



# OHVA Board of Trustees Meeting

June 15, 2021

Held virtually in accordance with Am. Sub. H.B. 197 as extended by Am. H.B. 404

**Our Approach:** Student-centric, Innovative

**Our People:** Passionate, Engaged

**Our Students:** Inspired, Empowered, Educated

**1. Board President Stephen Vasquez called the meeting to order at 2:01 PM.**

**2. Roll Call/Guests:**

	Board Members	Present	Absent	Time of Arrival After Call to Order
1	Kelly Arndt – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	Adam Davenport – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	Patricia Humbert – Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2:19 p.m.
4	David Kalman – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5	Susan Lippens – Board Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6	Ben Lochbihler – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
7	Gina Lopez – Member	<input checked="" type="checkbox"/>	<input 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 – 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 Director of Academics Kyle Wilkinson; K12 School Treasurer and OHVA Designated Fiscal Officer Kate Diu; K12 Human Resources Manager Carole Arman; K12 Sr. Operations Manager Emily Rogers; K12 SVP Northern Region Darren Reed; K12 Special Programs Director Johna McClure; K12 Project and Data Manager Sharon Annis; OHVA Board Legal Counsel, Renisa Dorner; and various members of the K12 administrative team.

**3. Approval of Minutes of the Regular Meeting of May 18, 2021**

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

**4. Operations**

**a. Head of School Report**



---

Dr. Stewart presented the Board with a 3-page report. Current enrollment is 18,249 with 14.7% special education. Over 12,000 students have registered for next school year. Rock & Roll Academy has been a success during its pilot year. The cost involved is \$200 per semester per student to use the software.

**b. Academic Report**

Megan Daley reviewed highlights of graduation including 1066 June graduates with 85% internal graduation rate, while the state will likely show 67% graduation rate. There were 6 graduation events throughout the state with over 300 students attending. Ms. Richardson commented the events were a very effective way to celebrate the seniors. Ms. McClure presented a diploma to Ms. Richardson's son.

**i. Rock and Roll Academy**

Rock & Roll Academy has been a success during its pilot year. The cost involved is \$200 per semester per student to use the software.

2:19 p.m. Patricia Humbert joined meeting.

**c. Special Programs Report**

Ms. McClure reported generally that the special education litigation issues regarding the one family are continuing to progress with mediation resolving one child's issues. Geonavin Hernandez, Diversity and Inclusion Analyst, reported the progress made since his employment. He has established a committee, preparing a monthly newsletter and conducting weekly outreach sessions. A summer book club called everyone welcome at the table has materialized. He is also providing trainings related to culturally aware responsive teaching.

**d. Operations Report**

**i. Residency Verification Update**

Ms. Rogers reported 10,369 addresses were put through the Verimove system in May and 209 addresses reported forwarding addresses and 20 were out of state moves. OHVA administration is following up on all addresses that were flagged. OHVA administration runs each family at least 3 times a year. In addition, OHVA administration will review the IP address used for logging into the online school as well.

**e. Newrow Discussion**

Mr. Vasquez explained OCCS conducted a survey of the OHVA teachers regarding Newrow which resulted in a finding that 67.8% of teachers responding did not want to use Newrow. Dr. Stewart commented that teachers don't like to change. Ms. Lopez questioned why Newrow was not placing the ability to upload pdfs as a priority. Mr. Vasquez expressed concerns about the 105 pages of comments from the survey which included numerous comment regarding lack of basic functionality of Newrow. Mr. Reed responded that Stride had not chosen Newrow haphazardly, but did recognize that it had not been tested across all schools. Mr. Vasquez noted the manner in which Newrow was implemented was horrible and he wanted to make the teachers aware that the Board has heard their concerns. Dr. Stewart remarked that Newrow was the best option since BlackBoard Collaborate was no longer being offered by BlackBoard as



of June 18, 2021. Mr. Moeller commented that if Newrow is what we have to use then efforts need to be made to address the concerns expressed by OHVA teachers. Mr. Vasquez agreed that a timeline for addressing the basic functionality issues needs to be presented to the Board. Mr. Vasquez thanked OCCS for conducting the survey and asked to receive recommendations for other management companies. Mr. Norton stated the Board is not pleased with the manner in which changes occur and requested that Stride/K12 address concerns at next meeting and include how this change was going to improve academics. Mr. Vasquez also commented on how his request for information was followed up with a call from Stride’s legal counsel to OHVA legal counsel indicating no information would be provided. Mr. Reed responded Stride/K12 will prevent things from being forced upon the Board and that efforts will be made to address expectations moving forward.

