



TULSA HONOR ACADEMY

● ● ● ACADEMICS, CHARACTER, EXCELLENCE ● ● ●

BOARD OF DIRECTORS MEETING

Tuesday, January 3, 2016

6:00 pm – 8:00 pm

Tulsa Honor Academy | 2525 S 101st East Avenue

AGENDA

Action	Item	Lead	Time	
1.	-	Welcome	Kian Kamas, Board Chair	6:00 p.m.
2.	-	Roll Call	Sara Arzu, Secretary	6:01 p.m.
3.	VOTE	Approval of the Consent Agenda a) Meeting Agenda b) November Meeting Minutes c) December Meeting Minutes d) Encumbrance Report	Kian Kamas, Board Chair	6:02 p.m.
4.	VOTE	Approval of the 2017 Board Meeting Schedule	Kian Kamas, Board Chair	6:03 p.m.
5.	VOTE	Approval of the 2017-2018 School Year Calendar	Elsie Urueta, Head of School	6:05 p.m.
6.	VOTE	Approval of Board Member Appointment – Ben Stewart, George Kaiser Family Foundation	Marvin Lizama, Governance Committee	6:07 p.m.
7.	INFO	Tulsa Interlocal Cooperative	Elsie Urueta, Head of School	6:10 pm.
8.	INFO	Head of School’s Report	Elsie Urueta, Head of School	6:25 p.m.
9.	INFO	Governance Committee Report	Marvin Lizama, Governance Committee Chair	6:35 p.m.
10.	INFO	Finance Committee Report	Ken Sallee, Finance Committee Chair	6:40 p.m.
11.	INFO	Academic Achievement Committee Report	Moises Echeverria, Academic Achievement Committee Chair	6:50 p.m.
12.	INFO	Development Committee Report	Lucia Oberle, Development Committee Report	6:55 p.m.
13.		New Business		7:05 p.m.
14.		Adjourn	Kian Kamas, Board Chair	7:07 p.m.

ATTACHMENTS

- A. November Meeting Minutes
- B. December Meeting Minutes
- C. December Encumbrance Report
- D. 2017 BOD Meeting Schedule
- E. 2017-18 School Year Calendar
- F. Tulsa Interlocal Cooperative – Draft
- G. Finance Committee Report

Tulsa Honor Academy Charter School is to equip ALL scholars in grades five through eight with the academic skills, content knowledge, and ethical character required for college graduation and life success.



BOARD OF DIRECTORS MEETING MINUTES

Tuesday, November 1, 2016

Tulsa Honor Academy | 2525 S 101st East Avenue

MINUTES

Item 1. Welcome

The Board Chair called the meeting to order at 6:30 p.m.

Item 2. Approval of the Agenda

Palmer Johnson moved, 2nd by Ken Sallee, to approve the meeting agenda. All board members in favor. Motion passed.

Item 3. Approval of the October Meeting Minutes

John Senger moved, 2nd by Mary Waters, to approve the October Minutes. All board members in favor. Motion passed.

Item 4. Head of School Report

Elsie noted that the A-F report card was released the final week in October and provided a copy of the report.

THA staff has received a leadership and operations survey this week; this is due November 2nd and will be shared with the AAC and likely the Executive Committee.

Elsie noted that total student enrollment has not changed. For the upcoming school year, there are (6) fifth grade apps, (8) sixth grade apps, and (5) seventh grad apps. Elsie noted that they have implemented a new process this year, where staff immediately calls families after the application is received to verify that all information is correct.

Gus has outlined the financial policies and procedures for the front office; these will be reviewed by the Finance Committee.

Elsie provided an overview of 5th and 6th grade MAP test results. Elsie noted that the percent on grade level in 6th grade has dropped; staff believes this is because there are a number of new students who are significantly behind, which drops the average. As a whole, the 6th grade class is struggling more than the 5th grade class.

