



BOARD OF TRUSTEES

OKLAHOMA EDUCATION ASSOCIATION
323 E. MADISON, OKLAHOMA CITY

FEBRUARY 9, 2017

11:30 A.M.

AGENDA

- | | | |
|-------|--|--|
| I. | Call to Order | Bob Stafford, OETT Chair |
| II. | CCOSA Trustee Appointment | Bob Stafford |
| III. | Approval of Minutes | John Wright, Secretary |
| IV. | Finance/Investment Committee | Shawn Hime, Chair |
| | 4 th Quarter Investments | Jon Bowers & Brad Zerger, BancFirst |
| | Investment Policy | |
| | 4 th Quarter Financials | Sherrie Schroeder, CPA |
| | 2017 Grantmaking Budget | Foundation Management, Inc. |
| V. | Audit Committee | Scott Parks, Chair |
| VI. | Administrative Management Contract | Frank W. Merrick, President |
| | | Foundation Management, Inc. |
| VII. | 2015 Grantee Evaluation | Susie Graves, OETT Director |
| | | Foundation Management, Inc. |
| VIII. | K20 Center Professional Development | Leslie Williams, K20 Director |
| | Phase I & II Reports | Linda Atkinson, K20 Associate Director |
| | | Nicki Watkins, Director OETT Phase II |
| | | Sharon Wilbur, Associate Director |
| IX. | New Business | |
| X. | Adjourn | |

Future Meeting Dates (Tentative):

Regular OETT Trustee Meeting @ OEA:

- April 27, 2017 – 1 p.m.
- July 27, 2017 – 1 p.m.

Finance/Investment Committee Meetings @ OEA:

- April 27, 2017 – 11:30 a.m.
- July 27, 2017 – 11:30 a.m.



BOARD OF TRUSTEES

OKLAHOMA EDUCATION ASSOCIATION (OEA)
323 E. MADISON, OKLAHOMA CITY
APRIL 27, 2017
11:30AM

AGENDA

- | | | |
|-------|---|--|
| I. | Call to Order | Bob Stafford, OETT Chair |
| II. | Approval of Minutes | John Wright, OETT Secretary |
| III. | Finance/Investment Committee
1 st Quarter Financials
Investment Presentation
Review Grantmaking Budget | Shawn Hime, Chair
Sherrie Schroeder, CPA
Jon Bowers & Brad Zerger, BancFirst
Frank Merrick, FMI President |
| IV. | 2017 Phase II Grant Recommendations | Susie Graves
Leslie Williams, K20 Center Director
Linda Atkinson, K20 Associate Director
Nicki Watkins, K20 Phase II Director |
| V. | Management Agreements/Contracts <ul style="list-style-type: none">• K20 Center Contract | Frank Merrick, FMI President |
| VI. | 2016 Annual Report | Susie Graves |
| VII. | New Business | |
| VIII. | Adjourn | |

Future Meeting Dates

- OETT Trustee Annual Meetings @ TBD
- July 27, 2017 – 11:30 am



BOARD OF TRUSTEES ANNUAL MEETING

Oklahoma Education Association (OEA)
323 E. Madison
OKC 73105
July 27, 2017—11:30 a.m.

AGENDA

- | | | |
|-------|---|--|
| I. | Call to Order | Bob Stafford, OETT Chair |
| II. | *Minutes of 4/27/17 Meeting | John Wright, Secretary |
| III. | Finance/Investment Committee
*Financial Reports
FMI Travel Policy
*Investment Report | Shawn Hime, Chair
Sherrie Schroeder, CPA
Foundation Management, Inc.
Brad Zerger, BancFirst |
| IV. | *Audit Committee
Presentation of 2016 Audit
& IRS 990 | Scott Parks, Chair
David R. Brady, CPA
Luton & Company, PLLC |
| V. | Phase II School Grants
2016 Grantee Video

Professional Development | Susie Graves, OETT Director
Foundation Management, Inc
Dr. Linda Atkinson, K20 Center Associate Director
Dr. Sharon Wilbur, Associate Director-OETT Phase II
Dr. Nicki Watkins, OETT Phase II Director |
| VI. | “Strengthening Oklahoma Schools & Communities” | Dr. Gregg Garn, Dean
OU Jeannine Rainbolt College of Education |
| VII. | New Business | |
| VIII. | Adjourn | |

