



OHVA Board of Trustees Meeting

May 19, 2020

Held virtually in accordance with Am. Sub. H.B. 197

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 2:04 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 | 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 checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 6 | Gina Lopez – Member | <input checked="" type="checkbox"/> | <input 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 checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 13 | OCCS Ex-Officio Representative Lisa Burke | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |

Also in attendance virtually 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 Finance Director Kelly Warnke; K12 Human Resources Manager Carole Arman; K12 SVP Northern Region Darren Reed; Board Legal Counsel, Renisa Dorner; Hylant’s Elizabeth Howard and Michelle Willard and various members of the K12 administrative team.

3. Approval of Minutes of the Regular Meeting of April 21, 2020

Mr. Vasquez moved to approve the minutes as written; Mr. Kalman seconded, and all present voted in favor.

4. Finance

a. Review of Draft FY21 Budget

Ms. Diu reviewed the proposed FY21 budget regarding the assumptions being made and changes between FY20 and FY21. She reported Ohio is reducing funding to OHVA in FY20 by \$1,057,000 but that OHVA is currently slated to receive over \$4 million in CARES Act funding. This funding can be spent through FY22. The proposed FY21 budget does not contain the CARES Act funding at this time because application for use of the



funds will need to be made. Ms. Diu indicated there are two new items under K12 services that are being added. One is for DCA fees which concern the Destinations Career Academy or CTE program offered by OHVA. The other is for NWEA fees and this is a service OHVA previously had as a separate contract and now K12 will be providing. Mr. Norton commented that it is currently unclear whether Ohio will reduce funding for FY21.

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 March 2020 and April 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 March 2020 and April 2020 as presented by OHVA’s designated fiscal officer and it appeared appropriate.

| | | | | |
|-----------------------|------------------------|---------------------|---------------------------------------|----------------------------|
| Moved: Moeller | Seconded: Arndt | Vote: Arndt | Y <input checked="" type="checkbox"/> | N <input type="checkbox"/> |
| | | 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"/> |
| | | 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"/> |
| | | Zimmerman-Thornhill | Y <input checked="" type="checkbox"/> | N <input type="checkbox"/> |

c. Five-Year Forecast

Motion II: Resolution regarding OHVA Five-year Forecast

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

Discussion: Ms. Diu reviewed her assumptions in making the five-year forecast which includes a modest 2% increase in enrollment for next year and then a projected flat enrollment thereafter.

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|----------------------|-----------------------|--------------------|---------------------------------------|----------------------------|
| Moved: Norton | Seconded: Wise | Vote: Arndt | Y <input checked="" type="checkbox"/> | N <input type="checkbox"/> |
| | | 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"/> |
| | | 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"/> |
| Zimmerman-Thornhill | Y <input checked="" type="checkbox"/> | N <input type="checkbox"/> |

5. Personnel / Staff Development

a. Benefits

Motion III: Resolution regarding the Employee Benefits Offered for the 2020-2021 year

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves offering employee benefits consistent with the attached presentation from Hylant as recommended by the Senior Head of School and reviewed by the Audit and Financial Oversight Committee and Human Resources Committee, and summarized for approval as follows:

1. OHVA will remain partially self-insured for medical and prescription benefits through United Healthcare. Also, United Healthcare will provide medical administration and stop loss coverage with a \$75,000 deductible. United Healthcare's revised renewal quote will be accepted.
2. OHVA will continue to offer a High Deductible Health Plan ("HDHP") option that includes a Health Savings Account. The deductible for the HDHP will be increased to \$1400 Individual and \$2800 Family in order to comply with IRS regulations. OHVA will provide an employer contribution to the HSA in the amounts of \$250/single or \$500/family with half of the contribution paid in August and the other half paid in February. The employee contribution for the HDHP will remain the same.
3. OHVA will continue to offer a PPO Plan but will increase the deductible to \$850 Individual and \$2,550 Family with maximum out-of-pocket limit of \$4500 Individual and \$10,000 Family. The employee contribution for the PPO plan will remain the same.
4. OHVA will continue to offer employees the ability to purchase voluntary vision through United Healthcare at the revised renewal rate guaranteed through August 1, 2022.
5. OHVA will continue to provide employees with Life & AD&D insurance and short term disability insurance through United Healthcare based on a rate guarantee until August 1, 2021. OHVA continues to offer employees the ability to purchase voluntary long-term disability insurance with a rate guarantee until August 1, 2022 through Lincoln.
6. United Healthcare will provide FSA & COBRA administration. Hylant will assume the expense for the COBRA administration.
7. OHVA will continue to offer dental benefits through Delta Dental based on a rate guarantee until August 1, 2021 with the same employee contribution rate.
8. OHVA will continue its Wellness Initiative consistent with the presentation.
9. OHVA will continue to offer an Employee Assistance Program ("EAP") through United Healthcare with no cost to employees.

