



OKLAHOMA STATE
DEPARTMENT *of* EDUCATION

MEMORANDUM

TO: The State Department of Education

FROM: Stacy Eden

DATE: September 22, 2026

SUBJECT: Lindsey Nicole Henry Scholarship

Greenwood Academy request approval to participate in the Lindsey Nicole Henry Scholarship for Students with Disabilities program. They are accredited through Beacon Education Institute (BEI) and recognized by the Oklahoma Private School Accreditation Commission charged by the Oklahoma State Department of Education with overseeing educational quality of accredited private schools in the state.

Greenwood Academy provides an inclusive educational environment designed to meet the individual academic, behavioral, social-emotional, and instructional needs of students with disabilities. The school utilizes an accommodated curriculum that allows instruction and assignments to be adjusted to support individual student needs while maintaining appropriate academic expectations. They also provide access to a reading specialist who supports students with reading, phonics, fluency, comprehension, vocabulary, and other literacy-related needs through individualized or small-group instruction in coordination with classroom teachers.

Included is compliance documentation that meets certain criteria in the application.

- Criteria 1: Fiscal Soundness – Private School Surety Bond
- Criteria 2: Non-Discrimination – Student and Family Handbook
- Criteria 3: Teacher Requirement – Employee Handbook and Teaching Certificate
- Criteria 4: Accreditation – BEI Certificate

SE



Greenwood Academy

1st-12th grde

NAME OF PRIVATE SCHOOL

GRADE LEVELS

2749 E. 61st ST

Tulsa

OK

74136-1212

ADDRESS

CITY

STATE

ZIP + 4

918-408-7177

www.greenwoodsoccerschool.com

PHONE NUMBER

WEBSITE ADDRESS

Megan Nsien

SUPERINTENDENT, HEADMASTER OR PRINCIPAL NAME

Megan Nsien

greenwoodsoccerschool@gmail.com

PRIVATE SCHOOL CONTACT FOR LNH

CONTACT EMAIL

The Lindsey Nicole Henry (LNH) Scholarship Act requires participating schools to be physical, brick-and-mortar institutions in Oklahoma and meet certain approval criteria. Schools must provide documentation to show they comply, which will be reviewed by the Oklahoma State Department of Education (OSDE). This documentation is often found in the school's policies or handbook. Please prepare a PDF for each item listed below to email with your application.

The OSDE will approve a private school for the scholarship program if it meets the following criteria:

1. The private school must demonstrate fiscal soundness by having been in operation for one (1) year or providing the OSDE with a statement by a certified public accountant confirming that the private school is insured and the owner or owners have sufficient capital or credit to operate the school for the upcoming year by serving the number of students anticipated with expected revenues from tuition and other sources that may be reasonably expected. In lieu of a statement, a surety bond or letter of credit for the amount equal to the scholarship funds for any quarter may be filed with the Oklahoma State Department of Education. ***Proof of compliance required. Save in a PDF, and label it Criteria 1.***
2. The private school must comply with the antidiscrimination provision of 42 U.S.C. § 2000d. ***Proof of compliance required. Save in a PDF, and label it Criteria 2.***
3. The private school must employ or contract with teachers who hold baccalaureate or higher degrees, or have at least three (3) years of teaching experience in public instruction in subjects taught. ***Proof of compliance required. A statement or excerpt from the school policies or handbook stating the educational requirement for the teaching staff is acceptable documentation. Save in a PDF, and label it Criteria 3.***

4. The private school must meet the accreditation requirements set by the SDE or another accrediting association approved by the OSDE. ***Please type the name of your accrediting agency in the box below. Save the accreditation approval letter or certificate as a PDF, and label it***
Criteria 4.
Beacon Education Institute

5. The private school must be able to provide services and/or accommodations for students with disabilities. ***Please describe in detail the services, programs and support you offer to students with disabilities in the box below.***

Greenwood Academy is committed to providing an inclusive educational environment in which students with disabilities receive appropriate academic, behavioral, social-emotional, and instructional support. The school utilizes an accommodated curriculum that can be adjusted to meet individual student needs while maintaining appropriate academic expectations. Instruction is provided through a combination of whole-group instruction, small-group instruction, and individualized one-on-one work sessions.

