



**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 – May 20, 2024**

**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/87092209446>

**1. Call to Order**

Time: 6:00 p.m.

**2. Roll Call**

Marva Foster, Monique Lake, Colin Houston, Scott Stangeland, Aaron Walker

Ramone Crowe Jr. arrived at 6:02 p.m.

Other Attendees:

Randy Rodriguez-MVCA, Josh Weld-Wallis-MVCA, Heidi Gray-MVCA, Ann VanderLaan-Clark Hill,  
Rachel Forgo via zoom-MVCA, Tom Travia via zoom-Stride K12, Todd McIntire via zoom-Stride  
K12, Mary Markert via zoom-Stride K12, Holly Stefanski via zoom- Stefanski Accounting and  
Advising Services, LLC.

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

None

4. **Approval of Modified Agenda tabling item 6: Oath of Office and Public Acceptance of Office – Aaron Walker, adding the statement “pending completion of the data protection addendum” to items 10c and 10d, and revising item 10e to authorizing the Board President to sign**

**Motion:** Director Monique Lake moved to approve the modified agenda tabling item 6: Oath of Office and Public Acceptance of Office – Aaron Walker, adding the statement “pending completion of the data protection addendum” to items 10c and 10d, and revising item 10e to authorizing the Board President to sign.

**Second:** Director Colin Houston

**Motion** unanimously approved

5. **Approval of April 22, 2024 Minutes of the Regular Board Meeting**

**Motion:** Director Colin Houston moved to approve April 22, 2024 Minutes of the Regular Board Meeting.

**Second:** Director Scott Stangeland

**Motion** unanimously approved

6. **Oath of Office and Public Acceptance of Office – Aaron Walker**

Tabled for an upcoming board meeting.

7. **Discussion Item: Proposed Management Representation Letter to Auditor, Yeo & Yeo, for FY 2024 Audit (October 2024)**

Ann VanderLaan shared the proposed Management Representation Letter (“MRL”) to MVCA’s auditor, Yeo & Yeo, for the FY 2024 Audit with the MVCA board of directors. Discussion took place regarding the proposed MRL being divided into three sections of assurances for purposes of signatures.

Ms. VanderLaan explained that Stride K12 proposed the three-part division of the MRL as a compromise during negotiations of the letter between Stride counsel and the MVCA Board President and Board Counsel. Under Stride K12’s proposal, MVCA, through its Board President and Treasurer would sign Section A, representatives of Stride K12 would sign Section B, and both the MVCA Board President and Treasurer and representatives of Stride K12 would sign Section C. The MVCA auditor has agreed to the three-part MRL, as a compromise.

The Board discussed the negotiation process, potential liability, and the purpose of the MRL letter. The consensus of the MVCA board of directors was to move forward with the FY 2024 audit and request a Letter of Engagement from the auditor for consideration of approval at the MVCA Board’s June 17, 2024 public board meeting.

8. **Finance Report**

Mr. Tom Travia presented the finance report.

- a. Motion to approve the April K12 and non-K12 invoices of \$2,761,744.32

**Motion:** Director Scott Stangeland moved to approve the April K12 and non-K12 invoices of \$2,761,744.32.

**Second: Director Colin Houston**  
**Motion unanimously approved**

- b. Motion to accept the April finance report

**Motion: Director Scott Stangeland moved to accept the April finance report.**  
**Second: Director Colin Houston**  
**Motion unanimously accepted**

**9. Head of School Report**

Head of School, Mr. Randy Rodriguez, shared that testing participation was over 95%. MVCA was able to test most students during the first two weeks of the testing window. Over 3,000 tests were issued across the state.

MTSS Coordinator, Heidi Gray, presented MTSS improvements for the 2023-2024 school year. Mrs. Gray shared that all students are in Tier 1 – universal instruction that also includes WIN (What I Need) programs, student support team, academic intervention and tutoring, behavior and SEL support, and special programs. She noted that grade bands complete the SAM – Self-Assessment of MTSS Implementation based on 42 items organized into six domains. Principals connect these domains to areas of the Playbook as well. Domain averages have increased in each grade band from SY 22-23 to SY 23-24. Mrs. Gray highlighted the increased use of Stride tutoring which is K-12 free tutoring in all subjects for any day/time available for student's convenience. There are 125 students currently using these tutoring services and next year there is the potential for over 300 students to be serviced. Finally, Mrs. Gray noted the planned MTSS improvements for next school year such as continued MTSS implementation and connection to the Playbook priorities, credits for HS academic intervention students, processes and procedures fine-tuned, and continuous training for all staff members.

