

**REGULAR MEETING
OF THE
IDAHO VIRTUAL ACADEMY'S
BOARD OF DIRECTORS**

**Thursday
December 16, 2021**

7:00pm (MDT)

PRELIMINARY

A. CALL TO ORDER

The meeting was called to order at 7:01 pm (MDT).

B. ESTABLISH QUORUM

Quorum was established at 7:01 p.m.

C. ROLL CALL

<i>Seat</i>	<i>Occupant</i>	<i>Term</i>	<i>Present</i>	<i>Absent</i>
Position 1	Director Thompson	(7/24)	X	
Position 2	Director Shaver	(7/24)	X	
Position 3	Chairman Handeen	(7/22)	X	
Position 4	Director McPherson	(7/23)		X
Position 5	Director Krein	(7/23)	X	

Positions and Terms pursuant to Policy 103.0

*Director Shaver joined the meeting in progress.

Others present at the meeting:

Kelly Edginton
Allen Wegner
Amanda Judd
Amber Hatrock
Felicia Boyle
Arielle Horan
Kellen MacDonald
Mike Groshong
Sheila Shiebler
Amy White

II. COMMUNICATIONS

A. PROCEDURAL NOTE:

1. MOTION TO APPROVE AGENDA – ACTION ITEM

Motion was made by Director Krein to approve the Agenda, as posted.

Motion seconded by Director Thompson.

Motion approved, unanimously.

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 make comment.

C. INFORMATIONAL PRESENTATION: Director's Report

Presentation of informational items at the discretion and selection of the Directors.

1. IDVA 5 + 7 Board Presentation (November 2021) – Felicia Boyle

Ms. Boyle reviewed the financial reports and activities of the past month and those that will be occurring in the coming months with the Directors.

She reviewed the IDVA metrics and the financial changes to the school associated with an increase in 50 students, associated with both increased revenue and expenses.

She reviewed the prior forecast versus current forecast, and current forecast versus budget. She is currently engaging in a deep dive into the revenue and corresponding expenses in an effort to start the process of truing up financials in advance of the State payment in February, which starts the state's truing up on the revenue side. Special Education rates and changes in enrollment are being addressed as part of this process, as well as changes in staffing amounts and related costs. A number of costs are based off revenue and the improved forecast will impact these costs.

Ms. Boyle reviewed the summary of restricted funds. She is also working on the process of truing up these funds, as well as the proper classification

of personnel and expenses to date. She is reviewing in detail to make sure that payroll and expenses are itemized correctly.

The Summary Balance Sheet was reviewed. The school has a solid cash balance in the bank. She will be resubmitting data to the state over break to address truing up these funds. She believes that there may be some additional revenue not currently in the forecast documents. In the Cash Flow reports, Ms. Boyle addressed closing out last year's K12 payments and starting on this year's estimates.

Ms. Boyle stood for questions from the Directors. The Board expressed their appreciation for her work and looking forward to next month's updates as to what she has learned in her deeper dive and truing-up of funds and expenses.

Ms. Edginton indicated that Ms. Boyle is temporarily assigned to the school and has been a fantastic addition. She understands our state's process very well. She is located in Washington and thus is close by. Ms. Edginton expressed her appreciation for having her assistance.

D. INFORMATIONAL PRESENTATION: Board/Staff Discussions

Board and staff discuss items of mutual interest.

1. Executive Director Report – Kelly Edginton

- Ms. Edginton reviewed upcoming calendar items. Dec 20-31 for Winter break and Jan 17 for Civil Rights Day (no school).
- Ms. Edginton announced that Chairman Handeen received an ISBA Leadership Award. The ISBA gives leadership awards based on a point system. She noted that this is the second year the Chairman has received an award, and that the school receptionist has printed the award and it is in the mail. The Chairman noted that his wife framed last year's award.
- Ms. Edginton noted that school employees (with the exception of administration) were each sent \$25 Amazon holiday gift cards recently. Many staff expressions of appreciation have been received and two examples of those were shared.
- Ms. Edginton thanked the Board for approving in-person school events, and related that last Friday's events were very well received. Staff, students and parents were very happy to get together face-to-face and many expressions of thanks came about. Virtual events were also held that day. Pictures from various events were displayed.

III. CONSENT AGENDA ITEMS (These items require a vote by the Directors)

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 November 2021 Regular Meeting**
- 2. Approval of November 2021 Monthly Invoices**
- 3. Enrollment Report**
- 4. Approval of Financial Report**

Motion was made by Director Thompson to approve the Consent Agenda Items, as presented.

Motion seconded by Director Shaver.
Motion approved, unanimously.

IV. EXECUTIVE SESSION

The Board of Directors was scheduled to hold an Executive Session, as provided by Section 74-206(1)(b), Idaho Code, to consider the evaluation, dismissal or disciplining of, or to hear, complaints or charges brought against a public school students.