**5. Finance**

**a. Audit/Finance Committee Report**

Ms. Diu reviewed the current forecast for FY21 budget showing a deficit of \$29,000.

**b. Bank Reconciliation**

**Motion I: Resolution regarding filing of the bank reconciliation**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the filing of the bank reconciliation for the month of May 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 reconciliation prepared by Ms. Diu for the month of May 2021 and it appeared appropriate.

<b>Moved:</b> Moeller	<b>Seconded:</b> Lochbihler	<b>Vote:</b> Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Humbert	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"/>
		Lochbihler	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"/>
		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. Fiscal Year 2022 Budget**

**Motion II: Resolution regarding OHVA Fiscal Year 2022 Budget**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the Fiscal Year 2022 Budget (copy attached hereto) as recommended by the School Treasurer and reviewed by the Audit and Financial Oversight Committee.



**Discussion:** Ms. Diu reviewed the FY22 budget which shows a \$2,000 deficit. Ms. Diu confirmed the budget takes into account the new starting salary of \$40,000 for teachers which then causes a significant increase for all returning teachers. Mr. Vasquez questioned the philosophy for carrying a deficit when OHVA has sufficient funding. Dr. Stewart commented that a surplus would require payment of K12 service credits. Mr. Norton asked why a balanced budget couldn't be proposed. K12 didn't provide the Board with the FY22 National Price List until June 11. Ms. Dorner indicated she reviewed the list as best she could in the short amount of time and it appeared to not show any increases however it was difficult to determine what actually applied to OHVA. Dr. Stewart promised that Ms. Rogers will pull together the information regarding the actual classes and costs being used by OHVA for the next meeting.

**Moved:** Lochbihler      **Seconded:** Norton      **Vote:**

Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Humbert	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"/>
Lochbihler	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"/>
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. Bonus for Advisors and Transition Liaisons**

**Motion III: Resolution regarding end-of-school bonus to Advisors and Transition Liaisons**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves, per the recommendation of the Head of School and School Treasurer, increasing the budget for FY21 in the amount of \$105,000 to allow for payment of an end-of-school bonus to individuals currently employed as Advisors or Transition Liaisons. This bonus shall not exceed \$1,500 per employee. This discretionary end-of-school bonus is recognition for their service to OHVA students during a very difficult school year. This bonus shall not be viewed as an ongoing obligation on the part of OHVA, but rather a single, one-time discretionary bonus.

**Discussion:** Dr. Stewart explained how these specific staff members responded to the increased demands placed on them during this pandemic year.

**Moved:** Davenport      **Seconded:** Richardson      **Vote:**

Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Humbert	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"/>
Lochbihler	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"/>



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"/>

**6. Personnel/Staff Development**

**a. HR Committee Report**

Dr. Stewart explained there were no new hires since the last Board meeting.

**b. Resignation of Employee and Waiver of K12 Contract Provision**

**Motion IV: Resolution regarding Resignation of Employee and Waiver of Paragraph 7.04**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the resignation of April Thim as an Intervention Specialist, effective July 31, 2021 to allow her to accept a position with Stride, Inc. or an affiliate (“Stride”). Further, the Board of Trustees of OHVA hereby waives the application of Paragraph 7.04 entitled Non-Solicitation of the Third Amended and Restated Educational Products and Administrative & Technology Services Agreement between OHVA and K12 Virtual Schools LLC to allow April Thim to be employed by Stride as an Assistant Compliancy Coordinator, exclusively for Ohio Virtual Academy. This waiver is revoked if Stride employs this individual in a position other than the one specifically listed.

