

# Minutes

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

**Date:** September 28, 2022  
**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

Dial by your location

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

Erin Albert called the meeting to order at 6:09 pm. MST

| Board Member                            | Present                           | Absent |
|---|-----------------------------------|--------|
| Erin Albert - President                 | X                                 |        |
| Laura Hatton – Vice President/Treasurer | X                                 |        |
| Paul Mendoza – Secretary                | X (joined after regular business) |        |

### 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 with the addition of the Handbook Amendment.

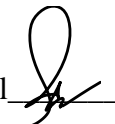
Motion: Erin Albert

Second: Laura Hatton

Ayes: 2 Opposed: 0

The motion passed unanimously.

- Public Comments on Agenda Items - None

Initial 

- Correspondence – Travis Gostinger communicated that we had received one piece of correspondence from Lori Reid, ASBCS Field Representative, with a review notification for our school. The review has taken place and we will give you further details under the management company update.

- Approval of the Minutes  
Motion by Erin Albert to approve the July 27, 2022 Board Meeting Minutes.

Motion: Erin Albert

Second: Laura Hatton

Ayes: 2 Opposed: 0

The motion passed unanimously.

- Financial Update  
Travis Gostinger, from NextLvl Management Consulting, informed the board that Michael Mania would be giving the financial update. Michael presented the income statement. It is looking like a better start than last year. Technology, PD, Salaries are our biggest expenses. This is typical for an AOI. If we are using special education services this year we will be able to draw funding from IDEA. Lastly, you will start seeing the amortization expense at the bottom of the income statement. The amortization expense gets added back to your financials. There is a change with the equalization payout days this year from the 1<sup>st</sup> of the month to middle of the month earlier. There is a change in data reported. The way you are entering minutes will pay dividends and your equalization will continue to grow instead of getting shrunk. Michael presented the balance sheet. Overall, it is very common for schools the first two months to post negative income as they have to renew costs. The second half of the year is when we see costs go down. For the fiscal audit, our files have been sent over to the auditors who are working on them and I am waiting to hear back on what they need from us. We also have the annual financial report that is due October 15<sup>th</sup>. That will need to be board approved. We would need to have a short meeting around your schedules.

- Approval of the Financials  
Motion by Erin Albert to approve the financials as presented.

Motion: Erin Albert

Second: Laura Hatton

Ayes: 3 Opposed: 0

The motion passed unanimously.

Initial



## **Item 5: Leadership Update**

- Administration Update

School Update from Executive Director, Mitch Horlick

This year has been a competitive environment for students. We have targeted different ways to get student enrollment (mailers, referrals, fliers, etc.) Last year we finished the year with 32 students and this year we are at 52. We are communicating our expectations better on the front side. The minutes are important because they are reported to the state weekly and used for funding. The state is also looking at credits and courses completed and that is what we really want. This year we already have a significant number of students who have already completed a class. We are getting credits faster and more effective because of the daily engagement we are having with our students. Overall, our numbers are up and we are very happy. Mitch shared a student story of a minor student without a parent or guardian who recently moved to Arizona. We worked with legal counsel to enroll the student. He just finished his first class. He is doing a great job and looking to graduate in April or May.

- Management Company Update


Travis Gostinger updated the board on the compliance and the 2<sup>nd</sup> Year Review. We received notice from ASBCS about a 2<sup>nd</sup> Year Review. Lori Reid reached out to us about the compliance items for the 2<sup>nd</sup> Year Review submission and the academic “light” review items they would be looking at prior to the full review done the 5<sup>th</sup> year. They also wanted to see if we were in alignment with our charter contract. We uploaded documents to the state’s google drive and they did review of that and scheduled a virtual meeting that happened yesterday. There were 3 representatives from the state that met with our team. They went through an in-depth review of our documentation. The first half of the meeting was focused on 5 different categories of compliance items, and the second half was focused on 3 categories of academic items. The follow up from this included a 48-hour window for us to respond with anything that was missing. I’m pleased to communicate that the conversation went well. They approached it as a coaching opportunity. We had 1 compliance item to respond to and we also provided some curriculum examples and how we are working with data with our students. The reviewers communicated that out of the reviews they had completed this year, we were in the top 2 and the best with compliance. It was great to hear that after the hard work put in by the team. The next review is a 5-year audit on compliance and academics. Each year, we will gather information to prepare for this.

## **Item 6: Board Strategy and Planning**

## **Item 7: Public Comments on Agenda Items - None**

## **Item 8: Adjournment**

Initial \_\_\_\_\_



Motion by Erin Albert to adjourn the board meeting at 6:49pm MST.

Motion: Erin Albert

Second: Paul Mendoza

Ayes: 3 Opposed: 0  
The motion passed unanimously.

Board Secretary Signature Marco P Mendoza

Date 11/18/2022

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