

**Idaho Virtual Academy
Board of Director's
Regular Board Meeting
February 15 and February 16, 2017**

FEBRUARY 15, 2017

A dinner was held between the members of the Board of Directors and the school's administration commencing at 7:15 p.m. at the Sandpiper Restaurant, 750 Lindsay Blvd., Idaho Falls, Idaho. Dinner concluded at 9:10 P.M.

Present at the Dinner were the following:

Chair, Monica Robinson-Eckert
Director Laura Sankovich
Director Anne MacConnell

Kelly Edginton
Mike Groshong
Amy Chadez
Jenny Whelen

Scott Miller
Amanda Judd
Alex Zamora
Amy White

No school business was addressed, no deliberations or decisions occurred.

FEBRUARY 16, 2017

Face-to-face meeting held at Airport Hampton Inn, 645 Lindsay Blvd., Idaho Falls, Idaho. Eagle Rock East Meeting Room.

Additional attendance available via teleconference.

I. PRELIMINARY

A. CALL TO ORDER

B. ESTABLISH QUORUM

Chair Robinson-Eckert called the meeting to order and confirmed a quorum established at **8:40 a.m.**

C. ROLL CALL

<i>Seat</i>	<i>Occupant</i>	<i>Term</i>	<i>Present</i>	<i>Absent</i>
Position 2	Director Sankovich	(7/18)	X	
Position 3	Director Robinson-Eckert	(7/16)	X	
Position 4	Director Handeen	(7/17)	X	
Position 5	Director MacConnell	(7/17)	X	
Position 6	Director Thompson	(7/18)		X

Positions and Terms pursuant to Policy 103.0

Others in attendance:

Kelly Edginton, Head of School	Scott Miller
Mike Groshong, Board Clerk	Jenny Whelan
Allen Wegner (via telephone)	Alex Zamora
Amanda Judd	Amy Chadez
Amy White, Board Counsel	
Open Teleconference Line	

II. COMMUNICATIONS

A. PROCEDURAL NOTE:

Additions, Corrections, or Substitutions to the posted agenda.

There were no additions, corrections or substitutions to the agenda.

B. ORAL COMMUNICATIONS/PUBLIC INPUT:

Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

No member of the public sought to address the Board.

C. INFORMATIONAL PRESENTATION: Director's Report

Chairman Robinson-Eckert welcomed everyone in attendance and thanked them for traveling to the meeting. She expressed her appreciation for these occasional face-to-face meetings and addressed the benefits of occasional communications in this format.

Chairman Robinson-Eckert addressed the upcoming March Board Meeting and the belief that there will be a quorum problem on the scheduled meeting date.

Motion as made by Director Robinson-Eckert to move the regularly scheduled March Board Meeting to March 12, 2017.

Motion seconded by Director Sankovich.

Motion approved by unanimous vote.

D. INFORMATIONAL PRESENTATION: Board/Staff Discussions

1. Head of School Report - Kelly Edginton

Ms. Edginton had provided the Directors with a written report in their Board packets. In addition to the information provided, there were additional areas she wanted to address and highlight from her documentation. These matters were discussed between the Board and Administration.

- Ms. Edginton addressed the current legislative session with the Directors. There are a number of issues relating to charter law that may be introduced. She will work to keep the Directors abreast of possible legislative changes.
- Ms. Edginton detailed various upcoming holidays as well as spring break and the testing schedule.
- Enrollment for H.S. is closed at this time.
- Current enrollment is 2141.
- Re-enrollment activities have commenced for next school year.
- Ms. Edginton detailed the activities during the second semester making family connection calls. This is currently ongoing with families and involves teachers following up directly in telephone calls with parents about how things are going, what concerns or questions they may have. To date, the school is getting very good feedback. Teachers are taking notes as they are making the calls. There are also some follow up emails occurring. The teachers have a number of weeks to make the calls.
- The parent survey is currently open.
- In student notes, Ms. Edginton recognized two of the school's students, one in the HOBY's College Preparation Program, Advanced Leadership Academy and one involved in the Junior National Cross-country Ski Team.