**Discussion:** Dr. Stewart explained the need to fill the compliancy position and knowledge of Ms. Thim in special education makes her uniquely qualified.

<b>Moved:</b> Lippens	<b>Seconded:</b> Wise	<b>Vote:</b> Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Humbert	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"/>
		Lochbihler	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"/>
		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 the OHVA Board with the Program Enrichment Grant required under the charter contract. OCCS has reopened its physical location and will be performing fingerprinting for background checks of Board members and OHVA employees. OCCS will engage in opening assurances prior to the start of the next school year. No complaints have been received by OCCS since the last Board meeting. Ohio Budget Bill is before the legislature and some provisions possibly being incorporated include the repeal of the provision requiring automatic withdrawal for failing to take



---

state test for 2 years as well as a provision allowing districts to implement an online school.

Jennifer Wise left meeting.

**b. Parent Student Handbook Changes**

**Motion V: Resolution regarding 2021-22 School Handbook**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the following changes to the School Handbook as recommended by the Head of School:

- Diversity and Inclusion Policy shall be added as follows:

OHVA and its staff are committed to deepening their understanding of its families and cultivating communication with them, regardless of race, ethnicity, gender, etc. It is critical that our organization functions with tolerance and inclusivity not only for students and business, but for our communities too. Our success stems from our culture of belonging, collaboration, and excellence. We appreciate your continued support on this journey of meaningful work. We understand that academic virtue and character development are a byproduct of a learning experience which deliberately engages the different backgrounds, perspectives, and ideas of our community and world. We aim to build and reinforce an inclusive environment that challenges us to see beyond our own experiences while honoring the unique contribution of each person in our community. We believe that purposeful engagement with diversity provides each of our students with the collaborative skills necessary for success in the modern world. Our school is committed to building and fostering a diverse and inclusive community of students, faculty, and family. When we speak of diversity, we mean that our classrooms have a committed understanding and acceptance of each student having a different, distinctive, and individual perspective and experience. OHVA does not tolerate discrimination in any form, including but not limited to the basis of race, ethnicity, nationality, religion, sexual orientation, gender identity, ability, or family composition in the administration of our classrooms, publications, admissions, financial aid, hiring, or any other school administered programs.

The following person(s) has been designated to handle inquiries, concerns, and praises regarding diversity and inclusion:

Diversity & Inclusion Analyst: Geonavin Hernandez  
Email: [gehernandez@ohva.org](mailto:gehernandez@ohva.org)  
Special Programs Director: Johna McClure  
Email: [jmclure@k12.com](mailto:jmclure@k12.com)

- School Work Expectations – the following changes will be made:
  - Time online for both Middle School and High School will be changed from 60% - 70% to 80% - 90%.
  - Language added to align with HB 409 indicating that the submission of student work “demonstrates consistent engagement and is part of the OHVA defined instructional



---

activities to be used to confirm a student is “on pace”.”

- Enrollment and Student Records Policy – the following statement will be added concerning immunization requirements:
  - All students must comply with the requirements of Ohio’s state immunization laws (ORC 3313.671). There are available exemptions to the required immunizations for medical reasons of reasons of conscience, including religious convictions. If you choose to have your student exempted from immunizations, you must complete an exemption form which will be placed in your student’s health record. A medical exemption must be signed by the student’s physician. An exemption for reasons of conscience, including religious convictions, must be signed by a parent/guardian. If there are any questions about the required immunizations or where to get them, call your public health nurse at the County or City Health Department. If the school does not receive documentation that the student has received the minimum number of immunizations, unless otherwise exempt, he/she is to be excluded, by state directive, from school on the fifteenth (15th) day after admission.
  
- Enrollment and Student Records Policy – the following statement will be added concerning information provided to new students:
  - Upon enrollment approval, newly enrolling parents are provided with essential information to help them to prepare for the school year. This includes orientation information, social opportunities, ways to receive support and to engage in the OHVA community.
  
