



Sovereign Community School  
12600 N. Kelley Ave.  
Oklahoma City, Ok 73131

Good morning Brad,

I hope this update finds you well. As you know, our previous Head of School is no longer with Sovereign. During this transition, I have stepped into the Interim Head of School role. In this role, it is my responsibility to be a signature authority for Sovereign and move forward with Probation responsibilities and continually work towards the 2021-2022 school year. I am also blessed to have a partner in Mary Peacock, as an Interim Lead Teacher to oversee the day to day communications between staff and myself. Not only is she carrying the education and curriculum piece, she has led the last 2 Professional Developments while continuing to her responsibilities as the Special Education Coordinator and Exceptional Learners Coordinator. Lastly, our Interim Board President, Kyla Molina, as well as the board, are coming together as a whole to put students first and keep Sovereign open for 2021-2022. Upon accepting the role as an Interim Head of School and being new to this position, my hard work and dedication to see Sovereign succeed is at the forefront. I look forward to making more connections with the State and also continually reach out for assistance. Thank you for your time in reading our update.

### **Introduction**

- This update has included the probation terms set by the State Board of Education. Upon knowing that some if not all of the items did not meet the December 4 and December 10 deadlines, I have made it my goal in this update to address as many as possible.

### **Financial Plan**

- Mid Year Adjustment was: \$464,086.10
  - With this adjustment, we were able to secure enough in our General Fund to pay back the past outstanding obligation of the TRS debt. Once this was deposited into the account, I reached out to David Tinker to begin the process of entering data. Once the data is entered and submitted, the TRS will be an automatic debit and be paid. The goal is to be submitted by Friday, January 29, 2021.
  - With the new budget and solely relying on the State Aid adjustment, our gear has turned to funding for next year, with a 2 focused approach: PPP and SFS Development Corp payback and a strong financial foundation to start the year.

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- PPP Loan forgiveness application is in the process of being completed. With change of Administration and not having appropriate access, this application will be completed by Friday, January 29, 2021.
  - Formation of Subcommittees
    - Establishing Subcommittees not only increases accountability for the Board's responsibilities, it has also encouraged more open dialog and frequent communication.
    - In the original application and Board Bylaws was a section for the creations of Subcommittees. These subcommittees have me and the Sustainability Committee is tasked with financial sustainability-not for the now- to be proactive and know what we need to move forward.
    - Sustainability Committee works with the Director of Operations on the fundraising and planning aspects of the school and developing potential funders; works with the Principal to author and submit grants, developing a sustainable long-term facilities plan; and assists the school's staff and students with the planning and execution of fundraising activities. It is chaired by the Board President
      - We have met on the following dates: 12/21/2020, 12/28/2020, 12/31/2020, 1/7/2021, and 1/16/2021.
      - We have set up a Virtual Partnership Night for the evening of January 21, 2021. It is a presentation of where we are financially And that support we need to sustain us through next year's mid year adjustment. This event is to promote the specific need of Indigenous Curriculum, as well as how we impact the entire student: Mind, Health, Wellness, Curriculum
      - We have also set up a monthly vendor market that is drive-thru to stay in compliance with CDC regulations. We will be pre-enrolling students, receiving donations and continue to make better community connections and relationships.
      - The following Grants are being pursued as well:
        - InAsMuch Foundation (submitted)
        - Heart of OKC
        - STEM/STEAM Opportunities
        - Oklahoma Arts Council
        - AT&T Hotspot Grants (submitted)
        - San Manuel Tribe Grant
        - Shakopee Tribe Grant
    - Allocations Increased
      - Sovereign has requested to increase our Appropriations. This was foresaw back in the summer when our Estimate of Needs was created. Due to the increase in our Mid Year Adjustment, the proper paperwork has been filed with the Oklahoma County Excise Board. The paperwork and filing is attached. The completed part was turned in by Kyla Molina.
  - **Federal and State Reporting**
    - Beginning January 6, 2021 and of January 19, 2021- the following has been completed:

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- Grants Management System
      - Assurances
      - Hot Spot Competitive Grant
      - Spec Ed Professional Dev OSDE Sponsor - Proj 613
      - Consolidated Application I-IVA, V-B, CAC
      - FY20 CARES- Coronavirus Aid Relief Econ Act
    - Low Income Student Count
    - Accreditation Items needed:
      - Attendance
      - Calendars
      - October 1 Reporting
    - OMES-EGIS benefits corrections
    - The Personnel Reporting is now open and I will complete ASAP
  - **Audit**
    - Audit was completed and will be reviewed with a representative from Bledsoe, Hewitt, and Gullekson.
    - The Audit will be presented at the February 11, 2021 Regular Board Meeting. Overall, the audit showed deficiencies where we thought and have already remedied or in the process of putting in place tighter controls. The action plan is being made currently.
  - **School Board**
    - As requested by the State, our board has been meeting with subcommittees to be in compliance with the bi-weekly communication. This has proven to be a valuable request and has fostered better communication between staff and Board.
    - The current board is made of the following:
      - Interim Board President Kyla Molina
      - Vice President Jaimie Gua
      - Treasurer James McSpadden
      - Board Clerk- VACANT
      - Board Member: Sarah Adams-Cornell
      - Board Member: Joseph Blanchard
      - Board Member: Dianne Schaff
      - Board Member: Kendra Wilson-Clements
    - The Board is actively looking for a Board Clerk and Minutes Clerk.
    - The independent review and assessment of capacity and expertise of the governing board was partially audited in accordance with our audit with Bledsoe, Hewitt, and Gullekson. I have reached out to the OPSRC for a partnership and guidance for this review.
  - **Conclusion**
    - The Staffing Committee chairs and members have completed a Head of School job description and once the final edits have been made, it will be posted.
    - The current Bank Account Balances are:
      - General Fund: \$205,218.95
      - Activity Fund: \$2,505.00

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Please let me know if you have any questions. I will be sending over more information and updates as I receive them.

In much appreciation,

Stacie Thrasher