



BOARD OF TRUSTEES

OKLAHOMA STATE SCHOOL BOARDS ASSOCIATION
2801 N. LINCOLN, OKLAHOMA CITY

FEBRUARY 14, 2013

1:00 P.M.

AGENDA

- | | | |
|-------|--|---|
| I. | Call to Order | Jeff Mills, OETT Chair |
| II. | Approval of Minutes | Lela Odom, OETT Secretary |
| III. | Finance/Investment Committee
4 th Quarter Financials
2013 Grantmaking Budget | Phil Berkenbile, Chair
Sherrie Schroeder, CPA
Foundation Management, Inc. |
| IV. | Audit Committee | John Wright, Chair |
| V. | Administrative Management Contract | Susie Graves, Executive Director
Communities Foundation of Oklahoma |
| VI. | 2011 Grantee Evaluation
2006 Sustaining Grant Evaluation
2008 "Look Back" Evaluation & Recommendation | Gloria Hamlin, Evaluation Associate
Foundation Management, Inc. |
| VII. | K20 Center Professional Development
Phase I & II Reports | Leslie Williams, K20 Director
Linda Atkinson, K20 Associate Director
Jean Cate, K20 Center Associate Director
Scott Charlson & Nicki Watkins,
Phase II Co-Directors |
| VIII. | Open Meeting Requirements Related to Quorum | Lynn Rogers, OETT Counsel |
| IX. | Old Business | |
| X. | New Business | |
| XI. | Adjourn | |

Future Meeting Dates

Regular OETT Trustee Meeting @ OSSBA:

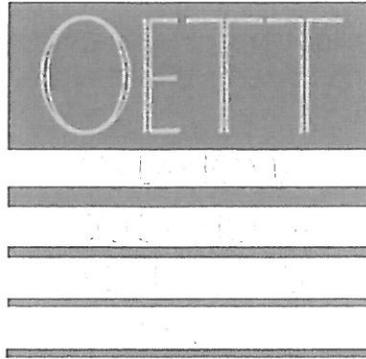
- May 2, 2013 – 1 p.m.
- July 25, 2013 – 1 p.m.

Finance/Investment Committee Meetings @ OSSBA:

- May 2, 2013 – 11:30 a.m.
- July 25, 2013 – 11:30 a.m.

Grants Committee:

- April 23, 2013 -- TBD



OKLAHOMA EDUCATIONAL TECHNOLOGY TRUST

Board of Trustees Meeting Minutes February 14, 2013

The Board of Trustees of the Oklahoma Educational Technology Trust met on February 14, 2013 in the conference room of the Oklahoma State School Boards Association in Oklahoma City.

Members present: Jeff Mills (Chair), Phil Berkenbile (Vice-Chair), Robert Franklin, Lela Odom, Scott Parks, Bob Stafford, John Wright

Members absent: Steven Crawford

Management team present: Susie Graves, Sherrie Schroeder, and Gloria Hamlin.

Others present: Linda Atkinson, Jean Cate, Leslie Williams, Scott Charlson, Nicki Watkins (K20 Center/OK-ACTS).

Call to Order: Chair Jeff Mills called the meeting to order at 1 p.m. and declared a quorum present. He welcomed new trustees Robert Franklin and Scott Parks and asked those present to introduce themselves.

Approval of Minutes: A motion was made by Lela Odom, seconded by Phil Berkenbile, and adopted by unanimous vote to approve the minutes of the July 16, 2012 Annual OETT Trustee Meeting.

Finance/Investment Committee -- Phil Berkenbile, Finance/Investment Chair, reported that the Finance/Investment Committee met just prior to the trustee meeting with Mike Dickinson and John Cardoza from BancFirst Trust and stated that OETT allocations are in compliance with investment policies. Berkenbile reported that investments are ahead of their benchmarks, with trailing 12 months return of 12.2%. Sherrie Schroeder called trustees attention to the quarterly financial reports including a graphic representation of trust assets and grants from inception to date, Statement of Financial Position and the Statement of Activities of the trust and reported total assets at 12/31/12 of \$31,620,386. Since the spending policy no longer includes multi-year grantmaking, there will no longer be a need for the Projected Granting Cycle spreadsheet in the future. Phil Berkenbile reported that the