2016-2018 *TENTATIVE* Meeting Dates: 11:30 a.m. – OEA (323 E. Madison, OKC 73105)

November 2, 2017
February 8, 2018
April 26, 2018
July 26, 2018

***Requires Trustee Action**



BOARD OF TRUSTEES

OKLAHOMA EDUCATION ASSOCIATION (OEA)
323 E. MADISON, OKLAHOMA CITY

NOVEMBER 2, 2017

11:30 A.M.

AGENDA

- | | | |
|-------|--|--|
| I. | Call to Order | Bob Stafford, OETT Chair |
| II. | Approval of Minutes | John Wright, OETT Secretary |
| III. | Finance/Investment Committee
3 rd Quarter Investments | Shawn Hime
Jon Bowers & Brad Zerger
BancFirst |
| | 3 rd Quarter Financials | Sherrie Schroeder, FMI
Vice-President of Accounting |
| IV. | K20 Center Proposal | Leslie Williams, Director
K20Center, OU |
| V. | Revised Travel Policy | Frank W. Merrick, FMI President |
| VI. | 2013 “Look Back” Evaluation | Susie Graves |
| VII. | K20 Center Professional Development
Phase I & II Reports | Linda Atkinson, Assoc. Director
Nicki Watkins, Phase II Director
Sharon Wilbur, Phase I Director |
| VIII. | 2017 Grantee School Site Visits | Susie Graves, FMI |
| IX. | New Business and Announcements | |
| X. | Adjourn | |

Future Meeting Dates

Regular OETT Trustee Meeting @ OEA beginning at 11:30am

- February 8, 2018
- April 26, 2018
- July 26, 2018



OKLAHOMA EDUCATIONAL TECHNOLOGY TRUST

Board of Trustees Meeting Minutes

February 9, 2017

The Board of Trustees of the Oklahoma Educational Technology Trust met on February 9, 2017 in the second floor conference room of the Oklahoma Education Association at 323 E. Madison, OKC.

Notice: Emails were sent with meeting details; one email was sent on 2/3/17 with agenda and meeting materials. Agenda was posted at OEA

Members present: Bob Stafford (Chair), John Wright (Secretary), Pam Deering, David DuVall, Robert Franklin, and Scott Parks

Members absent: Phil Berkenbile, Shawn Hime, and Sandy Scaffetta Johnson

Management team present: Frank Merrick, Susie Graves, Sherrie Schroeder, Jane Trench

Others present: Jon Bowers and Brad Zerger (BancFirst); Claudia Holliman, (Finance committee member); Leslie Williams, Linda Atkinson, Nicki Watkins, Sharon Wilbur (K20 Center/OK-ACTS)

Call to Order – Chair Bob Stafford called the meeting to order at 12 noon and declared a quorum present. He thanked David DuVall for hosting the meeting at OEA. A motion was made, duly seconded, and adopted by unanimous vote to confirm the new CCOSA appointee, Pam Deering, and she was welcomed to the board.

Finance/Investment Committee Meeting:

The Finance/Investment Committee was convened with Bob Stafford serving as chair in Shawn Hime's absence. There was a quorum of committee members present.

Minutes— Committee reviewed the minutes of the December 1, 2016 Finance/Investment Committee meeting. A motion was duly made, seconded, and adopted to approve the minutes of the December 1, 2016 OETT Finance/Investment Committee meeting.

Investment Team Presentation— Jon Bowers began by indicating that he had enjoyed attending a site visit and thanking the board for the work they do. He directed the committee to the Market Returns Summary on page 2 of the Investment report and noted that the trailing twelve months through January were markedly positive. Brad Zerger reported investment fair market value as of December 31, 2016 at \$35,140,916 and noted that the FMV had increased to \$35,802,977 as of February 7, 2017. The asset allocation is within policy. Brad Zerger noted that the portfolio was up 8.3% during the trailing 12 months which outperformed the benchmark which was up 7.6% for the same period. The portfolio has faced a headwind in the past from the relative underperformance of small capital and international stocks which has shifted in the favor of the portfolio. A copy of the investment policy was included in the board book; after discussion, the committee approved the policy and an updated version will be included at the next meeting.

