



Board of Trustees

Minutes of Regular Board Meeting

February 21, 2017

Our Approach: Student-centric. Innovative.

Our People: Passionate. Engaged.

Our Students: Inspired. Empowered. Educated.

1. The meeting was called to order at 2:04 p.m.

2. Roll Call/Guests:

	Board Members	Present	Absent	Participating by Phone	Time of Arrival After Call to Order
1	Kelly Arndt – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Adam Davenport – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	David Kalman – Board Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Jason Levine – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Susan Lippins – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	Gina Lopez – Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
7	Jacob Moeller – Board Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	Matt Norton – Board President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9	Stephen Vasquez – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	Jennifer Wise – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11	Sarah Zimmerman – Board Secretary	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2:22 pm
12	Lenny Schafer – OCCS Ex Officio Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Also in attendance were: Senior Head of School Dr. Kristin Stewart; SVP Northern Region K12, Inc. Jennifer Sims; Operations Manager Dan Zawisza; School Finance Manager Regina Krotzer; School Data and Accountability Manager Courtney Rahe; Interim HR Manager Christina Moore; Board Legal Counsel Renisa Dorner as well as members of the K12 administrative team.

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

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

5. **Minutes of the Regular Meeting of December 13, 2016** were approved as written, following a motion by Adam Davenport; seconded by Matt Norton and unanimously affirmed by those present.

Dr. Stewart played a video from the Cleveland news regarding an OHVA student who chose OHVA after being bullied in the traditional public school. OHVA was presented as being an alternative option providing a good learning environment for children to flourish.

6. **Finance**



a. Audit / Financial Oversight Committee Report

Mr. Moeller deferred to Regina Krotzer for the presentation of the 6-page financial report.

Sarah Zimmerman entered the meeting.

Current enrollment is 9,220 students. The financial report reflects a reduction of 37 students. Special education revenue continues to increase because of the increased enrollment of special needs students. There is also an increase in the benefits due to recent large claims in the second quarter of the school year 2017. Mr. Norton explained the OCCS oversight fee as well as the grant provided by OCCS to OHVA.

Motion I: BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves the filing of the bank reconciliation for the months of December 2016 and January 2017 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 December and January and they 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"/>
		Levine	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Norton	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Zimmerman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

7. ISP Policy Review

Ms. Arndt explained the ISP policy which provides a reimbursement for a portion of the cost for internet service for students is essentially analogous to providing a school bus for the students to get to school. A couple of years ago, the Board revised the policy to change it from an automatic reimbursement of a specified amount to a requirement that students must apply for the reimbursement. Currently, approximately 38% of students apply for reimbursement. Dr. Stewart indicated some students, due to their circumstances, actually get an air card in order to obtain internet services rather than a reimbursement. The ISP policy will be revised to align it with the new contract provision to extend the reimbursement period for ten months of ISP rather than the current nine months.

8. Personnel / Staff Development

a. HR Committee Report

Mr. Davenport reviewed with the Head of School the issues facing OHVA concerning the decreasing enrollment and the workforce changes needed.



b. New hire / resignations

Motion II: Resolution regarding employee hiring

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves the hiring of the following individuals as recommended by the Head of School and the HR Committee.

STAFF MEMBER	TITLE	START DATE
Binion-Valis, Tara	Intervention Specialist	1/2/17
Brown, Gary	Intervention Specialist	1/10/17

Discussion: Dr. Stewart explained the school continues to hire intervention specialists due to the special education requirements of the students.

Moved: Wise **Seconded:** Davenport **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"/>
Levine	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Norton	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Zimmerman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

Motion III: Resolution regarding employee resignations

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby accepts the resignation of Rebecca Head based on the reasons provided, but does not accept the resignations of Krista New, Stacy Zabinski, Margaret Pippin and Gary Brown (who have abandoned their positions based upon the date of resignation set forth below), as recommended by the Head of School and the HR Committee.

