

**NOTICE OF MEETING**  
STANLEY HUPFELD ACADEMY at Western Village  
1508 NW 106<sup>th</sup> 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**

**AGENDAS**

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, 2<sup>nd</sup> 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, 2<sup>nd</sup> Parkér Cassell. Motion carries.

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

**Principal's Report**

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

Motion to adjourn by Rachel Ellis, 2<sup>nd</sup> 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



**STANLEY HUPFELD ACADEMY  
OKLAHOMA CITY, OKLAHOMA**

**MONTHLY FINANCIAL REPORT**

**SEPTEMBER 30, 2024**



**JENKINS & KEMPER**  
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA  
MICHAEL KEMPER, CPA

October 2, 2024

Honorable Board of Trustees  
Stanley Hupfeld Academy  
Oklahoma City, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Stanley Hupfeld Academy as of September 30, 2024, and the related statements of revenues and expenses – cash basis for the three (3) months then ended. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

The regulatory basis of accounting requires a specific format of presentation of governmental funds and the accompanying presentation does not comply with that format. Additionally, fixed assets and any related debt are not included in the statement of assets, liabilities and net assets presented on a cash basis. Any such accounts are reflected in the statement of revenues and expenses as a corresponding receipt and/or expenditure of funds. The effects of these departures on the financial statements have not been determined.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the school's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Stanley Hupfeld Academy.

Sincerely,

*Jenkins & Kemper, CPAs P.C.*

Jenkins & Kemper  
Certified Public Accountants, P.C.

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Supplemental Report

Revenue/Expenditure Summary – Building Fund

**STANLEY HUPFELD ACADEMY**  
**SEPTEMBER 30, 2024**  
**STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS**

	General Fund	Building Fund	Totals
<b>Assets</b>			
Cash	\$ 882,592.65	153,156.31	1,035,748.96
Total Assets	<u>882,592.65</u>	<u>153,156.31</u>	<u>1,035,748.96</u>
<b>Liabilities</b>			
Outstanding payments	35,299.41	3,866.28	39,165.69
Open Encumbrances	-		-
Total Liabilities	<u>35,299.41</u>	<u>3,866.28</u>	<u>39,165.69</u>
Cash Fund Balance	<u>\$ 847,293.24</u>	<u>149,290.03</u>	<u>996,583.27</u>