Quarterly Financial Report—Sherrie Schroeder noted the Statement of Financial Position reported total assets at \$35,374,528 at the end of December. For the fourth quarter OETT had net income of \$527,890. A motion was duly made, seconded, and adopted to approve the investment team presentation and the financial report.

Grantmaking Budget—Sherrie Schroeder presented the staff recommendation for a granting budget that includes \$30,000 for Phase I, \$720,000 Phase II (18 schools) \$535,000 K-20 Center. The budget anticipates a balance remaining of slightly over \$88,000. Schroeder noted that the current recommendation is supported by asset levels during the fiscal year. A motion was duly made, seconded, and adopted to recommend a granting budget to the board that would fund 18 Phase II schools with the option to add additional schools if the asset balances and quality of applications support that decision.

Following the Finance/Investment Committee portion of the meeting, a motion was made, duly seconded, and adopted to approved the actions of the Finance/Investment Committee which included:

- Minutes of the 12/1/16 Finance/Investment Committee
- Investment Presentation and Financial Reports
- New Investment Policy
- 2017 Grantmaking Budget

Approval of Minutes: A motion was duly made, seconded, and adopted by unanimous vote to approve the minutes of the December 1, 2016 OETT Trustee Meeting.

Audit Committee: Scott Parks, Chair, stated that it was time to engage Luton & Co. and begin audit work. A motion was duly made, seconded, and adopted by unanimous vote to authorize Scott Parks to sign the audit engagement letter with Luton & Co.

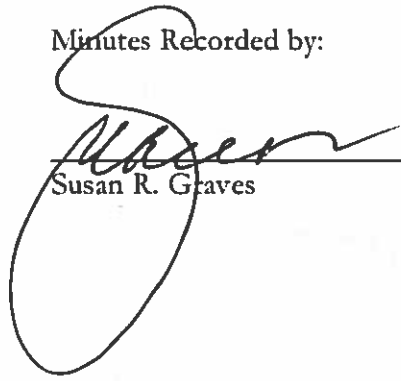
Administrative Management Contract: Frank Merrick presented the administrative management contract for renewal, stating that there are no changes in the contract from last year. A motion was made, seconded, and adopted by unanimous vote to approve the Administrative Management Contract with Communities Foundation of Oklahoma.

2015 Grantee Evaluation: Susie Graves reviewed the evaluation process, tools and evaluation charts in the board book. While reviewing the demographics with the trustees, she stated that five of the grantees made multiple application before being awarded, and that OETT has 2016 grants in six of the districts that were awarded in 2015. She also reported that 14 of the 20 grants purchased iPads and six obtained chromebooks. Of the 20 grantees, 17 “exceeded expectations” of the grant; and 5 “met expectations”. She also shared some trends identified and quotes from administrators & teachers. There was discussion regarding the infrastructure and connectivity capacity of applicant schools, and trustees asked if assurances could be obtained from applicants that their school/district was capable of handling all the new devices being requested in their grants. Frank Merrick stated that the management team could secure that information. Graves also circulated the press releases & stories that have been issued since the last trustee meeting and spoke briefly about the 2016 grantee site visits still underway. A motion was made, duly seconded, and adopted by unanimous vote to approve the 2015 Grantee Evaluation Report.

K20 Center Professional Development: Leslie Williams, K20 Center Director, reported that Jean Cate has officially retired, that an invitation had been disseminated, and invited trustees to Jean’s retirement party on 11/16/17. Sharon Wilbur reported that Phase I Leadership sessions will be 3/22-3/23. Nicki Watkins reported that the first round of grant reviews will begin soon and that professional development in 2016 grantee schools continues.

There being no further business, a motion was duly made, seconded, and adopted to adjourn the meeting. Meeting was adjourned 2:15 p.m.

