

**Minutes of the Regular Meeting of the  
STATEWIDE VIRTUAL CHARTER SCHOOL BOARD  
OLIVER HODGE EDUCATION BUILDING  
2500 NORTH LINCOLN BOULEVARD, ROOM 1-20  
OKLAHOMA CITY, OKLAHOMA**

**August 13, 2013**

The Statewide Virtual Charter School Board met in regular session at 1:05 p.m. on Tuesday, August 13, 2013, in the Board Room of the Oliver Hodge Education Building at 2500 North Lincoln Boulevard, Oklahoma City, Oklahoma. The final agenda was posted at 11:30 a.m. on Monday, August 12, 2013.

The following were present:

Ms. Terrie Cheadle, State Board of Education

Members of the Statewide Virtual Charter School Board present:

Mr. John Harrington, Edmond  
Ms. Debbie Long, Claremore  
Mr. Jaared Scott, Stillwater  
Ms. Pamela Vreeland, Jenks

Members of the Statewide Virtual Charter School Board not present:

Dr. Janet Barresi, State Superintendent of Public Instruction, ex-officio nonvoting member

Dr. Robert Sommers, Secretary of Education, ex-officio nonvoting member

Others in attendance are shown as an attachment.

**CALL TO ORDER  
AND  
ROLL CALL**

John Harrington called the Statewide Virtual Charter School Board regular meeting to order at 1:05 p.m. and welcomed everyone to the meeting. Ms. Cheadle called the roll and ascertained there was a quorum.

**PLEDGE OF ALLEGIANCE, OKLAHOMA  
FLAG SALUTE, AND MOMENT OF SILENCE**

John Harrington led Board Members and all present in the Pledge of Allegiance to the American Flag, a salute to the Oklahoma Flag, and a moment of silence.

**June 11, 2013 Statewide Virtual Charter School  
Board Regular Meeting Minutes Approved**

Jaared Scott made a motion to approve the minutes of the June 11, 2013, regular Statewide Virtual Charter School Board meeting. Debbie Long seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, yes; Mr. Scott, yes; and Ms. Vreeland, yes.

**PUBLIC COMMENT**

Individuals signed up to address/discuss the Virtual Charter School applications, procedures, and timelines included Ms. Tammy Shepherd, Principal, Oklahoma Connections Academy (OKCS), Bartlesville, Oklahoma.

**ADMINISTRATION**

**Virtual Charter application procedures  
and processing timelines Approved**

Sam Duell, Executive Director of School Choice, presented information regarding national charter school research, authorizers, growth, and guidance. He reviewed objectives, context, application processes, and timelines.

Board members discussed effective application processes, State Department of Education (SDE) requirements, Senate Bill 267 appeals and timelines, three application processes/components, required charter school training, process initiation and dates.

Debbie Long made a motion to adopt Process #3, timeline A directing the SDE to flesh out exact dates to use as a basis. Jaared Scott seconded the motion.

Debbie Long and Jaared Scott withdrew their motions.

Debbie Long made a motion to adopt Process #3, a Letter of Intent due by October 1, full application due by November 1; and instructed and authorized the SDE to present the remainder of the timelines with dates at the September 10, 2013 meeting. Pamela Vreeland seconded the motion. The motion carried with the following votes: Ms. Vreeland, yes; Mr. Scott, yes; Ms. Long, yes; and Mr. Harrington, yes.

**Presentation on Rulemaking process and procedures**

Stephanie Moser Goins, Assistant General Counsel reviewed changes to the *Administrative Procedures Act* (APA); 2014 emergency and permanent rule making planning, process, procedure and deadlines; Notice of Rulemaking Intent (NRI) and Oklahoma Register publications; public hearings and public comment; agency rule report, State Board of Education (SBE) rule adoption; Legislative/Gubernatorial reviews/approvals/Omnibus Joint Resolution and final adoption; OAC title request; liaison and attestation officer appointments/duties.

Stephanie Moser Goins advised she serves as the SDE primary APA liaison, Kim Richey as the backup/alternate, and Superintendent Barresi as the attestation officer.

**Authorization of Request to the Secretary  
of State Office of Administrative Rules (OAR)  
for assignment of a separate title in the  
Oklahoma Administrative Code to the Statewide  
Virtual Charter School Board Approved**

Stephanie Moser Goins presented a request for the Secretary of State Office of Administrative Rules to authorize assignment of a separate title in the Oklahoma Administrative Code for the Statewide Virtual Charter School Board.

Jaared Scott made a motion to authorize the request and Pamela Vreeland seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, yes; Mr. Scott, yes; and Ms. Vreeland, yes.

**Designation and Appointment of an Attestation Officer  
for completing and assigning Attestations required  
by OAC 655:10-17-16, OAC: 655-10-1-6 Approved**

Stephanie Moser Goins presented a request to designate and appoint an Attestation Officer.

Jaared Scott made a motion to approve the appointment of Stephanie Moser as Attestation Officer and Kim Richey as alternate Attestation Officer. Debbie Long seconded the motion. The motion carried with the following vote: Mr. Harrington, yes; Ms. Long, yes; Mr. Scott, yes; and Ms. Vreeland, yes.

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**Designation and Appointment of a Liaison Officer for  
submission of documents from the Statewide Virtual  
Charter School Board to the Oklahoma Secretary of State  
Office of Administrative Rules – OAC: 655:10-1-6 Approved**

Stephanie Moser Goins presented a request to designate and appoint a Liaison Officer for the Statewide Virtual Charter School Board.

Debbie Long made a motion to accept Stephanie Moser as Liaison Officer and Kim Richey as alternate Liaison Officer. Pamela Vreeland seconded the motion. The motion carried with the following votes: Ms. Vreeland, yes; Mr. Scott, yes; Ms. Long, yes; and Mr. Harrington, yes.

**ADJOURNMENT**

There being no further business Debbie Long made a motion to adjourn the meeting at 2:30 p.m. Jaared Scott seconded the motion. The motion carried with the following votes: Ms. Vreeland, yes; Mr. Scott, yes; Ms. Long, yes; and Mr. Harrington, yes.

The next meeting of the Statewide Virtual Charter School Board will be held on Tuesday, September 10, 2013 at 1:00 p.m. The meeting will convene at the State Department of Education, 2500 North Lincoln Blvd., Oklahoma City, Oklahoma.

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John Harrington, Chairperson of the Board

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Terrie Cheadle, State Board of Education