

**Idaho Virtual Academy
Board of Director's
Regular Board Meeting
May 14, 2020**

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)	X	
Position 3	Chairman Handeen	(7/22)	X	
Position 4	Director MacConnell	(7/20)	X	
Position 5	Director Krein	(7/20)	X	
Position 6	Director Thompson	(7/21)	X	

Positions and Terms pursuant to Policy 103.0

Others in Attendance:

Kelly Edginton
Mike Groshong
Allen Wenger
Mike Wexler
Amanda Judd
Julia Kozlov
Shelia Shiebler
Amy White

Open Teleconference Line

II. COMMUNICATIONS

A. PROCEDURAL NOTE: - Action Item

1. Motion to Approve Agenda

A Motion to approve the Agenda was made by Director Krein.

Motion seconded by Director Shaver.
Motion approved, unanimously.

B. ORAL COMMUNICATIONS/PUBLIC INPUT:

No member of the public sought to present.

C. INFORMATIONAL PRESENTATION: Director's Report (if available)

The following item is presented as an informational item, separate from the Consent Agenda items.

1. IDVA 10 + 2 Board Presentation – 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.

Mr. Wexler addressed numerous slides that had been provided to the Directors that outlined IDVA Metrics.

Mr. Wexler indicated that the expenses at the moment are down with enrollment numbers, and some other issues associated with the past few weeks, and the virus shut down/no travel. Revenue to date has remained essentially flat.

Mr. Wexler addressed that all restricted funds will be fully utilized.

Mr. Wexler gave particular attention to the Balance Sheet and Cash flow slides. The May 15th payment is due tomorrow. The projected payment is approximately \$1,350,000 from the initial \$1.5 million expected. This is associated with the 1% holdback. If the payment is different from this figure, then the balance sheet and cash flow slides will reflect such next month. He also indicated that is has added back a \$200,000 k-12 payment. This will be adjusted downward if the May 15th payment comes in lower than expectations.

Mr. Wexler stood for any questions with regard to the finances.

Director Shaver expressed her appreciation for the work of Mr. Wexler. With the new system, they have worked out a manner that allows her to do her duties of review associated with being the Board's treasurer, and she is able to review all checks and expenses associated with their new process.

D. INFORMATIONAL PRESENTATION: Board/Staff Discussions

Board and staff discuss items of mutual interest.

1. Head of School Report – Ms. Edginton provided the Directors with her monthly report on school activities. Such report included:

- Ms. Edginton reviewed the upcoming calendar items.
 - Online graduation is scheduled for May 21st. She provided the Directors with information about attendance.
 - Memorial Day is the 25th, and there is no school.
 - May 27th and 28th are final exams for high school students.
 - May 28th is the last day of school for the 2019-2020 school year.
- Ms. Edginton provided the Directors with details regarding the on-line graduation activities. She provided the Directors with information on attendance and Facebook Live streaming.
- Ms. Edginton indicated that Director Thompson recorded a graduation speech for next week's activities. She thanked him for his work in this regard.
- Ms. Edginton detailed for the Board information relating to the State's disclosed budget cuts, and information that has been received from the SDE and Governor's office. She addressed the projected 5% total, as well as detailed the specific line items that will be impacted by this matter.
- Ms. Edginton also touched upon CARES funds and funding impacts.
- Ms. Edginton addressed the current figures for enrollment and re-registration of existing students. Enrollment and re-registration figures are very good for this time of the year – 1,420 students have indicated re-registration. The total number is now at 1,608 for next year. This is 298 more students than this time last year. She did indicate that she does believe that some of the impact is a result of the pandemic and what local schools have done, as well as some students discovering they like on-line schooling.

- The school held its on-line talent show last Friday. This was an all-day event with k-5, MS and HS activities. Some of these performances were live and some were recorded. The entire program was done on Zoom. The school has received great feedback from families regarding the function.
- A recent on-line meeting was held with a number of Idaho Legislators with the K-12 public affairs personnel. This was done with IDVA and its sister school. During the activity, they provided a report on school activities, addressed how schooling has not significantly changed with the current soft-closures around the state, and answered legislator's questions.

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 April 2020 Regular Meeting.**
- 2. Approval of April 2020 Monthly Invoices.**
- 3. Approval of K12 Invoice.**
- 4. Approval of Payment to K12.**
- 5. Approval of April 2020 Check Register for website posting.**
- 6. Approval of April 2020 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 Thompson to approve all matters in the Consent Agenda.

