



# OHVA Board of Trustees Meeting

October 15, 2019

**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 2:06 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 – Board Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	Susan Lippens – Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4	Ben Lochbihler – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5	Gina Lopez – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6	David Kalman – 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 – Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11	Jennifer Wise – Board Secretary	<input type="checkbox"/>	<input checked="" 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 CEO/President Nate Davis; K12 Senior Head of School Dr. Kristin Stewart; K12 Operations Manager Emily Rogers; K12 School Treasurer and OHVA Designated Fiscal Officer Kate Diu; K12 Finance Director Kelly Warnke; K12 Human Resources Business Partner Carole Arman; K12 Senior VP, Northern Region Darren Reed; K12 Academic Data Analyst Allison Bentley; Board Legal Counsel Renisa Dorner; and members of the K12 administrative team. Board Secretary Jennifer Wise attended the meeting via teleconference but was not considered part of the quorum or permitted to vote.

**3. Public Participation on Agenda Items:** None

**4. Public Participation on Non-Agenda Items:** None

**5. Approval of Minutes of the Regular Meeting of August 13, 2019**

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

**6. Vote on Board Officers**

**Motion I: Resolution Regarding Board Officers for the 2019-2020 School Year**



**BE IT RESOLVED THAT** the Board of Trustees of OHVA previously waived the requirement that the election of officers occur during the Board’s Annual Meeting for FY2020 as the election of officers was to take place at the October 15, 2019 Board meeting. As there still remains no Board member willing to accept the position of Vice President, the Board Officers will retain their current positions until an election of officers can proceed at the December 10, 2019 Board meeting.

Discussion: Mr. Norton explained that he intends this to be his last year as Board President and is seeking another Board member to assume the position of Board Vice President with the intent to assume the role as Board President for FY21. As Board members are still contemplating whether to accept the role as Vice President, Mr. Norton requested that the decision be postponed until the December meeting.

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

**7. Personnel/Staff Development**

**a. HR Committee Report**

Mr. Davenport deferred to Dr. Stewart with respect to a recap of the information provided to the HR Committee. Dr. Stewart indicated the information is part of the motions to be brought before the Board.

**b. New Hires / Resignations**

**Motion II: Resolution regarding 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 with the HR Committee:

Employee Name (Last Suffix, First, MI)	Job	Last Hire Date
Hemmelgarn, Louisa M.	Teacher Elementary School	08/27/2019
Lahetta, Mackenzie B.	At Risk Serv RTI Coordin	08/12/2019
Locker, Laurel E.	Advisor	09/09/2019
Ritchey, Christina E.	Teacher HS	09/09/2019
White, Mark R.	Guidance Counselor	08/12/2019

It is further resolved that the position of *At Risk Services RTI Coordinator* will be historically researched and reviewed by OHVA legal counsel and K12 administration to determine whether this position is an OHVA position or a K12 position. The issue will then be brought before the Board at the next regular meeting of the Board.

**Discussion:** Dr. Stewart explained that the new positions are based upon need and to replace certain resignations. Ms. Dornier explained the last paragraph of the motion relating to the position which is being questioned and could potentially be a K12 position rather than an OHVA position.



**Moved:** Davenport      **Seconded:** Arndt      **Vote:** Arndt      Y       N   
 Davenport      Y       N   
 Lochbihler      Y       N   
 Lopez      Y       N   
 Moeller      Y       N   
 Norton      Y       N   
 Richardson      Y       N

**Motion III: Resolution regarding Resignations**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the resignations of Heather Blazina, Nicole Moore-Smith and Robin B. Pasco as of the termination dates listed below based on the unique circumstances presented by these individuals. As recommended by the Head of School and reviewed with the HR Committee, the Board of Trustees of OHVA hereby rejects the resignations of Brandy Norman and Elizabeth Starr, who have abandoned their positions at OHVA as of termination date indicated below:

Employee Name (Last Suffix, First MI)	Job	Termination Date
Blazina, Heather L.	Advisor	08/23/2019
Moore-Smith, Nicole	Intervention Specialst HS	08/16/2019
Norman, Brandy	Teacher Elementary School	09/06/2019
Pasco, Robin B.	Intervention Specialst 35	08/23/2019
Starr, Elizabeth	Advisor	09/20/2019

**Discussion:** Dr. Stewart explained that two of the positions were not being accepted because these individuals had already received students and were in direct violation of their contracts.