No Executive Session was held due to a change in circumstances, which eliminated the need for such session. Accordingly, the session was tabled.

V. ACTION, IF ANY, TO BE TAKEN SUBSEQUENT TO EXECUTIVE SESSION.

As no Executive Session was held, no action was taken by the Board.

VI. SCHEDULED FOR ACTION

A. BUSINESS ITEMS (Requiring Approval Vote)

1. Upward Bound Program – Kelly Edginton and Arielle Horan

Ms. Horan presented the Directors with a full report regarding the Upward Bound program. She detailed the program in general, Idaho's involvement, the 5-year funding cycle through a USDOE grant that will have to be advanced if the school wishes to participate, the services that are available to participating students, stakeholder collaboration and the grant process itself.

A detailed discussion occurred regarding the program and possible advantages to the student. Questions were received, and responded to, by the Directors.

Ms. Edginton stood for additional questions. She expressed her excitement as to the possibility of the school participating in this program and thinks it could be highly beneficial for students.

Motion was made by Chairman Handeen to approve the school's pursuit of an Upward Bound Grant with Ms. Horan and the University of Idaho.

Motion seconded by Director Kren.
Motion approved, unanimously.

2. PCSC Annual Report Review – Kelly Edginton

Ms. Edginton provided the report documentation in a password protected format to the Directors as portions of the report include non-public data. The version that is to be posted is also provided by the state.

Discussion was had among the administrators and Board regarding the report, and the difference between the new framework and the old framework. At this stage, the school can select which framework version they wish to use. When the school is up for renewal next year, the school will move to the new framework.

Ms. Edginton addressed both the exempt and non-exempt sections of the framework. She addressed the impact on the pandemic driven changes. She addressed all virtual schools and data comparisons.

Ms. Edginton recommends the Board make a decision to utilize the old framework as that is what the Performance Certificate was written under.

a. Old or New Framework – Approval

Motion was made by Chairman Handeen to approve the PCSC Annual Report using the old framework.

Motion seconded by Director Thompson.
Motion approved, unanimously.

b. Annual Report Response Form – Approval

Ms. Edginton detailed the errors that need to be corrected and her discussion to date with the commission staff regarding the same. She

is asking for correction in old and new formats. Some of the errors are quite significant. The staff at the PCSC was quite surprised at some of their mistakes.

Motion was made by Chairman Handeen to submit corrections identified on the Annual Report Response Form, requesting such corrections be made, as revised with item 5.

Motion seconded by Director Shaver.
Motion approved, unanimously.

3. Approval to Close the Current Debit Card – Kelly Edginton

The school has had a debit card from before Ms. Edginton’s status as an administrator. The school and K12 would like to eliminate this to stick with best practices for financial activities with the school. Now that the school has a new national credit card, the debit card is not necessary.

The Directors engaged in a discussion and questions with Ms. Edginton.

Motion was made by Director Shaver to eliminate the school’s use of a debit card.

Motion seconded by Thompson.
Motion approved, unanimously.

VII. BUSINESS ITEMS (Informational)

No Business Scheduled or Held.

VIII. POLICY READINGS (Requiring an Approval Vote)

No Business Scheduled or Held.

IX. PERSONNEL REPORT (Requiring an approval vote)

1. Personnel Report/ Release From Contract – Kelly Edginton

Ms. Edginton provided the Directors with detail as to the teacher requesting release from contract. The decision has nothing to do with the school, but a need for more family time. Ms. Edginton indicated that she will be sad to see this employee leave, but recognizes and appreciates the decision.

Ms. Edginton detailed the use of federal learning loss money and the end of that grant, and how the changes with these funds will address the personnel changes associated with this change. Ms. Edginton indicated that she will

be shifting one of these program individuals into the spot from the exiting teacher, so they will have someone entirely familiar with the program and no gap in services.

Ms. Edginton requested the Board approve this request for release of Ms. Erickson.

Motion was made by Director Thompson to approve the personnel report, and employee release, as presented.

Motion seconded by Director Krein.

Motion approved, unanimously.

X. INSTRUCTION AND CURRICULUM.

No Business Scheduled or Held.

XI. PUPIL SERVICES.

No Business Scheduled or Held.

XII. INFORMATIONAL/DISCUSSION ITEMS

No Business Scheduled or Held.

XIII. BOARD MEMBER INPUT FOR FUTURE AGENDA ITEMS AND INFORMATION SOUGHT BY BOARD MEMBERS.

Chairman Handeen made reference to a parent letter regarding the curriculum, and a request that the matter be on the next agenda so that the Board can address the parent. He also indicated a request to ask Stride Product Development to be present.

X. ADJOURNMENT

Director Thompson made a motion for the meeting to be adjourned.

Motion seconded by Chairman Handeen.

Motion approved, unanimously.

Meeting was adjourned at 7:54 pm MDT.

Respectfully submitted on this day, December 16, 2021

Mike Groshong

Board Clerk