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

IV. SCHEDULED FOR ACTION

A. BUSINESS ITEMS (Requiring an Approval Vote)

1. Elimination of Position Six (6)

Counsel White explained to the Directors the matter relating to having 6 Board seats, only 5 of which are used, and Position 1 being the unused seat. Position 6 and Position 1 have the same timelines and time periods for term length, and it would be logical to shift the Director sitting in Position 6 to Position 1, with all term elements remaining the same, and then to deactivate Position 6 at this stage.

Policy 103 addressed Board seats and terms, and this policy is also up for discussion tonight for proposed amendment, consistent with the suggestion in addressing this issue.

Motion was made by Chairman Handeen to re-activate Board of Director Seat 1, keeping its terms and timelines consistent with current policy and that outlined for position 6, and further move to transfer Director Thompson from Board Seat 6 to Board Seat 1, effective immediately.

Motion seconded by Director Krein.
Motion approved, unanimously.

A second Motion was made by Director Thompson to de-activate Board Seat number 6, with the transition of Director Thompson from Seat 6 to Seat 1.

Motion seconded by Director Krein.
Motion approved, unanimously.

2. Approval of Updated SY 2020-21 Pay Scale

Mr. Wexler provided information to the Directors regarding the pay scale. When the certificated pay scale was approved during the last meeting, a Director's question relating to the top end cells of the schedule caused the Administrative Team to review the approved scale. At that time, it was determined that there was a formula calculation error in the middle of the scale, which caused a trickle-down negative impact to the remainder lower cells of the schedule. When this error was corrected, and trickled through the remainder of the cells, it did have an impact of increasing the salaries for the latter half of the salary schedule.

Commentary and discussion was also had regarding the state's financial hold, including a freeze on the career ladder reimbursement for teachers, and the fact that this has to be flushed out for impact.

Motion was made by Director Krein to approve the proposed updated and amended certified pay scale for the 2020-21 school year.

Motion seconded by Chairman Handeen.
Motion approved, unanimously.

3. Approval of Transition to Quest CPA Firm

Mr. Wexler explained to the Directors that their regular CPA firm, who does their annual fiscal audit, is getting out of the school auditing business. Quest came highly recommended by the current firm. Work was done to check on them with other schools and the SDE. Everything has come back clean and positive.

Upon question, Mr. Wexler indicated that their costs were similar to the existing company, and the audit is the same cost.

Motion was made by Director Krein to transition to use Quest CAP as the School's accounting firm and auditor.

Motion seconded by Director Shaver.
Motion approved, unanimously.

4. Approval of 4 year Summary Publication – Budget issues

Mr. Wexler provided the Directors with information for the four (4) year publication requirement.

The budgeting process is commencing and Mr. Wexler has commenced preparations, which will be addressed later during the meeting. Mr. Wexler referenced the prior year's use of a budget subcommittee of the Board.

Motion was made by Director Thompson to approve the four (4) year summary publication, as presented.

Motion seconded by Director Shaver
Motion approved, unanimously.

Motion was made by Chairman Handeen to establish a Board Budget subcommittee with Directors Thompson and Krein. Motion seconded by Director Thompson.

Motion was made by Director Krein to amend the initial Motion of Chairman Handeen to change the subcommittee Members. Motion to amend the Motion was seconded by Chairman Handeen.

Motion made by Chairman Handeen to approve the amended Motion that subcommittee membership from Director Thompson and Director Krein to Director Thompson and Director Shaver, due to her position as Board Treasurer.

Motion seconded by Director Thompson.
Motion approved, unanimously.

5. Teacher Leadership Premium Department Nominations and Approval

Ms. Edginton presented the Directors with the Department Nominations for Leadership Premiums. Each of the nominated individuals was identified by Department. The Board needs to approve these nominations to finalize the awards as per the school's process and plan.

For next school year, Leadership Premium money is one of the areas of reduction in the 5% holdback.

Motion was made by Director Thompson to approve the Department Nominations for Leadership Premiums, and to award such premiums for the 2019-2020 school year, as presented.

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

6. Board Policy Review and Approval

The Board Policy Subcommittee addressed the request for approval of the edits to the school's Policy Manual. A first reading was done last month. A few minor changes have been proposed since that reading. Those proposed edits have been identified to the Directors in writing.

The Directors have not had additional time to read and digest the approximate 180 page Manual of Policies.

The Committee members opened discussion for questions.