**SEE ACCOUNTANT'S COMPILATION REPORT**

**STANLEY HUPFELD ACADEMY - 2024-25 FISCAL YEAR  
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS**

	Source Codes	2023-24 Actual	2023-24 9/30/2023	% of YTD to Budl.	2024-25 Budgeted	2024-25 9/30/2024	% of YTD to Budl.
<b>Revenue</b>							
Book Fair Revenue	1450	\$ 5,054.63		0.0%			
Miscellaneous Reimb.	1590	9,543.15	1,794.65	18.8%	481.29	481.29	100.0%
Donations	1610	58.00			47,970.28	47,970.28	100.0%
Adult Meals	1730	933.62		0.0%	205.00	205.00	100.0%
Foundation & Incentive Aid	3210	2,138,605.10	378,812.96	17.7%	2,089,272.22	376,116.51	18.0%
Flexible Benefit	3250	219,446.16	35,633.55	16.2%	219,446.16	40,647.45	18.5%
Reading Sufficiency	3415	14,924.80		0.0%			
Textbooks	3420	20,039.48	20,039.48	100.0%	18,613.17	18,613.17	100.0%
School Resource Officer Program	3436				91,829.62	91,829.62	100.0%
School Resource Officer Program-Prior Yr	3436				92,000.00	92,000.00	100.0%
Teacher Induction/Mentor Program	3690	3,200.00					
State Matching	3720	2,291.76		0.0%	2,177.17		0.0%
Title I (Proj. 511)	4210	88,272.42		0.0%	165,000.00		0.0%
Title I Prior Year	4210	12,340.14	12,340.14	100.0%	81,697.77	81,697.77	100.0%
Title II-Part A (Proj. 541)	4271	21,062.21		0.0%	20,000.00		0.0%
Title II-Part A (Prior Year)					198.08	198.08	
Special Education - Flowthrough (Proj. 621)	4310	55,709.73		0.0%	65,000.00		0.0%
Flowthrough Prior Year	4310				7,603.72	7,603.72	100.0%
Special Education - Preschool (Proj. 641)	4340						
Special Education-Preschool Prior Year	4340				821.07	821.07	100.0%
Title IV, Part A Student Support (Proj. 552)	4442	11,667.62		0.0%	10,000.00	161.06	1.6%
Title IV, Part A - Prior Year	4442				161.06		
ESSER	4689	44,341.82		0.0%			
ESSER II Prior Year	4689	127,037.88	127,037.88	100.0%	369,419.92	369,419.92	100.0%
Federal Lunch/Breakfast	4700	200,740.72	14,417.24	7.2%	159,394.01	41,210.20	25.9%
Correcting Entry	5600	631.40					
<b>Total revenue</b>		<b>2,975,900.64</b>	<b>590,075.90</b>	<b>19.8%</b>	<b>3,441,290.54</b>	<b>1,168,975.14</b>	<b>34.0%</b>
Cash fund balance (beginning)	6110	963,364.64	963,364.64		575,385.00	575,385.00	
Lapsed Approp/Estopped Warr.	6130-6140	9,975.04					
<b>Total revenue and beg. balance</b>		<b>3,949,240.32</b>	<b>1,553,440.54</b>		<b>4,016,675.54</b>	<b>1,744,360.14</b>	
<b>Expenditures</b>							
	Object Codes						
Payroll	100-200	2,351,094.46	562,917.24	23.9%	2,140,000.00	544,439.40	25.4%
Non-payroll	300-900	1,022,760.86	201,666.43	19.7%	1,240,000.00	352,627.50	28.4%
<b>Total expenditures</b>		<b>3,373,855.32</b>	<b>764,583.67</b>	<b>22.7%</b>	<b>3,380,000.00</b>	<b>897,066.90</b>	<b>26.5%</b>
<b>Ending Balance</b>		<b>\$ 575,385.00</b>	<b>788,856.87</b>		<b>636,675.54</b>	<b>847,293.24</b>	



**SUPPLEMENTAL INFORMATION**

**STANLEY HUPFELD ACADEMY - 2024-25 FISCAL YEAR  
DETAILED REVENUE SUMMARY - GENERAL FUND - CASH BASIS**

	Reimb. Correcting Entry	Book Store Revenue	Donations	Student/Adult Lunches	State Aid	Other State Sources	State Matching	Federal Child Nut.	Federal Program	Total
July										
August			47,970.28	105.00	188,058.25	222,523.45		38,323.68	89,660.63	127,984.31
September	481.29			100.00	188,058.26	20,566.79		2,886.52	370,240.99	831,784.49
October										209,206.34
November										-
December										-
January										-
February										-
March										-
April										-
May										-
June										-
Totals	\$ 481.29	-	47,970.28	205.00	376,116.51	243,090.24	-	41,210.20	459,901.62	1,168,975.14

**STANLEY HUFFELD ACADEMY - 2024-25 FISCAL YEAR**  
**STATEMENT OF EXPENSES TWO YEAR COMPARISON BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS**