Elsie provided an overview of the OCCT results and noted where THA did or did not exceed TPS averages. Elsie noted that the OCCT reading test was changed mid-year to include writing, which likely had an impact on their performance on the test.

Elsie provided an overview of the school's performance on the state's A-F grading system. The board discussed how the scores are calculated and compared the scores to known test results and student achievement. Elsie noted that she believes next year the school should hire an additional reading specialist to work specifically with

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the students that are struggling the most. Elsie stated that she feels like the grade is most indicative of whether a school has a significant achievement gap between high performing and low performing students. Elsie stated that her goal next year is for the school to achieve a B ranking next year, and that this is very achievable.

Item 5. Governance Committee Report

Mr. Lizama was unable to attend and present a verbal report.

Item 6. Finance Committee Report

Ken gave an overview of the Performance to Budget report provided in the board packet, and noted that the Finance Committee is still working to determine the best format for this report.

Contributions as listed in the report are lower than budgeted due to a delay in a grant from the Kaiser Foundation (this grant was received earlier in the week). The Hille Foundation grant will also likely be coming in later than planned. State sources are a little lower than YTD budget. Salaries are lower than budgeted.

Ken noted that we are close to tracking on budget, with a positive variance of approximately \$29,000. Ken gave an overview of the cash position schedule and noted that we have a number of outstanding invoices that we will be taking care of now that the payment from the Kaiser Foundation has been received.

Item 7. Academic Achievement Committee Report

Gus noted that student recruitment has begun, with the first event held at St. Thomas More. Gus reiterated the need for additional volunteers at recruitment events. The next recruitment event is November 13th, and is a canvassing event; volunteers will receive a training before going out and will be paired so that there is a Spanish speaking volunteer with each.

Elsie noted that a national publication will be attending the November 13th canvassing event to interview volunteers; they will visit the school on the 14th. BES recommended THA for this opportunity after being contacted and asked for a recommendation on a school that serves the Latino student population.

Moises and Kate provided an overview of the new dashboard, which shows data over time.

Lucia mentioned that she had forwarded the canvassing event details to OneGas to see if they have an interest in volunteering.

Item 8. Development Committee Report

Lucia noted that the committee is on hiatus until closer to the planning for Taste of THA kicks off. Lucia is working with the event planner to determine the budget needed for Taste and will send this information to Elsie, Ken, and Kian.

Lucia noted that Blue Cross Blue Shield is interested in providing a sponsorship for the Taste of THA, as well as sponsoring activities at the school that could allow them to interact with students and families.

Item 9. Tulsa Interlocal Cooperative



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Elsie noted that the Tulsa Charter Schools meet collectively each month as a group (generally prior to a monthly meeting with TPS). The Tulsa Interlocal Cooperative would essentially be a separate 501c3 that would be formed that would be able to do things like purchase buses and then operate a bus service independent of TPS (among other activities and services). The current version is written so that a Charter school can opt out of any of the services. Potential services: accounting, food services, buses, IT, etc.

Elsie noted that this is an initial draft of the proposed Co-Op. Elsie noted that this item will be an info item at the next board meeting and requested that the board members come with any questions they may have so that these questions could be passed along to the other Charters. Elsie noted that in order to establish the Co-Op, an employee would have to be hired; a membership fee from the charters would be used to cover this cost. Elsie noted that the Co-Op likely wouldn't be set up until FY 2019.

Elsie stated that she wasn't aware of other groups of charters in the U.S. that have formed a similar Co-Op. She did, however, note that there are instances where rural schools have done this.

Item 10. Approval of Participation in E-Rate Services with TPS

E-Rate is a federal program where schools can receive extra funding for using technology. Elsie noted that the main benefit of this program will be to TPS, in that they can see significant cost savings. Elsie noted that there is no liability or costs associated with us agreeing to participate in this, and there is no implication for our operations.

Motion by Lucia Oberle, 2nd by Moises Echeverria, to approve participation in E-Rate Services with TPS. All in favor. Motion passed.

Item 11. New Business

No new business.

