



OHVA Board of Trustees Meeting

June 16, 2026 at 2:00 PM

Our Approach: Student-centric, Innovative

Our People: Passionate, Engaged

Our Students: Inspired, Empowered, Educated

1. **Call to Order at 2:00 PM**

2. **Roll Call/Guests:**

3.	Board Members	Present	Absent	Time of Arrival After Call to Order
1	Kelly Arndt – Member	☐	☒	
2	Bruce Boerst – Member	☐	☐	
3	Adam Davenport – Board Secretary	☒	☐	
4	Patty Humbert – Member	☒	☐	
5	Will Kreuz – Member	☒	☐	
6	Susan Lippens – Board Vice President	☒	☐	2:03 PM
7	Ben Lochbihler – Member	☐	☐	
8	Gina Lopez – Member	☐	☐	
9	Jacob Moeller – Board Treasurer	☒	☐	
10	Matt Norton – Member	☒	☐	
11	Stephen Vasquez – Board President	☒	☐	
12	OCCS Ex-Officio Representative – Kristin Katakis	☒	☐	Virtual Attendance

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

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

5. **Approval of Minutes of the Regular Meeting of May 19, 2026 (motion)**

Motion I: Resolution Regarding Approval of Meeting Minutes

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves the minutes from the meeting held on May 19, 2026.

Discussion: Mr. Davenport moved to approve the meeting minutes from May 19, 2026. Mr. Kreuz seconded the motion. Minutes were unanimously approved by those Board members present.



Moved: Davenport **Seconded:** Kreuz **Vote:**

Arndt	Y ☐	N ☐
Boerst	Y ☐	N ☐
Davenport	Y ☒	N ☐
Humbert	Y ☒	N ☐
Kreuz	Y ☒	N ☐
Lippens	Y ☐	N ☐
Lochbihler	Y ☐	N ☐
Lopez	Y ☐	N ☐
Moeller	Y ☒	N ☐
Norton	Y ☒	N ☐
Vasquez	Y ☒	N ☐

3. Operations:

a. **Head of School Report:** Mr. Wilkinson started the Head of School Report by discussing current enrollment for the 2026-2027 school year. Additionally, Mr. Wilkinson shared the current statistics for OHVA staffing: (1) General Education Teachers: 452 (2) Intervention Specialists: 144 (3) Contracted and Stride Intervention Specialists: 20 (4) Support Staff: 165. Mr. Wilkinson provided an overview of OHVA staffing needs. There are 20 posted positions open, 28 pending terminations for July 31st, (retirement, personal, non-renewal, relocation, other job, no reason given), and 27 new hires set to start on August 3rd. Following that, Mr. Wilkinson shared the top 5 OHVA “things to know”: (1) 26-27 OHVA Agreements (2) Enrollment/Re-Registration (3) Summer School & Programming (4) Alignment of Goals for 26-27 (5) Legislation. For upcoming events, there are the Grants and Student Wellness & Success Plan, 2026-2027 Employee Agreements, and Remote Proctoring coming in August. Mr. Wilkinson ended the reported by providing some updates regarding Stride/K12. Mr. Wilkinson informed the Board that he intends to present a retire/rehire policy for board consideration to be preserved at a future meeting. Additionally, Mr. Wilkinson shared a video of the 2026 graduation ceremony as well as a video of an OHVA 6th grader at a piano recital.

b. **Academic Report:** Marie Mueller, Director of Academics, began the Academic Report by discussing the 2026 graduation class. There were 1285 confirmed graduates, 95 potential graduates (after summer school), and there were 633 seniors in attendance. Ms. Mueller provided an overview of the College Credit Plus (CCP) enrollment for Grades 7-12. Additionally, Ms. Mueller shared that 15 graduating seniors have earned an associate degree or equivalent credits. There are about 45 colleges and universities available for students to pick courses through. CCP is a required program that OHVA must offer to students who qualify and is funded through state foundation payments.

i. Ohio Direct Admissions (motion)

Motion II: Resolution regarding Ohio Direct Admissions



WHEREAS, the Ohio Department of Higher Education, in partnership with the Ohio Department of Education and Workforce, has established the Ohio Direct Admissions Program to expand access to postsecondary education by proactively notifying eligible high school students of admission opportunities at participating colleges and universities, increase college-going rates, reduce barriers to higher education access, and support student success beyond graduation;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of OHVA hereby approves participation in the Ohio Direct Admissions Program.

Discussion: Mr. Norton moved to approve the participation in the Ohio Direct Admissions Program. Ms. Lippens seconded the motion. The participation in the Ohio Direct Admissions Program was unanimously approved by those Board members present.

Moved: Norton **Seconded:** Lippens **Vote:**

Arndt	Y ☐	N ☐
Boerst	Y ☐	N ☐
Davenport	Y ☒	N ☐
Humbert	Y ☒	N ☐
Kreuz	Y ☒	N ☐
Lippens	Y ☒	N ☐
Lochbihler	Y ☐	N ☐
Lopez	Y ☐	N ☐
Moeller	Y ☐	N ☐
Norton	Y ☒	N ☐
Vasquez	Y ☒	N ☐

Jacob Moeller abstained.

c. **Special Programs Report:** Johna McClure, Special Programs Director, and Christy Echevarria, Special Education Manager, provided an “End of the year Wrap Up.” They shared updates regarding funding applications and grant deadlines. They ended the presentation sharing an overview of family resources and family engagement items, such as Zoo Days and Kindergarten Celebrations. Further, Lesley Demagall, EL Program Coordinator, provided updates for English Language Learners, such as OELPA scores, speaking and writing rubrics, and EL classes for families.

d. **Operations Report:** Emily Rogers, Operations Director, provided an overview of address verifications. There has been ongoing work to verify/update student addresses for compliance and shipping. There were 162 addresses changed in May. For the 2026-2027 enrollment, there has been 1172 new addresses approved.

i.Lifecycle/new hire computers (motion)

Motion III: Resolution regarding New Hire Computers/Life-Cycle Replacement Computers



BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves the purchase of Lenovo ThinkPad notebook computers for OHVA teachers/staff. A total of 211 computers will be purchased from. 171 will be allocated for lifecycle replacements, and 40 for new hires. The total shall not exceed \$, as recommended by the Head of School.

Discussion: Mr. Norton moved to approve the purchase of notebook computers for OHVA teachers/staff. Ms. Lippens seconded the motion. The purchase of notebook computers was unanimously approved by those Board member present.

Moved: Norton **Seconded:** Lippens **Vote:**

Arndt	Y ☐	N ☐
Boerst	Y ☐	N ☐
Davenport	Y ☒	N ☐
Humbert	Y ☒	N ☐
Kreuz	Y ☒	N ☐
Lippens	Y ☒	N ☐
Lochbihler	Y ☐	N ☐
Lopez	Y ☐	N ☐
Moeller	Y ☒	N ☐
Norton	Y ☒	N ☐
Vasquez	Y ☒	N ☐

4. **Finance:** Dawn Cummings, Fiscal Officer, provided an overview May financials. Revenue increased due to enrollment. Teacher expenses increased because medical claims were higher than projected, added stipends covered by grant. Student expenses decreased due to expected credits from K12 for OLS and aligning with actual costs. Student and Family Services increased due to aligning related services projections to actuals. For Administration and Governance/Technology, both management and technology fees increased along with revenue. However, the decrease is a result of removing the previously projected contractor cost from fiscal year 2026; this will be added back to fiscal year 2027.

a. Bank reconciliation (motion)

Motion IV: 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 2026, as recommended by the School Treasurer.