Finance/Investment Committee had reviewed and made slight modifications to the spending policy analysis prepared by the management team. The recommendation from the F/I Committee included Phase II equipment grants to 17 schools, Phase I allocation of \$30,000, Sustaining Phase II awards of \$10,000 and grant to the K20 Center of \$510,000 to deliver professional development to all Phase II and Sustaining Phase II schools. Following discussion, a **motion on behalf of the Finance/Investment Committee by Phil Berkenbile, and adopted by unanimous vote to approve the investment committee and financial reports and recommendations.**

Audit Committee: John Wright, Audit Committee Chair, stated that the Luton & Company five year proposal had been circulated to the Audit Committee which recommended approval. A motion was made by John Wright, seconded by Lela Odom, and adopted by unanimous vote **to accept the Luton & Company proposal for audit services for the next five years.**

Administrative Management Contract: Susie Graves presented the Communities Foundation of Oklahoma administrative management report for renewal stating that no changes have been requested for the coming year. Following brief discussion, a motion was made by Lela Odom, seconded by Phil Berkenbile, and adopted by unanimous vote of the board **to approve a one year extension of the administrative management contract with Communities Foundation of Oklahoma.**

Evaluation: Gloria Hamlin, FMI's Evaluation Associate, presented the following reports: 2011 Grantee Evaluation, 2006 sustaining Grant Evaluation (Tulsa Grissom Elementary and Wagoner Central Elementary) Phase II grants, and the 2008 "Look Back" Evaluation. Following her presentation and discussion, a motion was made by Lela Odom, seconded by Bob Stafford, and adopted by unanimous vote **to extend Sustaining Phase II applications to Idabel Central Elementary, Newcastle Elementary, Hupfeld Academy at Western Village, Osage Hills School, Springer Public Schools, and Warner High School.** Trustees engaged in discussion related to strategies focused on confirming grant implementation capacity in applicant schools and the correlation of grant review ratings in comparison to successful grant completion. Trustees recommended the addition of Sustaining Phase II Grant Awardees designation to the grant map and adding the evaluation reports to the OETT website.

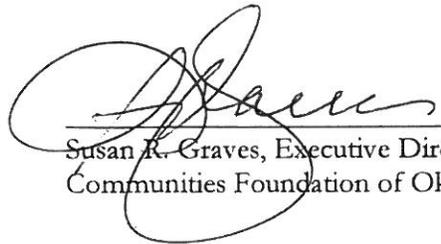
K20 Center Professional Development: Jean Cate, reporting for Sharon Wilbur, Director of Phase I, reported that leadership seminars had been held in October and December of 2012 and that one Return to Leadership seminars had been held in the fall with another scheduled for Spring 2013. She also reported that Urban & Rural GEAR UP grants administered by the K20 Center are modeled after the OETT model. Leslie Williams, reporting for Phase II, stated that some 2013 Phase II schools began their professional development in May 2012 and that almost all site visits to schools have been completed. She reported that the K20 Center ILI had the largest attendance in the history of the event and that Graves, Koster, and Atkinson presented a session on on-line OETT grant application at ILI again this year. Lastly, she reported that the deadline for 2013 Phase II grants was February 4th and 41 applications have been received and are moving forward to the grant reviewer stage.

Open Meeting Requirements Related to Quorum: Graves reported that she had inquired of Lynn Rogers, OETT legal counsel, about the possibility of telecommunication participation by trustees at board meetings. Rogers researched the issue and forwarded an opinion stating that as long as OETT retains its policy of being governed by provisions of the Open Meeting Act, a quorum of the board must be physically present in one place at one time.

New Business – Graves reported that a change was being made in the consideration of the K20 Center contract renewal, stating that it had originally been scheduled for discussion at the July Annual Meeting but that it is more appropriately addressed at the May board meeting when the number of Phase II grant awards are finalized.

There being no further business, a motion was made by Phil Berkenbile, seconded by Lela Odom, and adopted by unanimous vote of the board **to adjourn the meeting**. Meeting was adjourned 2:27 p.m.

