



COLLEGIATE HALL CHARTER SCHOOL

BOARD MEETING | MARSHALL ELEMENTARY 1142 EAST 56TH STREET, TULSA, OK 74105

FEBRUARY 12, 2018 | 4:30 PM – 6:00 PM

AGENDA

Action	Item	Lead	Materials
I	Welcome	Board Chair	
II	VOTE Approval of Agenda	Chair	Agenda
III	VOTE Approval of Previous Meeting's Minutes	Chair	Minutes
IV	Public Comments 1. Comments on Items on the agenda 2. Comments on items not on the agenda	Board Chair	
V	Finance Committee Report	Finance Committee Chair	Finance Committee Report
	VOTE Encumbrance Register Approval	Finance Committee Chair	Encumbrance Register
	VOTE Insured Cash Sweep	Finance Committee Chair	
VI	Governance Committee Report	Governance Committee Chair	Governance Committee Report
VII	Head of School Report	Nikhil Kawlra	
	VOTE Data Sharing with IMPACT Tulsa	Nikhil Kawlra	Impact Tulsa MOU
	VOTE Teach For America Contract	Nikhil Kawlra	Teach For America PSA
	VOTE Teacher Training Initiative	Nikhil Kawlra	3-5 Year Plan
	VOTE Charter Expansion to K-3	Nikhil Kawlra	3-5 Year Plan
VIII	Adjournment	Board Chair	Adjournment


NOTES



COLLEGIATE HALL CHARTER SCHOOL

JANUARY 2018 MEETING MINUTES

ATTENDEES: Rick Huck, David Poarch, Carlo Agapito, Lyn Entzeroth, and CB Rowan

Action	Item	Notes	Voting Record
I	Welcome		
II	VOTE Approval of Agenda		First: DP Second: RH Aye: CA, LE, CB Nay: None
III	VOTE Approval of Previous Meeting's Minutes		
IV	Public Comments 3. Comments on Items on the agenda 4. Comments on items not on the agenda		
V	Finance Committee Report		
	VOTE Review of Audit Findings	Chris Gullekson presented results; Audit recommends discretionary activity account	First: Finance Second: CA Aye: DP, RH, LE, CB Nay: None
	VOTE Encumbrance Register Approval		First: Finance Second: CA Aye: : DP, RH, LE, CB Nay: None
VI	Head of School Report	 EXTERNAL RE Follow Up & Reque:	
VII	Adjournment		First: CA Second: LE Aye: : DP, RH, CB Nay: None



February 2018 Finance Committee Report

Minutes:

1. Review Financials – committee reviewed the January financial statements. We have an adequate cash cushion. Salaries increased for the month from an average of 69 thousand to 79 thousand. Nikhil is going to ask the accountant about the difference. Looks like one expense item was reclassified from Principal Services to Training Services.
2. Encumbrances/Warrants – no large encumbrances that stood out. We reduced the encumbrance to Starworld theater by 2,092. We need to ask for outstanding warrants report.
3. Budget update –
 - a. Need to produce preliminary budget for 2018-2019 in March for Schusterman Foundation. Nikhil is starting on this.
 - b. Estimated shortfall versus original budget due to special needs revisions- Nikhil verified the calculations with Eric Doss of OPSRC. Fortunately we received higher donations this year. Net difference reduces our year end cash balance around 150,000 but we should still have the net balance required by TPS criteria.
4. Establish money market account with BOK – we should invest the short term cash balance in an interest bearing account to generate additional revenue. Nikhil will work with our BOK rep to set it up.



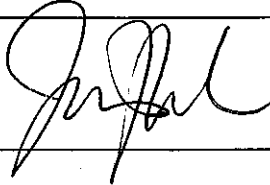

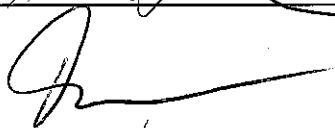
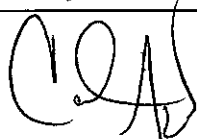
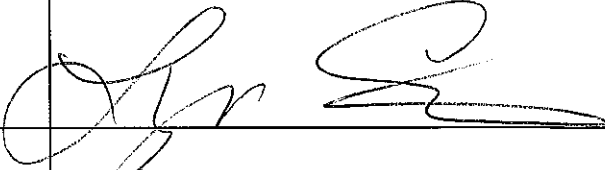
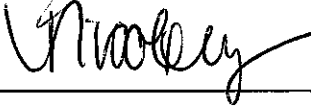
February 2018 Governance Committee Report

To: Collegiate Hall Board of Directors
From: Lyn Entzeroth, Chair, Governance Committee
Re: Governance Committee Report
Date: Feb. 7, 2018

The Governance Committee met and discussed possible new members of the Board. Specifically, the Committee discussed and will reach out to Amber Masters (Teach for America), Kevinn Mathews (WPX), and Xan Black (Stem Alliance and former Board member). The Committee is also looking at Quik Trip, ONEOK and One Gas for individuals to add to the Board. The Committee would very much like other recommendations from Board members. The Committee would like to spend the next 6-8 weeks vetting potential candidates and inviting them to visit the school. As appropriate, the Committee will then make recommendations to the Board for approval.



ATTENDEE SIGNATURES

<u>Name</u>	<u>Signature</u>
Justin Harlan	
Sarah Jane Gillett	Sarah Jane Gillett
Rick Huck	
David Poarch	
Carlo Agapito	
Lyn Entzeroth	
Nicole Morgan	
CB Rowan	