Discussion: Mr. Moeller moved to approve the bank reconciliations from May. Ms. Lippens seconded the motion. The bank reconciliations were unanimously approved by those Board members present.

Moved: Moeller **Seconded:** Lippens **Vote:**

Arndt	Y ☐	N ☐
Boerst	Y ☐	N ☐
Davenport	Y ☒	N ☐
Humbert	Y ☒	N ☐



Kreuz	Y ☒	N ☐
Lippens	Y ☒	N ☐
Lochbihler	Y ☐	N ☐
Lopez	Y ☐	N ☐
Moeller	Y ☐	N ☐
Norton	Y ☒	N ☐
Vasquez	Y ☒	N ☐

Jacob Moeller abstained.

- b. Review of FY26 Budget and Financials
- c. Fiscal Year 2027 budget (motion)

Motion V: Resolution regarding OHVA Fiscal Year 2027 Budget

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby approves the Fiscal Year 2027 Budget, a copy of which is attached hereto, as recommended by the School Treasurer.

Discussion: Ms. Lippens moved to approve the Fiscal Year 2027 Budget. Mr. Davenport seconded the motion. The Fiscal Year 2027 Budget was unanimously approved by those Board members present.

Moved: Lippens **Seconded:** Davenport **Vote:**

Arndt	Y ☐	N ☐
Boerst	Y ☐	N ☐
Davenport	Y ☒	N ☐
Humbert	Y ☒	N ☐
Kreuz	Y ☒	N ☐
Lippens	Y ☒	N ☐
Lochbihler	Y ☐	N ☐
Lopez	Y ☐	N ☐
Moeller	Y ☒	N ☐
Norton	Y ☒	N ☐
Vasquez	Y ☒	N ☐

- d. **Credit Card Rewards Discussion:** Dawn Cummings, Fiscal Officer, reported that the school credit card does not receive rewards.

5. Personnel/Staff Development:

6. Compliance:

- a. **OCCS Report: None**
- b. **Semi-Annual Bullying and Harassment Report: None**
- c. **AI Policy (motion)**

Motion VI: Resolution regarding AI Policy



WHEREAS, the Ohio General Assembly enacted House Bill 96, including Ohio Revised Code Section 3301.24, which requires all traditional public-school districts, community schools, and STEM schools in the State of Ohio to adopt a formal policy governing the use of artificial intelligence (AI);
NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of OHVA hereby adopts the AI Policy attached hereto.

Discussion: Ms. Lippens moved to approve the AI Policy. Mr. Davenport seconded the motion. The AI Policy was approved by those unanimously by those Board members present.

Moved: Lippens Seconded: Davenport Vote:	Arndt	Y ☐	N ☐
	Boerst	Y ☐	N ☐
	Davenport	Y ☒	N ☐
	Humbert	Y ☒	N ☐
	Kreuz	Y ☒	N ☐
	Lippens	Y ☒	N ☐
	Lochbihler	Y ☐	N ☐
	Lopez	Y ☐	N ☐
	Moeller	Y ☒	N ☐
	Norton	Y ☒	N ☐
	Vasquez	Y ☒	N ☐

d. Cybersecurity Policy (motion)

Motion VII: Resolution regarding Cybersecurity Program

WHEREAS, the Ohio General Assembly enacted House Bill 96, which created requirements under Ohio Revised Code Section 9.64 mandating that all political subdivisions, including school districts, implement a cybersecurity program designed to safeguard sensitive data and information systems;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of OHVA hereby adopts the Cybersecurity Program as presented.

Discussion: Ms. Lippens moved to approve the Cybersecurity Program. Ms. Humbert seconded the motion. The Cybersecurity Program was approved by those Board members present.

Moved: Lippens Seconded: Humbert Vote:	Arndt	Y ☐	N ☐
	Boerst	Y ☐	N ☐
	Davenport	Y ☒	N ☐
	Humbert	Y ☒	N ☐
	Kreuz	Y ☒	N ☐
	Lippens	Y ☒	N ☐
	Lochbihler	Y ☐	N ☐
	Lopez	Y ☐	N ☐
	Moeller	Y ☒	N ☐



Norton	Y ☒	N ☐
Vasquez	Y ☒	N ☐

e. Imitation Meat and Egg Products Policy (motion)

Motion VIII: Resolution regarding Imitation Meat and Egg Products Policy

WHEREAS, the Ohio General Assembly enacted House Bill 10, which establishes requirements regarding the purchase and service of certain food products by school districts; and

WHEREAS, boards of education of each school district are required to adopt a policy prohibiting the purchase and service of food items that meet the definitions of misbranded meat or egg products or cultivated protein food products as defined in state law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of OHVA hereby adopts the Imitation Meat and Egg Products Policy attached hereto.

Discussion: Mr. Norton moved to approve the Imitation Meat and Egg Products Policy. Mr. Davenport seconded the motion. The Imitation Meat and Egg Products Policy was unanimously approved by those Board members present.

Moved: Norton **Seconded:** Davenport **Vote:**

Arndt	Y ☐	N ☐
Boerst	Y ☐	N ☐
Davenport	Y ☒	N ☐
Humbert	Y ☒	N ☐
Kreuz	Y ☒	N ☐
Lippens	Y ☒	N ☐
Lochbihler	Y ☐	N ☐
Lopez	Y ☐	N ☐
Moeller	Y ☒	N ☐
Norton	Y ☒	N ☐
Vasquez	Y ☒	N ☐

f. Board Policy Manual Updates (motion)

Motion IX: Resolution regarding policy updates

WHEREAS, the school recognizes the importance of maintaining current and effective policies to guide its operations and ensure compliance with applicable educational standards and regulations;

NOW, THEREFORE, BE IT RESOLVED, that the board of Trustees of OHVA approves updates to the policies listed below. The OHVA Policy Manual, the Parent/Student Handbook and the Employee Handbook will reflect these updates as appropriate.

1. Enrollment & Student Records Policy – Changed the Kindergarten age cut-off date from



September 30th to the first day of the school year

2. F2F (Face-to-Face) Required Activities – Added language reinforcing the importance of social activities whether those occur face-to-face or online

3. Criteria for Diploma with Honors – Added information on the Ohio Guaranteed Admission (OGA) Program

4. Incentive Bonus Policy – Added statement that staff must be hired prior to April to be eligible

5. Teacher Evaluation Process - Updated the teacher evaluation section to align with the state approved teacher evaluation system

6. Equipment Use Policy – removed pagers from list of equipment, added “temporarily” to permission for staff to use non-school issued equipment, added section on international travel, added computer use guidelines, and removed outdated technology terms

7. Dress Code – Revised the office dress code

8. School Issued Cell Phones (employees) – removed this from the handbook

9. Sick Time – added that all sick/personal time may only be requested in increments of 4 or 8 hours

10. Leave of Absence Policy – changed 6 weeks to 13 weeks for short term disability maximum, updated statement on employee benefits earned/lost during leave, updated Military Leave of Absence language

11. OHVA Reimbursable Expenses Policy – Removed “Go Green Initiative” section, added “15%” to amount of gratuity covered, added statement on employee needing to provide a credit card for hotel incidentals, stated printer ink should be ordered through Erie Ink, added \$50 maximum on disposable office supplies, removed Abacus as expense submission program, stated hardware add-ons like net-extenders are not reimbursable, and stated provider discounts applied to internet bill would be deducted from the reimbursable amount

12. Career Advising Policy - Changed Finding Your Path references to Counselor Corner and Changed Total View reference to SharePoint and PowerSchool

13. Academic Intervention Prevention Policy – changed Aimsweb references to Star, small groups will use OG reading intervention class, interventions will be Science of Reading approved, RIMP’s to be created with legal guardian, 3 cueing system reference removed

14. Early Entrance to Kindergarten Policy – changed Aimsweb references to Star

15. Diagnostic Assessments – changed Aimsweb references to Star

16. Guidelines for Appropriate Conduct – added “Misuse of Artificial Intelligence” as a bullet point

17. Anti-Harassment & Discrimination Policy – removed specific derogatory terms

18. Social Media Policy – removed/updated outdated references: Twitter, MySpace, ect.

19. Grade Level Promotion/Retention Policy – removed 10% attendance component per ORC 3313.609

20. Sick Time Policy – added clarifying language defining dependents

Discussion: Ms. Humbert moved to approve the policy updates. Ms. Lippens seconded the motion. The policy updates were unanimously approved by those Board members present.