**Moved:** Lopez      **Seconded:** Richardson      **Vote:** Arndt      Y       N   
 Davenport      Y       N   
 Lochbihler      Y       N   
 Lopez      Y       N   
 Moeller      Y       N   
 Norton      Y       N   
 Richardson      Y       N

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

**BE IT RESOLVED THAT** the Board of Trustees of OHVA Board of Trustees of OHVA hereby approves the resignation of Stephanie Zipf, effective immediately to allow her to accept an administrative position with K12, Inc. 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 Stephanie Zipf to be employed by K12, Inc. as a Family Compliance Liaison, exclusively for Ohio Virtual Academy. This waiver is revoked if K12 employs this individual in a position other than the one specifically listed.

**Discussion:** Dr. Stewart explained that an OHVA employee was seeking to obtain a K12 position which is essentially the Truancy Officer position.

**Moved:** Davenport      **Seconded:** Arndt      **Vote:** Arndt      Y       N   
 Davenport      Y       N



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"/>

## 8. Compliance

### a. OCCS Update

Ms. Burke reviewed the Board Brief previously submitted for review. OCCS has not received any new complaints since the last Board meeting. Ms. Burke explained the student wellness funding to be received by OHVA in the amount of \$25,000 for 2020 and \$36,000 for 2021. Ms. Burke relayed a message from Executive Director Lenny Schafer expressing how very pleased he was about what OHVA did with respect to performance, especially after enrolling numerous ECOT students that were without a school. Mr. Norton reminded everyone about the Online School Day in Columbus. Ms. Richardson indicated that she would be attending.

**[Board Member Susan Lippens entered meeting at 2:23 p.m.]**

### b. Enrollment and Residency Policy Amendment

#### **Motion V: Resolution regarding the Enrollment, Residency and Registration Policy**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves amending the Enrollment, Residency and Registration Policy in the Student Handbook as indicated in the policy attached hereto as recommended by the Head of School. This policy shall supersede all other policies related to enrollment, residency and registration.

**Discussion:** Dr. Stewart explained some of the changes to be made in the policy related to the legislation concerning review of residency of students on an ongoing basis. Ms. Dorner explained the administration developed a plan to use postcards for sending confirmation as to residency and a method to respond to the monthly review process requirement.

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

### c. Review and approve Annual Report

#### **Motion VI: Resolution Regarding Annual Report**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the 2018-2019 Annual Report (a copy attached hereto) as recommended by the Head of School.



**Discussion:** Dr. Stewart reviewed the lengthy Annual Report and its components, many of which are required by statute.

<b>Moved:</b> Arndt	<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"/>
		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"/>

**d. 504 Motion**

**Motion VII: Resolution Regarding Approval of OHVA 504 Manual and Procedures**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the Section 504 Manual and Procedures (a copy of which is attached hereto) as recommended by the Head of School and approved by the Office of Civil Rights, which replaces in its entirety the previously approved Section 504 Manual and Procedures.

**Discussion:** Dr. Stewart explained the lengthy process of having the 504 Manual and Procedures approved by the Office of Civil Rights and the changes that were required. This newest version of the 504 Manual and Procedures is the one approved by the Office of Civil Rights in its entirety.

<b>Moved:</b> Lopez	<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"/>
		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"/>

[Board Member Sarah Zimmerman-Thornhill entered meeting at 2:37 p.m.]