Minutes Recorded by:



Susan R. Graves

Approval of Minutes:

 4-27-17

Signature *Date*

Bob Stafford

Printed Name

Chair

Title



OKLAHOMA EDUCATIONAL TECHNOLOGY TRUST
Board of Trustees Meeting Minutes -- *Corrected*
April 27, 2017

The Board of Trustees of the Oklahoma Educational Technology Trust met on April 27, 2017 in the second floor conference room of the Oklahoma Education Association at 323 E. Madison, OKC.

Notice: Emails were sent with meeting details; email sent on 4/14/17 included agenda and meeting materials. Agenda was posted at OEA

Members present: Bob Stafford (Chair), John Wright (Secretary), Phil Berkenbile,, Pam Deering, David DuVall, Robert Franklin, Shawn Hime, and Scott Parks

Members absent: Sandy Scaffetta Johnson

Management team present: Susie Graves, Sherrie Schroeder, Jane Trench

Others present: Jon Bowers and Brad Zerger (BancFirst); Ann Dagg & Claudia Holliman (Finance committee members); Leslie Williams, Linda Atkinson, Nicki Watkins, Ally Audas, Sharlene Kell, & Chelsea Lewis, (K20 Center/OK-ACTS)

Call to Order – Chair Bob Stafford called the meeting to order at 11:49am and declared a quorum present. He thanked David DuVall for hosting the meeting at OEA. Stafford circulated the press clippings that have been issued since the last trustee meeting.

Approval of Minutes: A motion was made, duly seconded, and adopted by unanimous vote to approve the minutes of the February 9, 2017 trustee meeting.

Finance/Investment Committee:

Quarterly Financial Report—Sherrie Schroeder noted the Statement of Financial Position reported total assets at \$36,404,479 at the end of March. For the first quarter OETT had net income of \$1,319,207.

Investment Team Presentation— Jon Bowers began the investment team report by noting that last quarter market returns could be characterized by the movie title “As Good as it Gets” with the S & P increasing by 6.1%. The investment fair market value as of March 31, 2017 at \$36,121,160 and noted that the FMV had increased to \$36,349,039 as of April 25, 2017.

Brad Zerger noted that the asset allocation is within policy. He also reminded the committee that while markets have been favorable for the first 4 months of 2017, we cannot extrapolate that results to the rest of the year. Zerger reviewed the draft of the investment policy that was included in the investment report. A motion was made, duly seconded, and adopted by unanimous vote to recommend approval of the investment policy as presented to the board.

Review Grantmaking Budget—Schroeder noted that the Grantmaking Budget approved at the February Meeting was included in the Board Book. The budget provides for grants to 18 schools.

Following the Finance/Investment Committee portion of the meeting, a motion was made, duly seconded, and adopted to approved the actions of the Finance/Investment Committee which included:

- Investment Presentation and Financial Reports
- New Investment Policy
- 2017 Grantmaking Budget

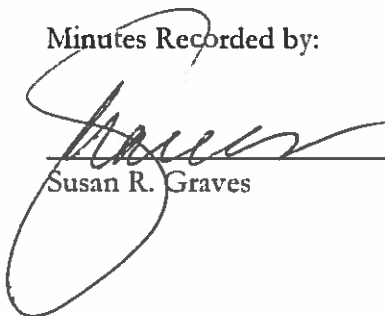
2017 Phase II Grant Recommendations – Susie Graves reported that OETT received 54 Phase II grant applications; three were disqualified during compliance review, and 51 moved forward to the grant review process. Members of the K20 Center distributed data grids (in blind format) to trustees. Following explanation of grant review results and lengthy discussion, a motion was made, duly seconded, and adopted by unanimous voice vote to award Phase II grants to the top 18 schools. A new motion to amend the previous motion was made, duly seconded and adopted by voice vote to award 2017 Phase II grant awards to Alternate 1 and 2 and any school with a rubric score of 65 and higher. The amended main motion was adopted by voice vote. Following more discussion, a motion was made, duly seconded, and adopted by a hand vote of 5 to 2, to designate the HS with 5 applications as Alternate #1. Following all the voting, map of the new 20 Phase II awarded schools & a cumulative 2003-2017 Phase II grant map; grant summaries; grant listing with school names, county represented, practices chosen, and equipment requested; and demographics by school division & state quadrant were all distributed to all present. Grant awards were made to: Ada Early Childhood Center, Arnett Elementary, Marshall Elementary in Checotah, Cordell Elementary, Deer Creek Intermediate, Dewey Middle School, Pioneer Elementary in Elk City, Grove Upper Elementary, Haworth High School, Macomb Elementary, Highland West Jr. High in Moore, Northmoor Elementary in Moore, Newcastle Early Childhood Center, North Rock Creek Middle School, Perkins-Tryon Elementary, James L. Dennis Elementary in Putnam City, Western Oaks Elementary in Putnam City, Quapaw Middle School, Stuart Elementary, and Valliant Middle School.

