



OHVA Board of Trustees Meeting

February 18, 2020

Our Approach: Student-centric, Innovative

Our People: Passionate, Engaged

Our Students: Inspired, Empowered, Educated

1. Board President Matt Norton called the meeting to order at 2:05 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 – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	David Kalman – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4	Susan Lippens – Board Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5	Ben Lochbihler – Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
6	Gina Lopez – Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7	Jacob Moeller – Board Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8	Matt Norton – Board President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
9	Tiaunna Richardson – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10	Stephen Vasquez – Board Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11	Jennifer Wise – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12	Sarah Zimmerman-Thornhill – Member	<input type="checkbox"/>	<input checked="" 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 Academic Compliancy Administrator, Kyle Wilkinson; K12 School Treasurer and OHVA Designated Fiscal Officer Kate Diu; K12 Senior VP, Northern Region Darren Reed; Board Legal Counsel, David Smigelski; and members of the K12 administrative team. Dr. Kristin Stewart also introduced Alison Branch, K-12 Director of Compliance and School Operations.

3. Public Participation on Agenda Items: None

4. Public Participation on Non-Agenda Items: None

5. Approval of Minutes of the Regular Meeting of December 10, 2019

Mr. Norton moved to approve the minutes as written; Ms. Lippens seconded, and all present were in favor.



6. Finance

a. Audit / Finance Committee report and review of budget

Ms. Diu reported on several developments in the area of finance. She first reported that the required 1099s were delivered on-time. The auditors are currently on-site conducting the audit for FY 2019. It is anticipated the audit will be completed very soon. The finance department recently changed its software from NetSuite to QuickBooks. Ms. Diu commented the transition appears to be running smoothly and functionality has improved. Ms. Diu then reviewed the financials that were distributed prior to the Board meeting highlighting additional enrollments and grant funding.

Mr. Norton reminded the Board that contractually K12 is required to provide a balanced budget through the issuance of Service Credits. K12 essentially decreases the amount owed by OHVA to K12 in order to balance the budget. OHVA has no obligation to repay Service Credits unless the year immediately following the year where Service Credits are issued, OHVA experiences a surplus of funds. Dr. Stewart and Ms. Diu also clarified that upon completion of the audit K12 will reimburse OHVA consistent with the contractual requirements.

b. Bank reconciliation

Motion I: 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 2019 and January 2020 as recommended by the School Treasurer and reviewed by the Audit and Financial Oversight Committee.

Discussion: Mr. Moeller confirmed that he had an opportunity to review the bank reconciliation for the months of December 2019 and January 2020 and they appeared appropriate.

Moved: Moeller	Seconded: Wise	Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Kalman	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. Operations

a. Academic Committee Review

Dr. Stewart indicated the information gathered by the committee will be presented during the Head of School's Report.

b. Head of School Academic Report

Dr. Stewart presented a 5 page report. The current enrollment was reported at 13,851, with 2,484 in special education. New enrollment for the 2019-2020 year was approximately 6,550 students. Dr. Stewart commented on the impact of HB410 and the intervention strategies available to students.



Dr. Stewart reported on the status of the OHVA teaching and support staff. The total number of general education teachers was reported to be 304 with 126 Intervention Specialists, and 151 support staff. Dr. Stewart commented that there is no expectation that additional hires will be required for the current school year. She did present figures on the current tenure of existing staff by hire year. Mr. Kalman commented on the lower figures for staff with three to four years' experience with OHVA. Dr. Stewart responded that the lower numbers in years three and four are primarily due to several years without hiring additional teachers. The higher numbers in years one and two are attributable to the influx of enrolled students from ECOT. Mr. Norton inquired as to the current retention rates of students. Dr. Stewart responded OHVA is doing well in retention. While normal retention rates are being achieved, there were 83 graduates at mid-year. Mr. Norton requested a report on the retention record of OHVA students over the past five years. Additionally, Mr. Norton requested the tracking figures of ECOT students once enrolled at OHVA. Dr. Stewart responded approximately 20 percent of the students enrolling from ECOT remain enrolled. The presumed reason for the lower retention of those students is due to the more stringent standards of OHVA. ECOT was focused on credit recovery as opposed to OHVA's more holistic education curriculum and model. Dr. Stewart also reported on the Impact Academy and mentoring program and its continued success. On February 12th the student leadership program began training students on how to be good leaders in school and the community. Dr. Stewart also reported that EOY testing will be conducted in early April and Spirit Week was advertised in conjunction with and in support of the EOY testing.

c. Calendar 2020-22

Motion II: Resolution regarding 2020-2021 and 2021-2022 School Year Calendars

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves the revised 2020-21 School Year Calendar and the new 2021-2022 School Year Calendar as presented by the Head of School. A copy of the revised 2020-2021 School Year Calendar and the new 2021-2022 School Year Calendar are attached hereto.

Discussion: Mr. Wilkinson introduced and presented the revised 2020-2021 School Year Calendar and the new 2021-2022 School Year Calendar. Mr. Wilkinson explained the 2020-2021 calendar was revised due to the inadvertent error of leaving January 8, 2021 off the previously approved calendar. Mr. Norton inquired as to Easter for each of the years. Dr. Stewart explained the relationship between testing, spring break, and Easter. Each of the calendars represent a total of approximately 181 days.

Moved: Lippens	Seconded: Davenport	Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Kalman	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. OHVA Reading Improvement Plan K-3

Motion III: Resolution regarding the Reading Improvement Plan

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves the Reading Improvement Plan as presented by the Head of School. A copy of the Reading Improvement Plan is attached hereto.

Discussion: Mr. Wilkinson explained the Reading Improvement Plan tracks and matches what is provided in the School Improvement Plan. He further explained there is no requirement to file this plan with ODE, but the plan does provide for intervention efforts and comports with the existing practices of OHVA.