- Enrollment and Student Records Policy – the following statement will be added concerning change of address:
  - The school is required to perform residency verification and if residency cannot be verified, a student will be removed from the school. Thus, failure to supply compliance documentation as requested by the school could result in removal from the program.
  
- Materials and Technology Policy – the following statement will be added concerning replacement of student damaged equipment:
  - A maximum of 2 hardware replacements due to family/student damage will be permitted in a given school year. Additional replacement requests will be reviewed on a case by case basis and may be issued at the expense of the family.
  
- Student Expectations and Achievement Section – the following policy will be added addressing early entrance to kindergarten and K-2 grade acceleration:

**Ohio Virtual Academy Early Entrance to Kindergarten Admission Policy and**



---

## K-2nd Grade Level Acceleration

A child who does not qualify for entrance to Kindergarten using the September 30<sup>th</sup> birthdate cutoff date as provided in ORC 3321.01, may seek admission through the following process:

Parent requests admission.

The student is identified as turning five years old after September 30<sup>th</sup> but before January 1st of the current school year.

An OHVA Kindergarten teacher schedules an appointment with the legal guardian to complete an early entrance assessment via an online classroom with the student. The OHVA Early Entrance to Kindergarten Assessment includes the Kindergarten AIMSweb+ Benchmark Assessment, kindergarten sight words, and a writing sample to determine if the student scores in the accelerated range. At OHVA we look for students to meet the Winter AIMSweb+ target in the fall administration and to meet the Spring AIMSweb+ target in the winter administration. Additionally, observations are made by the teacher during the assessment to identify if the student is socially and emotionally ready for school as evidenced by staying on task and completing age-appropriate activities.

Following the assessment, the teacher has the option to review the scores with the parent prior to submission to administration. The teacher provides the scores to the principal. The teacher and principal review the scores as well as the observations made during the assessment to determine if the student is ready for kindergarten enrollment. The score cut off is pre-determined by the school. The legal guardian is then notified of the results and decision by the principal.

At OHVA we do not provide 1<sup>st</sup> grade Early Entrance Assessment. As a virtual environment, our OHVA Kindergarten - 2nd grade band can meet the needs of all students within their age-appropriate grade level through the acceleration of courses, differentiation of class instruction, and an Advanced Learner Program for all students who score in the accelerated range.

Also, at OHVA within the Kindergarten - 2<sup>nd</sup> grade band students are not permitted to skip a grade level since we can meet the academic needs of our students through the acceleration of courses in the area/s the student is excelling, differentiation of class instruction, and an Advanced Learner Program where students are challenged to work with their peers in a research and presentation learning model.

- Career Readiness Policy title will be changed to SkillUp Career Learning. Additionally, the opening paragraph shall be deleted and the following language inserted: "Career Learning is not just a program. Our school-wide initiative will focus on helping and supporting all learners





with the skills they will need to be successful during school and beyond. We want to help all students at OHVA to "Skill Up" so that they feel ready for the road ahead."

Reference to "readiness" shall be changed to "learning" throughout policy. Reference to Destination Career Program shall be changed to Career and Technical Education Program or CTE Program throughout policy. The following statement will also be added: "in addition to being invited to join our Cardy Club, which exposes students to a multitude of careers through club challenges.

- Career Advising Policy – the following changes will be made:
  - Added to section 2 – “Cardy Club available for K-5 students, providing career focused challenges to introduce students to a variety of career fields”
  - Section 3(f) current language shall be deleted and the following shall be inserted – “Implementing the Individual Graduation Plan which can be used to guide students through career advising and includes an end of year synopsis.”
  - Section 4(d)(i) shall be amended by removing reference to Individualized Learning Plan.
  - Sections 5(a) and (b) shall be deleted and replaced with the following:
    - (a) Counselors will be directing students to this tool during sessions and FYP classes.
    - (b) Advocates and Teachers will be training on career pathways and options available to students.
  - Section 8(b) shall be deleted and Section 8(c) shall be revised to read 8(b).
  - Section 9(a) shall be deleted and replaced with the following language:
    - a. Transition will be aided through staff lead meetings/sessions.
- Crisis Support Policy – the following language will be added”
  - The Ohio Virtual Academy provides a crisis support team to assist families who may need additional resources. Licensed social workers are on staff to serve families in need.
- Diagnostic Assessments Policy – shall be revised to state that students in grades 3-8 will take three assessments per year instead of two
- OHVA Truancy Policy
  - Policy will be renamed as the OHVA Attendance and Truancy



---

Policy.