Moved: Humbert **Seconded:** Lippens **Vote:**

Arndt	Y ☐	N ☐
Boerst	Y ☐	N ☐
Davenport	Y ☒	N ☐



Humbert	Y ☒	N ☐
Kreuz	Y ☒	N ☐
Lippens	Y ☒	N ☐
Lochbihler	Y ☐	N ☐
Lopez	Y ☐	N ☐
Moeller	Y ☒	N ☐
Norton	Y ☒	N ☐
Vasquez	Y ☒	N ☐

g. Parent Student Handbook (motion)

Motion X: Resolution regarding the OHVA Parent-Student Handbook

WHEREAS, the Parent-Student Handbook is a comprehensive document that outlines the policies, procedures, and expectations for students, parents, and staff at Ohio Virtual Academy;

NOW, THEREFORE, BE IT RESOLVED that the OHVA Board of Trustees hereby approves the Parent Student Handbook for academic year 2026-2027.

Discussion: Mr. Norton moved to approve the Parent Student Handbook for academic year 2026-2027. Mr. Davenport seconded the motion. The Parent Student Handbook was unanimously approved by those Board members present.

Moved: Norton **Seconded:** Davenport **Vote:**

Arndt	Y ☐	N ☐
Boerst	Y ☐	N ☐
Davenport	Y ☒	N ☐
Humbert	Y ☒	N ☐
Kreuz	Y ☒	N ☐
Lippens	Y ☒	N ☐
Lochbihler	Y ☐	N ☐
Lopez	Y ☐	N ☐
Moeller	Y ☒	N ☐
Norton	Y ☒	N ☐
Vasquez	Y ☒	N ☐

h. Employee Handbook (motion)

Motion XI: Resolution regarding the OHVA Employee Handbook

WHEREAS, OHVA recognizes the importance of having a comprehensive and up-to-date employee handbook to ensure clear communication of policies, procedures, and expectations for all employees;

NOW, THEREFORE, BE IT RESOLVED, that the OHVA Board of Trustees hereby approves the Employee Handbook for academic year 2026-2027.



Discussion: Ms. Lippens moved to approve the Employee Handbook for academic year 2026-2027. Mr. Kreuz seconded the motion. The Employee Handbook was unanimously approved by those Board members present.

Moved: Lippens **Seconded:** Kreuz **Vote:**

Arndt	Y ☐	N ☐
Boerst	Y ☐	N ☐
Davenport	Y ☒	N ☐
Humbert	Y ☒	N ☐
Kreuz	Y ☒	N ☐
Lippens	Y ☒	N ☐
Lochbihler	Y ☐	N ☐
Lopez	Y ☐	N ☐
Moeller	Y ☒	N ☐
Norton	Y ☒	N ☐
Vasquez	Y ☒	N ☐

i. Annual Meeting Date (motion)

Motion XII: Resolution regarding Annual Meeting

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby resolves that the Annual Meeting will be held on August 18, 2026, as recommended by the Head of School.

Discussion: Mr. Kreuz moved to approve the date for OHVA's annual meeting. Ms. Lippens seconded the motion. The date for the Annual Meeting was unanimously approved by those Board members present.

Moved: Kreuz **Seconded:** Lippens **Vote:**

Arndt	Y ☐	N ☐
Boerst	Y ☐	N ☐
Davenport	Y ☒	N ☐
Humbert	Y ☒	N ☐
Kreuz	Y ☒	N ☐
Lippens	Y ☒	N ☐
Lochbihler	Y ☐	N ☐
Lopez	Y ☐	N ☐
Moeller	Y ☒	N ☐
Norton	Y ☒	N ☐
Vasquez	Y ☒	N ☐

j. Review of Health and Safety Policies (motion)

Motion XIII: Resolution regarding Health and Safety Policy Review

BE IT RESOLVED THAT the Board of Trustees of OHVA hereby acknowledges that it has reviewed the below policies and procedures to ensure the safety of students, employees, and other persons, and to



ensure that the policies of OHVA comply with all applicable health and safety laws and regulations:

- Eyewear Safety Policy
- Child Abuse and Neglect Reporting Policy
- Food Allergies Policy
- Administering Medication Policy
- Use of Medication Policy
- Possession and Use of Epinephrine Autoinjector Authorization Policy
- Use of Tobacco Policy
- Seclusion and Restraint Policy
- Missing Children Policy
- Diabetes Care Policy
- Anti-Bullying Policy
- Drug Free Schools Policy
- Drug-Free Workplace Policy
- Emergency Situations Policy
- Workplace Violence Policy
- Employee Safety and Health Policy
- Smoke Free Workplace Policy
- Severe Weather Policy
- Workplace Injuries and Illness Policy

Discussion: Mr. Davenport moved to approve the resolution regarding health and safety policy review. Mr. Moeller seconded the motion. The policy review was unanimously approved by those Board members present.

Moved: Davenport	Seconded: Moeller	Vote:	Arndt	Y ☐	N ☐
			Boerst	Y ☐	N ☐
			Davenport	Y ☒	N ☐
			Humbert	Y ☒	N ☐
			Kreuz	Y ☒	N ☐
			Lippens	Y ☒	N ☐
			Lochbihler	Y ☐	N ☐
			Lopez	Y ☐	N ☐
			Moeller	Y ☒	N ☐
			Norton	Y ☒	N ☐
			Vasquez	Y ☒	N ☐

7. **Executive Session (if necessary):** None

8. **Other**

9. **Upcoming event dates and communications:**

a. Kalahari – August 4-5, 2026



- b. OCCS eSchool Convocation – August 6, 2026, at Renaissance Columbus Westerville-Polaris Hotel
- c. Board – Annual Meeting - August 18, 2026

Adjourned at 3:56 PM.



OHIO VIRTUAL ACADEMY

BOARD PRESENTATION

June 16th, 2026

Covering:

- Enrollment
- Staffing/Hiring
- Top 5
- Coming Soon
- Stride/K12



OHVA Enrollment

26-27 SY Pre- Registration- Aug 17, 2026			
Grade	SPED	GE	TOTAL
K	20	205	225
1	10	35	45
2	6	47	53
3	15	49	64
4	9	64	73
5	14	62	76
6	19	66	85
7	17	82	99
8	19	103	122
9	19	87	106
10	14	50	64
11	12	31	43
12	7	16	23
Total	181	897	1078

26-27 SY Re-Registration (ALL)- June 8, 2026					
Grade	Not Registering	Registering	Undecided	Unknown	TOTAL
K	48	510	16	67	642
1	71	552	38	17	678
2	47	529	23	65	664
3	46	486	18	100	651
4	46	658	23	82	809
5	66	619	38	141	864
6	89	884	44	162	1179
7	108	1021	61	199	1390
8	157	1205	109	318	1790
9	139	1499	76	239	1953
10	146	1529	56	191	1922
11	86	1500	35	108	1729
12	1292	166	1	6	1467
Total	2341	11158	538	1695	15738