Minutes Recorded by:



Susan R. Graves, Executive Director
Communities Foundation of Oklahoma

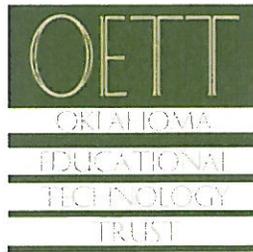
Approval of Minutes:



Signature 05/02/13
Date

Jeff B. Mills
Printed Name

Chair
Title



BOARD OF TRUSTEES

OKLAHOMA STATE SCHOOL BOARDS ASSOCIATION
2801 N. LINCOLN, OKLAHOMA CITY

MAY 2, 2013

1:00 P.M.

AGENDA

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|-------|---|---|
| I. | Call to Order | Jeff Mills, OETT Chair |
| II. | Approval of Minutes | Lela Odom, OETT Secretary |
| III. | Finance/Investment Committee
1 st Quarter Financials | Phil Berkenbile, Chair
Sherrie Schroeder, CPA |
| IV. | Grants Committee
2013 Phase II Grants Recommendations &
2013 Sustaining Phase II Grant Recommendations | Bob Stafford, Chair
Susie Graves, CFO Executive Director
Leslie Williams, K20 Center Director |
| V. | K20 Center Contract Renewal | Frank Merrick, FMI President |
| VI. | 2012 Annual Report | Will Merrick, FMI Vice-President |
| VII. | New Business | |
| VIII. | Adjourn | |

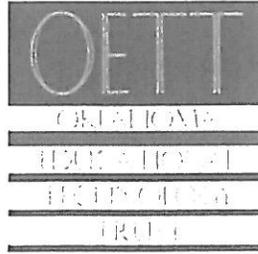
Future Meeting Dates

Regular OETT Trustee Meetings @ OSSBA:

- July 25, 2013 – 1 p.m. Annual Meeting

Finance/Investment Committee Meetings @ OSSBA:

- July 25, 2013 – 11:30 a.m.



OKLAHOMA EDUCATIONAL TECHNOLOGY TRUST

Board of Trustees Meeting Minutes May 2, 2013

The Board of Trustees of the Oklahoma Educational Technology Trust met on May 2, 2013 in the conference room of the Oklahoma State School Boards Association Oklahoma City.

Members present: Jeff Mills (Chair), Phil Berkenbile (Vice-Chair), Robert Franklin, Lela Odom, Scott Parks, Bob Stafford, John Wright

Members absent: Steven Crawford

Management team present: Frank Merrick, Susie Graves, Sherrie Schroeder, Will Merrick, and Gloria Hamlin.

Others present: Linda Atkinson, Leslie Williams, Jean Cate, Scott Charlson, Nicki Watkins, Sharon Wilbur (K20 Center/OK-ACTS); Lynn Rogers

Call to Order – Chair Jeff Mills called the meeting to order at 1:00 p.m., welcomed trustees and guests, and declared a quorum present.

Approval of Minutes – Mills stated that a correction has been made to the minutes indicating that legal counsel Lynn Rogers was not in attendance at the February 14, 2013 meeting. **A motion was made by Lela Odom, seconded by Bob Stafford, and adopted by unanimous vote to approve the corrected minutes of the February 14, 2013 OETT Trustee Meeting.**

Finance/Investment Committee: Phil Berkenbile reported that the Finance/Investment Committee met with Mike Dickinson and Brad Zerger from BancFirst Trust just prior to the trustee meeting. At that meeting they reviewed the performance of investments and discussed the commentary and charts in the Market Overview section of the presentation book. During the investment presentation Brad Zerger reported market value of OETT investments at \$33,383,497 as of 3/31/13 with 6.2% growth over the trailing 3 months ending 3/31/13 and an annualized return of 8.3% for last 3 years. Berkenbile noted that since inception the OETT portfolio has earned over \$19 million dollars and has distributed approximately \$14 million. He reported that the committee also discussed the impact of making 18 rather than 17 grants in anticipation of the Grants Committee recommendation. The committee also reviewed and approved financial reports for the first quarter of 2013.

