

PAVE

Parkview Academy of Virtual Education

Governance Board

Monday, June 13, 2022 Minutes

Parkview High School Library Media Center

Call to Order:

- **Welcome Remarks**
 - Peter McMahon called the meeting to order at 5:30 PM.
- **Roll Call**
 - Members Present:
 - Nicole Victor
 - Peter McMahon
 - Mary Paul
 - Steve Lutzke
 - Terra Helmer
 - Members Not Present:
 - Julie Schroeder

Consent Items:

- Approve \$45,000 for Stride K12 curriculum.
- Approve \$11,250.00 for the purchase of 15 student Lenovo Thinkbooks.
- Approve \$279.27 for the purchase of Facebook ads
 - Terra Helmer made a motion to approve the purchases
 - Mary Paul seconded the motion to approve
 - Motion passed

Approval of May Minutes:

- [May 9, 2022 Minutes](#)
 - Mary Paul made a motion to approve the May 9, 2022 Minutes
 - Terra Helmer seconded the motion to approve
 - Motion passed

Set Date and Time of next meeting:

- Monday, July 11, 2022 @ 5:30 PM in PHS Library Center

Business Manager's Financial Report:

- June 9 claim of everything with the exception of salary
- Final claim made before the June 30th deadline

Principal's Report:

- Total Enrollment Number as of 6/9/2022
 - 16 total Letters of Intent have been submitted
 - 4 more than last month
 - 3 of 16 are Parkview residents who have open-enrolled out of district that are now coming back
- Student/Parent Handbook
 - [PARKVIEW ACADEMY OF VIRTUAL EDUCATION STUDENT/PARENT HANDBOOK 22-23](#)
 - Reviewed
 - Changes were made from previous discussion
 - Corrected replacement costs
 - \$40 Lost/Stolen/Destroyed Power Adapter
 - \$750 Lost/Stolen/Destroyed Laptop
 - Removed sentence "*I will only use removable stickers or decals on the case.*" Laptop Agreement #7
 - Added more details to At-A-Glance bi-weekly check-in meetings for schooling and meeting with staff in a quiet location, school appropriate attire and manner
 - Terra Helmer made a motion to approve the purchases
 - Mary Paul seconded the motion to approve
 - Motion passed
- PAVE High School Course Catalog
 - [PAVE Course Catalog 22-23](#)
 - Mary Paul made a motion to approve the High School Course Catalog 22-23
 - Terra Helmer seconded the motion to approve
 - Motion passed
- PAVE Middle School Course Catalog
 - [PAVE Middle School Course Catalog 22-23](#)
 - Same course catalog setup as High School catalog

- If a student is on the Advanced Math curriculum in 8th grade, they will be allowed to take High School Algebra for an elective credit
 - Terra Helmer made a motion to approve the addition on Advanced Math for an 8th grade student
 - Mary Paul seconded the motion to approve
 - Motion passed
 - Removed Chinese and ASL languages due to lack of instructors
 - Terra Helmer made a motion to approve the Middle School Course Catalog 22-23
 - Mary Paul seconded the motion to approve
 - Motion passed
- Laptop Warranties
 - ADP cannot stand alone, both Accidental Damage Protection and Onsite upgrade/support warranty are required
 - 1-year warranty quote \$1,984.00
 - 3-year warranty quote \$4,461.60
 - 5-year warranty quote \$12,018.80
 - Board members recommend the 3-year warranty cost
 - Claim for warranty will go on the 22-23 School year budget
 - Mary Paul made a motion to approve purchasing of the 3-year warranty for all laptops
 - Terra Helmer seconded the motion to approve
 - Motion passed
- Laptop Management System
 - Intune system to lock down certain settings and/or sites
 - Costs \$10 a month/device
 - 40 laptops for 10 months
 - Cost roughly \$4,000
 - Board recommending purchasing and installing the Intune system for exact student population PLUS 50% reserve as needed for loaner laptops
 - Mary Paul made a motion to approve the purchase of the Intune management system
 - Terra Helmer seconded the motion to approve

- Motion passed
- Laptop Monitoring System
 - System for remotely accessing laptops when needed
 - License only for Dan
 - Installed on unlimited devices
 - \$40 monthly subscription
 - Yearly cost \$480.00, purchased in July 2022 (22-23 School year)
 - Mary Paul made a motion to approve the purchase of the monitoring system
 - Terra Helmer seconded the motion to approve
 - Motion passed
- Laptop Cases
 - Hard case no longer available
 - Shuttle 3.0 case from Higher Ground
 - Ordered through CDWG
 - Quotes include carrying case, shoulder strap, and power pocket w/secure clips for quantity of 40
 - 14" case - \$1,926.80
 - 15" case - \$1,999.20
 - Terra Helmer made a motion for purchasing the appropriate sized case, shoulder strap, and power pocket for a total quantity of 40
 - Mary Paul seconded the motion of approval
 - Motion passed
- WRRCS Conference
 - July 26-27, 2022
 - Grant requirement having a minimum of 1 Governance Board member attend the virtual conference
 - Julie Schroeder and Terra Helmer will be attending the WRRCS virtual Conference on July 26, 2022

Meeting Adjourned at 6:38 PM

- Terra Helmer made a motion to adjourn the meeting
- Mary Paul seconded the motion and the meeting was adjourned