Item 12. Adjourn

Motion by Mary Waters, 2nd by Palmer Johnson, to adjourn at 7:53. All in favor. Motion passed.



BOARD OF DIRECTORS MEETING MINUTES

Tuesday, December 6, 2016

Tulsa Honor Academy | 2525 S 101st East Avenue

MINUTES

Item 1. Welcome

The Board Chair called the meeting to order at 6:30 p.m.

Item 2. Roll Call

Ms. Arzu – Present
Ms. Charney – Absent
Mr. Echeverria – Absent
Ms. Hiriart – Absent
Mr. Johnson – Absent
Ms. Kamas – Present
Mr. Lizama – Absent
Ms. Oberle – Present
Mr. Sallee – Absent
Mr. Senger – Absent
Ms. Waters – Absent

Item 3. Approval of the Consent Agenda

Ms. Kamas noted that due to lack of quorum, not items could be voted upon until the January board meeting. All items were tabled until the January 3, 2017 meeting.

Item 4. Approval of the 2017 Board of Directors Meeting Schedule and Change of Meeting Time

Ms. Kamas stated that she would send a note to the board regarding the proposed change of time from 6:30 p.m. to 6:00 p.m. to verify the board's position on the change.

Item 5. Approval of the 2017-2018 School Year Calendar

Item was tabled.

Item 6. Tulsa Interlocal Cooperative

Discussion on the item was tabled.

Item 7. Head of School Report

Ms. Urueta noted that the students would take their interim assessments prior to the winter vacation and reminded the board members present of the annual holiday party for THA staff.



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Item 8. Governance Committee Report

No report.

Item 9. Finance Committee Report

No report.

Item 10. Academic Achievement Committee Report

No report.

Item 11. Development Committee Report

Ms. Oberle discussed current planning for Taste f THA, as well as other fundraising activities and sponsorship opportunities the Development Committee is pursuing. Ms. Urueta discussed that she is considering having a staff member dedicated to pursuing grant opportunities in the 17-18 school year.

Item 12. New Business

No new business.

Item 13. Adjourn

The meeting adjourned at 7:00 p.m.

TULSA HONOR ACADEMY

From PO: 1 to PO: 125

Encumbrance For Board Approval**GEN FUND-FOR OPERAT**

PO #	Vendor Name	General Description	Amount	Date
1	RAINBOW EXTERIORS	REPAIR AND PAINT WALLS	15,000.00	07/01/2016
2	ADPC	FINANCIAL ACCOUNTING SERVICES	5,280.00	07/01/2016
3	SCHOOL OUTFITTERS	SCHOOL FURNITURE-STUDENT DESKS, CHAIRS, AND OFFICE FURNITURE	32,000.00	07/01/2016
4	J.D.YOUNG	LEASING AND SUPPLIES FOR PRINTER/FAX MACHINE	28,000.00	07/01/2016
5	CHILD NUTRITION SERVICES	STUDENT MEALS	160,000.00	07/01/2016
6	****AMAZON	GENERAL SUPPLIES/BOOKS	11,000.00	07/01/2016
7	**AT&T	PHONE SERVICES FOR ADMINS	1,800.00	07/01/2016
8	TULSA PUBLIC SCHOOLS	FACILITIES/MAINT, AND TRANSPORTATION CONTRACT	150,000.00	07/01/2016
9	SUNDANCE OFFICE SUPPLY	GENERAL OFFICE SUPPLIES	8,000.00	07/01/2016
10	EAS CONSULTING, INC,	CONSULTING	18,000.00	07/01/2016
11	TOWNSEND MARKETING	SCHOOL UNIFORMS	40,000.00	07/01/2016
12	WIRED! TECHNOLOGY PARTNERS	TECHNOLOGY	23,000.00	07/01/2016
13	SANDERS BLEDSOE AND HEWETT	ACCOUNTANTS	1,800.00	07/01/2016
14	**USPS	STAMPS	700.00	07/01/2016
15	THERAPY WORKS	SPEECH THERAPY	1,800.00	07/01/2016
16	YORKTOWN EDUCATIONAL SERVICES	BEHAVIORAL TESTING	5,500.00	07/01/2016
17	PHILADELPHIA INSURANCE COMPANY	PROPERTY AND BELONGINGS INSURANCE	5,500.00	07/01/2016
18	PREMIER PAPER AND PACKAGING	COPY PAPER	1,038.00	07/01/2016
19	AMERICAN FUNDS	ADMINISTRATIVE FEES	800.00	07/01/2016
20	CARPENTER INS. AGY INC.	SURETY BONDS	825.00	07/01/2016
21	TEACH FOR AMERICA	TFA FEES	32,000.00	07/01/2016
22	BUILDING EXCELLENT SCHOOLS	FEES AND DUTIES	6,500.00	07/01/2016
23	PEARSON, INC	POWERSCHOOL ADMIN FEES	3,148.48	07/01/2016
24	NORTHWEST EVALUATION ASSOCIATION	STUDENT ASSESTMENTS	3,420.00	07/18/2016
25	J. D. YOUNG LEASING, LLC	PRINTERS AND FAX MACHINES	7,920.00	07/19/2016
26	MARY MURRAYS FLOWERS	SERGIOS PADDILLA FAMILY	105.90	07/19/2016
27	TECHNET	COMPUTER SERVICES	1,380.00	07/01/2016
28	THINK THROUGH LEARNING INC	LICENSE FOR MAQTH PROGAM	4,582.50	07/19/2016