Grants Committee -- Bob Stafford, Grants Committee Chair, reported that the Grants Committee met April 22nd following the grant team review on March 28th. He called trustees attention to the grantmaking charts on pages 7 and 8 of the meeting books and explained the financial impact of making one additional grant than in the grantmaking budget approved at the previous trustee meeting. He state that the committee's recommendation to increase the number of grants was due to the fact

that five grants scored 4.0 and the committee felt strongly that all five should be awarded. Stafford explained that this would be a distribution of approximately 5.13%. A motion was made by Phil Berkenbile, seconded by Scott Parks, and adopted by unanimous vote to award **2013 Phase II Grants to Schools to applicants #1 through #18 as presented in blind format in meeting materials.** A recommendation was made by the Grants Committee to **designate #19 through #21 as alternates and recommended authority be given to the management planning team to determine the order of the two with the same rating if warranted; the recommendation was seconded by Lela Odom and adopted by unanimous vote.** Leslie Williams explained the grants chart indicating the school levels and geographic regions represented by 2013 grant awards. The K20 team distributed two maps: one showing the 2013 grant schools and the other showing all 188 OETT funded schools since 2003. Grant summaries for each awarded application were also distributed to trustees.

Susie Graves reported that applications had been submitted from four of the six 2008 grant schools invited to apply for Sustaining Phase II awards. The grant planning team recommended funding two schools; both had experienced significant administrative and teacher turnover since their grant year and demonstrated great need for additional professional development to train new teachers. A motion was made by Phil Berkenbile, seconded by Bob Stafford and adopted by unanimous vote to award **2013 Sustaining Phase II grants to Central Elementary in Idabel and Springer Public Schools.**

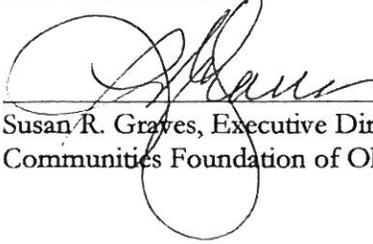
K20 Center Contract Renewal – Frank Merrick commended the K20 Center for their cooperation when budget adjustments were required in past years. He reviewed with trustees the current Modification No. 5 agreement with the University of Oklahoma and stated that approval is needed for the 2013-14 grant period totaling \$540,000 which represents the \$30,000 for Phase I and \$510,000 for Phase II as included in the grantmaking budget approved by the board at the February 14th meeting. A motion was made by Bob Stafford, seconded by Lela Odom, and adopted by unanimous vote to **approve the 2013-14 grant of \$540,000 to the K20 Center.**

2012 Annual Report – Will Merrick called trustees attention to the printed copies of the OETT annual report and stated that these are online at www.oett.org and have been mailed or emailed to appointing entities, corporation commissioners, former trustees, and all 170 grant schools.

New Business – Graves stated that she had been contacted by Ed Cook representing the Friends of the Capitol inquiring if OETT would like to purchase a commemorative paver. Trustees reaffirmed their commitment to funding technology grants to schools and no action was taken.

There being no further business, the meeting was adjourned 1:26 p.m.

Minutes Recorded by:

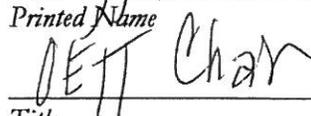


Susan R. Graves, Executive Director
Communities Foundation of Oklahoma

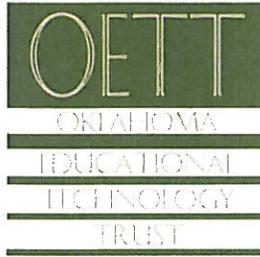
Approval of Minutes:



Signature _____ Date 07/25/13


Printed Name Jeff Mills


Title OETT Chair



**BOARD OF TRUSTEES
ANNUAL MEETING**

OKLAHOMA STATE SCHOOL BOARDS ASSOCIATION (OSSBA)
2801 N. LINCOLN, OKLAHOMA CITY
July 25, 2013 -- 1 p.m.