Students who require additional academic support may receive individualized instruction, targeted interventions, modified or accommodated assignments, additional practice opportunities, and individualized pacing. Teachers and support staff monitor student progress and adjust instructional strategies as needed. Students may also receive extended time for tests, quizzes, assignments, and other assessments when appropriate to their documented needs.

Greenwood Academy will provide access to a reading specialist to support students who experience difficulties with reading, phonics, fluency, comprehension, vocabulary, or other literacy-related skills. The reading specialist may work with students individually or in small groups and will coordinate with classroom teachers to reinforce classroom instruction and monitor academic progress.

The school also incorporates a mental health and social-emotional learning curriculum designed to help students develop emotional awareness, self-regulation, healthy communication, problem-solving skills, resilience, positive relationships, and appropriate coping strategies. This curriculum is incorporated into the overall educational program and may be supplemented with additional individualized support when needed.

I verify that Greenwood Academy _____ complies with all the criteria listed
NAME OF PRIVATE SCHOOL
above and will provide documentation for each as proof. The information I have provided to the OSDE is correct and complete to the best of my knowledge.

Megan Nsien

09/21/2026

SIGNATURE

DATE

How to Submit the Private School Application to participate in the LNH Scholarship

1. Save each criterion as an individual PDF, labeling them as "Criteria 1," "Criteria 2," and so on.
2. Email the complete application, along with all required PDF attachments to
stacy.eden@sde.ok.gov. You may also contact Stacy at (405) 521-4876.

STATE OF OKLAHOMA
OKLAHOMA BOARD OF PRIVATE VOCATIONAL SCHOOLS
3700 N. CLASSEN BOULEVARD, SUITE 250
OKLAHOMA CITY, OKLAHOMA 73118-2864
PHONE: 405-528-3370



KNOW ALL MEN BY THESE PRESENTS: PRIVATE SCHOOL BOND NO: ASC1021715

That we, Tulsa Greenwood (School Owner), d/b/a _____ (School Name)
of Jenks Oklahoma (City & State), as Principal, and American Surety Company (Surety Company)

authorized to do business in the State of Oklahoma, as surety, are held and firmly bound into the State of Oklahoma in the sum of: One Hundred and Twenty Thousand Dollars and Zero Cents Dollars (\$ 120,000.00) lawful money of the United States of America, for the payment of which, well and truly to be made, we jointly and severally bind ourselves, our heirs, executors, administrators, successors, and assigns, firmly by these present.

WHEREAS, under Title 70 O.S. Section 21-101 et seq., as amended, the above name private school is required to be licensed by the Oklahoma Board of Private Vocational Schools before it may operate as a private school, the private school hereby files a bond as required by Title 70 O.S. Section 21-106 (B).

NOW, THEREFORE, the condition of this obligation is such that if said Principal shall faithfully perform each and all of the terms and conditions of all contracts entered into between said Principal and all persons enrolling in said private school, then this obligation shall be null and void, otherwise to remain in full force and effect

Period of coverage beginning 09/18/2026, and continuing through 09/18/2027

Witness our hands and seals this 18th day of September, 2026

Greenwood Academy

School Name

(School Corporate Seal, if any)
Tulsa Greenwood

Megan N. Sten

Signature of School Owner or School Corporate Officer

Megan N. Sten Senior Director

Typed Name or Clearly Print Name & School Position

American Surety Company

Name of Surety Company

(Surety Seal)



William B. Carmichael
Signature of Attorney-In-Fact for Surety Company

William B. Carmichael

Typed Name of Attorney-In-Fact

On this 18th day of September, 2026 appeared before me William B. Carmichael (Attorney-In-Fact) a person known by me to be one and the same individual as the person by the same name designated as attorney-in-fact on the attached Power-of-Attorney; and, Being duly sworn, the said person did under oath state that the said power-of-attorney is now in full force and effect; whereupon, the said power-of-attorney did sign this surety bond in my presence.