<u>Classification (Project)</u>	<u>Object</u>	<u>2023-24 Actual</u>	<u>2023-24 9/30/2023</u>	<u>% of YTD to Budg.</u>	<u>2024-25 Budgeted</u>	<u>2024-25 9/30/2024</u>	<u>% of YTD to Budg.</u>
<b>000 General Fund</b>							
Salaries	100	\$ 1,187,519.37	382,446.32	32.21%	1,380,000.00	319,704.94	23.17%
Employee Benefits	200	275,029.11	91,866.34	33.40%	341,000.00	76,128.41	22.33%
Unemployment Compensator	271	6,607.77	884.89	13.39%			
Worker's Compensation	290	11,868.00			11,000.00	5,450.00	49.55%
Management Services	310	9,297.00	1,500.00	16.13%	6,000.00	1,500.00	25.00%
Accounting Services	331	24,000.00	5,400.00	22.50%	8,000.00		0.00%
Medical Services	336	53,048.45	5,072.00	9.56%	58,000.00	3,379.00	5.83%
Other Professional Serices	337	21,600.00			35,000.00	5,400.00	15.43%
Technology Related Services	346				3,500.00	500.00	14.29%
Professional Services	350	1,423.20		0.00%	4,000.00	3,329.12	83.23%
Water Utilities	410	15,179.50	5,019.59	33.07%	26,000.00	3,228.50	12.42%
Cleaning Services	420	51,920.00	10,450.00	20.13%	60,000.00	10,175.00	16.96%
Repairs and Maint. Services	430	114,639.46	14,506.88	12.65%	25,000.00	7,641.32	30.57%
Rental Services	440	51,620.00	51,620.00	100.00%	1,000.00	385.76	38.58%
Insurance	520	14,077.00	11,480.00	81.55%	112,000.00	57,142.28	51.02%
Communications Services	530	9,956.05	2,650.61	26.62%	14,000.00	3,047.12	21.77%
Advertising	540	456.04	193.20	42.36%	500.00	252.00	50.40%
Printing and Binding	550	4,807.05	131.30	2.73%	3,000.00		0.00%
Staff Travel	580	377.87	10.00	2.65%			
Supplies and Materials	610	52,802.37	7,599.50	14.39%	16,000.00	6,918.74	43.24%
Energy	620	64,562.93	15,151.98	23.47%	93,000.00	10,345.87	11.12%
Bks & Periodicals	640				11,000.00	1,378.60	12.53%
Equipment and Furniture	650	34,389.74	12,641.12	36.76%	26,000.00	2,346.36	9.02%
Awards, Gifts, Decorations	680	12,530.33	1,747.06	13.94%	7,750.00	3,521.87	45.44%
Buildings	720	858.14					
Appliances	731	7,514.00		0.00%			
Technology Related Hardware	733	41,722.30		0.00%			
Paid to Sponsor	805	21,386.03	3,788.12	17.71%	75,000.00	6,681.16	8.91%
Dues and Fees	810	8,436.75	4,305.00	51.03%	6,000.00	2,138.25	35.64%
Staff Registration & Tuition	860	1,755.00	886.41	50.51%	750.00	300.00	40.00%
Reimbursement	930	631.40					
Subtotal		<u>2,100,014.86</u>	<u>629,350.32</u>	<u>29.97%</u>	<u>2,323,500.00</u>	<u>530,894.30</u>	<u>22.85%</u>
<b>Child Nutrition (Proj. 285,385,762,763,764,768)</b>							
Salaries & Benefits	100-299	21,557.75	713.29		4,000.00	925.56	23.14%
Food Service Management	570	216,960.00	21,282.91	9.81%	252,500.00	400.00	0.16%
Food and Milk/Supplies	600	46,993.87	19,040.92	40.52%	1,000.00	630.85	63.09%
Subtotal		<u>285,511.62</u>	<u>41,037.12</u>	<u>14.37%</u>	<u>257,500.00</u>	<u>1,956.41</u>	<u>0.76%</u>
<b>Great Expectations (Proj. 318)</b>							
Supplies & Materials	300-860	47,999.00		0.00%	337,000.00	211,871.00	62.87%
Subtotal		<u>47,999.00</u>	<u>-</u>	<u>0.00%</u>	<u>337,000.00</u>	<u>211,871.00</u>	<u>62.87%</u>
<b>Flexible Benefit Allowance (Proj. 331-335)</b>							
Salaries/Employee Benefits	100-299	214,767.50	51,987.71	24.21%	213,000.00	53,736.33	25.23%
<b>Textbooks (Proj. 333)</b>							
Supplies & Materials	600	20,039.48		0.00%			
<b>Teacher Induction/Mentor Program (Proj. 352)</b>							
Salaries/Employee Benefits	100-299	3,200.00		0.00%	4,000.00	3,967.26	99.18%
<b>Reading Sufficiency (Proj. 367)</b>							
Supplies & Materials	300-860	14,924.80		0.00%			
Subtotal		<u>14,924.80</u>	<u>-</u>	<u>0.00%</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>School Resource Officer (Proj. 376)</b>							
Supplies & Materials	300-860	16,793.68		0.00%	35,000.00		0.00%

**STANLEY HUPFELD ACADEMY - 2024-25 FISCAL YEAR**  
**STATEMENT OF EXPENSES TWO YEAR COMPARISON BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS**

