

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

**September 17, 2014**

The Statewide Virtual Charter School Board met in special session at 1:00 p.m. on Wednesday, September 17, 2014, in the Board Room of the Oliver Hodge Education Building at 2500 North Lincoln Boulevard, Oklahoma City, Oklahoma. The final agenda was posted at 12:45 p.m. on Tuesday, September 16, 2014.

The following were present:

Ms. Terrie Cheadle, Secretary to the Board

Members of the Statewide Virtual Charter School Board present:

Mr. John Harrington, Edmond  
Ms. Denise Floyd, Lawton  
Ms. Pamela Vreeland, Tulsa  
Ms. Debbie Long, Claremore

Member of the Statewide Virtual Charter School Board not present:

Mr. Jaared Scott, Stillwater

Others in attendance are shown as an attachment.

**CALL TO ORDER  
AND  
ROLL CALL**

John Harrington called the Statewide Virtual Charter School Board special meeting to order at 1:00 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.

**OPENING COMMENTS**

John Harrington thanked Board Members for attending the special meeting.

**ADMINISTRATION**

**Interim Budget Authorization Approved**

John Harrington presented an interim budget authorization request for the Statewide Virtual Charter School Board (SVCSB). Currently the SVCSB does not have staff to administer the funding at this time therefore; the State Department of Education will assist through December 31, 2014. Mr. Harrington said he and Joel Robison, Chief of Staff to Superintendent Barresi, have discussed accountability concerns and recommended Mr. Robison as the “designee” authorized to oversee SVCSB expenditures until the Executive Director is hired.

Board Members reviewed the \$1.1 million budget for 2015-2016, office space provision, and budget flexibility.

Debbie Long made a motion to adopt the budget authorization request as presented and designate Joel Robison as the oversight authorizer. Denise Floyd seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, yes; Ms. Vreeland, yes and Ms. Floyd, yes.

**Job Descriptions for the Positions of Executive Director  
and Administrative Assistant for the Statewide Virtual  
Charter School Board (SVCSB) Approved**

Debbie Long presented a revised draft description of the Executive Director and Administrative Assistant positions for the SVCSB. John Harrington said there was a minor edit to change the Administrative Assistant description to an Executive Assistant.

Pamela Vreeland made a motion to approve the job descriptions for an Executive Director and Executive Assistant as changed. Denise Floyd seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, yes; Ms. Vreeland, yes; and Ms. Floyd, yes.

**Establish SVCSB Staff and Job Search Strategy Approved**

Debbie Long presented a proposed timeline of the hiring process for the Executive Director that included SDE-Human Resources (HR) time and contributions; job announcement posted on SDE and State of Oklahoma websites; online application and uploads; HR applicant prescreening, applicant selections to Board members prior to October 10, 2014; Executive Session for applicant review/discuss at October 14, 2014 regular meeting; one day interviews and candidate(s) determinations at November meeting.

Denise Floyd made a motion to approve the timeline to hire SVCSB staff and job search strategy. Debbie Long seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, yes; Ms. Vreeland, yes; and Ms. Floyd, yes.

**SVCSB Membership to the Oklahoma National Association  
of Charter School Authorizers (NACSA) Approved**

Debbie Long presented a request to apply for membership to the Oklahoma National Association of Charter School Authorizers (NACSA) and membership fee of \$500. Membership includes access for all board members and staff.

Pamela Vreeland made a motion to approve the NACSA membership request. Debbie Long seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, yes; Ms. Vreeland, yes; and Ms. Floyd, yes.

**SVCSB Membership to the Oklahoma Public  
School Resource Center (OPSRC) Approved**

Debbie Long presented a request to apply for membership to the Oklahoma Public School Resource Center (OPSRC) and membership cost not to exceed \$1000.

Debbie Long made a motion to approve the OPSRC membership and fee up to \$1000 request. Pamela Vreeland seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, yes; Ms. Vreeland, yes; and Ms. Floyd, yes.

**SVCSB Membership to the International Association  
for K-12 Online Learning (iNACOL) Approved**

Debbie Long presented a request to apply for membership to the International Association for K-12 Online Learning (iNACOL) and membership fee of \$500.

Denise Floyd made a motion to approve the iNACOL membership and fee request. Debbie Long seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, yes; Ms. Vreeland, yes; and Ms. Floyd, yes.

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**Process for Drafting Statewide Virtual  
Charter School Board Procedures Tabled**

Debbie Long will present a draft of proposed SVCSB procedures at the October 14, SVCSB regular meeting. Recommendations by Kimberly Richey, General Counsel regarding Robert's Rules of Orders and parliamentary procedures by Rosalie Griffith will be incorporated.

**ADJOURNMENT**

There being no further business Debbie Long made a motion to adjourn the meeting at 1:55 p.m. Pamela Vreeland seconded the motion. The motion carried with the following votes: Mr. Harrington, yes; Ms. Long, yes; Ms. Vreeland, yes; and Ms. Floyd, yes.

The next meeting of the Statewide Virtual Charter School Board will be held on Tuesday, October 14, 2014, 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, Secretary to the Board