

NOTICE OF MEETING
STANLEY HUPFELD ACADEMY at Western Village
1508 NW 106th Street OKC, OK 73114

REGULAR MEETING OF THE ADVISORY BOARD - M O N D A Y, November 4, 2024

3:45 P.M. – Schwartz Performing Arts/Community Center - SW Corner of Campus (Park in West Lot, Enter North Door)

A G E N D A

*Agenda items are subject to change up to 24 hours prior to meeting, excluding state holidays and weekends.
Meetings are open to the public. This agenda was posted at 12:45 p.m. on the 28th day of October, 2024 by Kara Babbit.*

1. Welcome and Introductions

Kylie Lyons, Chair

2. Consent Items for Approval

Kylie Lyons, Chair

- Board Meeting **Minutes** for October 7, 2024
- September 2024 **Financials**
 - 24-25 Encumbrances- 2, 54, 57, 68-69, 73, 79-81, 85, 88-89, 91, 94, 108-131 from the **General Fund** totaling \$6,569.33.
 - 24-25 Encumbrances- 2, 4, 5 from **Building Fund** totaling \$22,670.

3. Discussion and possible board action to approve the Voluntary Prayer Policy.

Kylie Lyons, Chair

**4. Open Meetings Act-Open Records Act
Board Member Training-OSSBA**

Julie Miller

5. Adjourn

**STANLEY HUPFELD ACADEMY (SHA) AT WESTERN VILLAGE
ADVISORY COUNCIL, MINUTES OF REGULAR MEETING
October 7, 2024**

ATTENDEES

Voting members in attendance: Parker Cassell, Mike Chavez, Shari Dixon, Bob Eichenberg, Rachel Ellis, Milisha Henderson @3:48 pm, David Jackson, Kylie Lyons, John Vera

Voting Members Absent: Eric Harmon, Suzan Whaley

Non-voting members absent: None

School Staff and Guests in Attendance: Kara Babbit (Superintendent), Ruthie Rayner (Principal), Christy Savage (Board Clerk), Becky Kime (Minutes Clerk), Heather Meldrum (Counselor), and Corey Alkire (Reading Specialist).

The meeting was called to order at 3:46 pm by Kylie Lyons, Chair.

Consent Agenda

On a motion by Milisha Henderson, 2nd by David Jackson, the following Consent Agenda items were unanimously approved as presented, a Vote was taken and the consent agenda was approved.

- **Minutes of the September 9, 2024, Advisory Board Meeting.**
- **Income Statements and Monthly Financial Report including Compilation Report; Statement of Assets, Liabilities, and Net Assets – Cash Basis; Statement of Revenue And Expenses – General Fund – Cash Basis; Detailed Revenue Summary – General Fund - Cash Basis; and Statement of Expenses Two Year Comparisons by Project, Object – General Fund – Cash Basis, for August 2024 financials.**
- **Encumbrance Register for August 1, 2024, to August 31, 2024, PO's 28, 68-107 totaling \$71,719.17**
- **Encumbrance Register for Building Fund for August 1, 2024 to August 31, 2024, POs 1-3 totaling \$28,886.04**
- **Signature page of 24-25 Estimate of Needs**

Motion to approve Board Member Resignation, Skip Leonard and elect/confirm Rachel Ellis to Board Seat by John Vera, 2nd Parkér Cassell. Motion carries.

Motion to approve the Communications Policy by Milisha Henderson, 2nd John Vera. Motion carries.

Principal's Report

- **Performance Indicator Report- up-to-date data.**

Motion to adjourn by Rachel Ellis, 2nd David Jacksn. Motion carries.

The meeting adjourned at 4:07 pm.

NEXT MEETING: Monday, November 4, 2024 3:45 pm.

