VIRTUAL PREPARATORY ACADEMY OF OKLAHOMA INC
REGULAR BOARD MEETING
OPSRC, 309 NW 13th Street, Suite 103
Oklahoma City, OK 73103

Regular Board Meeting

MINUTES

Monday, October 12th @ 4:00 p.m.

Link to join meeting virtually: Join the meeting now (email erobins@vprepok.org to request a link to join live)

1. Call to order, roll call, and introductions.

   Call to order at 4:06 PM.

Board Members:

Joshua Williams – President - Present
Marcus Jackson – Vice President - Present
Jill Shero-McDaniel – Secretary - Absent
Keili McEwen – Finance Director - Present
Robert Ruiz – Member - Present

Guests:

Erin Robins – Head of School - Present
David Harp – Treasurer - Present
Callie Christensen – Minutes Clerk - Present
William Hickman – Legal - Present
Valerie Joseph – ACCEL Financial Team – Present
Sarah Berger – ACCEL Exec Head of Schools - Present
Shaunice Daniels – School Registrar - Present
Lindsay Cleveland – Teacher - Present
Heather Harris – Special Education Coordinator – Present
Kendra Webb – GT, 504, & EL Coordinator – Present
Brad Talley – Principal – Present

Consent Agenda
The following items concern reports and items of a routine nature normally approved at Board meetings. These items will be considered and voted 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 following items:

2. Minutes from September 2026, board meeting
3. Credit Card Statement 9/7/26

4. Encumbrance #35-39
5. Change Order PO 10
6. Financial Report 9/1/26 – 9/30/26

Joshua Williams presented the Consent Agenda and asked Board Members for comments. Explanation was provided for Encumbrance #35-39 and the Change Order PO 10. Board Members reviewed documents.

- *Motion to approve the Consent Agenda made by Robert Ruiz. Motion seconded by Keili McEwen.*

Joshua Williams - Yes
Marcus Jackson - Yes
Keili McEwen - Yes
Robert Ruiz – Yes

Discussion & Update Items

7. School Updates – Staff Introductions

Erin Robins introduced new staff member Fallyn Marshall, Student Success Coach. The October 1 student enrollment report was reviewed, including percentages for Special Education (SPED), Gifted and Talented (GT), English Language Learners (ELL), and Section 504. Enrollment continues to exceed expectations. Staff discussed the challenges and successes associated with the school's significant growth.

Purchasing and General Business: The following items will be considered for action by the board on an individual basis, and a roll call vote will be conducted on each item.

8. Discussion and possible action to approve the VPA Grade Level Promotion and Retention Policy

Erin Robins presented the Grade Level Promotion and Retention Policy to the Board. The policy addresses new requirements associated with the school's expansion through 12th grade and provides flexibility in grade-level placement based on a student's progress toward completing a year's worth of curricular objectives. The goal is to ensure students remain on track to graduate with their assigned graduation cohort whenever possible.

- *Motion to approve the VPA Grade Level Promotion and Retention Policy made by Keili McEwen. Motion seconded by Marcus Jackson.*

Joshua Williams - Yes
Marcus Jackson - Yes
Keili McEwen - Yes
Robert Ruiz - Yes

9. Discussion and possible action to approve the VPA Grade Level Placement Policy for Homeschool Students

Policy discussion continued. The Board reviewed the VPA Grade Level Placement for Homeschool Policy, which formalizes the school's existing practices and establishes an official policy for enrolling homeschool students. Approval of the policy does not change current practices at VPrep.

- *Motion to approve the VPA Grade Level Placement Policy for Homeschool Students made by Keili McEwen. Motion Seconded by Marcus Jackson.*

Joshua Williams - Yes
Marcus Jackson - Yes
Keili McEwen - Yes
Robert Ruiz - Yes

10. Discussion and possible action to approve the VPA Career Preparation Opportunities Policy

Policy allows for student internships, service learning, and other opportunities to receive official schooling elective credits upon completion.

- *Motion to approve the VPA Career Preparation Opportunities Policy made by Keili McEwen. Motion Seconded by Robert Ruiz.*

Joshua Williams - Yes
Marcus Jackson - Yes
Keili McEwen - Yes
Robert Ruiz - Yes

11. Discussion and possible action to approve the VPA Credit by Examination Policy

The policy allows students to demonstrate proficiency in the required curriculum through testing for grade-level promotion. This option is not limited to students with credit deficiencies.

- *Motion to approve the VPA Credit by Examination Policy made by Marcus Jackson. Motion Seconded by Keili McEwen.*

Joshua Williams - Yes
Marcus Jackson - Yes
Keili McEwen - Yes
Robert Ruiz - Yes

12. Board Member Comments

- *William Hickman discussed considering accommodating meetings around holidays that are not represented by the school.*

13. Public Comments

- *No public comments were made.*

All meetings of the Board of Education shall be open to the public, and any regular meeting shall include an opportunity for the public to address the Board. Presentations under "Public Comments" are limited to three (3) minutes. Where several people wish to address the same subject, a

spokesperson must be selected. The Board Chairman may interrupt and terminate any presentation that is not in accordance with any of these criteria. Board members may not respond to speakers' comments. Matters that are subject to any legal action or investigation are not proper topics of public comment and are not authorized.

14. Adjournment

Adjourned at 4:40 PM.

- *Motion to adjourn made by Robert Ruiz. Motion seconded by Marcus Jackson.*

Joshua Williams - Yes
Marcus Jackson - Yes
Keili McEwen - Yes
Robert Ruiz - Yes

These Minutes were approved on _____, 2026 by the Board of Education of VPA:

Joshua S. Williams
Printed Name & Title

Signature

Robert M. Ruiz, Board Member
Printed Name & Title

Signature