



OHVA Board of Trustees Meeting

February 15, 2022

Our Approach: Student-centric, Innovative

Our People: Passionate, Engaged

Our Students: Inspired, Empowered, Educated

1. Meeting called to order by President Stephen Vasquez at 2:03 PM.

2. Roll Call/Guests:

	Board Members	Present	Absent	Time of Arrival After Call to Order
1	Kelly Arndt – Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2	Adam Davenport – Board Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	Patricia Humbert – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4	David Kalman – Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5	Susan Lippens – Board Vice President	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2:05 p.m.
6	Ben Lochbihler – Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7	Gina Lopez – Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8	Jacob Moeller – Board Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
9	Matt Norton – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10	Tiaunna Richardson – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11	Stephen Vasquez – Board President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12	Jennifer Wise – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13	OCCS Ex-Officio Representative – Lisa Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Also in attendance were: K12 Senior Head of School, Dr. Kristin Stewart; K12 Director of Academics Kyle Wilkinson; K12 School Treasurer and OHVA Designated Fiscal Officer Dawn Cummings; K12 Sr. Operations Manager Emily Rogers; K12 Human Resources Manager Carole Arman and OHVA Legal Counsel Renisa Dorner. Members of K12 Administrative Team attended the meeting through telephonic means.

3. Approval of Minutes of the Regular Meeting of December 7, 2021

Mr. Norton moved to approve the minutes as written; Mr. Davenport seconded, and all in attendance voted in favor.

Ms. Lippens entered the meeting at 2:05 p.m.

4. Operations

a. Head of School Report / Public Affairs Update

Dr. Stewart presented a 4 page report showing enrollment at 16,656 with 16.7% special education. OHVA middle school reached capacity as of the second week of January and OHVA high school reached capacity as of the third week of January. Enrollment for K-5 ended on January 31, 2022. Eight students involved in CRE program are competing at



the state level. Dr. Stewart highlighted an OHVA family who has actively engaged in the collection of toys for many years.

Public Affairs Update included information concerning HB 82 and new rules for report card. SB 229 involves resetting the 2-year time frame for withdrawing students due to failure to attend state tests. There is an interim superintendent and indications are that the Board is not looking to fill the position immediately. SB 178 has been proposed wherein the superintendent would be a cabinet position and appointed by the Governor instead of being selected by the Board.

b. Academic Report

Mr. Wilkinson reported the following information regarding service to OHVA:

20 years	–	8 employees
15 years	–	15 employees
10 years	–	81 employees
5 years	–	30 employees

Mr. Wilkinson presented a 12 page PowerPoint including information related to the Cognia Accreditation Report, summary of academic data and summer school.

c. Operations Report

i. Residency Verification Update

Ms. Rogers reported 15,150 addresses were processed through the Verimove system in January and 109 addresses reported forwarding addresses, including 18 out of state addresses. OHVA administration is following up on all addresses that were flagged.

d. Special Programs Report

Ms. McClure was unavailable due to a family emergency. Dr. Stewart reported the employment of Intervention Specialists as independent contractors through a service. It remains difficult to hire the staffing necessary for special education.

5. Finance

a. Audit/Finance Committee Report

Dr. Stewart reported that Kate Diu has resigned from K12 effective February 11, 2022.

Motion I: Resolution regarding Designated Fiscal Officer

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby withdraws the designation of Kate Diu as the Designated Fiscal Officer of Ohio Virtual Academy as of February 11, 2022. Further resolving, the Board of Trustees of OHVA hereby designates Dawn Cummings as the Designated Fiscal Officer of Ohio Virtual Academy, otherwise known as the School Treasurer, as of February 12, 2022 and for the remainder of Fiscal Year 2022 in accordance with ORC 3314.011(A). Ms. Cummings, who is employed by K12 Services (an affiliate of K12 Virtual Schools LLC), shall provide a bond and be a licensed School Treasurer under ORC 3301.074 as required by Ohio law and shall meet no less than annually with the Board to review the school's financial status. In accordance with the contract between Ohio Virtual Academy and K12 Virtual Schools LLC, the Designated Fiscal Officer shall attend all Board meetings. Further resolving and pursuant to ORC 3314.011(D)(1), the Board of Trustees of OHVA hereby waives the requirement set forth in ORC 3314.011(A) requiring Ms. Cummings to be employed by or under contract with the governing authority of OHVA. This



waiver shall only be effective upon the approval of this resolution by the Ohio Council of Community Schools. The Head of School shall seek the approval of the Ohio Council of Community Schools as soon as practicable. If approval is not received, the Head of School shall immediately notify the Board President. If approval is received, the Head of School shall take the necessary steps to submit this resolution, as approved, to the Ohio Department of Education as required by ORC 3314.011(D)(3).

Discussion: Dr. Stewart recommends the approval of Dawn Cummings as the OHVA designated fiscal officer. Ms. Cummings is very familiar with OHVA having performed some work for OHVA over the past 8 years. She is the fiscal officer of ODLS, the other Ohio K12 school. In addition, Kelly Warnke shall continue to be a finance manager for OHVA.

