

# Minutes

## Organizational Board Meeting of the Online School of Arizona Board of Directors

**Date:** Monday, November 22, 2021  
**Time:** 6:00 pm MST  
**Location:** To be conducted via Zoom conference

### Join Zoom Meeting – For Public Attendance

Link:

<https://us02web.zoom.us/j/86845759955?pwd=V1FIRGZyK25zYlNmZjRibnAvUnNYQT09>

Meeting ID: 868 4575 9955

Passcode: 535276

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### Item 1: Call to Order / Roll Call

Erin Albert called the meeting to order at 6:13 pm. MST

Board Member	Present	Absent
Erin Albert - President	X	
Laura Hatton – Vice President/Treasurer	X	
Paul Mendoza – Secretary	X	

### Item 2: Pledge of Allegiance

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

### Item 3: Statement of Purpose

"This meeting is a meeting of the Board of Education in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda."

### Item 4: Regular Business

- Approval of the Agenda

Motion by Erin Albert to approve the Agenda.

Motion: Erin Albert

Second: Paul Mendoza

Ayes: 3

Opposed: 0

The motion passed unanimously.

- Public Comments on Agenda Items - None
- Correspondence

Initial \_\_ PM \_\_\_\_

Travis Gostinger brought one piece of correspondence. The approval from Arizona State Board for Charter Schools regarding one of the amendments that we had submitted to update the charter representatives. The charter representatives submitted on 9/7/21 to add Mitch Horlick and Robert Giordano and to remove Brooke Drooger and Max Shafik. This has been approved.

- Approval of the Minutes  
Motion by Erin Albert to approve the October 27, 2021 Board Meeting Minutes.

Motion: Erin Albert

Second: Laura Hatton

Ayes: 3  
The motion passed unanimously.

Opposed: 0

- Financial Update  
Travis Gostinger, from NextLvl Management Consulting, informed the board that we did not receive a State Aid payment for November. We are on track to receive one in December. We have been working on straightening out the system between Schools PLP and PowerSchool and making sure the attendance and instructional minutes were processed and able to be sent to the state. Enrollment has been trending over 100 students. The funding is based on instructional minutes for those students. We've noticed students putting in the hours of instruction being significantly less. Currently, there is approximately 15 students making sufficient academic progress that we will receive state aid for. Significantly less than expected, however, based off of the communication plan we have put in place, we think we are going to double that number as we move throughout the year but we will probably not get to the full 100 students making sufficient academic progress. We've completed our Guaranteed Statement of Assurance which allows us to apply for and receive federal funding. We are also working to see if we can receive ESSER funding. There's some question on that because we did not operate last year during the pandemic. Hopefully we will be able to have that information before the next meeting. We will be to apply for Title funding but more than likely, we won't be able to receive anything this year. We will receive that next year based off our student population for this school year. NextLvl will continue to cover the expenses and Aspire will continue to update the balance sheet to account for those expenses. Aspire has also built out the AP process through bill.com and that has an approval process where Mitch and I can also see what is in there and compare to the budget to approve the spend. In a future meeting we will look at amending the budget to appropriately reflect the actual revenue based off of students instructional minutes and expenses up to date.

Initial \_\_\_ PM \_\_\_

## Item 5: Leadership Update

- Administration Update

School Update from Executive Director, Mitch Horlick. Mitch reported a growth in enrollment, but we are not getting the funding for all enrolled students. The reasons for that are, first, our SIS was not set up properly. We have worked with consultants and we are now able to receive funding in December. The gap in time really set us back. The second has been our handicap in not having our learning center up and running. The students are not producing enough minutes. We have lost a good deal of students because if there is no communication for 10 days, we have to withdraw them. We need more minutes and more work from our existing students. We are connecting with them right away about what is required at OSA. This is a big philosophy change because we were working for enrollment and we are now also looking at the best interests for students. OSA might not be the best option for every student. We need 4-6 hrs a day from our enrolled students and we are working to connect with our students. We are also scaling back on classes and 90% of our students will only take 1-2 classes at a time. This way they can focus and finish a course in 3-3 1/2 weeks and move on to the next course. It is great for them to get a credit and a win under their belt. It is good for us and shows we are making progress with our students. Lastly, we brought in an AOI state expert who is analyzing our data, our processes and giving us marching orders of what to do and how to improve these numbers. Mitch has communicated with parents that students can re-enroll after being disenrolled. Bringing the expert along is very helpful. The clear data has helped find the challenges and how to work with it and put our school in a much better position. Further discussion commenced.

- Management Company Update

Travis Gostinger communicated that the next big rock is getting the physical location open. It will be good for the students to meet with their teacher and go over content. December 7<sup>th</sup> is the target date for the C of O and to be able to get into the building. There has been a challenge with getting the flooring but that will not hold us up. As long as we have the fire marshal approval, the fire alarm and HVAC all set (expected this next week), then we can still target the December 7<sup>th</sup> date. We are pushing the builders and American Charter Development. There is a site visit on December 1st to do a walk through in the building. Mitch and Circle R Construction will be there.

Initial \_\_\_ PM \_\_\_

## Item 6: Board Strategy and Planning

Tim Wood revisited the discussion pertaining to having board meetings every other month. The board would be provided with updates along the way of anything they needed to know and we could have special meetings as needed. We will need a resolution if the board agrees. We are thinking of beginning the every other month meetings in January, giving folks the opportunity to have December off. We are also thinking of timing up the Board Update to the 1st week and the 3<sup>rd</sup> week (Wednesday) of the month for board meetings. Our first board meeting would be Wednesday, January 19, 2022. We are seeking the board's approval to move to a every other month board calendar.

Motion by Erin Albert to approve the updated board meeting calendar.

Motion: Erin Albert

Second: Laura Hatton

Ayes: 3

Opposed: 0

The motion passed unanimously.

**Item 7: Public Comments on Non-Agenda Items**

None

**Item 8: Adjournment**

Motion by Erin Albert to adjourn the board meeting at 7:38pm MST.

Motion: Erin Albert

Second: Paul Mendoza

Ayes: : 3

Opposed: 0

The motion passed unanimously.

Board Secretary Signature \_\_\_\_\_

Date 01/21/2022

Initial PM