



**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 Finance Committee Meeting Agenda**

**Monday – October 21, 2024**

**5:00 PM**

**Hazel Park Schools**

**1620 E. Elza**

**Hazel Park, Michigan 48030**

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

<https://k12.zoom.us/j/94889474515?pwd=orBePpfW4kHBzbFOc15vFscQeoFdj.1&from=addon>

1. **Call to Order** Time: 5:03  
In-person: Tom Travia, Randy Rodriguez, Marva Foster, Scott Stangeland, Colin Houston, Crystal Mubarak, Jennifer Charles, Shelby Miller, Ann Vanderlaan  
Online: Todd McIntire, Holly Stefanski, Josh Weld-Wallis
2. **Public Comment** (comments limited to 3 minutes per person)  
N/A
3. **Approve Minutes from Previous Finance Committee Meeting**  
Director Stangeland motioned to approved. Director Houston supported. Approved unanimously.
4. **Discussion Items**
  - a. Review September Finance Report  
Finance manager reviewed finance report. No questions or concerns.

b. Review Annual Audit

Shelby Miller, from Yeo & Yeo, reviewed the 2024 finance audit report. She reported that there are no concerns. Director Stangeland inquired about the fund balance percentage and Shelby responded that she has no concerns.

c. Review MiLAF Investments

Executive director, Randy Rodriguez, reviewed the preferred option for MiLAF investments. Board responded in agreement.

d. Review Invoice Testing

Board finance consultant, Holly Stefanski, stated that Tom Travia's invoice testing can be moved to quarterly or be eliminated entirely. Holly stated that she has some ideas to improve Josh's invoice testing and the committee agreed that her, Josh, Tom, Randy, and Marva will meet in the next 2-3 weeks to discuss the improvements.

5. **Adjournment**

Time: \_\_5:35pm\_\_

The undersigned duly qualified President 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 Finance Committee Meeting Minutes of the board finance committee meeting held on October 21, 2024, and approved at the Board's finance committee meeting on November 25, 2024, 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.

  
\_\_\_\_\_  
Marva Foster  
Board President

  
\_\_\_\_\_  
Date