TULSA HONOR ACADEMY**From PO: 1 to PO: 125****Encumbrance For Board Approval****GEN FUND-FOR OPERAT**

PO #	Vendor Name	General Description	Amount	Date
29	HOUGHTON MIFFLIN HARCOURT	SRI TESTING	1,687.50	08/01/2016
30	ALL IN LEARNING	TECHNOLOGY INSTRUCTIONAL MATERIAL	7,500.00	07/01/2016
31	PREMIER PAPER AND PACKAGING	COPY PAPER	8,304.00	10/01/2016
32	ABCO RENTS	CHAIR RENTALS	440.00	10/01/2016
33	J & T RUNNING ASSOCIATION	CROSS COUNTRY	300.00	10/01/2016
Current Encumbered			587,331.38	



TULSA HONOR ACADEMY

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2017 Board of Directors Meeting Schedule

Tulsa Honor Academy Board of Directors

Meetings held on the 1st Tuesday of each month at 6:00 p.m.

2525 South 101st East Avenue, Tulsa OK 74129 | Large Conference Room

January 3, 2017

February 7, 2017

March 7, 2017

April 4, 2017

May 2, 2017

June 3, 2017 - Annual Board Retreat¹

July – No Meeting

August 1, 2017

September 5, 2017

October 3, 2017

November 7, 2017

December 5, 2017

Governance Committee Meeting held the 2nd Wednesday of the month

Academic Achievement Committee Meeting held the 3rd Tuesday of the month

Development Committee Meeting held the 3rd Wednesday of the month

Finance Committee Meeting held the 3rd Thursday of the month

Executive Committee Meeting held the final Tuesday of the month

¹ The June Board Retreat will take the place of the regular meeting. The retreat location will be posted along with the agenda prior to the meeting. The retreat will be held from 9:00 a.m. to 2:00 p.m.