K20 Center Management Agreement: Susie Graves reviewed with trustees the OU Mod No. 8 agreement for professional development services from the K20 Center. Following discussion a motion was made, duly seconded, and adopted by unanimous vote to approve the agreement with OU and the K20 Center.

Annual Report – Susie Graves reported that the OETT 2016 Annual Report had been mailed to all appointing entities and stated that before the next trustee meeting data from the 2013 Look Back grant schools will be obtained and that the 2016 grantee survey would soon be available to current grant schools.

There being no further business, a motion was duly made, seconded, and adopted to adjourn the meeting. Meeting was adjourned 1:29 p.m.

Minutes Recorded by:



Susan R. Graves

Approval of Minutes:



8-7-17

Signature Date

Bob Stafford

Printed Name

Chair

Title



OKLAHOMA EDUCATIONAL TECHNOLOGY TRUST
Board of Trustees Meeting Minutes
July 27, 2017

The Board of Trustees of the Oklahoma Educational Technology Trust met on July 27, 2017 in the second floor conference room of the Oklahoma Education Association at 323 E. Madison, OKC.

Notice: first notice was emailed 6/7/17 followed by second notice 7/17/17; email including agenda and meeting materials was sent on 7/20/17. Agenda was posted at FMI and OEA

Members present: Bob Stafford (Chair), Shawn Hime (V-Chair), John Wright (Secretary), Phil Berkenbile, David DuVall, Robert Franklin, and Scott Parks

Members absent: Pam Deering and Sandy Scaffetta Johnson

Management team present: Frank Merrick, Susie Graves, Sherrie Schroeder, Jane Trench

Others present: Brad Zerger (BancFirst); Claudia Holliman (Finance/Investment committee member); Gregg Garn, Leslie Williams, Linda Atkinson, Nicki Watkins, & Sharon Wilbur (K20 Center/OK-ACTS); David Brady (Luton & Company)

Call to Order – Chair Bob Stafford called the meeting to order at 11:55am and declared a quorum present. He welcomed Brad Zerger, Claudia Holliman, & David Brady and thanked David DuVall for continuing to host the OETT board meetings at OEA.

Approval of Minutes: John Wright noted that an addition needed to be made to the April board meeting minutes. A motion was made, duly seconded, and adopted by unanimous vote **to amend the 4.27.17 minutes to add “Dewey Middle School” after Deer Creek Intermediate on page two.** Next a motion was made, duly seconded, and adopted by unanimous vote **to approve the amended minutes of the April 27, 2017 trustee meeting.**

Finance/Investment Committee:

Quarterly Financial Report—Sherrie Schroeder began her report noting that the cumulative grants paid since inception has now surpassed \$20,238,184. Schroeder reviewed with trustees the Statement of Financial Position and Statement of Activities reporting total assets at \$36,290,149 and excess of revenue over expense of \$639,877 at the end of June 2017 and for the two quarters then ended. A motion was made, duly seconded, and adopted by unanimous vote **to approve the financial report.**

The management team discussed with trustees the need for a travel policy and presented a draft policy for review. Following lengthy discussion, it was recommended that the policy be revised by the management team and presented at the November 2017 trustee meeting.

