



OHVA Board of Trustees Meeting

April 16, 2019 at 2:00 p.m.

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 – Board Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	Jason Levine – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4	Susan Lippens – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5	Ben Lochbihler – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6	Gina Lopez – Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7	David Kalman – Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8	Jacob Moeller – Board Treasurer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9	Matt Norton – Board President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10	Tiaunna Richardson – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11	Stephen Vasquez – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12	Jennifer Wise – Board Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13	Sarah Zimmerman-Thornhill – Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
14	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 Operations Manager Emily Rogers; K12 School Treasurer and OHVA Designated Fiscal Officer Kate Diu; K12 Assistant Academic Administrator Allison Bentley; K12 Human Resources Business Partner Carole Arman; Principal of K-2 Debbie Wotring; and Board Legal Counsel Renisa Dorner. The remainder of the administrative staff was unavailable to attend the Board meeting due to administering state-required testing.

3. Public Participation on Agenda Items: None

4. Public Participation on Non-Agenda Items: None

5. Approval of Minutes of the Regular Meeting of February 19, 2019

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

[Board Treasurer Jacob Moeller entered the meeting at 2:08 p.m.]



6. Finance

a. Audit / Finance Committee Report

Dr. Stewart congratulated the finance department on their award from the Auditor of State concerning fiscal management.

[Board Member Sarah Zimmerman-Thornhill entered the meeting at 2:11 p.m.]

b. Review budget

Ms. Diu reviewed budgetary changes based upon current actuals and the approved budget. Increased expenses include computer charges which have increased due to more laptops and fewer desktops. There are higher charges for repairing the laptops as well as the reclamation fees. All high school and middle school students have laptops and approximately 75% of the elementary students do as well. Enrollment is less than originally budgeted. There remains a deficit of about \$7 million prior to service credits to be received from K12. Upon the completion of the FY2018 audit, K12 provided service credits of just over \$3.1 million as required by contract.

c. 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 February 2019 and March 2019 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 for the months of February 2019 and March 2019 and they appeared appropriate.

Moved: Moeller	Seconded: Lippens	Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Levine	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lochbihler	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"/>
		Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

Motion II: Resolution regarding amending OHVA credit card policy

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby amends its Credit Card Use Policy adopted by the Board on February 16, 2016 as follows: In the first sentence of the second paragraph, the figure “\$5,000” shall be replaced with “\$20,000.” In the last sentence of the second paragraph, the position of “Senior Finance Manager” shall be deleted.



Discussion: Dr. Stewart explained the two changes to the policy. The increase to the credit card limit is necessary for payment of testing charges such as hotel costs and meeting room rental. Mr. Lochbihler agreed that the charges are an acceptable practice from an accounting point of view.

Moved: Wise **Seconded:** Lochbihler **Vote:**

Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Levine	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lochbihler	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"/>
Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

7. Personnel/Staff Development

a. HR Committee Report

Mr. Davenport deferred to Dr. Stewart who reported that a new payroll person has been hired by K12 who is dedicated to performing OHVA payroll functions. Dr. Stewart also reported that Hylant is preparing a full report with respect to the benefits to be offered for fiscal year 2020.

Motion III: Resolution regarding employee hiring

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:

Employee Name (Last Suffix, First MI)	Job	Last Hire Date
Cook, Lisa A.	Intervention Specialist	02/27/2019
Ramsey, Julianne M.	Teacher HS	02/25/2019
Wolfe-White, Jamie L.	Teacher HS	03/07/2019
Yager, Harvey M.	Intervention Specialist	03/18/2019

Discussion: Dr. Stewart recommended these additional hires based upon the enrollment needs of the school.

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

Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Levine	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lochbihler	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"/>
Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>



Motion IV: Resolution regarding employee resignation

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby accepts the resignation of Jessica Dunewood (Intervention Specialist) effective March 8, 2019 based upon the unique circumstances presented by her and as recommended by the Head of School and reviewed by the HR Committee.

Discussion: Dr. Stewart explained this employee had made the decision to leave K12 education for personal reasons.