TULSA HONOR ACADEMY 2017-2018 Academic Calendar

JULY						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
18 PDD / 0 RCPU / 0 ID						

AUGUST						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
0 PDD / 0 RCPU / 23 ID						

SEPTEMBER						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
1 PDD / 0 RCPU / 19 ID						

OCTOBER						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
1 PDD / 1 RCPU / 18 ID						

NOVEMBER						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
1 PDD / 0 RCPU / 18 ID						

DECEMBER						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
0 PDD / 0 RCPU / 15 ID						

JANUARY						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
1 PDD / 1 RCPU / 15 ID						

FEBRUARY						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			
1 PDD / 0 RCPU / 18 ID						

MARCH						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1 PDD / 1 RCPU / 15 ID						

APRIL						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
1 PDD / 0 RCPU / 20 ID						

MAY						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
3 PDD / 1 RCPU / 18 ID						

JUNE						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
0 PDD / 0 RCPU / 0 ID						

First Day of Quarter
 Last Day of Quarter

No School for Students and Teachers/Holidays
 Professional Development/No School for Students

Report Card Pick Up/ No School for Students
 New Student Orientation

IMPORTANT DAYS	
July 2016 - August 2016	
July 6-July 31: Summer PD	
August 1-4: New Student Orientation & Early Dismissal	
August 1: First Day of School and Day 1 of Quarter 1	
September 2016 - October 2016	
September 4: NO SCHOOL - Labor Day	
September 5: Last Day of Quarter 1	
October 2: NO SCHOOL for Scholars - Staff PD	
October 6: Last Day of Quarter 1	
October 9: First Day of Quarter 2	
October 18: NO SCHOOL for Scholars - RPCU	
October 20-21: NO SCHOOL - Fall Break	
November 2016 - December 2016	
November 22-24: NO SCHOOL - Thanksgiving Break	
November 27: NO SCHOOL for Scholars - Staff PD	
December 22: Last Day of Quarter 2	
December 25-January 5: NO SCHOOL - Winter Break	
January 2017 - February 2017	
January 8: NO SCHOOL for Scholars - Staff PD	
January 9: First Day of Quarter 3	
January 15: NO SCHOOL - MLK Day	
January 19: NO SCHOOL for Scholars - RCPU	
February 2: NO SCHOOL for Scholars - Staff PD	
February 19: NO SCHOOL - Presidents Day	
March 2017 - April 2017	
March 9: Last Day of Quarter 3	
March 12-16: NO SCHOOL - Spring Break	
March 19: NO SCHOOL for Students - Staff PD	
March 20: First Day of Quarter 4	
March 23: NO SCHOOL for Scholars - RCPU	
April 23: NO SCHOOL for Scholars - Staff PD	
May 2017 - June 2017	
May 24: Last Day of Quarter 4	
May 25: RCPU	
May 25-26: NO SCHOOL for Students - Staff PD	
June 26-30: Uniform Pick Up for 2017-2018 School Year	

Total Instructional Days (ID):	180
Total Professional Development Days (PDD):	28
Total Report Card Pick Up (RCPU):	4
Total Calendar Days:	212

FORMATION AGREEMENT
TULSA INTERLOCAL COOPERATIVE

Pursuant to the terms and conditions set forth in 70 O.S. §5-117b, the boards of education of certain school districts in northeastern Oklahoma hereby form and enter into an interlocal cooperative agreement for the purpose of jointly and comparatively performing any of the services, duties, functions, activities, obligations or responsibilities which are authorized or required by law to be performed by school districts of this state and/or for the purpose of forming buying pools and purchasing cooperatives.

Upon approval by the State Board of Education, the Tulsa Interlocal Cooperative shall be formed and shall be governed as set forth below:

Article I – Name and Location

The interlocal cooperative shall be called the “Tulsa Interlocal Cooperative (TIC)” with its principal office in Tulsa, Oklahoma.