25-26 SY Re-Registration (ALL)- June 5, 2025					
Grade	Not Registering	Registering	Undecided	Unknown	TOTAL
K	46	618	46	90	800
1	45	600	33	63	741
2	44	514	38	62	658
3	65	624	48	72	809
4	52	604	58	65	779
5	77	720	69	76	942
6	109	821	77	86	1093
7	119	1098	91	146	1454
8	251	1239	113	171	1774
9	106	1351	108	140	1705
10	144	1474	107	118	1843
11	62	1350	49	68	1529
12	1070	130	4	37	1241
Total	2190	11143	841	1194	15368

Grade Bands			
	SPED	GE	Totals
K-2	36	287	323
3-5	38	175	213
MS	55	251	306
HS	52	184	236

26-27 SY Re-Registration (SPED)- June 8, 2026					
Grade	Not Registering	Registering	Undecided	Unknown	TOTAL
K	4	60	2	6	72
1	10	90	8	2	110
2	7	88	3	9	107
3	4	101	4	10	119
4	6	140	2	14	162
5	8	129	4	25	166
6	14	179	7	34	234
7	17	216	8	35	276
8	15	271	15	51	352
9	23	323	16	51	413
10	14	307	9	30	360
11	10	283	4	12	309
12	215	38	1		254
Total	347	2225	83	279	2934



OHVA Staffing

OHVA STAFF

General Education Teachers: **452**

Intervention Specialists: **144**

Contracted and Stride Intervention Specialist: **20**

Support Staff: **165**



OHVA Hiring/Staffing

20 Posted Positions Open

- 3 HS Math
- 1 HS Science
- 1 MS Math
- 1 HS ASL
- 5 CTE
- 5 HS IS
- 2 MS IS
- 2 No Reason Given

28 Pending Terminations for July 31st

- 9 Retirement
- 9 Personal
- 3 Non-Renewal
- 3 Relocation
- 2 Other Job
- 2 No Reason Given

27 New Hires set to start on August 3rd

- 13 IS (4- Elem , 3- MS, 6- HS)
- 9 HS (3 Elec, 2 SS, 2 Math, 2 Sci)
- 1 EL
- 3 MS Gen Ed
- 1 School Psych

Top 5 OHVA “Things to Know”

- 1. 26-27 OHVA Agreements**
- 2. Enrollment/Re-Registration**
- 3. Summer School & Programming**
- 4. Alignment of Goals for 26-27**
- 5. Legislation**



OHVA Board- Coming Soon



- **Grants and Student Wellness & Success Plan (August)**
- **2026-2027 Employee Agreements (August)**
- **Remote Proctoring (August)**

A large red geometric shape, resembling a stylized arrow or a corner of a square, pointing towards the bottom-left corner of the slide.

Updates -Stride/K12

- **26-27 Curriculum/Product**
- **AI Tutor**
- **Board Summit (10/6-10/8)**

Ohio Virtual Academy Budget Comparison

		FY27 Proposed Budget (May)	FY26 Current Forecast	Variance	% Change	Notes
ENROLLMENT:						
	K-5	4,587	4,697	(109)	-2.3%	
	Middle School	4,580	4,674	(93)	-2.0%	
	High School	7,771	7,498	273	3.6%	
	Average Enrollment	16,939	16,868	70	0.4%	
INCOME:						
1	Basic Formula Funding	\$ 119,046,664	\$ 105,184,137	\$ 13,862,527	13.2%	Funding formula phase in increased from 83.33 to 100%/FY27 improved capture
2	Special Education Funding	\$ 25,803,490	\$ 23,331,931	\$ 2,471,559	10.6%	Funding formula phase in increased from 83.33 to 100%/FY27 improved capture
3	Career Technical Funding	\$ 2,458,300	\$ 1,993,405	\$ 464,895	23.3%	Funding formula phase in increased from 83.33 to 100%/FY27 improved capture
4	English Learners	\$ 306,050	\$ 253,864	\$ 52,186	20.6%	Funding formula phase in increased from 83.33 to 100%/FY27 improved capture
5	Student Wellness and Success Funds	\$ 6,474,721	\$ 5,947,517	\$ 527,204	8.9%	Funding formula phase in increased from 83.33 to 100%/FY27 improved capture
6	Casino Tax Revenue	\$ 1,066,578	\$ 1,066,578	\$ -	0.0%	Keep flat to prior year actual
7	OCCS Grant Funding/OCCS PII	\$ 285,000	\$ 268,568	\$ 16,432	6.1%	Based on estimated FTE/plus \$4K carryover from Pii grant
8	Attorney General Safety Grant	\$ 40,755	\$ 41,021	\$ (266)	-0.6%	
9	Federal Grant Funding					
10	Title I	\$ 6,026,831	\$ 6,026,831	\$ (0)	0.0%	Keep flat to FY26 until FY27 allocations are released
11	Title I Family and Community	\$ 60,877	\$ 60,877	\$ -	0.0%	
12	Title I SSI - Non-Competitive Suppl School Improv	\$ -	\$ -	\$ -	0.0%	
13	IDEA	\$ 3,991,910	\$ 3,991,910	\$ -	0.0%	Keep flat to FY26 until FY27 allocations are released
14	Title IIA	\$ 687,894	\$ 687,894	\$ -	0.0%	Keep flat to FY26 until FY27 allocations are released
15	Title III LEP	\$ 23,901	\$ 23,901	\$ -	0.0%	Keep flat to FY26 until FY27 allocations are released
16	Title IV-A	\$ 476,861	\$ 476,861	\$ -	0.0%	Keep flat to FY26 until FY27 allocations are released
17	ECSE	\$ 30,547	\$ 30,547	\$ -	0.0%	Keep flat to FY26 until FY27 allocations are released
18	Expanding Opportunities for Each Child	\$ -	\$ -	\$ -	0.0%	
19	Stronger Connections	\$ -	\$ 100,000	\$ (100,000)	-100.0%	Funds expire at the end of FY26
20	Total Federal Grant Funding	\$ 11,298,821	\$ 11,398,822	\$ (100,001)	-0.9%	
21	Other - Interest and Other Misc (Non-restricted)	\$ 373,300	\$ 373,301	\$ (1)	0.0%	Est. of interest, parent, and student funds
22	Total Revenue	\$ 167,153,679	\$ 149,859,144.36	\$ 17,294,535	11.5%	
23	Instruction: Teachers	\$ 45,898,997.00	\$ 41,150,097	\$ 4,748,900	11.5%	Net Change in Salaries: add merit increases, assumes fully staffed, removed prior year sign on and retention stipends
24	Salary - Regular	\$ 26,068,683	\$ 22,348,774	\$ 3,719,909	16.6%	
25	Salary - Special Ed	\$ 9,344,805	\$ 7,889,852	\$ 1,454,953	18.4%	
26	Salary - ICs / Advisors / Counselors	\$ 4,827,179	\$ 4,453,015	\$ 374,164	8.4%	
27	Salary - Other	\$ 5,658,330	\$ 6,458,456	\$ (800,126)	-12.4%	
28	Salary - Stipends	\$ 368,876	\$ 4,042,076	\$ (3,673,200)	-90.9%	Removed Sign on and Retention stipends
29	Contractors (Non-K12)	\$ 600,000	\$ 959,858	\$ (359,858)	-37.5%	Expect to use fewer SPED contractors
30						Increase in current year benefits per Hylant, plus additional SERS/STRS, and
31	Benefits	\$ 20,784,266	\$ 19,226,744	\$ 1,557,522	8.1%	Medicare on added earnings
32	Bonus	\$ 2,294,951	\$ 2,104,750	\$ 190,201	9.0%	Est. 5% of earnings
33	Travel	\$ 56,909	\$ 53,651	\$ 3,258	6.1%	Assumes fully staffed
34	Phone	\$ 128,103	\$ 120,766	\$ 7,337	6.1%	Assumes fully staffed
35	Instructional Materials	\$ 6,014	\$ 5,670	\$ 344	6.1%	Assumes fully staffed
36	Teacher OLS	\$ 1,837,000	\$ 1,722,600	\$ 114,400.00	6.6%	Additional staff - \$220 per month, 10 months
37	K12 HS Teachers	\$ 400,875	\$ 400,875	\$ -	0.0%	Keep flat to prior year
38	Teacher Laptops	\$ 499,365	\$ 310,804	\$ 188,561	60.7%	New Hires and replacement computers/Inflation
39	Non-Instructional Materials & Supplies	\$ 81,769	\$ 77,083	\$ 4,686	6.1%	New Hires
40	Conf., Teacher Training & Prof. Dev.	\$ 673,516	\$ 628,812	\$ 44,704	7.1%	New Hires and inflation, and AG Grant PD
41	Printing, Mailing, Postage	\$ 23,054	\$ 21,732	\$ 1,322	6.1%	New Hires
42	Tuition Reimbursement	\$ 29,912	\$ 28,195	\$ 1,718	6.1%	New Hires
43	ISP - Teachers/Staff	\$ 660,203	\$ 622,380	\$ 37,824	6.1%	New Hires
44	Non-K12 Other	\$ -	\$ -	\$ -	0.0%	
45	Total	\$ 74,343,810	\$ 71,476,092	\$ 2,867,718	4.0%	

