

— CARLTON LANDING —  
**ACADEMY**  
— CHARTER SCHOOL —

SCHOOL BOARD MINUTES

The Board of the Carlton Landing Academy  
Location: 10B Boulevard, School Building 1, Carlton Landing, Oklahoma  
Time: 4:30 p.m., Friday, August 18, 2017

I. Meeting was called to order by Dr. Jan Summers.

Attendance: Carey Hinchey  
Mike Kirk  
Dr. Jan Summers  
Katie Chapman  
Dr. Susan Kimmel  
In Absentia: Kirk Humphreys  
Kyleigh Tolman

- II. Consent Agenda - A motion was made to accept and approve the Agenda and the Minutes from the regular School Board meeting on July 14, 2017. Motion by Mike Kirk, seconded by Katie Chapman, approved by all.
- III. Discussion and action to hire middle school/music teacher, Christopher Jones was performed. Recommendation by Darren White showed need from the increase of students. Mike Kirk made the motion to officially hire Christopher Jones as Middle School and Music teacher, Carey Hinchey seconded, approved by all.
- IV. Discussion and action to add to School Board Policy concerning the Public Forum to limit speakers comments to 3 minutes per speaker. Motion was made by Mike Kirk to update policy to reflect changes, seconded by Katie Chapman, approved by all.
- V. Discussion and action to make Carlton Landing Academy a Peanut Free School. Food Allergy & Anaphylaxis Emergency Plan to CLA handbook, and to add hand washing practices to the handbook.
- VI. Discussion and action to approve contract for Special Education Director. A decision was made to pay 95% of the salary from Federal Funds for Special Education Director and 5% remaining from State Funds. Mike Kirk made the motion, Katie Chapman seconded, approved by all.
- VII. Discussion and action to approve contract for Technical and Internet Provider for Carlton Landing Academy student software needs. Contract and pricing was presented and motion to enter the contract was made by Mike Kirk. Carey Hinchey seconded and ayes approved.
- VIII. Discussion and action to approve contract for speech therapy. The contract with Total Rehab was presented and needed an amendment to include services for Speech Therapy. Motion was made by Katie Chapman and Seconded by Carey Hinchey. Approved by all.
- IX. A list of changes were presented for the CLA Student Handbook 2017/2018. Discussions included adding a Tech Policy that would be in the enrollment packets. The changes were discussed and a motion was made by Mike Kirk, Katie Chapman seconded, approved by all.
- X. Discussion and action to approve contract for office copier contract with Miller Office Supply. Contract for the copier needs was presented. Carey Hinchey made the motion to enter into the contract with Miller Office Supply. Mike Kirk seconded, approved by all.

- XI. New Business, Darren White presented the board with the need for hiring a teacher assistant for the elementary teachers. Announced there would be a special meeting to possibly hire the new assistant.
  
- XII. Public Forum included Mrs. Jen Humphreys, discussed Christmas Market & Jingle Run. Suggested a Christmas Concert consisting of the CLA Students and Art class to make Ornaments.

Meeting Adjourned 5:20 by Mike Kirk

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**Dr. Jan Summers, Secretary**