



**MICHIGAN**  
VIRTUAL CHARTER ACADEMY<sup>SM</sup>

POWERED BY **Stride**

**Michigan Virtual Charter Academy**

Charter Office  
1620 East Elza  
Hazel Park, MI 48030

Administration Office  
5910 Tahoe Dr., SE  
Grand Rapids, MI 49546

616-309-1600

**Michigan Virtual Charter Academy  
Board of Directors Meeting Agenda  
Monday – October 25, 2021  
6:00 PM  
Hazel Park Schools  
1620 E. Elza  
Hazel Park, Michigan 48030**

If unable to attend in person, please participate via zoom link below:

<https://us06web.zoom.us/j/81646814767>

**1. Call to Order**

Time: 6:01 p.m.

**2. Roll Call**

Marva Foster, Monique Lake, Lynn Hathorn, Colin Houston, Ramone Crowe Jr., Aaron Walker

Absent: Scott Stangeland

Other Attendees:

Carol Main-Stride K12, Ann VanderLann-Clark Hill, Gregory Terrell-Gregory Terrell & Company, Randy Rodriguez-MVCA, Rachel Forgo-MVCA, Kim Bush via zoom-MVCA, Mary Markert via zoom-Stride K12, Todd McIntire via zoom-Stride K12

**3. Public Comment on Agenda (comment on agenda items only, 3 minutes per person)**

None

**4. Approval of Agenda**

**Motion: Director Ramone Crowe, Jr. moved to approve the agenda**

**Second: Director Colin Houston**

**Motion unanimously approved**

5. **Approval of September 27, 2021 Minutes of the Regular Board Meeting**

**Motion: Director Monique Lake moved to approve the September 27, 2021 Minutes of the Regular Board Meeting**

**Second: Director Lynn Hathorn**

**Motion unanimously approved**

6. **Finance Report**

- a. Recommended that the Board of Directors accept the final annual audit for the 2020 – 2021 school year as presented by Gregory Terrell including a footnote regarding the informational COVID 19 disclosure.

**Motion: Director Ramone Crowe, Jr. moved to accept the final annual audit for the 2020-2021 school year as presented by Gregory Terrell with the amendment of the 2021 Covid 19 disclosure to be added.**

**Second: Director Lynn Hathorn**

**Motion unanimously approved**

- b. Motion to approve the September K12 and non-K12 invoices for \$2,378,375.12.

**Motion: Director Marva Foster moved to approve the September K12 and non-K12 invoices for \$2,378,375.12.**

**Second: Director Colin Houston**

**Motion unanimously approved**

7. **Head of School Report**

a. **Enrollment Update**

Mr. Rodriguez shared enrollment trend data highlighting Head Count, FTE, and CWM data. MVCA's head count for 2021 Count Day was 2871. Kim Bush and her operations team have created a Count Day Task Force and are continuing to see an increase in capture rates. A 2% increase in capture rate over the past two years results in roughly a \$500,000 revenue increase.

Director Marva Foster asked if we have thought about next school year and what our numbers will look like?

While MVCA is under CAP for 2021, we will continue to have continuous enrollment as we slowly grow to our enrollment cap. Enrollment is a means to ensure that we achieve our goals of ensuring student achievement and that we continue to be leaders in digital education.

Mr. Rodriguez continued to share updates regarding the CWM (Cumulative Withdrawal Metrics) Trend noting that we have significant improvement over the past three years.

Retaining students is a key to greater student achievement.

Director Ramone Crowe, Jr. asked about the progress of tracking students and gathering information on reasons students are staying and reasons why students are leaving.

Mr. Rodriguez shared that we do withdrawal surveys and will continue to monitor the data.

Mr. Rodriguez continued to share information regarding the open positions. He shared the following points regarding strategies and challenges that are impacting our staffing during this time of teacher shortages.

- Smaller Class Size Initiative: Reduce the Burden of Turnover
- Long Term Substitutes: Creating a Candidate Pool
- Virtual Learning: Highly Competitive

b. **MVCA Playbook**

Mr. Rodriguez shared highlights from the last three years – “Slow and Steady Wins the Race.” In the last three years, there has been a unified focus and development creating, and executing, a strategic plan.

Mr. Rodriguez asked the Board of Directors what sticks out to them about what we do well at MVCA?

Director Aaron Walker: Consistency. Director Monique Lake: Finances are on point and steady. Director Colin Houston: Strong communication skills across the board and Randy’s leadership. Director Marva Foster: The strategic planning piece. Director Lynn Hathorn: Strong student retention and how we continue to work on that, and that the numbers are good. Director Ramone Crowe, Jr.: Staff and HOS are focused on goals and impact, a serious commitment to students and student outcomes, and how there is creativity and innovation in the programs.

Mr. Rodriguez noted that consistency in staff, students, and programs is our focus and without the board, we couldn’t do all of this. Mr. Rodriguez shared more positive highlights from the last three years:

- Authorizer – Secured five-year contract (2019)
- Financial status – From financial oversight to strongest financial position
- Professionalism – New location, new technology, new school policies
- Operations – Building systems of excellence: HR, Finance, Compliance
- Student Retention – CWM dropped from 41% to 29%
- Staff Retention – Turnover dropped from 31% to 17.5% Average
- Graduation Rates – Increased from 29% to 62% (last 4-5 years)

Mr. Rodriguez expressed that we still have plenty of work to do. He shared that the Strategic Plan has developed into the MVCA Playbook. The Playbook is more detailed in

going deeper into plans, documents, and execution of those plans. The Playbook focuses on key initiatives, written plans, lagging and leading indicators, and monthly school progress meetings. Components of the Playbook include the following:

- Academic and Curricular Initiatives
- Academic Achievement
- Career and College Readiness
- Teacher Excellence
- Operational Excellence

Mr. Rodriguez expressed that future board presentations will share “pages out of the playbook”.

Director Monique Lake commented that it would be nice to have students who graduate from MVCA come back and share their experiences and maybe that could also help increase student population by sharing how MVCA prepared them.

Mr. Rodriguez shared that there have been former graduates who are now working for MVCA. He noted that we are building plans for ESSERS III and will be presenting that to the board in December. Mr. Rodriguez thanked the board and expressed how it has been a joy and honor to be here. I look forward to the next few years. I want to thank you as things get started here with you.

**8. Authorizer Comments and Updates**

None

**9. K12 Comments and Updates**

Mr. Todd McIntire shared that there have not been any new developments from the auditor general’s report regarding the state of Michigan’s review of MDE’s oversight of cyber schools.

**10. Public Comment on Non-Agenda Items (limited to 3 minutes)**

None

**11. Reminder of Next Board Meeting**

November 22, 2021  
Hazel Park Schools  
6:00 PM

**12. Adjournment**

7:28 p.m.

The undersigned duly qualified Acting Secretary of the Board of Directors of the Michigan Virtual Charter Academy, hereby certifies that the foregoing is a true and complete copy of the Board Meeting Minutes of the regular board meeting held on October 25, 2021, and approved at the Board’s December 13, 2021 Board Meeting, and that proper notice of the regular public Board Meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended.



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Marva Foster

Acting Board Secretary