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

e. Public Affairs Update

K12's public affairs consultant, Steve, presented an update via teleconference. In particular, he explained the status of Ohio HB 409 which addresses potential amendments to Ohio Revised Code regarding student attendance at internet- or computer-based community schools that are not dropout prevention and recovery schools. The changes are being introduced to allow for the particularized issues involved with the instructional model of online schools. A general description was provided which allowed for the creation of engagement plans for students and consequences available if certain progress is not achieved. It was reported that no vote is expected on the bill until the end of March. A new association, the Ohio Online Learning Association, has been created to assist with the legislative efforts regarding online learning. Mr. Norton inquired as to the status of legislative action on school funding. The consultant commented the school funding reform issue is extremely complicated and is not likely to be addressed in the near future. The failure of the Cupp-Patterson proposal is a likely indicator that nothing is likely to happen this year.

Mr. Norton also mentioned the positive media article recently published in the Sentinel-Tribune.

8. Personnel/Staff Development

a. HR Committee Report

Mr. Davenport deferred to Dr. Stewart regarding the presentation of information gathered by the HR Committee.



i. Employee resignations/hiring

Motion IV: Resolution regarding approval of Employment Agreements

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

New Hires

Employee Name (Last Suffix, First MI)	Job	Last Hire Date
Ball, Ronald E.	Teacher HS	02/03/2020
Brown, Rebecca J.	Intervention Specialist MS	02/03/2020
Cooper, Kara L.	Intervention Specialist K2	01/06/2020
Melden, Brittany D.	Teacher Elementary School	02/03/2020

Discussion: Dr. Stewart explained the four hires presented for approval are mostly backfill replacements for departing employees. Dr. Stewart highlighted and expressed particular excitement regarding the hiring of Brittany Melden due to the fact that she is a graduate of OHVA.

Moved: Davenport **Seconded:** Wise **Vote:**

Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Kalman	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"/>

Motion V: Resolution regarding employee resignations

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby accepts the resignations of the following individuals based on the unique circumstances presented by all of these individuals as recommended by the Head of School and reviewed by the HR Committee.

Employee Name (Last Suffix, First MI)	Job	Termination Date
DelGrosso, Devin K.	Advisor	01/24/2020
Stewart, Carly A.	Intervention Specialist	02/04/2020
Tufts-Smith, Yvette M.	Intervention Specialist MS	01/31/2020
Willgohs, Erin M.	Teacher Elementary School	01/15/2020

Discussion: Dr. Stewart explained that several of the resignations are simply due to the pursuit of other careers. One individual is becoming a nurse and another is becoming a police officer.

Moved: Moeller **Seconded:** Richardson **Vote:**

Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Kalman	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"/>



ii. Advisor Discussion

Mr. Norton requested the discussion regarding advisors be tabled for discussion at a future date to be determined. Mr. Reed offered to answer any questions that any Board member might have regarding the topic.

9. Compliance

a. OCCS Monthly Report

Ms. Burke reviewed the Board Brief submitted with the Board information prior to the meeting. OCCS reviewed the First Generation Scholarships for student seeking to become the first in their family to obtain a college degree. Ms. Burke provided an update on the 2nd trimester compliance report. Two items remain including the Health and Safety Review and Semi-Annual Bullying and Harassment Report. Ms. Burke is also completing the Sponsor Performance Review. She made special note to inquire about the status of the conflict of interest statements to be completed by all members of the Board. Copies of the statements were requested by the next meeting of the Board. OCCS will, once again, provide fingerprinting services at no charge to OHVA employees during the Kalahari Summer Conference. Ms. Burke also reported that OCCS received two complaints since the last Board meeting. The first involved the slow process for withdrawing a student from the home district. Ms. Burke acknowledged that this was not due to OHVA, rather it was the responsibility of the home district. In any case, the situation was resolved. The second complaint involved a special education matter. OCCS also received a request for assistance involving the compliance with a response to a standard request for residence verification. Mr. Norton inquired as to whether OCCS would be joining the Ohio Online Learning Association. Ms. Burke was not aware, but would check and report back.

b. Governing Board Health and Safety Review

Motion VI: 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, including the Emergency Operations Plan, 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 explained OHVA is required to provide an approved Emergency Operations Plan. While OHVA is primarily an online school, the Emergency Operations Plan is still required. The Maumee Police Division is consulted and signs off on the plan. This process is conducted



periodically, but no changes were identified or made to the existing plan. Mr. Smigelski suggested a verbal amendment to include a specific reference to the Emergency Operations Plan in the first sentence of the motion.

Moved: Lippens	Seconded: Richardson	Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Kalman	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. Semi-Annual Bullying and Harassment Report

Dr. Stewart reported no incidents of bullying or harassment had been received.

10. Other Updates

Mr. Norton commented he had an opportunity to listen to the investor conference call of K12. He commended K12 on the recent acquisition of Galvanize which is a career-readiness solution providing workforce training in software engineering and data science. The purchase was made for \$165 million.

Mr. Norton also commented there will be a discussion regarding health care costs during the April meeting. Mr. Vasquez inquired as to the timing of the presentation and decision to approve of the costs. In particular, Mr. Vasquez commented that, in the past, sufficient time was permitted to question the costs prior to approving of the expenditure. Dr. Stewart confirmed there still would be time to consider possible changes prior to approval.

11. Upcoming Event Dates and Communications

Board Meetings:

April 21, 2020

May 19, 2020

June 16, 2020

Graduation: June 6, 2020 1:00 World Harvest Church, Canal Winchester

Meeting was adjourned at 3:32 p.m.