2. Mid-Year Academic Report – Kelly Edginton

Ms. Edginton had provided the Directors with a written report and addressed and highlighted a number of issues in her oral report. These matters were discussed between the Board and Administration.

- Ms. Edginton detailed the increase in graduation rate figures. She detailed the extreme amount of work that has been done at the school's office to work on locating students who left the program in order to be able to provide information for graduation rate data. When the school's personnel started the program, graduation rate was 21.1%. Over three years, the rate is now at 35.5%. This is an average rate. The traditional high school has been as high as 48.6% and the Alternative High School as high as 18.4%. It is anticipated that the Alternative High School rate will always be lower than the traditional high school program. Typical HS graduation rates in Idaho are 78.9% for a four (4) year cohort. This is 28th nationally, with a national graduation rate at 83.2%. There is recognition that this is a different type and format of school and it is not the goal to hit the national average but to provide the best education and best rates for the school's program and students.
- Ms. Edginton and the Directors addressed IDVA Goals and School Improvement Plans, including how information is tracked and how the school works to improve outcomes. This includes work with graduation rates, advanced opportunities, pass rates, ELA pass rates, Math pass rates.
 - A detailed discussion was held regarding both the outcomes in the traditional program and VHS program and what the school's personnel are doing in each program to advance outcomes. Information was addressed in detail, broken down by groups and classifications.
 - Discussion was also held as to the impact on FAST.
- The Directors and staff engaged in a detailed question and answer session and discussion regarding graduation rates, tracking methods of graduation rates, appealing graduation rates, steps and ideas that are being used to track students who leave the program and what additional steps can be taken and/or are under consideration. Discussion also touched upon where the four (4) year cohort came from.
- Discussion was also held between the Directors and administration regarding students who are intentionally delaying graduation beyond the four (4) year cohort in order to earn more college credits at reduced rates, paid by the state.
- Discussion was held as to the need to redefine what a high performing school is defined as.

3. PCSC Annual Report Review – Kelly Edginton

- Ms. Edginton presented detailed information and data regarding various academic, operational and programmatic indicators for the annual report. She detailed the fundamental problem with a lack of comparable data due to testing issues/changes for all schools.
- This discussion included program specific goals, including such in relation to Alternative High School credits. Discussion included how addressing this in the program may impact graduation rates.
- Discussion included the differences in the program and student population between the Alternative High School and VHS and how the staff is exploring options to aid this student population. Many of the Alternative High School students are working jobs in addition to going to school.
- As to the operational scores, discussion has already occurred regarding changing the date of approval and submission of the audit report. The date due to the commission and the state are two different dates, with the commission date being earlier. For the 2017-2018 school year, the Board meeting to approve the audit report will be moved up earlier in the month if the audit report cannot be completed for a September approval. Mr. Wegner believes it will be difficult to have the audit report finalized for the September Board meeting.
- As to the financial scores, discussion was held as to the budgeting process, school expenses and the benefits of the Agreement with K12 and the deficit credit/hold harmless provisions.
- The draft report had previously been discussed with the Directors and the Administration did provided the Commission staff with information to correct errors stated in the Annual Report. However, the Commission Staff did not correct all the identified errors from the draft report.
- Ms. Edginton reviewed the confidential portions of the Annual Report with the Directors in detail. The Directors and staff engaged in a detailed question/answer session regarding the information in the confidential provisions of the report.
- Ms. Edginton detailed ISAT test preparation, and changes occurring with regard to testing and preparation, in relating to goals and future performance certificates/annual reports. The administration is working on changing the setting and environment for student testing; working with students during advisory class and in test preparation; the testing lab experience; and consistency in testing personnel.

4. High School and VHS Report – Scott Miller

- Mr. Miller’s report was provided to the Directors in writing. In Mr. Miller’s absence, Ms. Edginton was available to respond to inquiries of the Board.

