

*Michigan Online School*  
 Minutes of a SPECIAL Board Meeting  
 Held online (due to pandemic conditions)  
 Friday, May 14, 2020, posted start time: 5:00 p.m.

BOARD MEMBERS						
	Name	Office	Present	Absent	Arrived late	Departed early
1	Ellen McGahey	Board President	✓			
2	Jennifer Lengyel	Vice President	✓			
3	William Eric Graves	Board Treasurer	✓			✓
4	Patty Hansen	Board Secretary	✓			
5	Kara Mounce	Director at Large	✓			

CALL TO ORDER

Upon determining the presence of a quorum through a roll call vote, Board President McGahey called the meeting to order at 5:04 p.m.

Others in attendance:

**School staff and supporting agency staff:**

Stephanie Hargens, Superintendent  
 Amy Stirling, Principal  
 Charity Brown, Office Administrator  
 Dave Zimmer, MOS Accountant  
 Gar Hoover, MOS Business Manager

**Official guests of the board:**

Attorney Robert J. Gavin, Shifman & Carlson, PLC  
 Board Consultant Dr. Brian L. Carpenter, CFE  
 Chris Rousseau, Gobles Public Schools

NEW BUSINESS

1. **Approval of the Agenda.** Motion to approve the agenda by Kara Mounce. Second by Patty Hansen. Motion carried unanimously through a roll call vote as follows:

- a. William Graves, aye
- b. Patty Hansen, aye
- c. Jennifer Lengyel, aye
- d. Kara Mounce, aye
- e. Ellen McGahey, aye

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2. **Reading and Approval of Minutes from the Previous Meeting.** After calling for corrections, a motion to approve the minutes of the special meeting on May 1, 2020 as corrected by Jennifer Lengyel. Second by Kara Mounce. Motion carried unanimously through a roll call vote as follows:
  - a. William Graves, aye
  - b. Patty Hansen, aye
  - c. Jennifer Lengyel, aye
  - d. Kara Mounce, aye
  - e. Ellen McGahey, aye
  
3. **Approval of Invoices.** Credit memo #7 - Title II: some professional development activities were cancelled due to Covid-19. Credit memo #7 was therefore issued. A motion to approve Invoice #8: \$344,127 for MOSL LLC's May invoice and Invoice #9: for insurance that were included in the board packet (see attached) was made by William Graves. Seconded by Patty Hansen. Motion carried unanimously through a roll call vote as follows:
  - a. William Graves, aye
  - b. Patty Hansen, aye
  - c. Jennifer Lengyel, aye
  - d. Kara Mounce, aye
  - e. Ellen McGahey, aye
  
4. **Resolution to Amend the 2019-2020 Budget.** Dave Zimmer informed the board that the budget has been adjusted to reflect current state aid which he recommended the board approve. Mr. Zimmer informed the board that an additional revision will likely be needed prior to the close of the fiscal year on June 30th. Motion to postpone approval of revised budget until June 10th was made by Jennifer Lengyel. Second by Ellen McGahey. Motion carried unanimously through a roll call vote as follows:
  - a. William Graves, aye
  - b. Patty Hansen, aye
  - c. Jennifer Lengyel, aye
  - d. Kara Mounce, aye
  - e. Ellen McGahey, aye
  
5. **Insurance:** A current certificate for school liability insurance was included in the board packet.
  
6. **Informational Items.** Supt. Hargens presented to the board the following items:
  - a. Student Technology
  - b. Management and Academic Report
  - c. Staffing Report
    - a. There were no changes to personnel.

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d. Schoolwide Plan

e. Summer School

- a. One-time federal funds have been received for summer school due to Covid-10. Motion to approve summer school with federal funds by William Graves. Seconded by Patty Hansen. Motion carried unanimously through a roll call vote as follows:

- a. William Graves, aye
- b. Patty Hansen, aye
- c. Jennifer Lengyel, aye
- d. Kara Mounce, aye
- e. Ellen McGahey, aye

7. **National Charter School Institute Proposal:** Motion to postpone approval of purchasing the National Charter School Institute's policy manual until it can send a representative to address the board by Jennifer Lengyel.

8. **Board Training Proposal - One-Day Seminar.** Dr. Carpenter would train, evaluate, and consult board members. Motion to approve the one-day seminar by Jennifer Lengyel. Seconded by Kara Mounce. Motion carried unanimously through a roll call vote as follows:

- a. William Graves, aye
- b. Patty Hansen, aye
- c. Jennifer Lengyel, aye
- d. Kara Mounce, aye
- e. Ellen McGahey, aye

**9. Policies for Approval**

f. Internal Controls - Update

- a. Motion to update internal controls as presented with the board packet by Kara Mounce. Seconded by Jennifer Lengyel. Motion carried unanimously through a roll call vote as follows:

- a. William Graves, aye
- b. Patty Hansen, aye
- c. Jennifer Lengyel, aye
- d. Kara Mounce, aye
- e. Ellen McGahey, aye

g. Enrollment Policy - Update

- a. Motion to approve the enrollment policy update raising the maximum capacity of student enrollment in the 6-12 program to 1,000 students by Jennifer Lengyel.

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Seconded by William Graves. Motion carried unanimously through a roll call vote as follows:

- a. William Graves, aye
- b. Patty Hansen, aye
- c. Jennifer Lengyel, aye
- d. Kara Mounce, aye
- e. Ellen McGahey, aye

10. **Public Comment:** The following members of the public offered comments to the board in turn:  
Chris Van Winkle.

11. **Closed Session.** Motion to enter a closed session to discuss a letter subject to attorney/client privilege by Ellen McGahey. Seconded by Jennifer Lengyel. The board convened the closed session at 6:38 pm and resumed its open session at 7:23 pm. Motion carried unanimously through a roll call vote as follows:

- a. William Graves, aye
- b. Patty Hansen, aye
- c. Jennifer Lengyel, aye
- d. Kara Mounce, aye
- e. Ellen McGahey, aye

12. **Board Micro Training Session: Understanding and Using a Standard Order of Business in Regular Meetings.** Dr. Carpenter presented a micro training session to explain the benefits of using a standard order of business in regular meetings. He recommended the board adopt the ten-item format he uses. Motion to postpone adoption of the recommended standard of business by Jennifer Lengyel. Seconded by Williams Graves. Motion carried unanimously through a roll call vote as follows:

- a. William Graves, aye
- b. Patty Hansen, aye
- c. Jennifer Lengyel, aye
- d. Kara Mounce, aye
- e. Ellen McGahey, aye

13. **Authorizer Dialogue.** No comment was given at this meeting.

14. **Date of the Next Meeting - June 10, 2020.**

15. **Adjournment.** Having completed the agenda, Board President Ellen McGahey declared the meeting adjourned at 7:46 pm.

Patricia Hansen Secretary, Board of Directors