**9. Finance**

**a. Bank reconciliation**

**Motion VIII: 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 August and September 2019 as presented by the School Treasurer and reviewed with the Audit and Financial Oversight Committee.

**Discussion:** Mr. Moeller confirmed he had an opportunity to review the bank reconciliation for the months of August and September 2019 and they appeared appropriate.

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

**b. Review/Approved FY Final Budget**

**Motion IX: Resolution regarding FY 2020 Budget**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the Fiscal Year 2020 budget (copy attached hereto) as presented by the School Treasurer and reviewed with the Audit and Financial Oversight Committee.

**Discussion:** Ms. Diu reviewed the financial reports for FY 20. The final budget is now showing a \$7.7 million deficit prior to the crediting of the service credits from K12. The new FY 20 budget shows \$2 million positive from the original proposed back in June 2019.

**Moved:** Moeller      **Seconded:** Lochbihler      **Vote:**

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

**c. Review/Approve Five-Year Forecast**

**Motion IX: Resolution regarding Five Year Forecast**

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

**Discussion:** Ms. Diu explained the five-year forecast which is a Department of Education requirement showing three prior years, the current years and forecasting the next five. The forecast shows a deficit as there is no place to report the service credits to be reimbursed from K12. There is no debt shown on the five-year forecast.

**Moved:** Arndt      **Seconded:** Davenport      **Vote:**

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



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

## 10. Operations

### a. Head of School Report

Dr. Stewart presented the Board with a five-page report including enrollment at 13,416. Dr. Stewart reported 138 students came to OHVA with only single digit credits last year and after considerable efforts by teachers and these students, they will be graduating. Dr. Stewart also reported a new initiative called hope and kindness with an effort to show all kids that they belong. Each Board member was provided five cards to distribute during this initiative. School counselors are applying for RAMP certification as a means in which to provide support groups to students. Results show that OHVA met every demographic participation requirement. The comparisons of test scores with other e-schools showed that OHVA met expectations. Dr. Stewart presented a lengthy PowerPoint presentation regarding the various state and grade card report for OHVA. Ms. Zimmerman-Thornhill requested more information regarding the comparison to the statewide average. Dr. Stewart expressed concerns that ODE may have removed community schools out of calculation of the statewide average for proficiency. Ms. Lopez questioned the changes made to the curriculum especially as it relates to math as her child had greater success with the former curriculum and possibly other students were feeling the same. Mr. Davis responded regarding some of the components of the curriculum as well as the potential to move to a more blended model for those needing face-to-face interaction in learning math. He also suggested that the leader of the math area should be asked to come to a Board meeting to explain the curriculum and the method of teacher training. Evidence still seems to indicate that students who are with OHVA for a longer period of time score better than those who are in OHVA for a short period of time. Mobility rate of OHVA students is very high so while OHVA is a school of choice, it is often a school of choice for a very limited and specific timeframe. Another issue facing OHVA is that the school is forced to withdraw students who fail to attend class for a period of 72 hours but yet those same students affect OHVA's graduation rate. The administration has implemented a plan to have more data-driven instruction, more targeted and focused instruction which is effective instruction for the modern learner which includes self-evaluations, peer evaluations and administrative evaluations of teachers. They are working on changing the mindset of students regarding the need for them to try to do the best they can at state testing and not just merely attend testing. Additionally, Kyle Wilkinson is leading impact instruction which includes peer tutoring as well as I-support. Mr. Norton expressed thanks for the work being done by the administration and the teachers to address the concerns related to the test scores. There are LMS changes occurring in the K-5 curriculum. High school and middle school had already updated the LMS.

## 11. Upcoming Event Dates and Communications

Mr. Norton reminded all Board members that the next Board meeting is December 10, 2019 with a holiday party to follow at the new event center. Additionally, Mr. Norton requested all Board members to submit to him potential available dates for a half-day Board retreat in January.

There being no further business to conduct, Mr. Davenport moved; Ms. Arndt seconded and all were in favor of adjourning at 4:45 p.m.