

**Idaho Virtual Academy
Board of Director's
Regular Board Meeting
June 13, 2019**

I. PRELIMINARY

A. CALL TO ORDER

B. ESTABLISH QUORUM

The meeting was called to order and confirmed a quorum 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	Not in use by Directors		_____	_____
Position 2	Director Shaver	(7/21)	<u> x </u>	_____
Position 3	Chairman Handeen	(7/19)	<u> x </u>	_____
Position 4	Director MacConnell	(7/20)	<u> x* </u>	_____
Position 5	Director Krein	(7/20)	<u> x </u>	_____
Position 6	Director Thompson	(7/21)	_____	<u> x </u>

* Joined in progress
Positions and Terms pursuant to Policy 103.0

Others in Attendance:

Kelly Edginton, Head of School
Mike Groshong, Board Clerk & HR Manager
Mike Wexler, Finance Manager
Allen Wenger, Finance Manager
Dr. Alex Zamora, Student Services Administrator
Sheila Shiebler
Amy White

II. COMMUNICATIONS

A. PROCEDURAL NOTE:

Additions, Corrections, or Substitutions to the posted agenda

No corrections, additions or substitutions to the posted 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 (if available)

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

No Director's Report was given.

The following item is presented as an informational item, separate from the Consent Agenda items. It does not require an approval vote, as the information is also presented in a different format in the March 2019 Financial Report:

1. IDVA 10 + 2 Board Presentation (April 2019) – Mike Wexler

Finance Manager Wexler gave a presentation on the current state of IDVA finances. This presentation was provided in written form in the Board's packet, as well as addressed with a verbal presentation.

He indicated that not much is different, financially, since the May report. He addressed the student enrollment, 1866 v 1864, and various slides from his written presentation, including specific mention of slides 3, 4, and 7. The report included a summary and IDVA metrics, forecast/budget, addressed mapping in salaries, a 2% change in month over, the current year forecast, an approximate \$600,000 surplus and how such occurred, the exhaustion of federal funds, and balance sheet reviews.

Mr. Wexler addressed expenses and payments from May 15th, and payments to K12, after consideration of end cash balance.

Mr. Wexler stood for any questions with regard to the finances. He indicated that the year end is looking to be about what was expected, and very similar to the situation from the end of the last school year.

Director Shaver made inquiry about the status of bank changes. An update was given. Accounts are being finalized for closing with the July 1st audit date to have a clean fiscal year.

Mr. Wexler next provided the District with information regarding some changes in corporate K12, processes and procedures. He addressed the ultimate goal to go to all paperless accounts payable with the final go live date of October 1st for all schools.

D. INFORMATIONAL PRESENTATION: Board/Staff Discussions

Board and staff discuss items of mutual interest.

1. Head of School Report – Kelly Edginton

- The Head of School went over important dates:
 - July 1st – Annual Board Meeting
 - August 8th – IDVA Board Meeting
 - August 12th – Teacher return for SY 19/20
 - September 3rd – First Day SY 19/20
- The HOS reviewed graduation events and activities. She shared some photographs from the ceremonies and expressed appreciation to the Directors who spoke at and attended various ceremonies.
- The Head of School reviewed a listing of IDVA Students who were winners in a recent K12 poetry contest.

III. CONSENT AGENDA ITEMS (Requires Approval Vote of the Board)

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 votes on them.

- 1. Approval of Minutes of May 2019 Regular Meeting**
- 2. Approval of May 2019 Monthly Invoices.**
- 3. Approval of K12 Invoice.**
- 4. Approval of Payment to K12.**
- 5. Approval of May 2019 Check Register for website posting.**
- 6. Approval of May 2019 Financial Report.**
- 7. Enrollment Report**

The Directors were presented with the Consent Agenda Items for consideration and possible approval. No Director sought to pull any individual item from the Consent Agenda for discussion.

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

Motion was seconded by Chairman Handeen.
Motion approved, unanimously.

VI. SCHEDULED FOR ACTION

A. BUSINESS ITEMS (Requiring an Approval Vote)

1. FY 20 Final Budget Approval

Mr. Wexler and Mr. Wegner presented the proposed FY 2020 Budget for IDVA. This is the same version that has been published and addressed with K12.

Motion by Director Krein to approve the FY 2020 budget, as presented.

Motion was seconded by Chairman Handeen.
Motion approved, unanimously.

Director MacConnell joined the meeting in progress, voting in the affirmative.

2. Addition of 6th and 7th Grade to Vision High School. – Kelly Edginton

Ms. Edginton delivered a presentation to the Directors regarding an administrative request that Vision High School be opened to include 6th and 7th grade qualifying students. She explained the administration's belief that there was a need for extra support to these students. The staffing will be addressed simply by shifting personnel.

Director Krein made inquiry regarding the needs and goals of the students. Chairman Handeen raised inquiry regarding student improvement plans and qualification requirements for students.