Illinois

State of

Peoria

County of

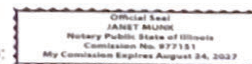
Janet Munk

Signature of Notary Public

Commission Number: _____

My Commission Expires: 08/24/2027

(Notary Seal)



Signature of State Agent for Surety Ellen Brush

Typed Name of State Agent for Surety Ellen Brush

Address of State Agent for Surety PO Box 1234 Okmulgee OK 74447

Accompany this Bond with Attorney-In-Fact's Power of Attorney



American Surety Company
PO Box 10558
Peoria, IL 61612-0558

POWER OF ATTORNEY

Bond No. ASC1021715

Know All Men by These Presents:

That American Surety Company, a corporation organized and existing under the laws of the State of Indiana, does by these presents make, constitute and appoint William B. Carmichael in the City of Peoria, State of Illinois, its true and lawful Attorney in Fact, with full power and authority hereby conferred upon him/her to sign, execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship to include riders, amendments, and consents of surety, providing the bond penalty does not exceed One Hundred and Twenty Thousand Dollars and Zero Cents Dollars (\$ 120,000.00) for any single obligation, and specifically for the following described bond.

Principal: Tulsa Greenwood
Obligee: OK Board of Private Vocational Schools
Type of Bond: OK - Private School Bond
Bond Amount: \$ 120,000.00
Effective Date: September 18, 2026

This Power of Attorney is granted under and by authority of the following resolutions adopted by the Board of Directors of American Surety Company, and now in force to-wit:

"Now, therefore be it Resolved, that the President, Chief Executive Officer, Executive Vice President, Chief Financial Officer, or any one of them, be and hereby is authorized, from time to time, to appoint one or more Attorneys-in-Fact to execute on behalf of the Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; to prescribe their respective duties and the respective limits of their authority; and to revoke any such appointment at any time.

Be it further Resolved, that the Company seal and the signature of any of the aforesaid officers and any Secretary or Assistant Secretary of the Company may be affixed by facsimile to any power of attorney or certificate of either given for the execution of any bond, undertaking, contract of suretyship, or other written obligation in the nature of thereof, such signature and seal when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, American Surety Company has caused these presents to be executed by its Attorney in Fact, with its corporate seal affixed this 18th day of September, 2026.

ATTEST:

Paul J. Longstreth
Paul J. Longstreth
Chief Financial Officer



William B. Carmichael
William B. Carmichael
Chief Executive Officer

On this 18th day of September, 2026 before me, a Notary Public, personally appeared William B. Carmichael and Paul J. Longstreth, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as Chief Executive Officer and Chief Financial Officer, respectively, of the said American Surety Company, and acknowledged said instrument to be the voluntary act and deed of said corporation.

Janet Munk
Janet Munk
Notary Public



PACW0000V3



American Surety Company
PO Box 10558
Peoria, IL 61612-0558

Please deliver this letter and enclosed Indemnity Agreement to the Principal and all Indemnitors.

9/18/2026

Tulsa Greenwood

715 W Main St
Jenks, OK 74037-3554
greenwoodsoccerschool@gmail.com

Questions may be addressed to:

First Community Insurance Agency, Inc. [200110]

ebrush@myfciagency.com
(918) 756-1316

RE: Electronically Signed Indemnity Agreement for Bond ASC1021715

To expedite the approval and issuance of your bond, American Surety Company, has accepted the indemnity of the Principal (Applicant) and all indemnitors for the Principal based on the Agent's Digital Signature using electronic signature functionality in the bond request and issuance platform

Electronic Signature

THIS ELECTRONIC SIGNATURE IS PROVIDED ON BEHALF OF THE PRINCIPAL (APPLICANT) AND ALL INDEMNITORS FOR THE PRINCIPAL (APPLICANT). By clicking on the "I Agree" button and then clicking on the "Purchase Bond" button, I am confirming, on behalf of the principal and indemnitors, agreement to the INDEMNITY AGREEMENT set forth in all bond documents. Clicking on the "I Agree" button constitutes an electronic signature on behalf of the principal and indemnitors pursuant to the E-SIGN Act of 2000, and indicates the intent to form a legally binding and valid contract under which principal and indemnitors will be bound by the INDEMNITY AGREEMENT.

