



## West Virginia Academy, Ltd.

### Governing Board Annual Meeting Minutes

September 15, 2022 | 7:00pm (EST)

**Attending:** John Treu (J.Treu), Curt Hassler (C.Hassler), Susan Dull (S.Dull), Frank Fidler (F.Fidler).

#### **I - Board Chair Updates**

J.Treu Discussed enrollments, noting that about 25% of the enrolled students have not shown up for school and it appears a large number of families didn't realize applying results in actual enrollment (this is written right on the application, but still was not well understood). Also, bus drivers have been a major issue, so our enrollments are down. There's been some turnover in the executive team, particularly at the director position. Heidi stepped in as interim director when James Harris gave notice he would not be coming just a couple of days before his official start date. Heidi was not able to continue in that role due to health challenges. Rebecca Bobincheck has filled in as acting director since that time.

#### **II - Appointment of New Officer(s)**

J.Treu – Our objective as an organization is to transition officer positions to full time employees. I have served as the board chair and president, but am stepping down as president and will continue as board chair only. Our academic director and acting director is Rebecca Bobincheck and she is the natural fit for President. She has expressed that she is willing to serve in this role for up to a year. She has the support of the other directors and I'd like to call for a motion to accept my resignation as President and appoint her as an officer and president of WVA.

**MOTION:** C. Hassler moves to accept J.Treu's resignation as president and appoint Rebecca Bobincheck as president. Seconded by S.Dull.

**DISCUSSION:** none.

**OUTCOME:** Motion is unanimously approved.

J.Treu – Another officer position that needs to be filled is the secretary, which was vacated by Heidi when she became employed by WVA. Rebekah (Becky) Valentine is our HR manager and can fill that role. I'd like a motion to that effect.

**MOTION:** C. Hassler moves to appoint Rebekah (Becky) Valentine as an officer of the corporation in the position of Secretary. Seconded by S.Dull.

**DISCUSSION:** none.

**OUTCOME:** Motion is unanimously approved.

### III - Appointment of Additional Board Member(s)

J.Treu – We have six seats on the board and only five of those are filled. Marie Fuhriman, who is a parent of several students at our school, has expressed a willingness to serve on the governing board and based on my discussions with her I believe she would add value and an important perspective as a parent. C.Hassler asks about whether she can drive for us for a fee to events and J.Treu clarifies that reimbursements for mileage and gas is permitted, but she cannot be employed while she serves. C.Hassler concedes that the issue with the van can be resolved quickly and notes that she cannot be employed, but liability insurance should cover her.

**MOTION:** F.Fidler moves to appoint Marie Fuhriman as a new member of the governing board, seconded by C.Hassler.

**DISCUSSION:** none.

**OUTCOME:** Motion is unanimously approved.

### IV - Update to Student Policies

J.Treu – The Professional Charter School Board has requested that we re-visit our suspension and expulsion policy to add clarity around expulsion. For some history, we had language in our policy before, but when Mon County reviewed our policies they objected to our expulsion language and so we removed it from our official policy during that review process. So we're basically adding back in language consistent with the language we were required to remove during our initial application period. The specific language from the PCSB is as follows:

***“Make a small modification to your student discipline policy. WVA’s charter says: “The policy should include clear provisions regarding when a student may be expelled, when a student may be suspended (including the maximum length of suspension), and how the School will provide educational materials for a suspended student so as not to compound the punishment.” The Employee handbook you sent last week does not address expulsion or the provision of education materials for a suspended student.”***

I have prepared some language for the board to consider to address that concern.

#### **Current Policy Language:**

##### 8.6.E.3 Suspension

Suspension means the student is not allowed to attend class or any school activities for a specified period of time. Suspension shall be from one to ten days maximum.

#### **Proposed Updated Language:**

##### 8.6.E.3 Suspension and Expulsion

Suspension means the student is not allowed to attend class or any school activities for a specified period of time. Suspension shall be from one to ten academic days maximum and

suspension may be out-of-school suspension or in-school suspension, as determined in the discretion of the administrative team. Time away from class for disciplinary reasons that is for less than a full academic day is not considered suspension. A suspended student should be provided with educational materials and an opportunity for completion of such materials consistent with the treatment of any student who misses class due to illness or an educational leave of absence in order to avoid compounding the punishment.

Expulsion means the student is not allowed to attend class or any school activities for an extended period of time, which may include the remainder of a term, semester, or academic year or, in exceptional circumstances, for a period of 12 months or longer. Exceptional circumstances include, but are not necessarily limited to, possession of a deadly weapon, battery of a school employee, or the sale of narcotic drugs at school. Except in the case of automatic expulsion, a discipline council shall be called by the director where the director has determined that expulsion is appropriate. A discipline council for expulsion shall include at least one officer of West Virginia Academy, Ltd. that is not on the Board of Governors, at least one teacher at the school that is not currently the student's teacher, and one other individual employed by the school other than the director. The discipline council may expel the student or make a determination of some other appropriate response (i.e. suspension). A decision by a discipline council may be appealed within ten days to the governing board and a determination as to the expulsion shall be made at the next Governing Board meeting in executive session. A child who has been expelled by a discipline council who is awaiting an appeal shall be deemed to be suspended during such time.

Actions involving incarceration of any student by authorities for a period of time exceeding ten days are deemed automatic grounds for expulsion and the period of expulsion shall match the period of incarceration.

**MOTION:** C. Hassler moves to adopt policy as amendment to Parent-Student Handbook as proposed, seconded by F.Fidler.

**DISCUSSION:** none.

**OUTCOME:** Motion is unanimously approved.

## **V - Approval of Credit Card (item addressed in meeting before item IV above)**

J.Treu We are looking to get a company card/P-Card for certain purchases that cannot be done by check such as online purchases and we provided unanimous consent for such action, but we need to ratify that action in our meeting.

**MOTION:** S.Dull moves to approve corporate secretary (Becky Valentine) taking out a credit card in the name of the corporation with a credit limit of up to \$30,000, seconded by C.Hassler.

**DISCUSSION:** none.

**OUTCOME:** Motion is unanimously approved.

## **VI - New Business**

**MOTION:** S.Dull moves to direct Board chair and officers to investigate refinancing in order to achieve more appropriate terms to address the financial needs of our school, such as a line of credit or an extended term on the current loan, motion seconded by C.Hassler.

**DISCUSSION:** none.

**OUTCOME:** Motion is unanimously approved.

**[Above minutes approved in regular board meeting on 11-2-22]**