

James Smith  
2/10/22  
Chris Pitts  
2/10/22

**Insight School of Oklahoma Special Board Meeting  
December 8, 2021 5:30 pm  
Location: Oklahoma Public School Resource Center (OPSRC)  
309 NW 13th St., Ste. 103, Oklahoma City, OK 73103**

**Minutes**

- I. Roll Call – Meeting called to order 5:54pm.**  
**Board Members:** James Smith, President; Christy Prather-Skinner, Member; Cindy Friedemann, Clerk  
**Absent:**  
**Other:** Jennifer Wilkinson, ISOK Head of School; Chris Pitts, Operations Manager & Minutes Clerk; Skyler Lusnia, Statewide Virtual Charter School Board; Bill Hickman, Board Attorney
- II. Call to the public**  
None
- III. Consideration and possible approval of minutes from the November 11, 2021 Insight School of Oklahoma Board Meeting**  
**Action:** Cindy Friedemann made a motion to approve the minutes from the November 11, 2021 Insight School of Oklahoma Board Meeting. Christy Prather-Skinner seconded the motion. The motion passed unanimously.
- IV. Business**
  - a. Consideration and possible action regarding changes to ISOK Board Policy 3000: Application/Enrollment/Lottery**  
**Action:** Christy Prather-Skinner made a motion to approve the changes to ISOK Board Policy 3000: Application/Enrollment/Lottery. Cindy Friedemann seconded the motion. The motion passed unanimously.
  - b. Consideration and possible action regarding changes to ISOK Board Policy 3010: Attendance**  
**Action:** Christy Prather-Skinner made a motion to approve the changes to ISOK Board Policy 3010: Attendance. Cindy Friedemann seconded the motion. The motion passed unanimously.
  - c. Consideration and possible action regarding changes to ISOK Board Policy 3110: Admissions**  
**Discussion:** Amendment to replace references to Oklahoma Virtual Charter Academy (OVCA) with Insight School of Oklahoma (ISOK).  
**Action:** Cindy Friedemann made a motion to approve the changes to ISOK Board Policy 3110: Admissions with amendment to replace references to Oklahoma Virtual Charter Academy (OVCA) with Insight School of Oklahoma (ISOK). Christy Prather-Skinner seconded the motion. The motion passed unanimously.
  - d. Consideration and possible action regarding ISOK Board Policy 3300: Open Transfer**  
**Discussion:** Amendment to adjust the High School capacity to 1400. James Smith requested February, June, and September capacity reviews.  
**Action:** Cindy Friedemann made a motion to approve the ISOK Board Policy 3300: Open Transfer with amendment to adjust the High School capacity to 1400. Christy Prather-Skinner seconded the motion. The motion passed unanimously.
  - e. Consideration and possible action regarding ISOK Board Policy 3310: Electronic Signatures**

**Discussion:** Amendment to correct the policy number to 5100.

**Action:** Christy Prather-Skinner made a motion to approve the ISOK Board Policy 3310: Electronic Signatures with amendment to correct the policy number to 5100. Cindy Friedemann seconded the motion. The motion passed unanimously.

**f. Consideration and possible action regarding ISOK Board Policy 1060: Education Service Provider Evaluation**

**Discussion:** Amendment to add "The board may amend the board evaluation instrument as desired."

**Action:** Christy Prather-Skinner made a motion to approve the changes to ISOK Board Policy 1060: Education Service Provider Evaluation with amendment to add "The board may amend the board evaluation instrument as desired." Cindy Friedemann seconded the motion. The motion passed unanimously.

**g. Consideration and possible action regarding Board Member Application and Questionnaire**

**Action:** Christy Prather-Skinner made a motion to approve the Board Member Application and Questionnaire. Cindy Friedemann seconded the motion. The motion passed unanimously.

**h. Consideration and possible action regarding changes to the ISOK Bylaws**

**Discussion:** Amendment to replace references to Oklahoma Virtual Charter Academy (OVCA) with Insight School of Oklahoma (ISOK).

**Action:** Cindy Friedemann made a motion to approve the changes to ISOK Bylaws with amendment to replace references to Oklahoma Virtual Charter Academy (OVCA) with Insight School of Oklahoma (ISOK). Christy Prather-Skinner seconded the motion. The motion passed unanimously.

**i. Consideration and possible action regarding contract with Pitney-Bowes**

**Action:** Christy Prather-Skinner made a motion to approve the contract with Pitney-Bowes. Cindy Friedemann seconded the motion. The motion passed unanimously.

**V. Adjourn**

Christy Prather-Skinner made a motion to adjourn the meeting at 6:39pm. Cindy Friedemann seconded the motion. The motion passed unanimously.