✓ I Agree

The completed Indemnity Agreement is contained in this bond document set and that Indemnity Agreement should be retained for your records.

The indemnity obtained by virtue of the Indemnity Agreement was a condition of the issuance of the bond. If the Principal or any indemnitor is not in agreement with the terms and conditions of the Indemnity Agreement, the bond must be returned to the Agency or Carrier for cancellation no later than fifteen (15) days after the date of the bond. Upon cancellation of the bond, a full return of premium paid will be processed.

Thank you for choosing First Community Insurance Agency, Inc. and American Surety Company!

American Surety Company
Donnie Holtmann
Gulf@asc-usi.com
(972) 893-4009

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Greenwood Academy

Student & Family Handbook

2026-2027 School Year

Welcome to Greenwood Academy

This Student & Family Handbook is designed to clearly communicate the mission, expectations, policies, and procedures of our school. Greenwood Academy is a private school committed to academic excellence, character formation, and life skills development. This handbook serves as a guide and reference for families and students. The school reserves the right to amend policies as necessary to ensure safety, compliance, and mission alignment.

Mission and Philosophy

Mission Statement:

- To develop strong, well rounded young people through rigorous academics, and elite athletic training, preparing them for success in all areas of life.

Educational Philosophy:

- Education should develop the whole child academically, physically, and socially.
- Academics are the primary focus; athletics support growth but never replace education.
- Discipline, structure, and mentorship create environments where students thrive.

Governance & Leadership Structure

Founders/Owners: Michael & Megan Nsien

- Oversees academics, athletics, operations, finances, and strategic planning.

Teachers:

- Responsible for instructing, mentoring, and supporting students to help them achieve academic and personal growth.

Coaches:

- Responsible for developing, leading, and carrying out training sessions to help athletes achieve their highest potential.

Final Decision Making Authority:

- Final decision making authority rests with the Founders/Owners, with appropriate collaboration with staff and families.

Enrollment & Admission

Eligibility:

- Greenwood Academy serves students in grades 1-12.

Required Documentation:

- Birth certificate
- Immunization record or approved exemption per Oklahoma law
- Emergency contact information
- Signed handbook acknowledgement

Non Discrimination Policy

- Greenwood Academy does not discriminate on the basis of race, color, national origin, sex, disability, or religion in admissions or school operations.

Attendance Policy

Compulsory Attendance (Oklahoma Law):

- Oklahoma law requires children ages 5-18 to attend a public, private, or lawful educational program.
- Parents/Guardians are responsible for ensuring compliance.

Attendance Expectations:

- Regular attendance is essential for academic progress and character development.

Absences:

- Parents must notify the school on the day of absence.
- Excused absences include illness, family emergencies, religious observances, or other administrator approved reasons.

Excessive Absences:

- Excessive absences may result in conferences, intervention plans, and academic review to ensure compliance with state attendance requirements.

Academic Program Curriculum

Instruction includes:

- Language Arts
- Mathematics
- Science
- Social Studies
- Small group instruction
- Personalized and mastery based learning

Assessment & Progress:

- Student progress is monitored through formative assessments, progress reports, and conferences

Athletics & Physical Training

Athletic Philosophy:

- Athletics support discipline, perseverance, and personal growth.
- Academic expectations must be met to participate.

Soccer Program:

- Greenwood Academy offers elite level soccer training emphasizing discipline, respect, and character.
- Participation is contingent upon academic and behavioral standards.

