

**Michigan Online School** Minutes of Regular  
Board Meeting Held online (due to pandemic  
conditions)

Monday, November 15, 2021, 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	✓			
3	Kara Mounce	Board Treasurer	✓			
4	Brianna Zellars	Board Member	✓			

**2. Oath of Office** – New Board Member Brianna Zellars has completed the Oath of Office and Board President McGahey welcomed her.

CALL TO ORDER

Upon determining the presence of a quorum through a roll call vote, Board President McGahey called the meeting to order at 6:35 p.m.

Others in attendance:

**School staff and supporting agency staff:**

Stephanie Hargens, Superintendent  
Kathleen Stirk, Special Education Manager  
Terasa Burt, Operations Manager  
James Van Nada, Student Services Coordinator  
Pam Rife, Office Administrator  
Shannon McElwain, Vice President, Operations

**Official guests of the Board:**

Attorney Rob Gavin  
Adam Holcomb, Mast Financial Services  
Jeff Rehlander, Gobles Superintendent

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BOARD BUSINESS

4. **Approval of the Agenda.** Motion by Board Vice President Lengyel to approve the agenda as presented in the Board packet. Seconded by Board President McGahey. Motion carried through a roll call vote as follows:
  - a. Jennifer Lengyel, aye
  - b. Kara Mounce, aye
  - c. Ellen McGahey, aye
  - d. Brianna Zellars, aye
  
5. **Reading and Approval of Minutes from the October 25, 2021, Regular Meeting.** After calling for corrections and hearing none, a motion to approve the minutes of the regular meeting on October 25, 2021, as submitted by Board Vice President Lengyel. Seconded by Board Treasurer Mounce. Motion carried through a roll call vote as follows:
  - a. Jennifer Lengyel, aye
  - b. Kara Mounce, aye
  - c. Ellen McGahey, aye
  - d. Brianna Zellars, aye
  
6. **Public Comment:** None
  
7. **Guest Discourse.**
  - a. **Authorizer Discourse:** Superintendent Rehlander announced that he was working on reauthorization, and he welcomed new Board Member Zellars.
  - b. **Attorney Discourse:** Delivered by Rob Gavin. Mr. Gavin announced that the Board Meetings are good to continue in a virtual format, however, come January 2022, we will be meeting in person.
  
8. **School Leader's Discussion:** Superintendent Hargens reviewed the Monthly School Leader's report.  
**Operations Report:** Operations Manager Terasa Burt presented an overview of the operations team and current projects.  
All Board Members wanted to publicly thank Mrs. Burt and her team for all their hard work and dedication to MOS.

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**9. Finances:** Mr. Holcomb discussed his current projects.

- a. October Finances: Delivered by Mr. Holcomb.
- b. Monitoring Review Compliance Plan (information): Delivered by Superintendent Hargens.

**10. Committee Reports:**

**A. Audit Committee:** This committee has not met since last Board Meeting; no report to share at this time. Mr. Holcomb did share that the audit was submitted on time.

**B. Academic Excellence Committee:** No updates to provide.

**C. Reauthorization Committee:** Mr. Holcomb shared that he and Attorney Gavin have put together highlights to share with Accel. There will be no contract negotiation until the reauthorization and there is no date for that at this time.

**D. Governance and Risk Management Committee:** This committee has not met since the last Board Meeting. No updates to provide.

**11. Unfinished Business**

- A. Technology Installation:** It was decided that we do not need Board Approval for the fiber installation in the Gobles office, although Superintendent Hargens felt the need to be transparent and discuss this with the Board. This will incur an additional \$40.00 per month.

**12. New Business**

**A. Digital Record Storage Contract (for approval):** Overview provided by Superintendent Hargens along with contract information included in the Board Packet. Motion by Board Vice President Lengyel to approve funding for starting digitizing contract/project that was provided by ARC in the Board Packet. Second by Board Treasurer Mounce. Motion carries through a roll call vote as follows:

- a. Jennifer Lengyel, aye
- b. Kara Mounce, aye
- c. Ellen McGahey, aye
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**B. Updated Board Policies from National Charter School Institute (NCSI) (for approval):** Presented by Superintendent Hargens and information included in the Board packet. Vice President Lengyel made a motion to approve updated policies pending review after referring to governance & risk management & subject to Attorney Gavin's review. Second by Board Member Zellars. Motion carries through a roll call vote as follows:

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

**C. MAPSA Office Space (for information):** Superintendent Hargens has inquired about office space for future Board meetings starting January 2022. This MAPSA space is available to us at no cost. Superintendent Hargens will inquire about available dates and compare to our Board Meeting calendar for 2022.

**D. Panorama Agreement (for approval):** tabled - Discussion and a motion from Vice President Lengyel to table this pending additional information. Second by Board Treasurer Mounce. Motion carries through a roll call vote as follows:

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

**13. Date of the next meeting: Monday December 20, 2021.**

**14. Adjournment.** Having completed the agenda & voted on tabling 1 item, Board President Ellen McGahey declared the meeting adjourned at 8:22 pm.