- The following language will be added in order to comply with HB 409:
- Additionally, House Bill 409 defines/considers a student to be in attendance at school when the student either:
  - a. Participates in at least 90% of the hours of instructional activities offered by OHVA in that school year; or
  - b. Is on pace for on-time completion of any course in which the student is enrolled

OHVA students may be subject to disenrollment from school should they fail to comply with either of the above definitions of attendance and once OHVA has both

- a. Provided written notification of the student's absences and
- b. Provided intervention strategies within this policy that fail to cause the student's attendance to comply.

Instructional activities are defined as classroom based or nonclassroom-based activities that a student is expected to complete, participate in or attend during any given school day. These include:

- a. Online logins to curriculum or programs;
  - b. Offline activities;
  - c. Completed assignments within a particular program, curriculum or class;
  - d. Testing;
  - e. Face to face communications or meetings with school staff or service providers;
  - f. Telephone or video conferences with school staff or service providers;
  - g. Other documented communication with school staff or service providers related to school or programs.
- Re-Entry Policy – the following language was added to comply with HB 409:
    - Students withdrawn according to the requirements of House Bill 409 also are prohibited from enrolling in any Ohio internet or computer based community school for a period of one year, unless the new school is a Dropout Prevention and Recovery coded program.



- Reference to “on pace for on-time completion” will be added in reference to a student’s ability to prove attendance in the program
- Special Education Policy – the following changes will be made:
  - The sentence beginning with “With the exception of students...” shall be deleted and replaced with “OHVA offers a continuum of services based on the student’s needs (ranging from self-contained classroom to full inclusion).” The way paragraph 2 is worded is different, but it doesn’t necessarily change the policy
  - The following language will be added at the end of the policy: Special education services are individualized and may not resemble the services that are delivered within other districts.
- Face-to-Face Required Activities Policy – adjusted as a result of COVID. The language including the chart in the policy shall be deleted in its entirety and replaced with the following:

*F2F (Face-to-Face) Required Activities*



State regulations require that students in eSchools have face-to-face (F2F) contact with school representatives. OHVA requires that students have four (4) F2F contacts during the school year, ideally one each quarter. Due to changes with COVID-19, participation in any in-person (F2F) or online activity hosted by OHVA representatives/staff or OHVA Booster may be included in order to meet this requirement.

Students will be able to interact in social activities and learning opportunities that include OHVA Clubs, Virtual Adventures, and a variety of face-to-face events offered during the school year. For any activity in person (F2F) or any online session not on a student’s Class Connect Schedule, it is the parent’s responsibility to document their student’s participation on the OHVA Event Engagement form within 2 weeks following the activity. Attendance hours for school events should also be entered in the Online School.

For ease of reference, the online calendar divides the state into 6 regions, with a unique color for each region’s activities. It is our expectation that



---

parents or learning coaches remain at the event site for the duration of a face-to-face activity.

To locate OHVA Activities view the online calendar at [www.localendar.com/public/ohva](http://www.localendar.com/public/ohva) weekly for new additions throughout the school year.