44	Instruction: Students								
45	Proctored Exams & Test Administration	\$	787,643	\$	1,560,950	\$	(773,307)	-49.5%	Remote testing
46	Curriculum Delivery	\$	28,199,497	\$	28,082,590	\$	116,907	0.4%	Est. based on enrollment
47	Instructional Materials	\$	5,422,647	\$	5,400,166	\$	22,481	0.4%	Est. based on enrollment
48	Computer, Peripherals, & Software - Learning	\$	9,042,624	\$	9,005,137	\$	37,487	0.4%	Est. based on enrollment
49	Computer, Peripherals, & Software - Testing	\$	333,062	\$	666,124	\$	(333,062)	-50.0%	Reduced due to remote testing
50	ISP - Students	\$	455,917	\$	453,961	\$	1,956	0.4%	Est. based on enrollment
51	K12 Charges Other - Learning	\$	106,224	\$	259,349	\$	(153,125)	-59.0%	Removed NWEA - no longer through K12
52	K12 Charges Other - Testing	\$	7,843	\$	15,685	\$	(7,842)	-50.0%	Reduced due to remote testing
53	Non-K12 Other	\$	1,446,424	\$	1,331,342	\$	115,082	8.6%	Increased for inflation and replacement of K12 provided NWEA/increase in IXL
54	Total	\$	45,801,881	\$	46,775,305	\$	(973,424)	-2.1%	
55	Student and Family Services								
56	Special Ed Contracted Svcs & Other Related Exp.	\$	5,035,300	\$	5,012,186	\$	23,114	0.5%	Enrollment
58	School Events	\$	258,775	\$	257,702	\$	1,073	0.4%	Enrollment
59	Non-K12 Other	\$	-	\$	-	\$	-	0.0%	
59	Total	\$	5,294,075	\$	5,269,889	\$	24,186	0.5%	
60	School Governance								
61	Educational Services	\$	19,312,886	\$	17,420,449	\$	1,892,437	10.9%	Revenue Increase
62	Oversight/Sponsor Fee	\$	2,311,338	\$	2,047,366	\$	263,972	12.9%	Revenue Increase
63	Legal Services	\$	36,900	\$	36,900	\$	-	0.0%	
64	Tax Filings and Auditing - External	\$	24,802	\$	24,802	\$	-	0.0%	
65	Board Development & Training	\$	500	\$	500	\$	-	0.0%	
66	Consultants	\$	300,000	\$	75,000	\$	225,001	300.0%	Per EPSA - Board Contractor allowable expense
67	Non-K12 Other	\$	10,953	\$	39,664	\$	(28,711)	-72.4%	Removed prior year grant expense
68	Total	\$	21,997,379	\$	19,644,681	\$	2,352,699	12.0%	
69	Technology								
70	Technology Services	\$	10,988,117	\$	9,959,586	\$	1,028,531	10.3%	Revenue Increase
71	Total	\$	10,988,117	\$	9,959,586	\$	1,028,531	10.3%	
72	Facility Costs								
73	Rent	\$	106,431	\$	103,812	\$	2,619	2.5%	Increase per lease
74	Maintenance/Repair Facility	\$	34,075	\$	23,075	\$	11,000	47.7%	Increased for carpet
75	Water & Electric	\$	-	\$	347	\$	(347)	-100.0%	Removed, not longer have utilities associated with testing center
76	Telephone	\$	28,635	\$	28,635	\$	-	0.0%	
77	Internet Connection	\$	9,638	\$	9,638	\$	-	0.0%	
78	Copier / Fax Lease	\$	7,021	\$	7,021	\$	-	0.0%	
80	Office Postage and Shipping	\$	35,017	\$	35,017	\$	-	0.0%	
81	Office Supplies and Equipment	\$	6,084	\$	6,084	\$	-	0.0%	
82	General Liability Insurance	\$	230,596	\$	230,596	\$	-	0.0%	Keep flat until actual available
83	Bank Fees	\$	340	\$	340	\$	0	0.1%	
84	Depreciation	\$	-	\$	-	\$	-	0.0%	
85	Total	\$	457,837	\$	444,565	\$	13,272	3.0%	
86	Total School Expenditures This Period	\$	158,883,100	\$	153,570,117	\$	5,312,983	3.5%	
87	Surplus (Deficit) Before Service Credit	\$	8,270,579	\$	(3,710,973)	\$	11,981,552	-322.9%	

Ohio Virtual Academy

Artificial Intelligence Policy and Acceptable Use Standards

Effective Date: June 16th, 2026

Purpose and Guiding Principles

Ohio Virtual Academy (“OHVA”) acknowledges the transformative potential of Artificial Intelligence (“AI”) in education and operations while recognizing the significant privacy, security, ethical, and reputational risks associated with its misuse.

This policy establishes consistent expectations, standards, and approval processes for the **safe, responsible, ethical, and legally compliant use of AI** in all instructional and operational contexts. AI technology is intended to **support and enhance human judgment and learning**, not replace educator expertise, student effort, or professional accountability.

All AI-enabled decisions and outputs remain subject to **human review, verification, and responsibility**.

Definitions

- **Artificial Intelligence (AI):** A machine-based system that can make predictions, recommendations, or decisions influencing real or virtual environments based on human-defined objectives.
- **Generative Artificial Intelligence (GenAI):** AI tools capable of producing text, images, audio, video, code, or other original outputs based on user input.
- **AI Tool:** Any application, system, platform, or service that leverages AI or GenAI to generate outputs.
- **Public AI:** AI tools not contractually vetted or approved by OHVA that may store, reuse, or train on user-provided inputs.
- **Personally Identifiable Information (PII):** Any information that can identify a student, employee, or individual, as defined by FERPA and applicable law.
- **Non-Consensual Intimate Imagery (NCII):** Digitally created, altered, or distributed sexual or intimate images without consent, including AI-generated or manipulated media.