Article II – Board of Directors and Officers

A board of directors shall be responsible for administering the joint or cooperative undertaking of the participating member school districts of the TIC. The board of directors shall be established with powers and duties set forth as follows:

1. Each member school district shall have a seat on the TIC board. The board shall be made up of a maximum of twenty members.
2. The board of education of each member school district shall select its TIC board member, which may include but not be limited to a board member, administrator or teacher from each contracting school district.
3. Vacancies in the membership of the TIC board of directors shall be filled within thirty days from the date TIC receives written notification of the vacancy, as follows:
 - a. Upon receipt of notification of the vacancy, the TIC board of directors shall notify the board of education of the contracting school district from which the vacancy occurred.
 - b. The board of education of the contracting school district from which the vacancy occurred shall appoint a replacement board member within thirty days of the date TIC received notification of the vacancy.
4. In the event that a vacancy is caused by a contracting school district's cancellation of its membership in the TIC, such vacancy will not be filled until the slot is occupied by a new member school district.
5. The officers of the TIC board shall be a President, Vice-President and Clerk. Officers shall be appointed by a vote of the TIC board.
 - a. The President shall preside at all regular meetings of the TIC board and can also call special meetings of the board.

- b. The Vice-President shall aid and assist the President and perform all the duties of the President in the President's absence.
 - c. The Clerk shall be responsible for the minutes of all meetings of the TIC board and shall perform other such duties as may be delegated by the President. The Clerk shall be available to record, prepare and make available minutes of each meeting. The Clerk shall be responsible for the finances of the TIC board and shall present statement of accounts at all meetings of the TIC board and at such times as the President may request.
- 6. The term of membership for TIC board officers shall be two years, beginning with the date of the TIC board's first meeting. The Vice-President shall assume the office of President upon completion of the previous President's term. Officer nominations from the other board members shall be made at that time.
 - 7. In the event a vacancy occurs in the office of President, Vice-President or Clerk during the term of office, such vacancy may be filled at any meeting of the TIC board by majority vote of the board members, so long as such vacancies are filled within thirty days of formal notification of the vacancy. Any such vacancy filled shall be for the remainder of the regular term of office. Upon expiration of the regular term, officer reorganization shall proceed as usual.
 - 8. A majority of the TIC board members of record shall constitute a quorum. A quorum shall be present in order for business to be legally transacted at any TIC board meeting.
 - 9. Regular TIC board meetings shall be held quarterly. The date for each subsequent meeting will be determined by the TIC board at the current meeting. All meetings shall be open to the general public pursuant to the Oklahoma Open Meetings Act.
 - 10. Special TIC board meetings may be called by the President or by written request of one-half or more of the TIC board members.
 - 11. The TIC board shall be responsible for conducting the business of the TIC in such a manner that the purposes and needs of the TIC are met in the most efficient, effective and economical means possible. The TIC board shall make application for, receive and expend the appropriate federal or state funds for the accomplishment of the purposes of the TIC and shall assist and cooperate with other agencies having purposes related to the work of the TIC board.

Article III – Membership

- 1. Membership in the TIC shall be limited to the greater Tulsa area, specified as the following counties: Tulsa County, Rogers County, Wagoner County, Creek County, Osage County, Okmulgee County, Pawnee County.
- 2. Any school district within the geographic boundaries set forth above may apply for membership to the TIC. Membership slots shall be filled on a first-come, first-served basis. In the event a member school cancels its

membership in the TIC, the membership slot made available will also be filled on a first-come, first-served basis.

3. Membership in the TIC shall be for a term of not less than one year, with the membership year commencing on July 1 and ending on June 30 annually. If a member school district elects to withdraw from the TIC, it shall notify the TIC board of such intent not later than March 15 for the ensuing school year.

Article IV – Finances

1. The financial year of the TIC shall be from July 1 through June 30, or as required by the grant or funding source.
2. A bonded treasurer/notary public, trained in the use of the OCAS accounting system, will be provided for the TIC. A local banking institution has been identified for the TIC. Operating under OCAS, the outside auditor for the TIC is State Board approved for working with school finance programs.
3. All funds received by the TIC shall be placed in checking or savings accounts or in certificates of deposit approved by the TIC board. Checks will be signed by the President, Clerk and appointed treasurer.
4. Payments from the general fund of each member school district for the purposes of financing the joint or cooperative undertaking provided for by this Agreement shall be operating expenses.
5. The TIC will comply with pertinent state and federal application, reporting and auditing procedures.
6. The TIC board will comply with state and federal law and the regulations of the State Board of Education.
7. The TIC will abide by the statutory specifications regarding the “powers, privileges or authority exercised or capable of being exercised by any school district of this state, or by any board of education thereof...” including those which prohibit the levy and collection of taxes, the application/receipt of State Aid formula money or the issuance of bonds for an interlocal cooperative agreement.
8. Upon dissolution of the TIC, assets of the TIC will be distributed to the federal and/or state government according to law, to be used for a public purpose.