Investment Team Presentation— Brad Zerger presented the investment reporting a historically high fair market value of \$36,052,145 as of June 30, 2017 and assets of \$36,630,996 on July 27, 2017. He reviewed with trustees the market returns through June 2017 and reported investment growth of 6.2% fiscal year to date and 12.1% for last 12 months which is in line with the benchmarks. Small cap equities and international & emerging markets equities were performance leaders. It was stated that OETT has now given away 2/3 of

the original \$30 million corpus with assets closing in on \$37 million to date. Zerger also noted that the foreign Bond fund had been added and the portfolio is in alignment with policy.

Following the presentation and discussion, a motion was made, duly seconded, and adopted by unanimous vote to approve the investment report.

Audit Committee: Scott Parks, Audit Committee Chair, reported that the Audit Committee met July 6, 2017 for the initial audit review with David Brady and thanked David for joining the OETT board to present the audit to trustees. Brady reviewed the audit report noting that the opinion expressed was unmodified. For 2016, the Trust had an increase in assets of \$1,050,060 to \$35,077,953 which was primarily investment driven. Brady also reviewed the notes to the financial statements noting no changes in presentation from previous years. The trustees also received a copy of the SAS letter which included no significant findings. The 990 was provided to the trustees with the meeting materials and there was an opportunity for questions on the 990. Following the presentation and discussion, a motion was made, duly seconded, and adopted by unanimous vote to accept the audit and file the 990 as presented.

2017 Phase II Grant School Videos – Susie Graves reported that 2016 grant schools had completed their year with a fourth quarter meeting in Norman where they presented videos illustrating their grant year. These videos are on the OETT Oklahoma YouTube; two – Greenwood Elementary in Tahlequah and Macomb High School – were shown to trustees.

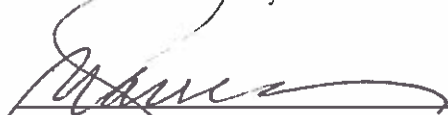
Professional Development – Leslie Williams, K20 Center Director, stated that the last few months have been very busy with OETT 2016 and 2017 grant schools as well as work with schools who are beginning the application process. Sharon Wilbur reported that the next Leadership (Phase I) Session is scheduled for September 20-21 and is already full. In addition Tech Demo sessions with school teams have been offered this summer, and Feedback to Funding (F2F) will begin in the fall. Nicki Watkins reported that she and the K20 team made three presentations at the International Tech Conference (ISTE) this summer. She also reported that PD plans had been made with new 2017 grantee school teams at the Post Grant Planning Sessions in May and that first sessions will begin in schools next week.

“Strengthening Oklahoma Schools & Communities: Gregg Garn, Dean of the Jeannine Rainbolt College of Education at OU, distributed information sheets and discussed with trustees a variety of opportunities available in supporting Oklahoma teachers and building educational communities.

New Business – Frank Merrick called trustees attention to the 2017-2018 meeting dates and recommended holding the November 2nd meeting in Howe, OK, where Scott Parks is superintendent. With no objections, staff was asked to notify members absent and coordinate transportation.


There being no further business, the meeting was adjourned 2:18p.m.

Minutes Recorded by:



Susan R. Graves

Approval of Minutes:

 11-2-17

Signature Date
Bob Stafford

Printed Name



OKLAHOMA EDUCATIONAL TECHNOLOGY TRUST
Board of Trustees Meeting Minutes
November 2, 2017

The Board of Trustees of the Oklahoma Educational Technology Trust met on November 2, 2017 in the second floor conference room of the Oklahoma Education Association at 323 E. Madison, OKC.

Notice: first notice was emailed 9/28/17 followed by second notice with location change 10/2/17; email including agenda and meeting materials was sent on 10/27/17. Agenda was posted at FMI and OEA

Members present: Bob Stafford (Chair), Shawn Hime (V-Chair), John Wright (Secretary), Phil Berkenbile, Pam Deering, David DuVall, Robert Franklin, and Scott Parks

Members absent: Sandy Scaffetta Johnson

Management team present: Frank Merrick, Susie Graves, Sherrie Schroeder, Jane Trench

Others present: Brad Zerger (BancFirst); Claudia Holliman & Ann Dagg (Finance/Investment committee members); Leslie Williams, Linda Atkinson, Nicki Watkins, & Sharon Wilbur (K20 Center/OK-ACTS).