Scope of Policy

This policy applies to:

- All students enrolled in OHVA
- All employees and contractors
- All vendors and third parties acting on behalf of OHVA
- All instructional, administrative, operational, and business uses of AI

This policy supplements, and does not replace, existing OHVA policies including:

- Student and Staff Technology Acceptable Use
- Academic Integrity and Student Code of Conduct
- FERPA and Student Records
- Data Privacy, Cybersecurity, and Procurement Policies
- Anti-Harassment, Bullying, and Nondiscrimination Policies

AI Literacy and Education

OHVA is committed to developing **AI literacy** for both students and staff.

- Students shall receive age-appropriate instruction on:
 - Responsible AI use
 - Digital citizenship
 - Privacy, bias, limitations, and risks of AI
- Employees shall receive training on:
 - Ethical and responsible AI use
 - Data protection and privacy risks
 - Policy requirements and disclosure expectations

AI literacy shall be integrated into curriculum, professional development, and operational practices where appropriate.

Governance and Stakeholder Engagement

AI Oversight

- An AI workgroup may be convened or integrated into an existing governance structure to:
 - Review emerging risks
 - Evaluate instructional and operational opportunities
 - Provide recommendations on policy updates and tool approval

Community Engagement

- Parents and community members shall be informed about:
 - How AI is used at OHVA
 - Skills students need for future careers
 - Risks of unsupervised AI use outside of school

Data Privacy, Security, and Confidential Information

OHVA is committed to protecting all student and employee data.

Required Protections

- All AI tools must comply with:
 - FERPA
 - IDEA (when applicable)
 - Ohio and federal data protection laws
- AI tools may only access the **minimum data necessary**
- Inputs must not be retained, reused, or trained on without contractual guarantees

Strict Prohibition

Users **may not input** the following into any non-approved or public AI tool:

- Student PII
- Staff or personnel records
- Confidential business, financial, or operational data
- Health, disability, or special education information

All AI tools must undergo a **formal risk assessment and approval process** prior to use.

Procurement, Approval, and Risk Review

- All District AI tools require **formal approval** by the Head of School or designee
- IT and appropriate administrators shall conduct risk assessments
- Approved tools must meet requirements for:
 - Privacy and security
 - Accessibility
 - Cost-effectiveness
 - Instructional or operational alignment

Use of unapproved AI tools for OHVA business or instructional purposes is prohibited.

Ethical and Responsible Use

AI must be used in a manner that is:

- Human-centered
- Transparent
- Fair and non-discriminatory
- Aligned with OHVA's mission and values

AI may assist with learning, planning, drafting, analysis, or efficiency, but **must never substitute for professional judgment, instructional responsibility, or student effort.**

All outputs must be reviewed for:

- Accuracy
- Bias
- Appropriateness
- Legal compliance

Acceptable Use

Permitted Uses (with approval where required)

- Brainstorming and idea generation
- Drafting communications (subject to review)
- Summarizing non-confidential research
- Creating outlines or workflow support
- Code drafting or debugging (verified prior to deployment)
- Instructional enhancement when explicitly permitted

Student Use

- AI use must be explicitly defined by the teacher
- Students must disclose AI assistance when required
- AI may support learning but may not replace original work
- Unauthorized AI use constitutes academic misconduct

Employee Use

- Employees must:
 - Protect confidentiality
 - Verify AI outputs
 - Disclose AI-generated content
 - Follow licensure and professional conduct rules
- AI may be used to enhance workflows, not to delegate responsibility

Prohibited Uses

AI must not be used to:

- Violate any OHVA policy or law
- Expose or compromise confidential or sensitive data
- Generate or distribute false, misleading, or defamatory content
- Create deepfakes or deceptive representations
- Engage in harassment, bullying, intimidation, or discrimination

- Create or distribute NCII
- Conduct illegal, malicious, or unethical activities
- Bypass safeguards or misuse system access

Academic Integrity

- AI-assisted work must not be misrepresented as original
- AI may support brainstorming or feedback, not final assessed work unless permitted
- Proper citation of AI assistance is required
- Unauthorized use may be treated as:
 - Plagiarism
 - Unauthorized collaboration
 - Academic dishonesty

Disclosure and Citation of AI Use

Any content created fully or partially using AI must be disclosed, including:

- A statement such as:
“Artificial Intelligence was used in the creation of this [document/product].”
- Identification of:
 - AI tool used
 - Date of creation (when applicable)

Non-Consensual Intimate Imagery (NCII)

OHVA expressly prohibits the creation, possession, or distribution of NCII, including AI-generated or manipulated content.

Violations may:

- Constitute serious disciplinary offenses
- Be referred to law enforcement
- Trigger obligations under Ohio law, including Braden’s Law

Enforcement and Consequences

Violations of this policy may result in:

- Student discipline, up to and including suspension or expulsion
- Employee discipline, up to and including termination
- Vendor contract termination
- Referral to law enforcement where legally required

Policy Review and Updates

This policy shall be reviewed regularly to:

- Address evolving AI technologies and risks
 - Ensure legal compliance
 - Reflect instructional and operational needs
 - Maintain alignment with OHVA values and mission
-

Board Approval

- Version 1: February 2024
- Version 2: June 16th, 2026

O.R.C. 3301 24 (A) and (B); Ohio Department of Education-AI in Education- Model Policy

[15 U.S. Code § 9401, Sec. 3](#)

Cultivated -Protein Food and Misbranded Meat/Egg Products Policy

INTRODUCTION

This policy establishes requirements to ensure compliance with Ohio law governing the labeling, purchase, and use of alternative protein, imitation meat, and imitation egg products, consistent with Ohio House Bill 10 and applicable provisions of the Revised Code.

The OHVA Board of Trustees prohibits the purchase, service, or distribution of any food that is misbranded as a meat or egg product or that constitutes a cultivated-protein food product, in accordance with Ohio Revised Code 3313.8110.

“Misbranded” includes any product that uses meat or egg terminology without a clear and conspicuous qualifying descriptor indicating the product is not derived from traditional livestock or poultry.

DEFENITIONS

For the purposes of this policy:

1. Manufactured or cultivated protein product: a food product derived from animal cells grown in a controlled environment rather than harvested from slaughtered animals.
2. Imitation meat product / imitation egg product: a food product that uses meat or egg-related terminology but is not derived from harvested livestock or poultry.
3. Misbranded product: any food product that uses meat or egg terms without a clear and prominent qualifying descriptor such as “plant-based” or “imitation,”
4. Qualifying label: language displayed conspicuously on packaging or signage that clearly identifies the product’s nontraditional source.

PROCUREMENT AND VENDOR MANAGEMENT

As an online school the Ohio Virtual Academy does not currently provide a meal program, however, should the need ever arise OHVA shall implement procurement, receiving, and

verification procedures to ensure compliance, including vendor certification, label review, and rejection of noncompliant products.

EVALUATION AND ANNUAL REPORTING

Any suspected misbranded product shall be immediately removed from service, isolated, documented, and reported in accordance with OHVA safety procedures.

REFERENCES

The following items are relevant to this policy:

- a. [Ohio House Bill 10](#)

Ohio Virtual Academy

Cybersecurity Program

Effective Date: June 16th, 2026

Overview

Ohio Virtual Academy believes that being safe online is just as important as being safe in the real world. This page will help you understand how the OHVA works to keep students, staff, and our community safe when working online. It is organized around the two main areas of digital safety: Cybersecurity & Student Data Privacy.

OHVA subscribes to the data principles of Confidentiality, Integrity, and Availability to ensure that all information is digitally safe.

- Confidentiality addresses the idea that personal information in our care should be protected from unauthorized access. This includes following the principle of ‘least privilege.’ This principle states that access to student personal information should be granted to our personnel and to our third-party partners only on a need-to-know basis.
- Integrity means that we try to ensure that personal information remains accurate and up-to-date, including ensuring that the information is not tampered with or changed without authorization.
- Availability ensures that the core data services that contain personal information remain available to those who are authorized to access them.