Article V – Changes to TIC Agreement

1. This Agreement may be changed or modified by majority consent of the TIC board.
2. Proposed changes or modifications to this Agreement will be submitted in writing to each TIC board member at least ten days prior to the meeting where such changes or modifications are to be considered.
3. The TIC board may make such rules and regulations regarding affairs and business of the board as it may deem necessary. However, such rules and

regulations will in no way be in contravention of the purposes of the TIC set forth in this Agreement.

4. This Agreement shall be subject to change or termination by a recommendation of the State Board of Education.

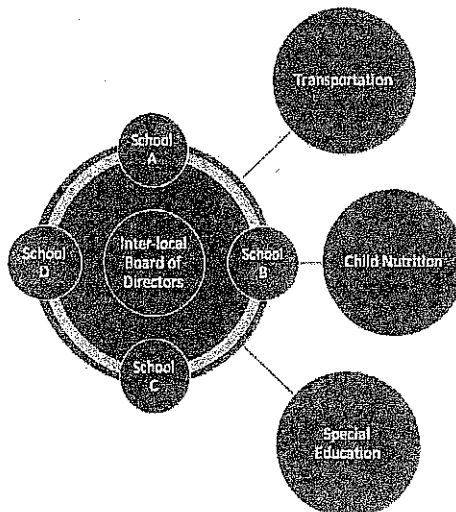
Tulsa Charter Cooperative Interlocal Agreement

Agenda

1. Overview of a Cooperative Interlocal Agreement
2. Potential cooperative services
3. Next steps

Overview of a Cooperative Interlocal Agreement

Interlocal Cooperative Agreement



Purpose

- The boards of two more school districts may enter into an "interlocal cooperative agreement" for the purpose of jointly and comparatively performing any of the services, duties, functions activities, obligations or responsibilities which are authorized or required by law to be performed by school districts of this state. (see 70 O.S. § 5-117)

Board of Directors

- The BOD will administer cooperative work.
- This body will be selected by the board of education for each participating charter.
- It may include (but not be limited to) a board member, administrator or teacher from each participating school district.

Potential Cooperative Services

Phase I Services

1. Financial
2. Federal management
3. Special Education/psychometry

Phase II Services

1. Transportation
2. Facilities
3. Lunch/Child Nutrition
4. Payroll



Next Steps

Steps to Creating a Cooperative

1. Review drafted interlocal agreement.
2. Each participating school board must approve of the agreement.
3. Form a board of directors.
4. Submit an application for approval by the State Board of Education.
5. Once approved, proceed with cooperative work.

**Tulsa Honor Academy
Finance Committee Report
January 3, 2017**

Income Performance to Budget

- Actual Net Revenues were \$22,289 lower than budget. Revenue contributions were lower due to state revenues of \$30,599 and the deferral of Hille contributions of \$30,000 from October to January. These negative items were positively offset by unbudgeted uniform and miscellaneous revenues of \$26,858 and \$5,364 in federal receipts.
- Salaries and Benefits are below budget due to lower than expected costs.
- Material and supplies were lower primarily due to timing issues of book expenses. We have moved these cost out into later months.
- IT costs are lower due to timing issues. We have moved these cost out into later months.
- Actual meals and transportation expense is positive because the budget captured these expense monthly when they are actually paid after each semester.
- SG&A cost are lower due to cost containment efforts and the deferral of some expenses into January.