5. Middle School Report – Jenny Whelan

- Ms. Whelan had provided the Middle School report to the Directors in written format but did address a question/answer session with the Directors.
- In the oral presentation, subject matters addressed included the following:
 - Teacher pass rates and math rates in particular.
 - Changes in this year’s curriculum. The new curriculum is very rigorous. Teachers have been working on alignment. Opinions were voiced that additional problems and repetition be utilized with the math curriculum.
 - The addition of subject matter specific teachers for science and history. These teachers are also utilizing more interactive educational experiences such as history day projects and more science projects inserted into the curriculum.

6. K-5 Report – Amy Chadez

- Ms. Chadez had provided the Directors with a written report on the elementary program, stood for questions and discussion and presented detailed information on a number of subject areas.
- Detailed discussion was held regarding interventions and student remediation. This included re-teaching classes. Discussion was held as to which students participate in “re-teaching” classes in 6 week cycles.
- Feedback with families is occurring on a weekly basis.
- Director MacConnell detailed her experience in the interactive nature of very young students in the class periods. The learning experience is far more than lecture but includes interactive engagement.

7. Special Services Report – Amanda Judd

- Ms. Judd presented the Directors with an update of the activities of her department.
- There are currently 286 students in the special education program. This is just over 13% of the student population.
- The program participated in a recent state audit. Three files were submitted. Two of the three were approved with no changes. The third had some suggested modifications with eligibility reports.

- 17 additional students are also in the process of initial referrals.
- This year's program included some changes, including special education teachers co-teaching with subject matter teachers. This has been done so far at the High School and Middle School levels. Next year there is a goal to expand into the K-5 grade levels.
- Ms. Judd and the Directors engaged in question/answer interactions.
- IDVA has a higher percentage of special education students than the state-wide average, without consideration of the 17 students in the initial referral process. This fact does impact the school's achievement rates and financial costs.

8. FAST and Related Programs Report – Alex Zamora

- Mr. Zamora had provided the Directors with a written report and addressed additional detail in his oral presentation.
- 28% of students are re-engaging at level 1 of the program. Last year the program ended at 25% re-engagement at the end of the school year.
- Those who ended last year in the FAST program, started in the program at the commencement of this school year. The goal was to keep structure and assistance in place from day one of the school year.
- Retention this year is 2.5% higher than last year. It is hoped that this program is having a positive impact.
- Discussion was held regarding how the FAST program is a good use of school resources.

9. Scholarship Committee Report – Scott Miller

- The committee report was presented to the Directors in writing. The report details the various scholarships that the committee seeks to create, by title and purpose of each identified scholarship.
- The committee's report details how the committee has worked to meet the goals stated by the Board during its summer meeting.

The Directors took a short break from 9:50 to 10:10 a.m.

10. Teacher Evaluation Process – IDVA Administration

- The administration detailed for the Directors the evaluation process utilized by the school's administrators. The administrators engage in far more observations of teacher performance and classes than is required by state law. At the elementary and middle school level, observations occur on a monthly basis. At the high school they occur three (3) times per

year.

- With utilization of this system of observation, the school is able to address and work with teachers when they are exhibiting performance issues. Over the course of a career a teacher will have ebbs and flows in performance marks.
- The school's evaluation policy and process is in compliance with state requirements. There has been a lot of publicity recently about all the schools that are not in compliance. IDVA is not one of those schools.
- Discussion was held regarding problems with the SDE auditing process.
- Discussion was held regarding historical trends in teacher performance, how the administrators work to address concerns and the work on K12 learning coaches who provide monthly feedback to the teachers.
- The Board made a request to the administration that the administration track aggregated data regarding teacher evaluation outcomes, presenting such in a conclusionary report to the Directors during the annual meeting.

III. CONSENT AGENDA ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board voting on them.

- 1. Approval of Minutes of the January, 2017 Meeting.**
- 2. Approval of January 2017 Monthly Invoices.**
- 3. Approval of K12 Invoice.**
- 4. Approval of Payment to K12.**
- 5. Approval of January 2017 Check Register for website posting.**
- 6. Approval of January 2017 Financial Report.**
- 7. Enrollment Report.**

The Directors were presented with the Consent Agenda items for consideration and possible approval. The Directors did not raise any questions regarding the material and information presented.