Moved: Davenport	Seconded: Wise	Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Humbert	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Norton	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

b. Bank Reconciliation (December and January)

Motion II: Resolution regarding filing of the bank reconciliations

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves the filing of the bank reconciliations for the months of December 2021 and January 2022 as recommended by the School Treasurer and reviewed by the Audit and Financial Oversight Committee.

Discussion: Mr. Moeller confirmed he had an opportunity to review the bank reconciliations prepared by Ms. Diu for the months of December 2021 and January 2022 and they appeared appropriate.

Moved: Moeller	Seconded: Lippens	Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Humbert	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Norton	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

c. Review Budget

Ms. Cummings reported that the audit had been extended until February 28, 2022. There remains concerns related to the funding formula phase-in which may cause a decrease in state funding. Current forecast shows a budget deficiency of approximately \$1.6 million.



6. Personnel/Staff Development

- a. HR Committee Report
- b. Employee Hiring

Motion III: Resolution regarding approval of Employment Agreements

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves the OHVA Employment Agreements of the following individuals as recommended by the Head of School and reviewed by the HR Committee:

Employee Name (Last Suffix, First MI)	Job	Last Hire Date
Dresher, Hannah C.	Teacher Elementary School	12/06/2021
Snow, Elizabeth K.	Teacher Middle School	01/18/2022
Strawn, Jeanne L.	Transition Svcs Liaison	12/06/2021
Thiel, Sarah E.	Teacher Elementary School	01/18/2022
Moore-Rose, Ryan D.	Transition Svcs Liaison	12/06/2021
Whitney, Tracy L.	Speech & Lang Pathologist	01/03/2022

Discussion: Dr. Stewart reported all new hires were based on need as well as available funding.

Moved: Davenport	Seconded: Moeller	Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Humbert	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Norton	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

c. Employee Resignations

Motion IV: Resolution regarding employee resignations

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby rejects the resignations of the individuals listed below who have abandoned their positions at OHVA as of the resignation date indicated:

Employee Name (Last Suffix, First MI)	Job	Termination Date
Wilhelm, Heather S.	Advisor	12/15/2021
Nicholson, Ashley C.	Intervention Specialist	01/10/2022
Lynch, Karen M.	Teacher Middle School	12/31/2021
Frim, Lindsey R.	Teacher Elementary School	12/31/2021



Discussion: Dr. Stewart reported two individuals accepted positions at other schools and the other two individuals gave less than 24 hour notice that they were resigning. Therefore, Dr. Stewart was recommending not accepting the resignations.

Moved: Moeller	Seconded: Wise	Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Humbert	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Norton	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

7. Compliance

a. OCCS Monthly Report

Ms. Burke presented a two page Board Brief as well as monthly compliance reports. All OHVA teachers are up to date on required training. Review of student files have gone smoothly. There remains issues with parents providing the proper documents to satisfy the residency requirements. There were no complaints in January. HB 51 may allow for virtual meetings for rest of school year. ODE is currently revising the eschool standards. Reminder that student scholarship applications are due by May 6, 2022. Ms. Burke provided the progress report to show that OHVA is exceeding or meeting metrics. Therefore if OCCS was asked to renew sponsor contract with OHVA today, then conditions were favorable that OCCS would offer another contract to OHVA.

b. Governing Board Health and Safety Review

Motion V: Resolution regarding Review of Health and Safety Policies

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby directs the Head of School to periodically review the policies and procedures of the Board to ensure students, employees, and other persons using the school building are safe from any known hazards in the building or on the building grounds that, in the judgment of the Head of School, pose an immediate risk to health or safety. The Head of School shall further ensure that the policies and procedures of the Board comply with all federal laws and regulations regarding health and safety applicable to school buildings. It is recognized by the Board that the school building occupied by OHVA is leased primarily for administrative purposes and not for the instruction, training or extracurricular activities of OHVA students which is essentially conducted on-line. Notwithstanding, the Head of School shall immediately bring to the attention of the Board if any health or safety concerns arise. The OHVA Board periodically reviews its policies concerning the health and safety related to the school building and based on the recommendation of the Head of School has determined that no changes are needed at this time.

Discussion: Dr. Stewart reported that the fire inspection had been completed at OHVA. COVID tests are available as well as PPE.

Moved: Norton	Seconded: Lippens	Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
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Humbert	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Norton	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

c. 23-24 School Calendar

Motion VI: Resolution regarding 2023-2024 School Year Calendar

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves the 2023-2024 School Year Calendar, a copy of which is attached hereto, as recommended by the Senior Head of School.

Discussion: Mr. Wilkinson explained the numerous reviews of the calendar with hopes of getting the information to parents as soon as possible. The school calendar provides 180 days of instruction.

Moved: Moeller	Seconded: Richardson	Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Humbert	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Norton	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

d. Extension of K12 Agreement

Motion VII: Resolution regarding Extension Amendment

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves and authorizes OHVA Board President to sign the document entitled Extension Amendment to Third Amended and Restated Education, Administrative, and Technology Services Agreement, a copy of which is attached hereto. OHVA Legal Counsel is directed to obtain the signature of K12 Virtual Schools LLC on this same document and report at the next meeting whether the extension has been agreed to by all parties.