Section 1: Cybersecurity

(1A) NIST Cybersecurity

Cybersecurity is a necessary and important part of security and communications for the district. School districts are required to adopt a cybersecurity program that safeguards the districts data and information technology. OHVA implements the [NIST Cybersecurity Framework](#). Academic institutions via their insurance providers are required to comply with NIST (or another framework) to allow for an affirmative defense (or indemnification) in cases of a data breach. This is especially required when institutions collect personal identifying information such as credit card payments or birth certificates. The district chose

NIST for two reasons: (1) Stride, whom OHVA partners with follows the NIST framework; (2) NWOCA ITC, which the district belongs to, and which the district needs to align with, also uses NIST. To comply with NIST, all employees receive cybersecurity training.

(1b) Network and Vulnerability Monitoring

OHVA incorporates daily procedures/programs that analyze, validate, and monitor, systems, networks, and vulnerability.

(1c) Multi-Factor Authentication

Multi-Factor Authentication (MFA) adds one or more additional steps when logging in to ensure that you are who you say you are. All staff at OHVA must use Duo 2-Factor Authentication to comply with insurance requirements.

(1d) Student Passwords

Students in Grades K-12 are responsible for maintaining a secure password to access district resources. Kindergarten and first grade students learn first about important cybersecurity measures and then learn how to manage their own passwords.

(1e) Internet Filtering & Device Monitoring

All district internet traffic is filtered in compliance with the Children's Internet Protection Act (CIPA). IT staff are also able to use various tools to monitor devices on the network for updates, security breaches, etc.

As explained in our annual notifications, the district provides written notification to parents when there is an issue related device monitoring within 72 hours.

Section 2: Student Data Privacy

(2a): Protecting Student Data Privacy

OHVA has a long tradition of maintaining student data privacy. We are committed to being trusted caretakers of personal information within our responsibility. This means that resources that your children use are carefully vetted by an attorney to ensure that they conform with the following Board Policies. Parents also sign off on their usage during back-to-school form signing. OHVA also requires students, employees, and families/guardians to become educated on data privacy and security.

OHVA is entrusted with personal student information, and we take protecting this information seriously. In addition to following industry-standard security procedures internally and requiring a comparable level of security from our external providers, we also comply with all applicable privacy laws that govern our collecting, use, and sharing of student personal information.

As part of our student data privacy process, any resource that collects data from students is reviewed to ensure it meets district data privacy and instructional standards. In terms of student data, this information is used by educators to make the best decisions possible for the academic growth and achievement of our students. Specifically, we often take the collected data to provide next steps for students as well as create goals guiding students. Most personal student data stays local. However, some resources require us to share information with other vetted groups. In cases where data must be shared, we use the following two protocols ensure data security. (1) OHVA has a robust protocol for student account creation. We utilize a single sign on tool and rostering tools to create student accounts. This automation of accounts means that accounts are created when students start using a resource and are shut off when we no longer use the resource, or the student leaves the district. (2) Students have easily accessible ways of accessing their learning tools that also protect their student data. Any data that is shared is done so in a de-identified manner meaning, This means that no company, vendor, or third party employee will be able to ever associate data with your child. Through these two protocols, students can access their learning tools easily while maintaining their data privacy and security.

(2b) Digital Citizenship

In addition to OHVA's proactive approach to student data privacy and data breaches, we also teach students about being a digital citizen. Digital citizenship is the ability to work within digital environments in a way that is safe and responsible. Lessons in digital

citizenship are incorporated into OHVA/K12 curriculum and designed to help students engage in safe and appropriate behaviors when working online. Additionally, each unit of instruction, K-12, in all major content areas include technology integrations to ensure that students are prepared to use technology in real-world contexts.

Section 3: Cybersecurity Incident Management & Reporting

(3a) Data Breach Notification Process

Should a vendor OHVA uses experience a potential data breach, they must notify OHVA as soon as possible. After receiving notice of a potential breach, OHVA will evaluate their report and if confirmed, provide notifications to parents. Information on past breaches will be publicly displayed below and contain the following information.

- Date or estimated date/range of the breach
- Description of covered information breached
- Contact information of the operator for questions
- Toll-free numbers, addresses, and websites of consumer reporting agencies and the FTC

The school will also notify parents and post information in the event that OHVA or Stride's data systems are breached.

Additional notification requirements:

After a cyber security incident or ransomware incident, the school is required to notify:

- The Ohio Department of Public Safety (DPS) no later than 7 days after the incident is discovered.
- The Ohio Auditor of State no later than 30 days after the incident is discovered

Note: A notice of breach may be delayed if a law enforcement agency determines that the notification will interfere with a criminal investigation.

(3b) Ransomware

Should OHVA experience a ransomware incident, OHVA shall not pay or otherwise comply with a ransom demand unless the Ohio Virtual Academy Board, the legislative authority, formally approves the payment or compliance with the ransom demand in a resolution that

specifically states why the payment or compliance with the ransom demand is in the best interest of the district.

Section 4: Employee Training/Compliance and Security

(4a) Training & Monitoring

OHVA shall annually assess data risk and provide data security training to employees with access to Controlled and/or Confidential Data/Information.

Administration is responsible for implementing, reviewing, and monitoring internal policies, practices, etc. to assure compliance with this guideline.

All procedures shall be consistent with public records laws and records retention plans and schedules as required by State and Federal laws and regulations.

(4b) Compliance

The Head of School and department administrators shall be responsible for ensuring employees' compliance. Repeat or egregious noncompliance must be documented and reported to the Head of School under applicable Board policy. Noncompliance with these standards may incur the same types of disciplinary measures and consequences as violations of other Board policies, including progressive discipline, up to and including termination of employment, or, in the cases where students are involved, reporting of a Student Code of Conduct violation, or referral to law enforcement.

(4c) Security

Any device that does not meet the minimum-security requirements outlined in this standard must be removed from OHVA's business network, disabled, etc., as appropriate, until the device can comply with this standard.

Contracts with third party vendors that access personal data must include specific data breach obligations, including breach notification and data handling standards and indemnification provisions.

Section 5: Information Security Responsibilities

(5A) Expectations for All Technology Users

Users of OHVA's information & technology must read these summaries and both understand and fulfill their responsibilities under the applicable policies.

- A. In many cases, operating system and application updates, along with malware protection, are all that stand between a computer and a system compromise or

infection (i.e., a cybersecurity incident). Operating systems, app updates and malware are updated regularly.

Users are responsible for verifying that their computers are configured to receive automated patches and ensuring the automated updates run so that security vulnerabilities are patched in a timely manner.

Users must also verify that their malware protection is properly installed, updated, and is running the latest virus definitions.

Users' school or department IT support staff are available to assist with these responsibilities.

If OHVA users access school information & technology using personal communication devices ("PCDs"), they must verify that proper security measures are active on their devices.

- B. No software is 100% effective in preventing cybersecurity incidents, and not all websites are safe. Users must be alert when using the Internet, especially on systems storing or processing protected and confidential data/information. One way to reduce the risk of compromise is to limit the user's non-work-related Internet activity.
- C. Unless authorized and using a device that is capable of encrypting electronic data/information, users are prohibited from storing electronic confidential data/information on the user's computing devices.
- D. OHVA confidential data/information includes many different types of data/information, such as social security numbers, personal health information, student records, bank and credit card information, and other personally-identifiable information.
- E. OHVA confidential data/information must never be shared through instant messaging or peer-to-peer (P2P) file-sharing software or devices. P2P software must never be installed on machines or devices that store, process, or access confidential data/information. OHVA users are required to obey copyright laws and

to adhere to applicable acceptable use and safety policies.