Approved: _____ Becky Kime, Minutes Clerk

***Note: Attachment: Record of roll call votes**

Encumbrance Register

Options: Year: 2024-2025, Date Range: 9/1/2024 - 9/30/2024, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	2	07/03/2024	37	SECURITY BANK CARD	LONGHORN STEAK HOUSE - BACK TO SCHOOL STAFF DINNER	0.00
11	54	07/01/2024	37	SECURITY BANK CARD	PODS 3.4.24 TO COMPLETE. 8.15.24 MONTHLY FEE	0.00
11	57	07/01/2024	31	SENSATIONAL KIDS INC.	SPEECH AND OCCUPATIONAL THERAPY SERVICES	0.00
11	68	08/01/2024	37	SECURITY BANK CARD	CHICK FIL A - BREAKFAST 8.12.24	0.00
11	69	08/01/2024	37	SECURITY BANK CARD	SAMS (PD FOR AUGUST 12, 13, 14, 2024)	0.00
11	73	08/01/2024	37	SECURITY BANK CARD	HONEY BAKED HAM LUNCH 8.13.24	0.00
11	79	08/08/2024	37	SECURITY BANK CARD	IHOP BREAKFAST FOR WED AUG 14TH - STAFF	0.00
11	80	08/08/2024	37	SECURITY BANK CARD	USPS STAMPS	0.00
11	81	08/15/2024	37	SECURITY BANK CARD	HOBBY LOBBY/WALGREENS/ FEDEX POSTERS AND DECOR	0.00
11	85	08/15/2024	37	SECURITY BANK CARD	GENERATION GENIUS MATERIAL 4TH GRADE SCIENCE/MATH	0.00
11	88	08/15/2024	36	AMAZON CAPITAL SERVICES	USB 3.0 CABLE A MALE TO B MALE 25 FT	20.99
11	89	08/15/2024	43	QUILL	APC BACK UPS PRO B/N UPS, 1500VA, 10 OUTLETS	11.05
11	91	08/22/2024	37	SECURITY BANK CARD	MAILING OF STUDENT RECORDS FOR MS	0.00
11	94	08/22/2024	37	SECURITY BANK CARD	CALVERTS PLANT FOR STEPHANIE HEINRICH	32.40
11	108	09/03/2024	67	IDEMIA	BACKGROUND CHECK	58.25
11	109	09/05/2024	37	SECURITY BANK CARD	WALMART ITEMS FOR CLINIC AND BATTERIES	130.37
11	110	09/05/2024	37	SECURITY BANK CARD	ACE WASP AND HORNET SPRAY	30.99
11	111	09/05/2024	97	OKC MOSQUITO MILITIA	QUARTERLY SPRAY FOR PESTS (2 SPRAYS)	1,120.00
11	112	09/05/2024	37	SECURITY BANK CARD	FLOCABULARY BY NEARPOD	138.00
11	113	09/05/2024	37	SECURITY BANK CARD	MENTOR ROOM SUPPLIES	73.20
11	114	09/05/2024	37	SECURITY BANK CARD	PANERA BREAD COFFEE AND PASTRIES 9.6.24 AND 9.7.24	294.85
11	115	09/12/2024	37	SECURITY BANK CARD	CVS POSTER FOR COUNSELING AND MENTOR PHOTOS	200.00
11	116	09/12/2024	75	OSSBA	MINUTES CLERK/ENC CLERK WORKSHOPS	300.00
11	117	09/12/2024	37	SECURITY BANK CARD	HOBBY LOBBY TULE FIRST GRADE PRJ	47.16
11	118	09/12/2024	36	AMAZON CAPITAL SERVICES	B TOYS FLYING DISC SET/COTTON JUMPROPES	36.91
11	119	09/19/2024	252	HD SUPPLY	ADDITIONAL CHARGE FOR CHANGING TO THE SAFETY LOCKS	425.00
11	120	09/19/2024	37	SECURITY BANK CARD	CALVERT'S DIXON PLANT	30.00
11	121	09/19/2024	43	QUILL	TIME CARDS FOR TIME CARD MACHINE	84.95

Encumbrance Register

Options: Year: 2024-2025, Date Range: 9/1/2024 - 9/30/2024, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	122	09/19/2024	43	QUILL	COPY PAPER	1,754.55
11	123	09/19/2024	36	AMAZON CAPITAL SERVICES	LIBRARY DECORATIONS	225.00
11	124	09/26/2024	43	QUILL	ORIGINAL HP 218X TONER CARTRIDGE	89.99
11	125	09/26/2024	164	STARFALL EDUCATION FOUNDATION	SCHOOL MEMBERSHIP	355.00
11	126	09/26/2024	36	AMAZON CAPITAL SERVICES	BOOKS NEEDED FOR THE ACADEMIC TEAM	350.00
11	127	09/26/2024	37	SECURITY BANK CARD	EYEMART EXPRESS	200.00
11	128	09/26/2024	37	SECURITY BANK CARD	SAMS YEARLY CARD RENEWAL	200.00
11	129	09/26/2024	37	SECURITY BANK CARD	NATL CPR FNDTN - AED/CPR/FIRST AID TRAINING	75.00
11	130	09/26/2024	80013	KIM M. KING	REIMB FOR ITEMS FOR STAFF MEMBER IN HOSPITAL	46.07
11	131	09/26/2024	254	REALLY GOOD STUFF LLC	MAGNETIC ACTIVITY BOARDS	239.60
Non-Payroll Total:						\$6,569.33
Payroll Total:						\$12,354.41
Balance Forward:						\$3,354,955.64
Report Total:						\$3,373,879.38

Encumbrance Register

Options: Year: 2024-2025, Date Range: 9/1/2024 - 9/30/2024, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	2	08/29/2024	250	GRAINGER	ELKAY DRINKING FOUNTAIN WITH BOTTLE FILLER	85.24
21	4	09/05/2024	224	SOUTHWEST BUILDERS	FRENCH DRAIN/MOVE ELECTRIC FROM POLE TO BLDG	19,325.00
21	5	09/26/2024	70	EMERALDWAVE AUDIO AND LIGHTING	SWITCHES/NETWORK CABLES/LOW VOLTAGE BOXES	3,259.83
Non-Payroll Total:						\$22,670.07
Payroll Total:						\$0.00
Balance Forward:						\$28,886.04
Report Total:						\$51,556.11

Stanley Hupfeld Academy Voluntary Prayer Policy

Pending Board Approval: 11/ 4 / 2024

This policy permits those students and teachers to participate in voluntary prayer. A moment of silence is observed each day under this policy as required by state law 70 O.S. § 11-101.2.

This policy:

- (1) require that the daily minute of silence last for approximately one minute;
- (2) require that the daily minute of silence begin with an announcement over the public address system that substantially mirrors the statutory language, such as the following announcement: "We now pause for a minute of silence in which students and teachers may reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices"; and
- (3) include provisions for addressing complaints regarding violations of 70 O.S. § 11- 101.2.

This policy includes provisions for addressing complaints regarding violations of 70 O.S. § 11- 101.1.

The complaint policy is attached below.



Stanley Hupfeld
ACADEMY
AT WESTERN VILLAGE

1508 NW 106th St • Oklahoma City, OK 73114 • (405) 751-1774
Stanley Hupfeld Academy creates a community of lifelong learners through
positive connections and a rigorous, integrated curriculum to inspire excellence.

Name of school employee alleged to have violated a specific state requirement:

The specific requirement you believe has been violated.

The actions, facts, and documentation on which you base your complaint.

Documentation of the efforts to resolve the complaint through the local parent complaint process.

The resolution you expect.

Please submit this form to:
Stanley Hupfeld Academy's Administrator:
Ruthie.rayner@wvacademy.com