- Parent and Family Engagement Policy – the following language will be added to Part 2:
  - *Provide user-friendly communication tools or apps that promote easy parental access for family engagement.*

- Academic Integrity Policy – the following language will be added:

Unless otherwise instructed by your teacher or by a specific assessment, **you are expected to honor the following principles while taking assessments:**

- You and you alone will take the assessment.
  - You will not copy or redistribute any part of the assessment in any way—electronically, verbally, or on paper.
  - You will treat the assessment as "closed book"—meaning that you may not use any textbooks, references, or other materials (printed or electronic) during the assessment—unless your teacher or the specific assessment otherwise instructs (for example, you are specifically told to refer to certain pages in a book as part of the assessment).
  - You will treat the assessment as "single browser"—meaning that during the assessment you may not log in a second time to your course or open your course or related materials on another browser on another computer.
  - Your answers will represent your work and only your work, free of any outside assistance. You will not plagiarize in any way.
  - You will not confer with other students, family members, or acquaintances, either in person or through electronic communication, during the assessment.
- Plagiarism Policy – the last sentence in the consequences for a 2<sup>nd</sup> Offense will be deleted. [requiring creation of PowerPoint]
  - Destinations Career Program Policy is changed to the Career Technical Education Policy and references to Destinations throughout is changed to CTE. Additionally, the following language will be added under student expectations:
    - Participate in Work-based learning activities that are tied to an approved WBL Plan (accumulation of a minimum of 100 hours is expected during program completion)
    - Prepare for and take at least one-point value Industry Recognized Credential test



within their program

The following language will be added under the section listing reasons for removal from the CTE Program:

- Failure to have an approved WBL plan in place by the end of year one in a program
- Failure to attempt at least one Industry Recognized Credential test

The requirement to attend at least 50% of CTSO meetings shall be changed to 75%. The following language will be added to the eligibility requirements for external CTE Programs: "Students' percent of time attended is expected to be at least 50% at OHVA and 50% at the outside CTC program regarding courses taken."

- Summer School Policy – sophomores were added to freshmen as being eligible for spots if they remain after the top two priority groups
- Report Card Policy – clarification will be made identifying seniors as the only group to have class rank reported on their report card. Additionally, the mode used to deliver report cards will be changed from the US Mail to the school supported communication system.

This will also serve as the yearly review/revision of the Career Advising Policy, ISP Policy, Diversity & Inclusion Policy and the EL Policy.

**Discussion:** Dr. Stewart generally explained many of the changes being made to school handbook. Mr. Vasquez commented that after reviewing the changes he asked that a couple of items be considered separately.

<b>Moved:</b> Davenport	<b>Seconded:</b> Lippens	<b>Vote:</b> Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Humbert	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"/>
		Lochbihler	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lopez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Y <input type="checkbox"/>	N <input checked="" 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"/>

**c. Student ISP Reimbursement**

**Motion VI: Resolution regarding Internet Service Provider Supplement Policy in 2021-22 School Handbook**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the following changes to the Internet Service Provider Supplement Policy in the 2021-2022 School Handbook:



- The second and third paragraphs describing differing amounts of ISP supplement based on the grade level of student shall be deleted in their entirety and replaced with the following language:

The Ohio Virtual Academy will provide a supplement not to exceed \$20 per month per family towards the ~~per~~ costs associated with Internet access. The supplement period is from August through May.

- The fourth paragraph shall be amended to read

**Note: No family, regardless of the number of OHVA students, will receive more than \$20 per month.**

**Discussion:** Dr. Stewart explained that the tiered approach made sense previously because the high school students needed high speed internet but now all students need high speed internet to effectively run the online school. Mr. Moeller agreed that the tier approach doesn't make sense. Dr. Stewart noted that OHVA provided 795 hotspots to students last year who qualified based on inability to afford internet. Ms. Arndt commented that providing reimbursement for a portion of the internet service was always viewed as OHVA's "school bus" and something all students needed to get to school. Dr. Stewart explained that with the supplement going to \$20 there will be 1,191 families who will see an increase and 2,157 families who will see a decrease. 35% of the families apply for the supplement.

<b>Moved:</b> Norton	<b>Seconded:</b> Lippens	<b>Vote:</b> Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Humbert	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"/>
		Lochbihler	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lopez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Abstain <input checked="" 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"/>

**d. AP Course Discontinuation**

**Motion VII: Resolution regarding AP Classes**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby resolves that due to lack of interest OHVA will discontinue offering AP courses as of the 21-22 school year. The Head of School is directed to remove any and all language referencing AP classes or courses at OHVA in the School Handbook [such as the Grading Policy and Procedure and Determining Class Rank Policy] as well as other school-related documents and website.