Moved: Wise	Seconded: Davenport	Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Levine	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lochbihler	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"/>
		Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

8. Operations

a. Head of School Academic Report

Dr. Stewart reported current enrollment is 14,060 students with 17.4% special education and 56.2% qualifying for free and reduced lunch. 56% of students have re-registered for the 2019-2020 school year and the goal is to get 70% re-registered. Last year, OHVA had a 75% return rate. K12 has been conducting an internal audit with respect to the administration at OHVA. In addition, the inspector general conducted an audit regarding services provided to special education students. It is expected that a report will be submitted in September. Currently, over 50% of online students in Ohio go to OHVA. Testing season is underway and most employees are engaged in the state-required testing. There are 57 test sites and 10,921 students being tested. Four teachers have been nominated for Ohio Teacher of the Year. 93% of current staff indicated their intent to return to OHVA next year.

Steven Nielson of Byers Mitten & Associates LLC (the lobbyist for K12, Inc.) provided a brief update with respect to the biennial budget cycle currently underway in the Ohio legislature. The state budget is expected to be approved by June 30, 2019. The governor proposed increasing school funding by \$550 million. Also amendments being pursued with respect to the closure law as well as e-school engagement requirements. A debate is underway with respect to school funding regarding whether it should be performance based funding or participation / completion based. The definition of engagement remains an ongoing issue.

Ms. Zimmerman-Thornhill presented a review of information gathered by the academic committee concerning the interaction students receive to allow for better engagement. The idea is that stronger communication earlier in the process such as during orientation process could provide better engagement. Dr. Stewart



reported that of the current seniors, 51% came to OHVA already credit-deficient. In the month of May, a pilot program in which prospective new students will shadow current online students to determine whether such opportunities could potentially increase engagement.

9. Compliance

a. OCCS Monthly Report

Ms. Burke indicated she sent the monthly Board Brief to all Board members. OCCS is again offering scholarship opportunities and applications are due May 10, 2019. The inspector general auditors were quite impressed with the amount of information available during the audit they were conducting. Ms. Burke reported there were three complaints received. One included a parent unfamiliar with how to track hours of education; another parent insisted they be permitted to talk to the Head of School, and another parent was unclear as to why a request to designate race or ethnicity was part of the enrollment paperwork.

b. OCCS Contract Discussion

Motion V: Resolution regarding Amended Contract with Ohio Council of Community Schools

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves the Amended Community School Contract (hereinafter "Sponsor Contract") entered between the OHVA and the Ohio Council of Community Schools (hereinafter "Sponsor"). OHVA and Sponsor had entered a Sponsor Contract effective July 1, 2015 for a period of 10 years and due to various changes in the legal requirements for community schools in Ohio, the parties negotiated an Amended Contract. The Board hereby authorizes President Matthew Norton to finalize the Sponsor Contract with the assistance of legal counsel and to sign the Sponsor Contract as presented to the Board.

Discussion: Ms. Dorner explained the various provisions that were requested to be amended by OCCS with respect to the contract currently in existence between OHVA and OCCS.

Moved: Norton **Seconded:** Zimmerman-Thornhill

Vote: Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Levine	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lochbihler	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"/>
Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

10. Other Updates

Dr. Stewart reported K12 is hiring, as of July 1, 2019, a new compliance operations manager who will be working with Emily Rogers. Additionally, K12 has accepted the expense related to the Abacus system and this will not be an OHVA expense. There are ongoing discussions with the building owner with respect to either gaining additional space or moving to a different building. Ms. Lopez and Mr. Moeller will be attending graduation ceremonies to be held on June 1, 2019 at 1:00



for the high school. Professional development will again be held at Kalahari on August 6-7 with all teachers and staff expected to attend. Mr. Norton reminded all Board members that the next meeting is May 21, 2019 at 2:00 p.m.

Mr. Norton moved for adjournment, Mr. Vasquez seconded, all present were in favor.

The meeting was adjourned at 4:05 p.m.