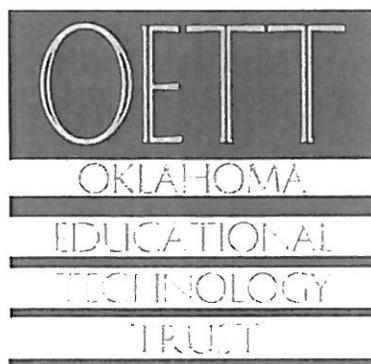
AGENDA

- | | | |
|-------|---|---|
| I. | Call to Order | Jeff Mills, OETT Chair |
| II. | *Minutes of 5/2/13 Meeting | Lela Odom, Secretary |
| III. | Finance/Investment Committee
*Financial Reports | Phil Berkenbile, Chair
Sherrie Schroeder, CPA
Foundation Management, Inc. |
| IV. | *Audit Committee
Presentation of 2012 Audit
& IRS 990 | John Wright, Chair
David R. Brady, CPA
Luton & Company, PLLC |
| V. | Grants Committee
2012 Grantee Videos | Bob Stafford, Chair
Susie Graves, Executive Director
Communities Foundation of Oklahoma |
| | Professional Development | Dr. Leslie Williams, K20 Center Director
Dr. Linda Atkinson, K20 Center Associate Director
Dr. Jean Cate, K20 Center Associate Director |
| | OETT Phase I
OETT Phase II | Dr. Sharon Wilbur, Director of Leadership Programs
Nicki Watkins, OETT Phase II Director |
| VI. | Old Business
*Lynn Rogers Legal Retainer Renewal | |
| VII. | New Business | |
| VIII. | Adjourn | |

2013-2014 Meeting Dates: Finance/Investment at 11:30 a.m. – Trust at 1 p.m.

November 7, 2013
February 6, 2014
May 1, 2014
July 24, 2014

***Requires Trustee Action**



OKLAHOMA EDUCATIONAL TECHNOLOGY TRUST

Board of Trustees Meeting Minutes July 25, 2013

The Board of Trustees of the Oklahoma Educational Technology Trust met on July 25, 2013 in the conference room of the Oklahoma State School Boards Association in Oklahoma City.

Members present: Jeff Mills (Chair), Phil Berkenbile (Vice-Chair), Stephen Crawford, Lela Odom, Bob Stafford, John Wright

Members absent: Robert Franklin, Scott Parks

Management team present: Frank Merrick, Susie Graves, Sherrie Schroeder, Will Merrick, and Gloria Hamlin.

Others present: Leslie Williams, Linda Atkinson, Jean Cate, Nicki Watkins (K20 Center/OK-ACTS); Lynn Rogers (legal counsel); David Brady (CPA).

Call to Order – Chair Jeff Mills called the meeting to order at 1 p.m. and declared a quorum present.

Approval of Minutes – A motion was made by Lela Odom, seconded by Phil Berkenbile, and adopted by unanimous vote to approve the minutes of the May 2, 2013 OETT Trustee Meeting.

Finance/Investment Committee: Phil Berkenbile reported that the Finance/Investment Committee met just prior to the trustee meeting with Mike Dickinson and Brad Zerger from BancFirst Trust and reported that investments are ahead of benchmarks with 13.4% growth over the trailing 12 months compared to benchmark of 12%. Sherrie Schroeder called trustees attention to the quarterly financial reports including a graphic representation of trust assets and grants from inception to date, Statement of Financial Position and the Statement of Activities of the trust and reported total assets at 6/30/13 of \$33,092,340 and \$33,649,718 as of today (7/25/13) with \$85,481 excess of revenues over expenses. She stated that the primary activity of the second quarter were grants to schools with professional development contract with K20 Center to be paid in the next quarter. **A motion was made by Phil Berkenbile, seconded by Lela Odom, and adopted by unanimous vote to approve the investment committee and financial reports.**

Audit Committee: John Wright, Audit Committee Chair stated that the Audit Committee met with David Brady of Luton & Company on 6/20/13, thoroughly reviewed the audit with the auditor as well as meeting privately without management team present, and recognized David Brady to present the 2012 audit report. Brady stated that the audit had an unqualified opinion with no significant adjustments and reported net assets at 12-31-12 of \$31,614,165 which reflected an increase of \$3,355,990. He reviewed the audit notes (pages 6-12) stating that they were consistent except for notes 6 and 7 which were modified to describe the change in granting procedure to approving the granting budget each year. **A motion was made by Stephen Crawford, seconded by Bob Stafford, and adopted by unanimous vote to accept the audit report.** Schroeder reported that the IRS 990 had been circulated electronically for review and comment from the trustees and asked if there were any additional questions prior its submission; since there were none, **a motion was made by Lela Odom, seconded by Bob Stafford, and adopted by unanimous vote authorizing the OETT Chair to sign and management team to submit the tax return.**

Grants Committee -- Bob Stafford, Grants Committee Chair, recognized Susie Graves who reported that she had attended the June 4th final quarter meeting with 2012 grant schools where each school made video presentations and participated in sustainability planning with the K20 Center professional development team. She reported that all videos were now posted on YouTube and presented three to the trustees. Leslie Williams, K20 Center Director, reported on several staffing changes, and announced that the Innovative Learning Institute would be held December 3rd this year. Members of the K20 Center professional development team reported briefly about Phase I and Phase II efforts stating that Phase I now includes a "Returning to Leadership" session and that 3rd quarter meetings for Phase II schools site visits between schools. New 2013 schools have all participated in grant planning sessions with members of the K20 and OETT/CFO teams, and the first professional development day was August 9th.

