

Virtual Preparatory Academy of West Virginia

Minutes for 5/3/22 Meeting of the Board of Education

Location: Microsoft Teams Meeting

Phone Conference ID: [+1 540-566-5080,,445667979#](tel:+15405665080445667979)

Board Members in Attendance: Dan Casto, Karen Hunter, Elliot Simon, Brigadier General Chris Walker  
VPA's Legal Counsel Mike Garrison was also in attendance.

Quorum being present the meeting was called to order by Chairman Casto at 10:32 am.

A motion was made by Brigadier General Walker to adopt the meeting agenda, seconded by Karen Hunter, and unanimously approved by all board members.

The board meeting minutes from August 2021, January 2022, and March 2022 were reviewed. A motion was made by Elliot Simon moved to approve the minutes, seconded by Karen Hunter, and unanimously approved by all board members.

Chairman Casto shared the procedures for Public Speakers and offered the opportunity to address the board. There were no public speakers on the call.

Chairman Casto provided a Board Chair Update including finalization of future board meeting dates.

Future Board Meeting Dates: 11:00 AM

Tuesday, June 7, 2022  
Tuesday, July 12, 2022 (adjustment to second Tuesday due to holiday)  
Tuesday, August 2, 2022  
Tuesday, September 13, 2022 (adjustment to second Tuesday due to holiday)  
Tuesday, October 4, 2022  
Tuesday, November 1, 2022  
Tuesday, December 6, 2022  
Tuesday, January 10, 2023 (adjustment to second Tuesday due to holiday)  
Tuesday, February 7, 2023  
Tuesday, March 7, 2023  
Tuesday, April 4, 2023  
Tuesday, May 2, 2023  
Tuesday, June 6, 2023

Elliot Simon noted a desire to move the meeting from a 10:00 start time to an 11:00 start time. All board members agreed this worked for them.

Chairman Casto also noted that board terms are up in August although members are eligible to serve again. He noted that the board will need to address this in their Annual Meeting. Also noted was a desire to identify parents of VPA WV students interested in serving on the board.

ACCEL Vice President of Operations Shannon McElwain shared a School Launch Update.

Planning is proceeding with the Kearneysville facility located at 449 Rosehill Dr. Chairman Casto confirmed he was in receipt of a draft sub-lease but awaiting final rent rates from ACCEL.

ACCEL Finance team members are continuing to pursue a partnership with a WV CPA for consulting and auditing.

ACCEL is awaiting WVEIS on the Web access for launch team members to be provided by the state in July.

School Course selections and assessment plans are nearing completion. These will be vetted by the School Leader once hired.

A review of hiring and recruiting was provided. The Board discussed the plan for how to interview and provide feedback on ACCEL recommended Head of School candidates. A special board meeting will be scheduled and will include an Executive Session for the board members to interview the candidates.

An update on enrollment was provided. As of 4.27.22 there were 24 approved enrollments, 136 in process applications, and 1,308 leads.

The Estimated Initial Charter Submission, broken out by county was presented to the board.

The Parent Student Handbook for SY22-23 was presented to the board for approval. Shannon McElwain explained the process used to obtain Handbook Acknowledgement from students and guardians. Brigadier General Walker made a motion to approve the Parent Student Handbook. Karen Hunter seconded the motion and the board voted unanimously to approve.

Karen Hunter made a motion to adjourn the meeting at 11:00 am, this was seconded by Elliot Simon and unanimously approved by all board members.