**10. New Business**

- a. Motion to approve Aviation Career Exploration (ACE) Summer Program 2024  
Due to personal involvement, Director Crowe Jr. abstains from voting.

**Motion: Director Colin Houston moved to approve Aviation Career Exploration (ACE) Summer Program 2024.**  
**Second: Director Aaron Walker**  
**Motion unanimously approved**

- b. Motion to approve MVCA Board Organizational Meeting on Monday, July 8, 2024, at 6:00 p.m. at Hazel Park Schools

**Motion: Director Aaron Walker moved to approve MVCA Board Organizational Meeting on Monday, July 8, 2024, at 6:00 p.m. at Hazel Park Schools.**  
**Second: Director Colin Houston**  
**Motion unanimously approved**

- c. Motion to approve Munetrix Digital Contract/Quote for data analysis tool pending completion of the data protection addendum

**Motion: Director Colin Houston moved to approve Munetrix Digital Contract/Quote for data analysis tool pending completion of the data protection addendum.**

**Second: Director Aaron Walker**

**Motion unanimously approved**

- d. Motion to approve Lexia Learning Software for the English Language Learner Program pending completion of the data protection addendum

**Motion: Director Scott Stangeland moved to approve Lexia Learning Software for the English Language Learner Program pending completion of the data protection addendum.**

**Second: Director Colin Houston**

**Motion unanimously approved**

- e. Motion to approve Board Resolution Approving MVCA Amended and Restated Articles of Incorporation, effective July 1, 2024, and authorize Board President to sign same and authorize Clark Hill PLC to submit to LARA using online form

Note: Hazel Park will approve the Amended and Restated Articles of Incorporation at their June board meeting.

**Motion: Director Colin Houston moved to approve Board Resolution Approving MVCA Amended and Restated Articles of Incorporation, effective July 1, 2024, and authorize Board President to sign same and authorize Clark Hill PLC to submit to LARA using online form.**

**Second: Director Scott Stangeland**

**Motion unanimously approved**

- f. Motion to approve Revised MVCA Board Policy Regarding Teacher and Administrator Evaluations, effective July 1, 2024, approve MVCA Evaluation Tool ("Danielson Framework") recommended by the Executive Director of the School, effective July 1, 2024, and authorize preparation of administrative guidelines regarding same

**Motion: Director Colin Houston moved to approve Revised MVCA Board Policy Regarding Teacher and Administrator Evaluations, effective July 1, 2024, approve MVCA Evaluation Tool ("Danielson Framework") recommended by the Executive Director of the School, effective July 1, 2024, and authorize preparation of administrative guidelines regarding same.**

**Second: Ramone Crowe Jr.**

**Motion unanimously approved**

**11. Authorizer Comments and Updates**

None

**12. K12 Comments and Updates**

Mr. Todd McIntire shared updates on the legislature: the Senate approved a 20% budget while the House proposed a budget without a cut. Mr. McIntire noted the belief is that the House will continue to negotiate for no budget cuts. Work continues with MAPSA for the teacher compensation fund to be reinstated. Mr. McIntire also shared that the Board and Partner Summit will be held in October 2024, and he looks forward to seeing board members there.

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

None

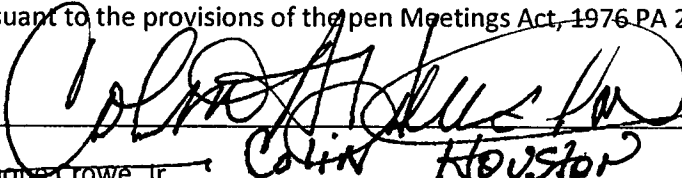
**14. Reminder of Next Board Meeting**

June 17, 2024  
Hazel Park Schools  
6:00 PM

**15. Adjournment**

7:50 p.m.

The undersigned duly qualified 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 May 20, 2024, and approved at the Board's Regular June 17, 2024 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.

  
\_\_\_\_\_  
Ramone Crowe, Jr.      Colin Houston      6/17/24  
Date

*Acting*  
Board Secretary