Discussion: Dr. Stewart introduced Ms. Willard and Ms. Howard from Hylant. A 25-page presentation was presented by Hylant regarding the benefits offered to OHVA employees. The option to remaining partially self-funded or returning to fully-insured was considered. Based on current usage and likely cost, Hylant recommended to remain self-funded. An extended discussion centered upon whether to increase employee contributions. Since the deductibles were being increased in both plans, it was decided and agreed to by Dr. Stewart that employee contributions



would remain the same. In response to questions posed, Ms. Arman reported 84 employees are enrolled in the HDHP and 385 employees are enrolled in the PPO. Ms. Arman also reported that during FY19 employee contributions were approximately \$860,000. Ms. Howard summarized the wellness program and initiatives being pursued.

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|-----------------------|-----------------------|---------------------|---------------------------------------|----------------------------|
| Moved: Moeller | Seconded: Wise | Vote: Arndt | Y <input checked="" type="checkbox"/> | N <input type="checkbox"/> |
| | | 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"/> |
| | | 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"/> |
| | | Zimmerman-Thornhill | Y <input checked="" type="checkbox"/> | N <input type="checkbox"/> |

6. Operations

a. Head of School Academic Report

Dr. Stewart presented a 5-page Head of School report showing an enrollment of 13,984 with 17.9% special education. Enrollment is expected to increase for FY21 as parents consider their options during the pandemic. Some expected changes for next year are moving from BlackBoard Collaborate to Newrow (a K12 product) – which allows for video usage like Zoom. OHVA will use Schoology for K-5 and PowerSchool for 6-12. NWEA will feed into Schoology. Report cards next year will be sent electronically and not through the mail. Calls will be made to students who haven't logged in by Noon each school day. Based on current reports, OHVA is capturing 96% of attendance on average for FY20. OHVA takes a whole school approach with respect to attendance and use of the attendance intervention team.

The completion of FY20 will include a virtual graduation with three different sessions being offered. There was an "adopt a senior" initiative which was very successful. Yard signs and t-shirts designed by an OHVA student were presented to each senior. CARDY is back! OHVA will be sending brain boosts to students over the summer.

b. Tallo Presentation

CTE Coordinator Jeremy Grove explained the ability of students to use Tallo, which was described as a LinkedIn type of platform for students. The use of Tallo is solely a decision to be made by students and parents and is not mandated by OHVA. This program allows a student to provide a digitized portfolio/resume and seek connections with colleges and employers.

7. Compliance

a. OCCS Monthly Report

Ms. Burke reported on the various COVID resources available on the OCCS website. OCCS recently celebrated National Charter School Week – albeit in a virtual manner.

b. Designated Fiscal Officer employment



Motion IV: Resolution regarding Designated Fiscal Officer

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby designates Kate Diu as the Designated Fiscal Officer of Ohio Virtual Academy, also known as the School Treasurer, for FY21 beginning July 1, 2020 in accordance with ORC 3314.011(A). Ms. Diu, who is employed by K12 Services (an affiliate of K12 Virtual Schools LLC), shall remain bonded and licensed 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. 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. Diu 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: Ms. Dorner explained each fiscal year the Board must designate its Fiscal Officer and request OCCS’ approval if the Fiscal Officer is not employed by OHVA. The resolution also directs the Head of School to take certain action related to obtaining approval and submission to ODE.

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|-------------------------|-----------------------------|---------------------|---------------------------------------|----------------------------|
| 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"/> |
| | | 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"/> |
| | | Zimmerman-Thornhill | Y <input checked="" type="checkbox"/> | N <input type="checkbox"/> |

8. Upcoming Event Dates and Communications

Mr. Norton reminded Board members of upcoming dates.

- a. Board – June 16, 2020
- b. Graduation: June 6th – Virtual Ceremonies at 11:00 a.m., 1:00 p.m., and 4:30 p.m.
- c. Beginning of Year PD: August 11-12 at Kalahari Convention Center

Upon motion of Ms. Zimmerman-Thornhill to adjourn the meeting, and seconded by Ms. Wise and approved by all members in attendance, the meeting was adjourned at 4:01 p.m.