Discussion: Mr. Vasquez explained that the negotiating team is still seeking information in order to further negotiate the contract between OHVA and K12. As a result, the negotiating team is recommending that OHVA seek an extension of the existing contract with K12. Ms. Dorner described the legal implications of the extension. Mr. Norton expounded on the issues related to fiduciary responsibility and the need to have an OHVA employee engaged in the financial reporting.

Moved: Norton	Seconded: Davenport	Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
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Humbert	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Norton	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

8. RFP for Financial and Contractual Oversight

Motion VIII: Resolution regarding Request for Proposals

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves and authorizes OHVA Board President to develop and publish, with the assistance and approval of OHVA Legal Counsel, a Request for Proposals regarding Financial & Contractual Oversight, Review and Analysis. The Third Amended and Restated Education, Administrative, and Technology Services Agreement authorizes the OHVA Board with the power to seek oversight services not to exceed \$100,000 per fiscal year. The Board authorizes the contract negotiation team to review the proposals, negotiate with potential vendors and select a vendor to provide the services as set forth in the RFP, if such is deemed appropriate. The vendor must be approved by the Board during an open meeting. The contract negotiation team shall report back to the Board in April 2022.

Discussion: Ms. Dorner reviewed the contractual provision allowing the Board to hire an employee or independent contractor to provide oversight services. To that end, a Request for Proposals for oversight services related to financial and contractual issues has been drafted with the idea of sending to various financial entities for a proposal. Mr. Norton and Mr. Vasquez also provided further explanation. Mr. Moeller questioned whether the full Board would be included in the final determination of a contractor. Ms. Dorner indicated that the committee will engage in negotiations with the vendor after review of all proposals, but that the full Board could be involved in the final approval process. As a result, the proposal resolution was amended to include language setting forth that the vendor selected must be approved by the Board.

Moved: Norton	Seconded: Lippens	Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Humbert	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Norton	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

9. Upcoming Event Dates and Communications

Dr. Stewart reviewed the upcoming dates for Board meetings as well as the date for graduation.

Having no further business, Mr. Vasquez adjourned the meeting at 3:58 p.m.

OHVA School Calendar 2023-2024

Aug. 2023							Sept. 2023							Oct. 2023							Nov. 2023											
S	M	T	W	Th	F	St	S	M	T	W	Th	F	St	S	M	T	W	Th	F	St	S	M	T	W	Th	F	St					
		1	2	3	4	5						1	2																1	2	3	4
6	7	8	9	10	11	12	3	4	5	6	7	8	9	1	2	3	4	5	6	7	5	6	7	8	9	10	11					
13	14	15	16	17	18	19	10	11	12	13	14	15	16	8	9	10	11	12	13	14	12	13	14	15	16	17	18					
20	21	22	23	24	25	26	17	18	19	20	21	22	23	15	16	17	18	19	20	21	19	20	21	22	23	24	25					
27	28	29	30	31			24	25	26	27	28	29	30	22	23	24	25	26	27	28	26	27	28	29	30							
9							20							21							18											
Dec. 2023							Jan. 2024							Feb. 2024							Mar. 2024											
S	M	T	W	Th	F	St	S	M	T	W	Th	F	St	S	M	T	W	Th	F	St	S	M	T	W	Th	F	St					
					1	2		1	2	3	4	5	6					1	2	3						1	2					
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9					
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16					
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23					
24	25	26	27	28	29	30	28	29	30	31			25	26	27	28	29			24	25	26	27	28	29	30						
13							20							20							16											
Apr. 2024							May 2024							Jun. 2024																		
S	M	T	W	Th	F	St	S	M	T	W	Th	F	St	S	M	T	W	Th	F	St												
	1	2	3	4	5	6				1	2	3	4							1												
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8												
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15												
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22												
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29												
22							22							0																		

Holidays-Teachers Not Available	
Labor Day	September 4, 2023
Family Day	October 13th, 2023
Thanksgiving Break	November 22-27, 2023
Winter Vacation	December 20-Jan 2, 2024

Full Staff	Other Important Dates	
	First Day of School	August 21, 2023
	End of Quarter 1	Oct. 20, 2023
	End of Semester 1	January 5, 2024
	End of Quarter 3	March 15, 2024

Ohio State Testing	
Grade 3-Reading	TBD
Grades 10-12 Fall EOC	TBD
Grades 3-8 Spring	TBD
Grades 9-12 Spring	TBD

Martin Luther King Day	January 15, 2024
Presidents' Day (Extended)	February 16 & 19, 2024
Spring Break	March 25-29, 2024
Family Day	April 5, 2024
Memorial Day	Monday, May 27, 2024

High School Graduation - TBD- June 2nd

Last Day of School May 31, 2024

High School Semester Exams

Dec 18-Jan 5 (1st Semester)

May 22 - 31 (2nd Semester)

KRA Same as 3rd Gr AIR

Calendar based on 180