**Discussion:** Dr. Stewart explained students are primarily taking College Credit Plus courses. The demand for AP courses has been very low in recent years. Only 8 students took AP course this school year. OHVA will continue to offer Honors course and College Credit Plus courses. Ms. Daley reached out to the students who were taking AP courses this year to inform them of the likely direction for next year.



---

<b>Moved:</b> Davenport	<b>Seconded:</b> Richardson	<b>Vote:</b> Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Humbert	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"/>
		Lochbihler	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"/>
		Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

**e. English Learner Policy and Procedures**

**Motion VIII: Resolution regarding the English Learner Policies and Procedures**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the Ohio Virtual Academy English Learner Policies and Procedures, a copy of which is attached hereto, as recommended by the Head of School.

**Discussion:** Dr. Stewart explained the need for established policies related to the EL program.

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

**f. Employee Handbook Changes**

**Motion IX: Resolution regarding the 2021-2022 Employee Handbook**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the following changes to the Employee Handbook as recommended by the Head of School and reviewed by the Human Resource Committee.

- Requests for Time Off – Policy language shall be amended to require all requests to be made by using the HRIS system.
- Direct Deposit – Policy shall be replaced in its entirety with the following language:  
*Employees must submit a completed Direct Deposit Form with a blank, voided personal*



check or a letter from their bank showing accurate direct deposit information to Human Resources. Employees are responsible for ensuring the information provided to Human Resources reflects accurate information. Successful transmission of direct deposit should be reflected in the next available pay period.

- Reimbursable Expenses – Policy language shall be amended to allow for reimbursement of roundtrip travel of 10 miles or less if such travel is reoccurring for OHVA events. Meals policy language shall be amended to include the following sentence: *Additional meals included on a receipt for non-OHVA employees that are within the reimbursable amount will not covered.* Under home office expenses the following sentence shall be deleted: Day planners and calendars are not reimbursable. The phone policy shall indicate that every remote employee shall be provided a VoIP phone or softphone. The internet policy shall be amended to include the following sentence: *All statements for the quarter should be turned in at the same time for reimbursement and MUST include all pages of the statement.* Reference to Wifi shall be deleted from the internet policy. The following sentence shall be added at the end of the policy: *While every effort is made to process expenses as quickly as possible, expenses may take up to 3 weeks to process depending on time of year and volume.*

The Head of School shall be responsible for making sure all employees are aware of the changes being made to the Employee Handbook and that such changes will not be effective until August 1, 2021.

**Discussion:** Dr. Stewart explained the changes being made to employee policies. Mr. Vasquez commented that requesting employees to wait 3 weeks for reimbursement of business-related expenses seemed like a long time. He also questioned why employees were being told it would take upwards of 6 weeks. Dr. Stewart denied teachers were told this. However, Mr. Vasquez pointed out that in a PowerPoint presentation during a recent meeting OHVA teachers were specifically told “please give 4-6 weeks to receive reimbursement.” Dr. Stewart indicated she would look into why teachers were told that it would take that long.

<b>Moved:</b> Norton	<b>Seconded:</b> Davenport	<b>Vote:</b> Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Humbert	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"/>
		Lochbihler	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"/>
		Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

**g. Semi-Annual Bullying and Harassment Report**

Dr. Stewart reported there were no reports of bullying or harassment during the second semester.

**8. Upcoming Event Dates and Communications:**





---

**Data Breach** – Mr. Vasquez reported K12 is sending letters to OHVA teachers informing them that their personal information was potentially accessed during the data breach that occurred back in November. OHVA legal counsel is following up with K12 legal counsel why OHVA employees failed to receive the notification in the 45 day timeframe required by Ohio law.

**Annual Board Meeting – August 17, 2021**

Having no further business, Mr. Vasquez adjourned the meeting at 4:31 p.m.