Call to Order – Chair Bob Stafford called the meeting to order at 11:53am and declared a quorum present. He welcomed Brad Zerger, Ann Dagg, and Claudia Holliman and thanked David DuVall again for hosting the OETT board meetings at OEA.

Approval of Minutes: A motion was made, duly seconded, and adopted by unanimous vote to approve the amended minutes of the July 27, 2017 trustee meeting.

Finance/Investment Committee:

Quarterly Financial Report—Sherrie Schroeder reported that total assets at September 30, 2017 had increased to \$37,131,350. During the third quarter the Trust had net income of \$1,123,701 which brings net income for the first three quarters of 2017 to \$1,763,578. A motion was made, duly seconded, and adopted by unanimous vote to approve the financial report.

Investment Team Presentation— Jon Bowers & Brad Zerger presented the investment results through September 30, 2017. Bowers began by noting that the economy is in its 100th month of growth. OETT's investment ended September at \$36,998,220 and had increased to \$37,327,965 at October 31, 2017. Year to date the portfolio is up 9.8% compared to the benchmark of 8.9%. Brad Zerger continued by noting that the portfolio has been enjoying the fruits of a strong market. The economy continues to do well. Stocks appear to be fully valued. Although there has recently been the appointment of a new chair of the Federal Reserve the expectation is for the continuation of current policies.

Following the presentation and discussion, a motion was made, duly seconded, and adopted by unanimous vote to approve the investment report.

K20 Center Proposal – Leslie Williams, K20 Center Director, presented the K20 Center professional development proposal containing an increase of \$120,000 with \$30,000 for additional Phase I technology

equipment and \$90,000 designated towards salary requirements for the Phase I Leadership director. Following a lengthy discussion, a motion was made, duly seconded, and adopted by unanimous consent to approve the new K20 Center budget proposal.

Revised Travel Policy – Frank Merrick presented the new travel policy and stated that Sherrie Schroeder will email the expense form to all trustees for their use if they request reimbursement for travel to OETT meetings & site visits.

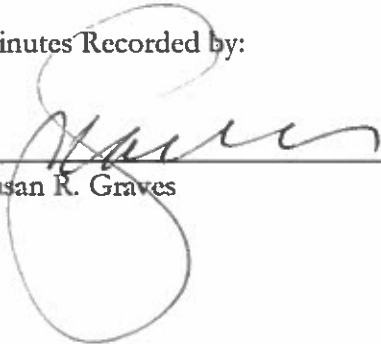
2013 “Look Back” Evaluation – Susie Graves called trustees attention to the map, narrative report, & revised Summary Chart while presenting her report. She stated that 44% of the applications in 2013 were awarded Phase II grants and that half of the schools (9) were in districts where Phase II grants had previously been awarded. She also reported that she can find no correlation between the initial application review rating and current level of use of equipment in schools.

K20 Center Professional Development – Leslie Williams invited trustees to the K20 Center Innovative Learning Institute (ILI) and its 60 breakout sessions on November 30th with opening session at 8:30am. Sharon Wilbur stated that a September Phase I Leadership session was held in September which was the last opportunity for administrators to qualify for the opportunity to submit Phase II grant proposals. Nicki Watkins reported that K20 Field Specialists have been in all 2017 grant schools at least 3 times since awards were made last spring. She stated that the new online application will be released next week. She also reported that both Tech Demos and Feedback to Funding sessions have been expanded this year.

2017 Grantee School Site Visits: Susie Graves reported that the site visit scheduled is being developed and will soon be emailed to trustees.

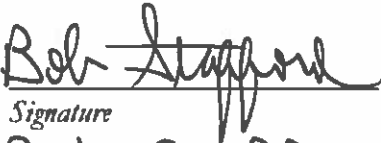
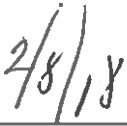
There being no further business, the meeting was adjourned 1:42p.m.

Minutes Recorded by:



Susan R. Graves

Approval of Minutes:

Signature *Date*
Bob Stafford

Printed Name
Chair

Title