that a list had been compiled by Hickman for major donors from 2017 to present and that she would be sharing that list with the full Board. She asked Board members to identify from the list any person or organization to which they had a good connection because she, Patrick Duffy and the board member with the connection would want to meet and reengage the connection with the school. Mick Cornett suggested school representatives start attending downtown BID meetings because that would also be a good way to make connections. Teresa Truong pointed out that the school was being more strategic with its communication and was sending out a community newsletter so community and business leaders to build awareness for the school.
9. **Teresa Truong presented the Strategic Planning Committee update.** Furthering the topic of fundraising, she indicated the committee wanted to work with Candor and staff to develop a brochure that would highlight a menu of potential giving options for prospective donors so businesses could long-term plan for how they would like to support the school. She shared the committee was also reformatting aspects of the school website to make it more relevant, updated and user friendly. She indicated that several solutions to strengthen safety of students to and from school had been identified and the school had sent a formal letter to the city of Oklahoma City. *(The letter requested a white crosswalk striping at all four crosswalks at Dewey and Sheridan; a 4-way stop sign be placed at the intersection of Dewey and Sheridan, requiring all drivers to stop at that intersection; a 3-way stop sign be placed at the intersection of Walker and California, requiring all drivers to stop at that intersection; a "Right Turn Only" sign to be placed on the southeast corner of Dewey at Sheridan, requiring John Rex parents dropping off at the West Gate to only turn right on Sheridan during drop off and pick up hours; a "No Right Turn" sign to be posted on the northeast corner on California at Dewey, preventing cars from turning north onto Dewey during drop off and pick up hours; and a longer-term request, of a full stop light at the intersection of Dewey and Sheridan and a half-block signaled crosswalk at the intersection of Walker and California.)* Finally, Truong said the committee had met with Schnake Turnbo and Frank to send up a follow-up survey to parents from the one sent in April and that the launch date for it would be December 12. Before the Board moved to the next item on the agenda, attorney Bill Hickman said the school needed to make sure not to remove anything from the website that was required by law.
10. **Pam Campbell was out of town and unable to give a PTA update.** Patrick Duffy did indicate that the PTAs wreaths and poinsettias were arriving that day, that a Movie Night was scheduled for the elementary school and that a Middle School Skate night was planned.





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### 11. A Leadership Update was presented.

- a. Shelly Hickman indicated the annual audit was underway and auditors would be at the school the first week of January.
- b. Patrick Duffy indicated the district was also amid a comprehensive federal programs audit, which would also have an early January deadline, and this wasn't an audit triggered by problematic actions but one any district that expended more than \$750,000 in federal funds would be subject to.
- c. Patrick Duffy reminded the Board that it had front-loaded its ESSER III spending this school year but that it wasn't until November its ESSER III budget was approved and a claim could be made and received. He indicated that now had occurred and the district had received about \$200,000 in federal reimbursement in the past month.
- d. Lana Ingram indicated a school counselor had been hired. Her name is Vanessa Adams and she has experience being a school counselor at Bixby and Norman public schools. She will begin on December 12, with half of her salary coming from a state counselor grant and half funded through ESSER III funding.
- e. Patrick Duffy indicated the school was rejecting its Project 724 grant because a Project 723 grant was in the better interest of the school.
- f. Patrick Duffy indicated a Project 723 grant application would be made this month. He explained the grant is administered by the state and is federally funded. He explained that the school could potentially receive \$150,000 and that allowable uses of the funds include cleaning, a school nurse, and community awareness.
- g. Patrick Duffy expressed excitement for the school's upcoming Holiday Lights show, explaining it was made possible through a middle school coding elective and donations by individuals and businesses. The show will include 16,000 programmed lights, music, 25 pods of inflatable lights on the school playground, and photo stations. The show will debut on December 14 amid food trucks, a Santa and a Grinch and run through the new year free to the public.

12. **Chante Sexton presented Candor Public Relations' quarterly report.** Sexton walked the Board through the same presentation in the public Board packet, highlighting the firm's focus on middle school retention efforts and shifting to a community newsletter to build awareness for the school and re-connect it with downtown businesses and organizations.

13. **Board comments occurred.** Ellen Buettner praised the school leadership for its responsive communication to parents following the accident that week involving a motorist and two students.

14. **The meeting adjourned at 1:01 p.m.** With no further items on the agenda, Jennifer Monies called for a motion to adjourn. Mick Cornett made the motion and Nathaniel Harding seconded. The Board voted unanimously to adjourn.