Budget (Oct) Compared to Revised with Actls Budget (Oct)										
			YTD			Forecast			Total	
			July-November 2016			FC Dec-June17			Total	
\$			Budget	Actl	Delta	Budget	Forecast	Delta	Budget	4+8FC
Revenues										
Contributions			301,912	272,000	(29,912)	40,000	70,000	30,000	341,912	342,000
State Sources			196,388	165,789	(30,599)	862,340	862,340	-	1,058,728	1,028,129
Federal Sources			49,742	55,105	5,364	151,726	151,726	-	201,468	206,831
Other			-	26,858	26,858	-	-	-	-	26,858
Revenues			548,041	519,752	(28,289)	1,054,066	1,084,066	30,000	1,602,107	1,603,818
Expenses										
Salaries and Benefits			(434,313)	(410,092)	24,221	(608,038)	(608,038)	-	(1,042,351)	(1,018,130)
Materials and Supplies			(33,025)	(20,398)	12,627	(81,800)	(92,915)	(11,115)	(114,825)	(113,313)
IT			(34,073)	(19,887)	14,186	(2,120)	(18,914)	(16,794)	(36,193)	(38,801)
Transportation & Meals			(50,676)	(582)	50,094	(170,244)	(220,920)	(50,676)	(220,920)	(221,502)
SG&A			(93,817)	(47,837)	45,980	(135,618)	(154,791)	(19,173)	(229,435)	(202,628)
Other			-	(2,072)	(2,072)	-	-	-	-	(2,072)
Expenses			(645,904)	(500,868)	145,036	(997,820)	(1,095,578)	(97,758)	(1,643,724)	(1,596,446)
Net Income			(97,863)	18,884	116,747	56,246	(11,512)	(67,758)	(41,617)	7,372
Cash 10/27/16			113,547	175,941	62,394	108,027	162,829	54,802	108,027	162,829
Outstanding Checks			-	(104,977)	(104,977)	-	(104,977)	(104,977)	-	(104,977)
Available Cash			113,547	70,965	(42,582)	108,027	57,853	(50,174)	108,027	57,853

**Tulsa Honor Academy
Finance Committee Report
January 3, 2017**

Cash Position

	THA Cash Activity (\$)					
	Jul	Aug	Sept	Oct.	Nov.	Dec.*
Deposits						
Contributions	-	172,000	-	100,000	-	-
TPS	-	36,300	44,166	47,133	40,233	66,094
Federal	-	-	6,476	31,463	17,166	16,925
Other	13,598	5,879	1,992	2,573	773	581
Deposits	13,598	214,179	52,634	181,169	58,172	83,599
Withdrawals						
Salaries, Benefits and Taxes	(39,609)	(75,853)	(49,353)	(68,683)	(75,288)	(113,972)
TPS	(38,333)	-	-	-	-	-
Technology	(21,422)	-	(5,545)	(1,220)	(1,220)	-
Office/School Supplies	(6,068)	(6,690)	(816)	(8,937)	(7,463)	(2,182)
School Prep	(52,883)	(10,938)	(6,162)	-	-	-
Administration	-	-	-	-	-	(5,621)
Other	(12,949)	(8,071)	(10,128)	(3,107)	(4,848)	(1,596)
Withdrawals	(171,265)	(101,551)	(72,004)	(81,947)	(88,820)	(123,372)
Change in Cash	(157,667)	112,628	(19,370)	99,222	(30,647)	(39,772)
Beginning Cash	191,839	34,172	146,800	127,430	226,651	196,004
Ending Cash	34,172	146,800	127,430	226,651	196,004	156,232

**Ending cash balance as of 12/27/16*

Goals

- The Finance Committee has identified three processes to review and develop policies and procedures. The three processes include payments, bank reconciliations and receipts.
- THA has documented internal procedures. The Finance Committee is reviewing THA procedures and reading through KIPP and BES policies and procedures.
- A first pass of proposed payments, bank reconciliations and receipts policies will be shared with the Board in February. Final approval will be requested at the March Board meeting.