Motion was made by Director Sankovich to approve all matters in the Consent Agenda, as presented.

Motion seconded by Director MacConnell.

Motion approved by unanimous vote.

IV. SCHEDULED FOR ACTION

A. BUSINESS

1. Approval of Association of Charter School Leaders Dues – Kelly Edginton

Ms. Edginton addressed the school's obligation, pursuant to statute, to pay a fee to their authorizing entity and how 10% of such fee may go to an assistive organization such as ISBA, Charter Network or the newly formed Association of Charter School Leaders. The fee is over \$12,500.00 of which \$1,250 can go to the representative organization.

Ms. Edginton addressed the school's historic membership. Most recently the school paid the 10% sum to the Network. Ms. Edginton detailed the current dissention taking place among numerous charter schools with the Network's activities and their different target population with regard to the definition of high performing schools and the dissention with virtual programs and alternative programs.

The administration is recommending discontinuation of Charter Network membership and instead working with the new Association of Charter School Leaders. She detailed how the organization was started, the various schools that are interested in joining, including those that participate in the Virtual Schools Leadership group that Ms. Edginton participates. All schools that are chartered with the commission recently received notice of this new organization and within one week 67% of the schools expressed a desire to have involvement with the new organization.

The Articles of Incorporation have been filed for the new entity, as a 501(c)(4).

Motion was made by Director MacConnell to pay the authorizer fee owing to the Public Charter School Commission, formally discontinue membership in the Idaho Charter School Network and to join and pay the 10% allowable portion of the authorizer fee to the Association of Charter School Leaders.

Motion seconded by Director MacConnell.

Motion approved by unanimous vote.

The Directors engaged in discussion as to active participation in the new organization. A consensus was reached that Director Handeen shall work with Kelly, on the school's behalf, with regard to the new membership.

B. INSTRUCTION AND CURRICULUM

1. Academic Report

Addressed earlier in the meeting agenda. No additional matter was addressed at this time.

V. ITEMS SCHEDULED FOR INFORMATION

A. CHARTER COMMISSION

- 1. Commission Overview – Kelly Edginton**
- 2. Charter Renewal Process – Kelly Edginton**
- 3. Performance Certificate and School Rubric – Kelly Edginton**

Ms. Edginton detailed the renewal process to the directors and the events that occurred in the last few months for the schools that were up for renewal during the first round of this new process.

A detailed discussion was held with regard to the perception of those schools involved in the first round of renewals as well as the outcomes. Of the 12 schools involved in the process, 9 were renewed with conditions that were agreed upon by the school. 3 were renewed without conditions. Information was provided as to the types of conditions at issue and how the schools felt about having to agree to those conditions. The school's administration will continue to obtain information regarding the experience from those who participated in the first round of renewals.

The administration and Directors engaged in a discussion regarding preparation for next year's renewal process and making sure the school's personnel fully understood what was involved in the process.

Ms. Edginton and the Directors addressed the fact that the Performance Framework is being redone. At this time, it is not known what that framework will look like. This is highly concerning in that renewal is very high stakes with a tool that no one knows what it will be. Thus, the school is going to be held to a standard for which they do not currently know or understand and the outcome could be loss of the school itself.

- 4. Determine Charter Renewal Process Conference Call – Monica Robinson-Eckert**

The commission staff is attempting to schedule conference calls with each of the schools up for renewal next school year. It is expected that the call will take one hour and it is recommended that all the members of the Board attend. The purpose of the call is to have the commission staff go over the renewal process.

From the available dates, the Board decided that March 9, 2017, at 1:00 p.m., worked best for a majority of the Directors. The Administration will make inquiry as to whether or not a recording of the call can be made for those Directors who are unavailable to attend. Ms. White will also be in attendance during this call.

The Directors took a lunch break from 11:15 a.m. to 12:20 p.m.

B. BOARD TRAINING

1. Board Philosophy and Governance – Amy White

a. School Mission and Vision – Monica Robinson-Eckert

Chairman Robinson-Eckert engaged in a discussion touching upon the Board's need to develop its own mission and vision in addition to that of the school. The Directors addressed various options for development and discussion of these important matters. They would like the Mission/Vision/Strategic Plan of the Board to be a long term goals/mission process, addressing foundational principles as well as in support of the tactical issues of the Annual Report.

