

*Michigan Online School*  
 Minutes of a REGULAR Board Meeting  
 Held online (due to pandemic conditions)  
 Monday, September 21, 2020, posted start time: 6:30 p.m.

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

CALL TO ORDER

Upon determining the presence of a quorum through a roll call vote, Board President McGahey called the meeting to order at 6:33 p.m.

Others in attendance:

**School staff and supporting agency staff:**

Stephanie Hargens, Superintendent  
 Amy Stirling, Principal  
 Charity Brown, Registrar

**Official guests of the board:**

Attorney Robert J. Gavin, Shifman & Carlson, PLC  
 Dr. Brian L. Carpenter, CFE - MOS Consultant  
 Susan Stagner, Accel Schools  
 Allison Cleveland, Pansophic  
 Shannon McElwain, Accel Schools  
 Jeff Rehlander, Gobles Public Schools

BOARD BUSINESS

1. **Approval of the Agenda.** Motion to amend the agenda to add the charter contract amendment under “New Business” as item “d” by Board Vice President McGahey. Seconded by Board Vice President Lengyel. Motion carried unanimously through a roll call vote as follows:

- a. Jennifer Lengyel, aye
- b. Kara Mounce, aye
- c. Ellen McGahey, aye

2. **Reading and Approval of Minutes from the Previous Meeting.** After calling for corrections and hearing none, a motion to approve the minutes of the special meeting on August 10th, 2020 as submitted by Board Vice President Lengyel. Second by Director Mounce. Motion carried unanimously through a roll call vote as follows:

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- a. Jennifer Lengyel, aye
- b. Kara Mounce, aye
- c. Ellen McGahey, aye

3. **Public Comment:** None

4. **Guest Discourse.**

- a. **Authorizer Discourse:** Supt. Rehlander thanked the Board, Supt. Hargens, and Attorney Gavin for their work on the charter contract and fall enrollment.
- b. **Attorney Discourse:** Attorney Gavin thanked everyone for their work on the management agreement and the charter contract. He worked on a few clarifications since last meeting such as revised position descriptions, educational curriculum, and testing methods for students. Attorney Gavin recommended that the student handbook be approved pending attorney review.
- c. **Auditor Discourse:** None
- d. **Board Consultant Discourse:** Dr. Carpenter announced that a 12th edition of Robert's Rules and a 3rd edition of Robert's in Brief is now available. Dr. Carpenter recommended a training date be added to the agenda of the next meeting under "New Business".

5. **School Leader's Report:** Supt. Hargens introduced Susan Stagner of Accel Schools, Allison Cleveland of Pansophic Learning, and Shannon McElwain of Accel Schools. Supt. Hargens then presented information regarding enrollment, staffing, funding, upcoming dates, state testing and iReady testing, and summer school as was attached in the board packet. Supt. Hargens announced she was invited to be the facilitator of the Cyber School Hub for MAPSA.

6. **Finances**

- a. **Invoices:**
  - i. Office Depot #1163909001-\$147.61
  - ii. Office Depot #118651031001-\$13.98
  - iii. Office Depot #116967367001-\$12.89
  - iv. Spectrum #001746080920-\$104.98
  - v. UPS #000051RA82340-\$128.20

Board President McGahey motioned that the following slate of invoices be approved: Office Depot #1163909001; Office Depot #118651031001; Office Depot #116967367001; Spectrum #001746080920; and UPS #000051RA82340. Seconded by Board Vice President Lengyel. Motion carried unanimously through a roll call vote as follows:

- vi. Jennifer Lengyel, aye
- vii. Kara Mounce, aye
- viii. Ellen McGahey, aye

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- b. **Financial Report:** Mr. Holcomb presented the financial report. He then announced that he is working on a way to expedite payments to vendors and to learn more about obtaining a purchasing card for the school with strict controls.

**7. Committee Reports:**

- a. **Audit Committee:** None.
- b. **Academic Excellence Committee:** None.
- c. **Governance and Risk Management Committee:** None.

**8. Unfinished Business:**

- a. **Resolution of Organizational Matters:** Motion to amend designation of CAO, with assistance of Mr. Holcomb, as Kara Mounce; and to designate the three bank signatories on the Chemical Bank account, now TCF bank, as Vice President Jennifer Lengyel, President Ellen McGahey, and Treasurer Kara Mounce by Board President McGahey. Seconded by Board Vice President Lengyel. Motion carried unanimously through a roll call vote as follows:
  - i. Jennifer Lengyel, aye
  - ii. Kara Mounce, aye
  - iii. Ellen McGahey, aye

**9. New Business:**

- a. **MOS Student Handbook:** Motion to approve the student handbook as provided in the board packet subject to attorney review and approval by Board Vice President Lengyel. Seconded by Treasurer Mounce. Motion carried unanimously through a roll call vote as follows:
  - i. Jennifer Lengyel, aye
  - ii. Kara Mounce, aye
  - iii. Ellen McGahey, aye
- b. **National Charter School Institute Board Policies Drafts (Information Item)**
- c. **Federal Grant Expenditures:** Motion to approve Supt. Hargens and Mr. Holcomb to submit Title I, Title II, and Title IV to MDE for approval with further details coming from an amended budget by Board President McGahey. Seconded by Treasurer Mounce. Motion carried unanimously through a roll call vote as follows:
  - i. Jennifer Lengyel, aye
  - ii. Kara Mounce, aye
  - iii. Ellen McGahey, aye
- d. **Charter Contract Amendment:** Motion to approve the charter amendment as provided in the board packet by Board Vice President Lengyel. Seconded by Treasurer Mounce. Motion carried unanimously through a roll call vote as follows:

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- i. Jennifer Lengyel, aye
- ii. Kara Mounce, aye
- iii. Ellen McGahey, aye

10. **Date of the Next Meeting - October 19, 2020 at 6:30 pm.**

11. **Adjournment.** Having completed the agenda, Board President Ellen McGahey declared the meeting adjourned at 7:53 pm.

Patricia Hansen Secretary, Board of Directors