Legal Retainer -- During discussion it was noted that it is prudent for OETT to have some kind of legal resource and following further discussion, **a motion was made by Stephen Crawford, seconded by Phil Berkenbile, and adopted by unanimous vote to enter into agreement with Lynn Rogers as in the past with the caveat that if the Attorney General so choses to provide legal counsel at no expense, the contract will become null and void.**

There being no further business, the meeting was adjourned 1:46 p.m.

Minutes Recorded by:



Susan R. Graves, Executive Director
Communities Foundation of Oklahoma

Approval of Minutes:

 11/7/2013

Signature Date


Printed Name


Title



BOARD OF TRUSTEES

COOPERATIVE COUNCIL FOR OKLAHOMA SCHOOL ADMINISTRATION
1901 N. LINCOLN, OKLAHOMA CITY

NOVEMBER 7, 2013

1:00 P.M.

AGENDA

- | | | |
|-------|--|---|
| I. | Call to Order | Phil Berkenbile, OETT Vice-Chair |
| II. | Officer Succession & Board Ratification of Chair Selection | Lynn Rogers, Legal Counsel |
| III. | Approval of Minutes | Lela Odom, OETT Secretary |
| IV. | 2007 Sustaining Grants Evaluation & 2009 "Look Back" Evaluation & Recommendation | Gloria Hamlin, FMI
Evaluation Associate |
| V. | Finance/Investment Committee
3 rd Quarter Investments

3 rd Quarter Financials | Phil Berkenbile

Sherrie Schroeder, FMI
Vice-President of Accounting |
| VI. | K20 Center Professional Development
Phase I & II Reports | Leslie Williams, Director
K20Center, OU
Linda Atkinson, Assoc. Director
Nicki Watkins, Phase II Director |
| VII. | 2012 Grantee School Site Visits | Susie Graves, Executive Director
Communities Foundation of Oklahoma |
| VIII. | New Business | |
| IX. | Adjourn | |

Future Meeting Dates

Regular OETT Trustee Meeting @ CCOSA:

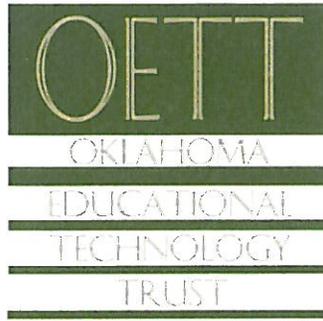
- February 6, 2014 – 1 p.m.
- May 1, 2014 – 1 p.m.
- July 24, 2014 – 1 p.m.

Finance/Investment Committee Meetings @ CCOSA:

- February 6, 2014 – 11:30 a.m.
- May 1, 2014 – 11:30 a.m.
- July 24, 2014 – 11:30 a.m.

Grants Committee:

- April 21, 2014 -- TBD



OKLAHOMA EDUCATIONAL TECHNOLOGY TRUST

Board of Trustees Meeting Minutes

November 7, 2013

The Board of Trustees of the Oklahoma Educational Technology Trust met on November 7, 2013 in the conference room of the Cooperative Council for Oklahoma School Administration (CCOSA) in Oklahoma City.

Members present: Phil Berkenbile, Steven Crawford, Robert Franklin, Lela Odom, Scott Parks, John Wright

Members absent: Bob Stafford

Management team present: Frank Merrick, Susie Graves, Sherrie Schroeder, Will Merrick and Gloria Hamlin.

Others present: Linda Atkinson, Leslie Williams, Nicki Watkins (K20 Center/OK-ACTS); Lynn Rogers

Call to Order: Vice-Chair Phil Berkenbile called the meeting to order at 1 p.m. and declared a quorum present. Steven Crawford briefly discussed Jeff Mills' passing and welcomed trustees to the new CCOSA conference room.