STAFF MEMBER	TITLE	RESIGNATION DATE
New, Krista	Intervention Specialist	12/16/16
Head, Rebecca	ESL Teacher	12/23/16
Zabinski, Stacy	Intervention Specialist	1/13/17
Pippin, Margaret	iSupport	1/20/17
Brown, Gary	Intervention Specialist	2/4/17

Discussion: Dr. Stewart indicated that based upon the reasons provided that she would recommend the acceptance of the resignations of Rebecca Head but would not accept the resignations of the other individuals. Dr. Stewart explained that if the Board does not accept a resignation, these individuals are reported to the Ohio Department of Education. Ms. Arndt added these individuals signed a contract for the school year and are not permitted to break it during the school year.



Moved: Davenport

Seconded: Kalman

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"/>
Levine	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Norton	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Zimmerman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

c. Employee Discussion

Dr. Stewart indicated, based on current enrollment, the high school is over-hired by 17 teachers. General education teachers can request a supplemental license as intervention specialists or to become an intervention specialist and Dr. Stewart has agreed to waive the necessary educational requirements. Eight high school general education teachers are moving into the intervention specialist role for the remainder of the school year. There are also three high school teachers who will fill open positions in middle school. After all of the moves are completed, it will result in the need to reduce force by five high school teachers on Friday, February 24, 2017. Dr. Stewart indicated the decision as to the selection of the five high school teachers will be based upon performance and the area needing the reduction. These individuals who will be reduced in force on February 24 will be paid through February 28. When asked if the high school staff knows there are overstaffing issues, Dr. Stewart indicated they are aware of the overstaff situation. Ms. Wise asked if the need for intervention specialists is throughout K-12. Dr. Stewart responded “yes, all areas need intervention specialists.” Mr. Schafer offered assistance by OCCS to train the teachers who are obtaining the supplemental licensure to become intervention specialists. Mr. Vasquez asked how often the need to reduce force has occurred at OHVA. Dr. Stewart explained it has happened a couple of times. The last time was just a couple of years earlier when numerous teachers were able to be retained as iSupport tutors. The need for intervention specialists is in direct relation to the increase in the percent of special education population. Ms. Zimmerman asked why this percentage appears to be increasing. Dr. Stewart indicated most parents are very happy about the services being extended by Ohio Virtual Academy and through word of mouth, other parents of special education students feel OHVA would be a good fit for their student.

9. Operations

a. Academic Committee Review

Ms. Zimmerman reported several people from K12 met with the academic committee and reviewed the various changes in the curriculum delivery as well as fixing those areas that did not run as smoothly.

b. Head of School Report

Dr. Stewart provided a six-page report. While there is no new enrollment after January 31, 2017, there will be students who will withdraw. In reviewing the engagement levels of students, Mr. Kalman asked how the engagement is gauged. Dr. Stewart indicated a rubric is provided to teachers to assess the engagement level of the students involved. Dr. Stewart explained new enrollees in OHVA often have very unique and individualized needs. For example, a 16-year old



new enrollee came to OHVA without having ever been enrolled in any other school previously. OHVA then needs to develop an individualized plan to determine how to assess the needs of the child to move them toward graduation. Dr. Stewart played a video which will be the kickoff for next year called "Project HOPE." Susie Ebie was the mastermind of this project. The HOPE project means help + optimism + purpose = engagement. The goal is to create a culture at OHVA concerning the wraparound of services to meet the needs of the student. Dr. Stewart explained how instructional groups are determined and how this relates to invited sessions on ClassConnect. Ms. Wise asked how teachers determine which students to invite to which sessions. Dr. Stewart responded interim assessments provide for the grouping and that this can be very fluid throughout the course of the year. Ms. Zimmerman asked what percentage of the students attend the ClassConnect sessions. Dr. Stewart stated it depended upon the grade and the subject matter, but anywhere from 45-65%. Dr. Stewart indicated that she can pull up trackers regarding specific classes and those who attend the ClassConnect sessions. Mr. Schafer asked what type of test prep OHVA was using to prepare for state testing. Dr. Stewart explained an interim assessment occurs every six weeks. Also, work has been done every month through Study Island with respect to extended response questions. There has also been practice online with respect to certain test-taking issues such as drag and drop where you are required to put things in chronology as well as compare and contrast where there might be three different screens and how to manipulate all three screens. Dr. Stewart explained short response and extended response is definitely a weakness in the school. Letters are going out on the day of the Board meeting to all parents regarding the actual testing date for their students.