<u>Classification (Project)</u>	<u>Object</u>	<u>2023-24 Actual</u>	<u>2023-24 9/30/2023</u>	<u>% of YTD to Budg.</u>	<u>2024-25 Budgeted</u>	<u>2024-25 9/30/2024</u>	<u>% of YTD to Budg.</u>
Subtotal		<u>16,793.68</u>	<u>-</u>	<u>0.00%</u>	<u>35,000.00</u>	<u>-</u>	<u>0.00%</u>
<b>Basic Prog, CY (Proj. 511)</b>							
Salaries/Employee Benefits	100-299	<u>198,815.75</u>	<u>36,616.87</u>	<u>18.42%</u>	<u>100,000.00</u>	<u>68,779.92</u>	<u>68.78%</u>
Subtotal		<u>198,815.75</u>	<u>36,616.87</u>	<u>18.42%</u>	<u>100,000.00</u>	<u>68,779.92</u>	<u>68.78%</u>
<b>Special Education (Proj. 621, 628, 641, 643)</b>							
Salaries/Employee Benefits	100-299	<u>62,349.63</u>	<u>-</u>	<u>0.00%</u>	<u>98,000.00</u>	<u>21,196.98</u>	<u>21.63%</u>
Subtotal		<u>62,349.63</u>	<u>-</u>	<u>0.00%</u>	<u>98,000.00</u>	<u>21,196.98</u>	<u>21.63%</u>
<b>OK Science of Reading Academies(LETRS) (Proj. 726)</b>							
Salaries/Benefits	100-200	<u>646.00</u>	<u>-</u>	<u>0.00%</u>	<u>-</u>	<u>-</u>	<u>-</u>
Subtotal		<u>646.00</u>	<u>-</u>	<u>0.00%</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>ESSER III (Proj. 795)</b>							
Salaries/Employee Benefits	100-299	<u>387,209.35</u>	<u>-</u>	<u>0.00%</u>	<u>-</u>	<u>-</u>	<u>-</u>
Services/Materials	300-860	<u>21,583.65</u>	<u>5,591.65</u>	<u>25.91%</u>	<u>12,000.00</u>	<u>4,664.70</u>	<u>38.87%</u>
Subtotal		<u>408,793.00</u>	<u>5,591.65</u>	<u>1.37%</u>	<u>12,000.00</u>	<u>4,664.70</u>	<u>38.87%</u>
<b>Grand Total</b>		<u><b>3,373,855.32</b></u>	<u><b>764,583.67</b></u>	<u><b>22.66%</b></u>	<u><b>3,380,000.00</b></u>	<u><b>897,066.90</b></u>	<u><b>26.54%</b></u>
Payroll Expenses	100-200	<u>2,351,094.46</u>	<u>562,917.24</u>	<u>23.94%</u>	<u>2,140,000.00</u>	<u>544,439.40</u>	<u>25.44%</u>
Non-Payroll Expenses	300-900	<u>1,022,760.86</u>	<u>201,666.43</u>	<u>19.72%</u>	<u>1,240,000.00</u>	<u>352,627.50</u>	<u>28.44%</u>
Totals		<u><b>\$ 3,373,855.32</b></u>	<u><b>764,583.67</b></u>	<u><b>22.66%</b></u>	<u><b>3,380,000.00</b></u>	<u><b>897,066.90</b></u>	<u><b>26.54%</b></u>

# Stanley Hupfeld Academy

## Revenue/Expenditure Summary

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

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid ROs	End Balance
000 NONCATEGORICAL FUNDS	\$153,156.31	\$0.00	\$0.00	\$0.00	\$153,156.31	\$0.00	\$153,156.31
318 GREAT EXP SUMMER	\$0.00	\$0.00	\$0.00	\$3,866.28	(\$3,866.28)	\$47,689.83	(\$51,556.11)
<b>Total</b>	<b>\$153,156.31</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,866.28</b>	<b>\$149,290.03</b>	<b>\$47,689.83</b>	<b>\$101,600.20</b>

## 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
0	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
0	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
0	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

**Stanley Hupfeld Academy**  
**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
<b>Non-Payroll Total:</b>						<b>\$6,569.33</b>
<b>Payroll Total:</b>						<b>\$12,354.41</b>
<b>Balance Forward:</b>						<b>\$3,354,955.64</b>
<b>Report Total:</b>						<b>\$3,373,879.38</b>

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

<b>Non-Payroll Total:</b>	<b>\$22,670.07</b>
<b>Payroll Total:</b>	<b>\$0.00</b>
<b>Balance Forward:</b>	<b>\$28,886.04</b>
<b>Report Total:</b>	<b>\$51,556.11</b>



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.



