



OHVA Board of Trustees Special Meeting

September 26, 2018 at 4:00 p.m.

Our Approach: Student-centric, Innovative

Our People: Passionate, Engaged

Our Students: Inspired, Empowered, Educated

1. Board President Matt Norton called the Special Meeting to order at 4:00 p.m. All Board members, the public and any media requesting notice were provided proper notice of the Special Meeting.

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	David Kalman – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	Stephen Vasquez – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4	Matt Norton – Board President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5	Sarah Zimmerman – Board Vice President	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
6	Adam Davenport – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
7	Jacob Moeller – Board Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8	Gina Lopez- Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
9	Jason Levine-Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10	Jennifer Wise- Board Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11	Susan Lippens-Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12	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 and K12 Operations Manager Emily Rogers

3. Public Participation on Agenda Items: No

4. Public Participation on Non-Agenda Items: No

5. Compliance:

Mr. Norton gave an introduction as to the need for the special meeting relating to the motions as listed.

Mrs. Burke explained the urgency of the meeting as the Board would need to amend the charter contract as well as the OHVA handbook to remain in compliance with the changes relating to SB 216. Changes include the number of consecutive hours a student could be absent before being required to be withdrawn from the school as well as placing the responsibility on OHVA to track and report changes in a student's residence. As both



motions concerned essentially the same subject matter, a joint discussion regarding both motions proceeded.

Mr. Norton asked Mrs. Burke if OHVA would need to notify the districts to which Mrs. Burke responded that the responsibility will fall on the student/parent to notify the school of a change in residence.

Dr. Stewart noted that the motion was incorrect and the hours at which a student would be considered truant would be 72 rather than the 75 included in the board packet. She also stated that the changes for tracking residency would not impact OHVA as the school process that has been followed for years would already meet the requirements.

Mrs. Burke suggested OHVA have a process for the Board to approve and that there be tracking in place to validate the number of students moving each month.

Mrs. Burke asked Dr. Stewart if this was a new policy for OHVA. Dr. Stewart responded that our policy has always been to verify residency and report any changes to the districts.

Mrs. Burke reviewed the changes again and reiterated the 9/28 effective date.

A: Amending School Handbook (motion I)

Motion I: Resolution regarding amending School Handbook

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves the following changes to the School Handbook:

1. Policies entitled “Enrollment & Student Records” and “Change of Address” found on pages 9-10 of the School Handbook shall be replaced, in total, with the following policies:

Enrollment, Residency and Registration:

Student must reside in the state of Ohio to be eligible for enrollment. Before a student can be enrolled in the Ohio Virtual Academy, the parents or legal guardians must complete and return (electronically or hard copy) the following:

- enrollment form/online enrollment
- copy of birth certificate
- [2 proofs of residency](#) as listed in ORC 3314.11(E) annually
- release of school records form
- family income form (not required, but preferred) annually
- achievement tests or other standardized test scores, if available
- previous school’s report card, if available
- transcript from previous school (for high school students), if available
- custodial paperwork, if applicable
- special education documentation (ETR, IEP, 504) if applicable
- emergency medical authorization form

Parents must also review and agree to the Parent Compact during the enrollment/registration process. To be accepted for enrollment in Ohio Virtual Academy a student must be able to complete ALL Ohio graduation requirements by their 22nd birthday. Upon receiving the 2 proofs of residency, OHVA administration will process the address through the Ohio Department of Taxation website to verify the school district of residence. Once the school district of residence is verified in this manner, this information is provided to the EMIS



department. OHVA administration will review the residency documents on a monthly and annual basis for compliancy purposes.

Registration for the following school year will take place in the spring before the school year closes. Re-enrolling students will need to complete the online re-registration in MyInfo. Annually during the months of July/August, re-enrolling students are required to verify their address in our system and submit 2 proofs of residency prior to the start of school. The documents submitted as proof of residency should not be dated earlier than July 1st of the current year. The Family Income Form is also requested to be submitted annually.

Change of Address:

The school must be notified within 2 weeks of a change of address of either the parents or students primary address. Students, parents and legal guardians can access the online form here: <http://ohvaonlineforms.com/Change-of-Address-Request.html>.

Parents should also notify their homeroom teacher or advisor of any changes.

- Student Name(s):
- Legal Guardian’s Name:
- Old Address:
- New Address:
- Move-in Date:
- New School District residing in:
- Phone Number:

In order for the change in address to go into effect, 2 Proofs of Residency must be submitted.

2. The phrase “105 consecutive hours” on pages 28 & 35 of the School Handbook shall be replaced with “72 consecutive hours” and the phrase “105 consecutive missing hours” on page 37 of the School Handbook shall be replaced with “72 consecutive hours.”

Moved: Vasquez	Seconded: Davenport	Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lopez	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"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Kalman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

B: Amending OCCS Contract (motion II)

Motion II: Resolution regarding amending OCCS Contract

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves the Amendment to Community School Renewal Contract, a copy of which is attached hereto. Board President Matthew Norton is authorized to sign the document on behalf of the Board. K12 has expressed its agreement



to the Amendment to Community School Renewal Contract. Head of School Kristin Stewart is directed to take action necessary to implement the changes made through this Amendment.

Moved: Kalman

Seconded: Wise

Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lopez	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"/>
Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Kalman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

Matt Norton moved to adjourn at 4:07 p.m.