- F. OHVA confidential data/information must be accessed only through one (1) of the following methods: 1) user authentication with the correct password; 2) multi-factor authentication.
- G. OHVA confidential data/information maintained on computers or other electronic devices should be destroyed or disposed of only in accordance with Board policy and State law. Any school or department intending to use surplus computing devices and/or scanner/printer/copy machines or any other device that stores information must first destroy the electronic information by wiping the data from the hard drive(s), flash storage, or having this done by authorized school personnel.
- H. Users must maintain strong passwords for every OHVA system and application they access that stores/processes OHVA data/information. Users must change all passwords used for OHVA systems in accordance with the school's password requirements.
- I. Users must be mindful of the risks associated with OHVA confidential data/information when storing, processing, or accessing data/information. If a user is not sure how to comply fully with Board policies or procedures or if the user is not sure how to conduct a process securely, the user should ask for assistance from their manager or IT support contact. Users are expected to know their information technology contact so that they can contact them when there is a need.

Section 6: Incident Management

It is the Board's policy and practice that when unauthorized access or acquisition of data occurs, which would compromise the confidentiality or security of personal information maintained by the OHVA, OHVA will take appropriate action to assess the risk and notify the affected individuals in accordance with law.

This applies to any security breach involving employees, consultants, vendors, contractors, outside agencies and employees of such agencies, and any other parties having a business relationship with OHVA and handling personal information on the OHVA's behalf. It is expected that those offices, individuals, or entities operating, maintaining, and using databases containing personal information will effectively control access to their

technology resources to protect against unauthorized access, acquisition, modification, use, or disclosure of personal information.

In order to better protect personal information and facilitate the investigation of incidents of unauthorized access, employees shall not store personal information on a personal computer, server, or other data storage equipment (e.g., USB drive) not owned or maintained by OHVA.

All employees must report suspected or actual security breaches (i.e., cybersecurity incidents) within twenty-four (24) hours to their principal/manager, IT and the OHVA Head of School. A written incident log shall be maintained.

When a cybersecurity incident involves OHVA confidential data/information (as defined below) or mission-critical resources (as defined below), the Head of School and Director of Operations shall, in coordination with the District's IT department, direct the incident response and investigation. The Head of School is authorized, in conjunction with IT, to take any action necessary to mitigate the risk posed by the cybersecurity incident.

Investigation of Security Breach

Upon receiving notification of a security breach, the Head of School shall:

- A. determine how the breach occurred;
- B. take immediate steps to correct and stop further unauthorized access; and
- C. determine whether notification is required to be provided to any individuals whose personal information may have been subject to unauthorized access.

An employee who puts OHVA confidential data/information at risk as a result of their failure to adhere to relevant policies/administrative guidelines/the law may be subject to disciplinary consequences, up to and including termination of employment and/or referral to law enforcement. Students who fail to adhere to applicable policies/administrative guidelines/the law will be referred to school and/or administration for review and determination of the consequences of their actions, including referral to law enforcement. Contractors and vendors who fail to adhere to applicable

policies/administrative guidelines/the law may face termination of their business relationships with and/or legal action by OHVA. Parents and visitors who fail to adhere to applicable policies/administrative guidelines/the law may be denied access to OHVA information & technology and/or referral to law enforcement. Violations can, in some cases, also carry the risk of civil or criminal penalties.

The school is responsible for establishing and maintaining an up-to-date cybersecurity incident management plan.

Definitions

A. Incident Management/Response Plan

The Head of School and IT Department, in conjunction with other School Administration, must develop and maintain a plan that delineates procedures on how to handle cybersecurity incidents, including key roles, communication protocols (including contact information for site/unit personnel with responsibility for responding to the incident), containment protocols, procedures for investigating the origin of the incident, procedures for restoring data/information, notification procedures, and post-incident analysis.

B. Cybersecurity Incident

"Cybersecurity incident" means:

1. A substantial loss of confidentiality, integrity, or availability of OHVA's information system or network;
2. A serious impact on the safety and resiliency of OHVA's operational systems and processes;
3. A disruption of OHVA's ability to engage in business or industrial operations, or deliver goods or services; or
4. Unauthorized access to OHVA's information system or network, or nonpublic information contained therein, that is facilitated through or is caused by a compromise of a cloud service provider, managed service provider, or other

third party data hosting provider, or a supply chain compromise.

Examples of cybersecurity incidents include ransomware, phishing attacks, credential harvesting, DDoS attacks, unauthorized data exfiltration, and insider threats.

Cybersecurity incident does not include mere threats of disruption as extortion; events perpetrated in good faith in response to a request by the Superintendent; or lawfully authorized activity of a United States, state, local, tribal, or territorial government entity.

"Ransomware incident" means a malicious cybersecurity incident in which a person or entity introduces software that gains unauthorized access to or encrypts, modifies, or otherwise renders unavailable OHVA's information technology systems or data and thereafter the person or entity demands a ransom to prevent the publication of the data, restore access to the data, or otherwise remediate the impact of the software.

C. Mission-Critical Resource

Includes any resource that is critical to the mission and operation of OHVA and any device that is running a mission-critical service or stores OHVA confidential data/information. Mission-critical services must be available. Mission-critical resources for information security purposes include, for example, information/data assets, software, hardware, and facilities related to Human Resources, Finance, Student Information Services, Payroll, and e-mail.

D. OHVA Confidential Data/Information

Includes all data/information, in its original and duplicate form, that contains:

1. "personal identifying information" as defined by State and Federal laws;

This includes employer tax ID numbers, government-issued identifiers (such as driver's license numbers, passport numbers, SSNs, State identification card numbers, and birth certificates), credit/debit card numbers, banking account numbers, PIN codes, digital signatures, biometric identifiers (such as fingerprints, handprints, retina patterns, iris patterns, genetic information (including a DNA sequence), voiceprints, gait patterns, facial templates, or face prints), passwords, a photograph, video or audio file where such file

contains a person's image or voice, and any other numbers or information that can be used to access a person's financial resources (e.g., a persistent identifier that can be used to recognize a user over time and across different websites or online services, such as a customer number held in a cookie, an Internet Protocol ("IP") address, a process or device serial number, or unique device identifier).

2. "protected health information" as defined by the HIPAA;
3. student "education records" as defined by the Family Educational Rights and Privacy Act ("FERPA") and State law (R.C. 3319.321);
4. data/information that is deemed to be confidential in accordance with the Ohio Public Records Act;
5. "cardholder data" as defined by the Payment Card Industry ("PCI") Data Security Standard ("DSS").

Adherence to the procedures outlined below will streamline the handling of cybersecurity incidents and minimize the timeframe during which OHVA confidential data/information and mission-critical resources are left in a vulnerable state.

Incident Reporting

Given the risks associated with cybersecurity incidents, as well as implications for OHVA related to compliance with Federal and State regulatory requirements, it is essential that school administrators be aware of cybersecurity issues and their responsibilities for reporting and mitigating cybersecurity risks.

Every technology user, including Board members, staff members/employees, students, parents, contractors/vendors, and visitors to campus, who has access to Board-owned or managed information resources and who suspects that there may have been a cybersecurity incident (ranging from a lost or stolen laptop, tablet, or other mobile/portable storage device, the virus infection of an end-user work station, or a major intrusion by a

hacker) must promptly report the incident to their Principal or director/manager and/or the information security contact for that unit/site.

Board Approval

- Version 1: June 16th, 2026

Legal References

- [Ohio Revised Code 9.64](#)