10. Compliance

a. OCCS Report

Mr. Schafer provided new Board members with orientation materials. With respect to legislative updates, Mr. Schafer reported the proposed budget bill does not appear to have anything harmful to OHVA at this point in time. OCCS has opened its scholarship window and has invited all OHVA seniors to apply for the available college scholarships. A recent compliance meeting was satisfactory to OCCS. Mr. Schafer provided a five-page annual progress report outlining whether OHVA has met the academic goals in the charter contract. Mr. Schafer explained the goals in the charter contract will need to be revised as the Ohio Department of Education is not accepting the goals contracted between OCCS and OHVA. Mr. Kalman asked what specifically the Ohio Department of Education was seeking with respect to goals. Mr. Schafer responded that while the comparison between other similar e-schools is appropriate, the ODE does not want that to be the sole method of evaluating the performance of OHVA. In Mr. Schafer's view, as long as OHVA is beating other schools and showing an upward trend, it is the appropriate standard to pursue.

Dr. Stewart then explained the career technical education program being pursued by K12 on behalf of OHVA. K12 administrators have met with Penta Career Center and will be submitting applications which will likely be approved for next school year. OHVA will be pursuing two modules rather than three which will all come before the Board for approval at the April Board meeting.

b. Contract Discussion

Mr. Norton reported on the meeting held on February 8, 2017 with Allison Cleveland, Jennifer Sims, Nate Davis, and Stephen Goldman, all with K12. The meeting was designed to gather



information and ask questions regarding the changes or proposals being expressed by K12 in the draft contract. Mr. Vasquez indicated there is still a ways to go and there were some miscommunication issues that were identified and will be addressed moving forward. Ms. Dorner reported on efforts made to obtain the current status of all proposals from K12's legal counsel. Mr. Norton expressed a desire to obtain any revisions by March 10, 2017.

11. Other Updates

a. Board Training

The Board members who have yet to complete the Sunshine Law training are David Kalman and Sarah Zimmerman. Mr. Schafer indicated both individuals need to complete this in short order as required by statute. Mr. Schafer explained the Sunshine Law training is required to be obtained every two years by Board members. Dr. Stewart will maintain the certificates of completion and upload the certificates to OCCS.

b. End of Year Professional Development

Dr. Stewart reported the end of year professional development will occur on June 13 and 14 at Kalahari. Additionally, the graduation ceremony has been scheduled for June 3 in Canal Winchester, Ohio. Representative Andrew Brenner will be invited to speak at the graduation ceremony.

12. Executive Session

Board President Matt Norton made a motion to go into executive session to consider pending or threatened litigation involving Ohio Virtual Academy. Board Member Kelly Arndt seconded the motion, and by roll call vote:

Vote:	Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
	Kalman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
	Norton	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
	Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
	Zimmerman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
	Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
	Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
	Lippins	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
	Levine	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
	Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

President Matt Norton invited the following individuals into the Executive Session at 4:04 p.m.: Johna McClure, Jennifer Sims, Kris Stewart, Lenny Schafer, and Renisa Dorner. A motion to come out of executive session and return to regular session was made by Matt Norton, seconded by David Kalman at 4:20 p.m. and by roll call vote:

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



Zimmerman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lippins	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Levine	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

Mr. Norton adjourned the meeting at 4:25 p.m.