Motion to approve the inclusion of 6th and 7th grade eligible students as being allowed to attend Vision High School commencing in school year 2019-20 was made by Chairman Handeen.

Motion was seconded by Director Shaver.
Motion approved, unanimously.

3. Teacher Leadership Premiums – Kelly Edginton

Ms. Edginton addressed the Leadership Premiums in follow up of last month's discussion.

The Leadership Premiums will be paid as per school policy, with the

specific information contained in the Board Packets. All Leadership Premium funds from the state will be expended with an additional approximate \$100.00 from the school's general fund.

Ms. Edginton stood for questions. Director Shaver expressed appreciation for this very positive recognition and at the number of recipients.

Motion to pay and award teacher Leadership Premiums, as presented.

Motion seconded by Director MacConnell.
Motion approved, unanimously.

4. Classified Pay Schedule (amended) – Kelly Edginton

The Head of School addressed a request for an amendment to the classified pay schedule previously approved by the Directors. A K12 pilot program will be addressing family support in a new manner, with a single point of contact program. This brings approximately two (2) new staff members to the program and pay schedule. These individual positions were not previously addressed on the classified schedule, and hence the request for amendment.

Motion by Director MacConnell to approve the Amended Classified Pay Schedule, as presented.

Motion was seconded by Director Shaver.
Motion approved, unanimously.

Dr. Zamora will be presenting additional detailed information regarding this new program to the Directors at the Annual Meeting next month.

B. BUSINESS ITEMS SCHEDULED AS INFORMATIONAL.

1. Add a Brief Board Meeting in July to approve the Consent Agenda Items for July.

Discussion was held among the Directors as to the need to add a July Board Meeting to primarily address Consent Agenda items. With the regular meeting issues, things are very early in the process, and there will not be the financial records and documents for approval. The Board will need a special meeting to address these matters.

The administration needs to schedule a special meeting for the second Thursday in July, assuming a quorum is available for the

purpose of addressing the financial issues.

2. Certified Staff Evaluations & SY 18-19 Administrator Evaluations.

Ms. Edginton detailed the process and the requirements by statute. She addressed how things are done; she explained the Danielson Rubric and observations. The process is all completed. It is a very thorough process.

Ms. Edginton indicated that almost all ISEE reporting is ready to go and will be submitted to the state by the established deadlines.

C. Policy Readings (Requiring an Approval Vote)

1. Policy 715.0 Aiding and Abetting Sexual Abuse (Draft) – Kelly Edginton

This policy draft was presented by Ms. Edginton from K12 compliance. This was also reviewed by the Board’s attorney. Ms. Edginton explained the need for this policy and stood for questions.

Motion to approve Policy 715.0, as presented made Director Shaver.

Motion seconded by Chairman Handeen.
Motion approved, unanimously.

2. Policy 309.1 Amended – Kelly Edginton and Director Krein.

Ms. Edginton presented the Directors with a policy amendment for Policy 309.1. The Board previously reviewed the policy at the prior meeting. The only change in the policy is the change in the per diem amount. The budget has been generated to address this issue.

Motion was made by Chairman Handeen regarding approval of the per diem amendment to Policy 309.1. Motion seconded by Director Krein.

In discussion, Director Shaver raised issue was raised with regard to the language “Teacher” versus “Employee” with regard to expenses for office and for phone on page 2 of the Policy.

Motion was made by Director Shaver to Amend the prior motion to approve Policy 309.1 as presented, and also to address terminology Employee/Teacher on Page 2.

Motion to amend the motion was seconded by Chairman Handeen.

Motion to amend the motion approved, unanimously.

Motion was made by Director Shaver to approve the Amended Motion, amending Policy 309.1 per diem increases and the corrections on page two regarding terminology Teacher/Employee.

Motion seconded by Chairman Handeen.
Motion approved, unanimously.

D. Policy Readings for Discussion Only

No Business Scheduled or Addressed.

E. PERSONNEL (Requiring an Approval Vote)

1. Personnel Report...Approval of New Teacher Hires.

Ms. Edginton presented the Directors with the need for the hire of a Math teacher for a new contract. The recommended employee was a new hire, necessitated after some existing teachers shuffled and a combo science/math teacher moved to Utah.

Motion made by Chairman Handeen to approve the personnel report, and hiring of a new math teacher, as presented.

Motion seconded by Director Shaver.
Motion approved, unanimously.

F. INSTRUCTION AND CURRICULUM

No Business Scheduled or Addressed.

G. PUPIL SERVICES (Requires a vote of Approval)

No Business Scheduled or Addressed.

VII. INFORMATIONAL ITEMS

There were no informational items scheduled or addressed.

VIII. ADJOURN.

No further business on the schedule, a motion was made by Director MacConnell

to adjourn the meeting.

Motion was seconded by Director Shaver.
Motion passed unanimously.

Meeting was adjourned at 9:08 pm (MDT).

Submitted this day, June 13th, 2019 by:

Mike Groshong
Board Clerk