Officer Succession & Board Ratification of Chair Selection: Lynn Rogers, legal counsel for OETT stated that he had researched the Open Meeting regulations, OETT Trust Agreement, and OETT Bylaws regarding the chairmanship vacancy created at Jeff Mills' death. He reported that the Open Meeting regs doesn't address the succession issue; that the Trust Agreement is silent on it; and that Section 3.10 empowers trustees to interpret and/or apply rules in a manner they "deem equitable". Following discussion, a motion was made by Lela Odom, seconded by Steven Crawford, and adopted by unanimous vote to affirm Vice-Chair Phil Berkenbile to assume the chairmanship for the remainder of Jeff Mills appointed term.

Approval of Minutes: A motion was made by Lela Odom, seconded by Robert Franklin, and adopted by unanimous vote to approve the minutes of the July 25, 2013 Annual OETT Trustee Meeting.

2007 Sustaining Grants Evaluation & 2009 "Look Back" Evaluation & Recommendation: Gloria Hamlin, FMI's Evaluation Associate, explained the process related to the 4 year "look back" evaluation, reported on the Sustaining Phase II grants to Sand Springs Limestone Technology Academy and Perkins-Tryon High School, and presented the 2009 "Look Back" Evaluation with the planning team recommendations. Following her presentation and discussion, a motion was made by Steven Crawford, seconded by Scott Parks, and adopted by unanimous vote to extend Sustaining Phase II applications to Westfall Elementary (Choctaw-Nicoma Park), Copan Schools, Kansas Elementary, and Newcastle Middle School.

Finance/Investment Committee -- Phil Berkenbile, Finance/Investment Chair, reported that the Finance/Investment Committee met just prior to the trustee meeting with Brad Zerger from BancFirst Trust and stated that OETT assets are in the best position in the history of the trust with portfolio balance of \$34,678,536 as of 11/5/13 with a trailing 12 months return of 13.5% at quarter end. Sherrie Schroeder called trustees attention to the quarterly financial reports including a graphic representation of trust assets and grants from inception to date, Statement of Financial Position and the Statement of Activities of the trust and reported total grants since inception of \$15,421,980. She reported total assets at 9/30/13 of \$33,915,219 and stated that the bulk of expenses for the

year have been paid. Following discussion, a **motion was made by Robert Franklin, seconded by John Wright, and adopted by unanimous vote to approve the investment committee and financial reports.**

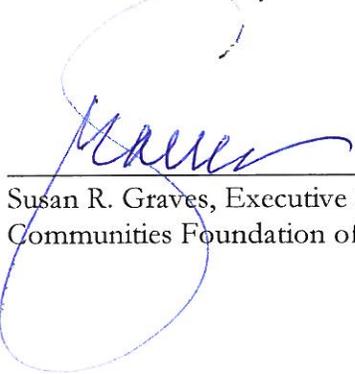
K20 Center Professional Development: Leslie Williams distributed Innovative Learning Institute postcards and stated that the day (12/3/13) will begin with OETT Grantee pictures, followed by the keynote speaker Wes Moore. The OETT application session will be held in the morning, and all OETT grant schools and trustees will be recognized at the lunch session along with the 2013 SKIE award winners. Nicki Watkins stated that at least three professional development sessions have been held in all 2013 grant schools and reported on this year's diversity of equipment purchases. Linda Atkinson stated that the 2014 OETT application opened online on November 4th and described the assistance provided to schools in the application process – both technical and content support.

2013 Grantee School Site Visits: Susie Graves called trustees attention to the site visit schedule and encouraged trustees to attend if their schedules permitted. She stated that she will email the chart to trustees as well as Grants Committee members and also invited will be education foundation members and CFO trustees and board of governors members. Trustees suggested inviting local legislators and/or researching for famous graduates from grant schools.

There being no further business, a motion was made by Lela Odom, seconded by Robert Franklin, and adopted by unanimous vote of the board **to adjourn the meeting.** Meeting was adjourned 2:05 p.m.

Minutes Recorded by:

Approval of Minutes:



Susan R. Graves, Executive Director
Communities Foundation of Oklahoma

 2/20/2014

Signature *Date*

Phil Berkenbile
Printed Name
Bd. Chairman
Title