Discussion among the Directors also included the purpose and structure of meetings and Board involvement.

The Board also has been provided with a book regarding Governance Best Practices for independent review.

This matter is to return for Director discussion during the next Board meeting. Directors are to bring with them thoughts and ideas for the development of the Mission and Vision.

b. Governance and Rules – Amy White

Ms. White presented the Directors with a detailed power point addressing various aspects relating to the school's operation. The training session addressed the following topics:

The Directors took a break from 1:58 to 2:05 in the presentation.

- Duties and powers of the Board and the sources of such duties and powers.
- Charter law versus traditional education laws.
- Details as to the laws creating and supervising charter schools.
- Application of the IDAPA rules relating to charter schools and the commission.
- Existing policies of the Board relating to Board powers, duties, limitations, policy development and obligations.
- Public charter school financial support.
- Public charter school accountability.
- Compliance monitoring of charter schools and the school's obligations in relation to compliance monitoring.
- Board Governance versus operational management.
- Board Self-Evaluation.
- Board Member liability issues, including possible events leading to individual liability.
- Code of Ethics for Board members.
- Board member conflicts of interest.
- Board bias.
- Quasi-judicial roles assumed by the Board.
- General application of Due Process.
- Nine principles of a successful Board Member.

c. Voting Methods/Psychology – Monica Robinson-Eckert

Chairman Robinson-Eckert addressed voting methods and the psychology of voting and boards reaching consensus. The methodologies of decision making were addressed and discussed between the Directors.

d. Board Development/Maturity – Laura Sankovich

Director Sankovich addressed the Board Development and Maturity status with the Directors. Discussion ensued among the Directors as to their belief as to the status and functional operations of the Board at this current time.

This topic will be further explored with the Board's development of a mission and vision for the Board itself, and the Board's review of its status in meeting the goals of such mission

and vision.

2. Identification of Board Goals and Steps to Achieve Goals

a. Board Self Evaluation Discussion

- i. Elements in Tool – Amy White**
- ii. Board Agenda Calendar – Amy White**

Due to time constraints, these subject matters were tabled for a later meeting.

3. Rule and Law Development Process – Amy White

Due to time constraints, these subject matters were tabled for a later meeting.

C. SERVICE AGREEMENT AND CHARTER REVIEW

- 1. Review of Elements of Agreement and Charter - Amy White**
- 2. Service Provider Evaluation – Amy White**

Due to time constraints, these subject matters were tabled for a later meeting.

D. SCHOOL SUBCOMMITTEES/ INVOLVEMENT DISCUSSIONS

- 1. Existing Subcommittees Mission**
 - a. Scholarship**
 - b. Policy**
- 2. Marketing, Public Relations and Enrollment Retention**
- 3. Strategic Plan and Charter Reports/Rubrics**
- 4. Student Achievement**
- 5. Leadership Development**

Due to time constraints, these subject matters were tabled for a later meeting.

VI. EXECUTIVE SESSION

No matters scheduled or addressed.

VII. ADJOURN

At 2:35 p.m., Motion was made by Director Sankovich to adjourn the meeting.

Motion seconded by Director MacConnell.
Motion approved by unanimous vote.

Dated this 16th day of February, 2017

Mike Groshong
Board Clerk

IDVA BOARD MEMBERS

Seat One was abandoned by the Board and is not active.

Laura Sankovich (Vice Chairman) – Seat Position 2

- lsankovich@gmail.com
- Term through July 2018

Monica Robinson-Eckert (Chairman) – Seat Position 3

- Robinmon@isu.edu
- Term through July 2017

Bjorn Handeen – Seat Position 4

- bjorn.handeen@gmail.com
- Term through July 2017

Anne MacConnell – Seat Position 5

- anne@wisdomranch.org
- Term through July of 2017

Jeff Thompson – Seat Position 6

- JeffDTomp@aol.com
- Term through July 2018