

Michigan Virtual Charter Academy
Regular Meeting Agenda

Monday, August 17, 2015
6:00 P.M.

GVSU Conference Center
163 Madison Ave.
Detroit, MI 48226

If unable to attend in person, you can participate via conference call at
(888) 824-5783 x 287 199 61#

1. *Call to Order:* Director Bender called the meeting to order at 5:58
2. *Roll Call:* Director Bender, Director Lake, Director Foster, Director Buckles, Director Hester arrived at 6:06.

Absent: Director Stangeland

Also Present: Jean Broadwater (MVCA), Katie Stephens (MVCA), Cindy Wright Carter (K12), Larry Spencer (GVSU), Shannon Hare (MVCA), Julie Overholt (K12), Tiffany Snyder (MVCA), Sara Ferguson (MVCA), Corista Nichols (MVCA), Jennifer Sims (K12), Ann Vanderlaan (Clark Hill), Andrea Kitomary (MVCA), David Jenkins (K12)

Present by Phone: Chuck Sullivan (K12),

3. *Approval of Agenda:*
Motion: Director Buckles motioned that the August Agenda be approved as amended.
Seconded by: Director Foster
Approved: Unanimous approval
4. *Approval of Minutes from regular meeting June 29, 2015*
Motion: Director Foster motioned that the June 29, 2015 minutes be approved.
Seconded by: Director Buckles
Approved: Unanimous approval
5. *Public Comments* (limited to agenda items 3 minutes limit)-None
6. *MVCA Budget 2015-16 Revisions-* None

7. *Financial Reports:*

- a. K12 invoices as of June 30, 2015 & Year End Financial Statement as of June 30, 2015

8. *Finance Committee-*

- a. Finance Reports- Discussed during the finance committee
- b. Action Item - Approval of K12 invoices-

Motion: Director Buckles recommends that the Board approve \$343,642.76 for the invoices in June and July excluding K12 expenses, two months will be delayed.

Seconded by: Director Foster

Approved: Unanimous approval

9. *Head of School Report – Academic Plan 2015-16- Presented by Jean Broadwater.*

Jean introduced Corista Nichols, Title I Coordinator, and Shannon Hare, Elementary School Principal to the Board.

Jean shared the new Academic Plan which was detailed, reviewed and analyzed based on MVCA's NWEA scores in the spring. The main change in the plan is that we are including all grades and all students. The Academic Plan has different levels of Interventions for students. It resembles a pyramid of intervention. According to how a student scored on their spring NWEA score, that determines what interventions they will receive at each level. MVCA will be using the Charlotte Danielson rubric again for teacher evaluations. Also new this year is that Principals are expected to be in classrooms 50% of their time doing classroom observations.

There will be more accountability this year and we have moved to a more traditional grading system. There will be action steps after each content area, and the assessments have participation goals. We need the participation to get the data we need to move the academic plan forward. Another change happening this year is that our Interventionists are working on "road maps" for individual student. This means that when a student is having a problem, they can look at a road map/guide to see what the next steps will be. The Tier that a student is in will determine how much intervention support they receive.

MVCA's unofficial graduation rate from last year was 75% for eligible students. MVCA will continue to have Education Graduation Plans. There will be continual support for seniors to give them that extra push to help them graduate on time.

Andrea Kitomary presented information on MVCA's Family Academic Support Team (FAST). She stated that as part of FAST, they reach out to families through kmail and let families know that a meeting is required to go over where they are at and what levels of support they need. Also when this happens, a contract must be signed by both the parent and the student.

FAST also has a new strategy this year for onboarding which they are calling Strong Start for both new and returning families. This year FAST will also provide new engagement

opportunities through a Parent Network, Parent Learning Institute, and meet and greets throughout the State of Michigan. Also new this year are our Parent Forums which allow us to receive feedback from our families. MVCA will have a committee that presents this information to the leadership team, and then we can implement improvements according to the feedback we receive.

Motion: Director Foster recommends the approval of the 2015-16 Academic Plan.

Seconded by: Director Lake and Director Hester

Approved: Unanimous approval

10. *Enrollment Status*- Presented by Chuck Sullivan- As of August 16, 2015 MVCA was at 2,563 approved students. MVCA is slightly behind our target, so K12 is going to increase marketing to improve enrollment numbers.

11. *Special Needs*- MVCA is going to renew the current 13 contract that we have for Special education. MVCA is going to bring an advisor on to make sure that we are receiving all possible funds for our Special Education Students. Clark-Hill has recommended that Pinnacle Education Management Solutions and Veritas Accounting will handle this for MVCA.

Motion: Director Buckles moves that the board approves Pinnacle Education Management Solutions and Veritas Accounting as vendors once the contracts are approved and reviewed by Clark Hill.

Seconded by: Director Foster

Approved: Unanimous approval

12. Action Items:

a. Approval of Student Handbook for 2015-2016

Motion: Director Buckles motioned for the board to approve the Student handbook contingent upon review by two board members.

Seconded by: Director Foster

Approved: Unanimous approval

b. Approval of Revised School Calendar for School Year 2015-2016

Motion: Director Foster motioned that MVCA approve the revised School Calendar for the 2015-16 School year by moving spring break from March 28 to April 1st,

Seconded by: Director Hester

Approved: Unanimous approval

13. *K12 Issues*-None

14. *Presentation of organizational chart*

15. *Authorizer Comments*- Larry Spencer thanked the Board and President, Julius Bender, for all the time they put into MVCA. Larry also thanked Jean Broadwater for all the time and

energy that went into the new Academic Plan. He is pleased to see that the plan includes all grades and all students. The Board will be notified in October that MVCA has been taken to GVSU's board of trustees for closure unless we make the necessary improvements this academic year.

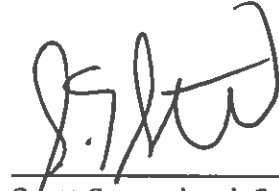
Larry also wanted to see if the Board would consider holding the Board meetings at GVSU monthly instead of at Clark-Hill.

16. *New Business*- None

17. *Adjournment*- Director Bender moved that the meeting be adjourned at 7:35p.m.

The undersigned duly qualified and Secretary of the Board of Directors of the Michigan Virtual Charter Academy, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a regular meeting held on August 17, 2015, the original of which is a part of the Board's minutes and further certifies that a notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Directors



Scott Stangeland, Secretary

Minutes are available at: MVCA Office, 678 Front Avenue NW, Suite 190 Grand Rapids, MI 49504