Student Code of Conduct

Behavior Expectations:

- Treat others with respect
- Follow staff instructions
- Demonstrate honesty and responsibility

Discipline Approach:

- The school uses a progressive discipline model focused on correction, growth, and restoration.
- Serious violations may result in suspension or dismissal.

Bullying & Harassment Policy

Greenwood Academy is committed to maintaining a safe, respectful environment. Bullying, harassment, or intimidation will not be tolerated. All reports will be investigated promptly, and appropriate disciplinary action will be taken.

Health & Safety

Immunizations:

- Students must meet Oklahoma immunization requirements or provide approved exemptions prior to attendance.

Illness & Medication:

- Students who are ill should remain home.
- Medication may only be administered with written parental authorization

Emergency Procedures:

- The school maintains procedures for fire, severe weather, and lockdown situations.
- Drills are conducted periodically.

Technology Use

Technology must be used responsibly and for educational purposes only. Misuse may result in loss of privileges or disciplinary action.

Parent & Family Responsibilities

Families are expected to:

- Support the schools mission and values
- Ensure regular attendance
- Communicate respectfully with staff
- Participate in conferences and school communication

Records & Privacy

Greenwood Academy maintains student records securely and follows FERPA aligned best practices regarding confidentiality and parent access.

Financial Policies

Tuition and payment expectations are communicated annually. Timely payment is required to maintain enrollment.

Accreditation & Continuous Improvement

Greenwood Academy is pursuing Provisional Accreditation through Beacon Education Institute and is committed to continuous improvement in academics, character development, and operations.

Transportation / Room & Board

Greenwood Academy does not provide daily transportation nor room and board.

Acknowledgement of Receipt

We acknowledge receipt and understanding of the Greenwood Academy Student & Family Handbook.

Parent/Guardian Name: _____

Signature: _____

Date: _____

Student Name (if applicable): _____

Greenwood Academy

Employee Handbook

Mission & Vision

Mission:

Greenwood Academy provides a high-quality education and elite soccer training in an environment that develops disciplined, hardworking, and creative leaders. We are committed to putting education first while using the game of soccer to build character, instill strong values, and prepare students for success in school, sport, and life.

Vision:

Our vision is to create an environment where students grow academically, physically, and morally while pursuing excellence in all areas of life.

Core Values:

- Discipline - Consistency in habits and work ethic
- Accountability - Owning responsibilities and outcomes
- Growth - Pursuing continuous improvement
- Respect - Treating others with integrity and humility
- Championship Mindset - Striving for greatness in all aspects of life

Employment Philosophy

Greenwood Academy operates with a high performance culture. Staff members are expected to model the behaviors we teach our students. Employees are required to lead by example, inspire students, maintain high standards, and communicate effectively with students, parents, and staff.

Equal Opportunity Employment

Greenwood Academy is an equal opportunity employer. Employment decisions are based on qualifications, ability, merit, and the needs of the school without discrimination based on race, gender, religion, or age.

Staff Structure

Owners: Michael & Megan Nsien

- Oversees operations
- Manages staff

- Communicates with families, teachers, & coaches
- Ensures academic standards
- Delivers curriculum
- Tracks student progress
- Maintains classroom management

Teachers:

- Regular Education/Special Ed certified with a baccalaureate degree or higher
- Minimum 3 years of teaching experience in an institution
- Keeps IEPs current and up to date

Coaches:

- Leads athletic development
- Reinforces academy values
- Promotes discipline and leadership

Work Expectations

Employees are expected to:

- Arrive on time ready and prepared
- Maintain a positive learning environment
- Uphold Greenwood Academy's culture and values
- Maintain professional relationships with students and parents
- Demonstrate leadership and integrity

Curriculum & Academic Expectations

Teachers are responsible for:

- Developing lesson plans
- Delivering quality instruction
- Tracking student progress
- Adapting curriculum for individual needs

Staff Accountability & Meetings

Monthly staff meetings will be held and include:

- Academic progress updates
- Student behavior discussions
- Curriculum adjustments
- Program improvements

Student Culture & Discipline

Greenwood Academy students are expected to:

- Show respect to staff and peers
- Maintain effort in academics and athletics

- Demonstrate integrity and sportsmanship

Communication with Parents

Teachers should maintain open communication with parents regarding:

- Academic progress
- Behavior
- Development opportunities

Professional Conduct

Employees must maintain professional behavior at all times. This includes appropriate language, respectful interactions, maintaining confidentiality, and representing the school positively in public and online.