1508 NW 106<sup>th</sup> 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](mailto:Ruthie.rayner@wvacademy.com)

Stanley Hupfeld Academy @Western Village

1508 NW 106<sup>th</sup> Street

Oklahoma City, OK 73114

Advisory Board Meeting Dates

2024-2025



- Monday, August 5, 2024
- Monday, September 9, 2024
- Monday, October 7, 2024
- Monday, November 4, 2024
- Monday, December 2, 2024
- Monday, February 3, 2025
- Monday, March 3, 2025
- Monday, April 7, 2025
- Monday, May 5, 2025
- Monday, June 2, 2025

FILED IN OFFICE  
COUNTY CLERK  
OKLAHOMA CITY, OKLA.  
OKLAHOMA COUNTY CLERK

*Treasa Woolver* DEPUTY

All meetings are open to the public and held in the SHA Schwartz Performing Arts Center (SPAC) on the West side of the SHA school campus, 1508 N.W. 106<sup>th</sup>, Oklahoma City, OK 73114 from 3:45 p.m. to 5:00 p.m.

A quorum is required for action items.

For more information:

[Kara.babbitt@integrisok.com](mailto:Kara.babbitt@integrisok.com)

Or

[Ruthie.rayner@wvacademy.com](mailto:Ruthie.rayner@wvacademy.com)

**Stanley Hupfeld Academy @Western Village**

**1508 NW 106<sup>th</sup> Street**

**Oklahoma City, OK 73114**

**Advisory Board Meeting Dates**

**2025-2026**

**RECEIVED**

*By Treasa Wooliver at 1:26 pm, Oct 10, 2024*

- **Monday, August 4, 2025**
- **Monday, September 8, 2025**
- **Monday, October 6, 2025**
- **Monday, November 3, 2025**
- **Monday, December 1, 2025**
- **Monday, February 2, 2026**
- **Monday, March 2, 2026**
- **Monday, April 6, 2026**
- **Monday, May 4, 2026**
- **Monday, June 1, 2026**

FILED IN OFFICE  
COUNTY CLERK  
OKLAHOMA CITY, OKLA

MARESSA TREAT County Clerk, Okla. Cnty.

*T. Wooliver*  
Dated

All meetings are open to the public and held in the SHA Schwartz Performing Arts Center (SPAC) on the West side of the SHA school campus, 1508 N.W. 106<sup>th</sup>, Oklahoma City, OK 73114 from 3:45 p.m. to 5:00 p.m.

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Or

[Ruthie.rayner@wvacademy.com](mailto:Ruthie.rayner@wvacademy.com)