Safety & Student Protection

Student safety is a top priority and staff must:

- Supervise students appropriately
- Report injuries or incidents immediately
- Maintain safe training and classroom environments

Social Media Policy

Employees should represent Greenwood Academy positively online. Staff should not:

- Post negative comments about the school
- Share confidential student information
- Post inappropriate content involving students

Termination of Employment

Employment with Greenwood Academy is at will, meaning either the employee or the school may terminate employment at any time. Grounds for termination may include:

- Failure to perform duties
- Violation of school policies
- Misconduct
- Behavior inconsistent with school values

Employee Acknowledgement

Employee Name: _____

Signature: _____

Date: _____

By signing above, I acknowledge that I have read and understand Greenwood Academy Employee Handbook and agree to follow its policies and expectations.

to serve in the accredited schools of Oklahoma as indicated below.

Description	Level	Valid From	Valid To
LEARNING DISABILITY	N-12	1/1/2022	6/30/2027
MENTALLY HANDICAPPED	N-12	1/1/2022	6/30/2027
OTHER HEALTH IMPAIRMENT	N-12	1/1/2022	6/30/2027
*****NO ENTRIES BELOW THIS LINE*****			

Teacher #: 193095

Degree: **Bachelor's**

Print Date: 12/17/2025

Class of Certification: Standard

Certification Background Clearance: 6/8/2016

Lindel Field
State Superintendent of Public Instruction

Lindel Fields
State Superintendent of Public Instruction

The State Board of Education certifies and authorizes Janna Ryel to serve in the accredited schools of Oklahoma as indicated below.

Teacher #:193095

Degree:Bachelor's Degree

Class:Standard

Certification Background Clearance: **6/8/2016**

Area Description	Level	Valid	Expire	Area Description	Level	Valid	Expire
2505 LEARNING DISABILITY	N-12	1/1/2022	6/30/2027	2507 MENTALLY HANDICAPPED	N-12	1/1/2022	6/30/2027
9804 OTHER HEALTH IMPAIRMENT	N-12	1/1/2022	6/30/2027	*****NO ENTRIES BELOW THIS LINE*****			

0227000

JANNA RYEL

6333 S. RICHMOND AVE.

TULSA, OK 74136

Certificate Above for Personal Records

Submit Certificate Below to School District

print date12/17/2025 C

Lindel Fields
State Superintendent of Public Instruction

The State Board of Education certifies and authorizes Janna Ryel to serve in the accredited schools of Oklahoma as indicated below.

Teacher #:193095

Degree:Bachelor's Degree

Class:Standard

Certification Background Clearance: **6/8/2016**

Area Description	Level	Valid	Expire	Area Description	Level	Valid	Expire
2505 LEARNING DISABILITY	N-12	1/1/2022	6/30/2027	2507 MENTALLY HANDICAPPED	N-12	1/1/2022	6/30/2027
9804 OTHER HEALTH IMPAIRMENT	N-12	1/1/2022	6/30/2027	*****NO ENTRIES BELOW THIS LINE*****			

CERTIFICATE OF ACCREDITATION

CONGRATULATIONS

Greenwood Soccer Academy

Beacon Education Institute hereby grants accreditation for having demonstrated alignment with established standards for educational quality, governance, and student-centered practice.

Accrediting Excellence, Supporting Growth



ERIN BARNES

Executive Director



DR, KATHREN STEHNO

Chief Accreditation Officer