**Stanley Hupfeld Academy @ Western Village**  
**2024-2025 Advisory Board**  
 Revised 10.31.24

NAME AND POSITION	COMPANY	ADDRESS	PHONE/FAX	BIRTH DAY	E-MAIL	VOTING MEMBER	DIST.
BABBIT, KARA Board Member Superintendent	INTEGRIS Health Community Benefit	SHA 1508 N.W. 106 <sup>th</sup> Oklahoma City, OK 73114	405-596-5356		<a href="mailto:Kara.babbitt@integrishhealth.org">Kara.babbitt@integrishhealth.org</a>	NO	
CASSELL, PARKER Board Member	Heritage Hall	1800 NW 122 <sup>nd</sup> Street Oklahoma City, OK 73120	405-609-7876	08/06	<a href="mailto:pcassell@heritagehall.com">pcassell@heritagehall.com</a>	YES	OKC
CHAVEZ, MIKE Board Member	INTEGRIS Health Community Benefit	4200 S. Douglas Ave., Suite B-10 OKC, OK 73109	405-881-0181 C 405-644-6861 W		<a href="mailto:mike.chavez@integrishhealth.org">mike.chavez@integrishhealth.org</a>	YES	OKC
DIXON, SHARI Board Member	City of the Village Police Officer	8041 Brookshire Dr. Oklahoma City, OK 73162	405-313-4843		<a href="mailto:sdixon@thevillageok.org">sdixon@thevillageok.org</a>	YES	OKC
EICHENBERG, BOB Board Member	Crossings Church	1401 Autumn Creek Drive Edmond, OK 73003	817-235-9036 C		<a href="mailto:reichen1210@gmail.com">reichen1210@gmail.com</a>	YES	EPS
ELLIS, RACHAEL Board Member	INTEGRIS HEALTH FOUNDATION	3001 Quail Springs Parkway, 4 <sup>th</sup> Floor Oklahoma City, OK 73134	918-229-3028 C	01/13	<a href="mailto:Rachel.ellis@integrishhealth.org">Rachel.ellis@integrishhealth.org</a>	Yes	
HARMON, ERIC Vice Board Member	Branch Manager Medical Review & Appeals Branch FAA Mike Monroney Aeronautical Center	4600 NE 90 <sup>th</sup> St OKC, OK 73131	210-268-8628 C	8/26	<a href="mailto:P4Principles@gmail.com">P4Principles@gmail.com</a>	YES	OKC
HENDERSON, MILISHA Board Member	INTEGRIS SW Medical Social Worker	4401 S. Western Ave OKC, OK 73109	405-219-9257	1/12	<a href="mailto:milisha.henderson@integrishhealth.com">milisha.henderson@integrishhealth.com</a>	YES	OKC
JACKSON, DAVID Board Member	Executive Director, Oklahoma Secondary Schools Activities Association (OSSAA)	17013 Prestwick Circle Edmond, OK 73012 -- HOME (EPS)  7300 N Broadway Ext. OKC, OK 73116 -- WORK	405-973-5901 C 405-840-1116 W	11/20	<a href="mailto:djackson@ossaa.com">djackson@ossaa.com</a> <a href="mailto:mwoods@ossaa.com">mwoods@ossaa.com</a>	YES	EPS
JENKINS, JAY Treasurer	President, Oklahoma Consulting & Accounting Services, LLC	116 W Breckenridge Avenue Bixby, OK 74008	918-366-4440		<a href="mailto:jayv.ocas@gmail.com">jayv.ocas@gmail.com</a>	NO	
KIME, BECKY	SHA Business Manager	Stanley Hupfeld Academy	405-408-8414	9/21	<a href="mailto:becky.kime@wvacademy.com">becky.kime@wvacademy.com</a>	NO	

Minutes/Engagement Clerk		1508 N.W. 106 <sup>th</sup> Oklahoma City, OK 73114							
LYONS, KYLIE Board Chair	Ph.D. Director of School Counseling Upper School Counselor Heritage Hall	1800 NW 122 <sup>nd</sup> Street Oklahoma City, OK 73120	405-227-9189 C 405-936-3166 W	11/1	<a href="mailto:klyons@heritagehall.com">klyons@heritagehall.com</a>	YES	PC		
RAYNER, RUTHIE	SHA PRINCIPAL	1508 NW 106 <sup>th</sup> Street, OKC, OK 73114	405-751-1774	3/17	<a href="mailto:Ruthie.rayner@wvacademy.com">Ruthie.rayner@wvacademy.com</a>	NO	EPS		
SAVAGE, CHRISTY Board Clerk	SHA Office Manager	1508 NW 106 <sup>th</sup> Street, OKC, OK 73114	405.751.1774-W	1/27	<a href="mailto:Christy.savage@wvacademy.com">Christy.savage@wvacademy.com</a>	NO	OKC		
VERA, JOHN Board Member Legal Counsel	INTEGRIS Legal	3001 Quail Springs Parkway 2 <sup>nd</sup> Floor Oklahoma City, OK 73134	405-951-4786 W	5/16	<a href="mailto:john.vera@integrishhealth.com">john.vera@integrishhealth.com</a>	YES	NPS		
WHALEY, SUZAN Board Member	Community Volunteer	3804 NW 62 Street Oklahoma City, OK 73112	405-823-8346 C	4/9	<a href="mailto:suzan.whaley@yahoo.com">suzan.whaley@yahoo.com</a>	YES	PC		

Notices: David Hooten -- Oklahoma County Clerk 320 Robert S. Kerr Ave. Room 105, OKC, OK 73102

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