Motion was made by Director Krein that the Board approve all amendments and edits to the Policy Manual for the IDVA Board, as presented.

Motion seconded by Director Thompson.
Motion approved, unanimously.

Director Thompson expressed his appreciation to the Committee

members involved in the project.

B. BUSINESS ITEMS SCHEDULED AS INFORMATIONAL

1. FY 21 Budget Information/Committee Meeting

Mr. Wexler provided the Directors with his first initial draft of the FY 21 school budget. He cautioned that this is just a preliminary start based on information to date. COVID impacts will still be worked through for full understanding and impact upon the school's budget.

An assumption of 1,923 students was used for the development of this first draft.

Discussion was held that Mr. Wexler will continue work on this draft, and will hold a Budget Subcommittee Meeting to address the budget as time gets closer to final preparation, publication and hearing.

2. COVID-19 Update

Ms. Edginton provided the Directors with an update of what is occurring with public education, statewide, with regard to the COVID-19 virus. She provided copies of guidance documentation received from various entities regarding the same.

She addressed that the school itself has not been open. Staff has occasionally been in the building to address isolated issues and needs.

She addressed criteria and plan generation for distancing and cleaning of facilities. The approach to this situation is a little different for a school in this context, rather than a typical brick and mortar school.

A full-scale plan will be brought to the Board for review in the near future. Board approval is required of the plan.

C. POLICY READINGS – REQUIRING AN APPROVAL VOTE

None scheduled or held

D. POLICY READING FOR DISCUSSION ONLY

None scheduled or held.

E. PERSONNEL (Requiring an Approval Vote)

1. Personnel Report

Ms. Edginton presented the Directors with the written personnel report detailing proposed personnel action. This includes the request for acceptance of resignations, the acceptance of a new employee, an acceptance of a posting request, as well as approval of all contracts for returning teachers for next school year, on a contract status as identified in the presented report.

Motion was made by Director Shaver to approve the personnel report, contracts, hires, posting request and resignation, as presented.

Motion seconded by Chairman Handeen.
Motion approved, unanimously.

Board made inquiry as to whether or not the school believes that it will need to retain additional teachers for next school year. Ms. Edginton explained the process utilized by the Administration to track staffing needs depending upon student enrollment. The current staffing recommendation addresses the enrollment forecast that is projected. If additional students enroll, the staffing request will be revisited.

2. Board Approval of Alternative Authorization Plan

The Retention and Alternative Authorization Plan for Ms. Combes was presented to the Board. The Board was advised of her teaching history, existing certification/endorsements, her prior work with the school, and needs to be done for Ms. Combes to be hired for a Special Education position with the school. The details of the Plan itself were addressed.

Special Education is a very hard-to-fill position. The school had posted and looked for personnel properly certificated, qualified and able to do the job. The Administrative team was not able to locate an appropriate and qualified candidate for this position. Further, given Ms. Combes' prior experience with the school, its students and personnel, this solution ends up as a perfect fit for everyone.

Motion was made by Trustee Krein to approve the Alternative Authorization Plan for Ms. Combes, as presented.

Motion seconded by Director Shaver.
Motion approved, unanimously.

F. INSTRUCTION AND CURRICULUM 0 Informational

1. IDVA Academic Data Report

Ms. Edginton presented the Directors with both a written Executive

Summary of her report, as well as a written detailed data report. This information included addressing enrollment by program and grade level, including special education, free and reduced lunch information, students on track for completion progress expectations and passing rates by school. Additional information was provided regarding students who have completed Advanced Opportunity courses and Early College courses.

Ms. Edginton stood for questions.

G. PUPIL SERVICES (Action Item – Approval Vote Needed)

1. IDVA Class of 2020 Scholarships

The Board Scholarship Subcommittee addressed the issue of scholarships recommended by the Committee for the class of 2020. A review of each scholarship, award recipient recommendation and award amount was addressed. A scholarship was awarded for each of the identified scholarships, with the exception of the Insight of Idaho Scholarship, which had no applicants.

Details were provided to the Directors regarding the manner in which scholarship opportunities are noted.

Director Shaver, a member of the Committee, indicated how impressed she was with the student applications and letters. Director MacConnell indicated her enjoyment with the Subcommittee assignment last year.

A detailed discussion regarding options associated with the unfulfilled scholarship funds associated with Insight of Idaho.

Motion was made by Director Krein to provide a scholarship for the next student in line for an Odyssey Scholarship to utilize the unawarded funds.

With further discussion, Director Krein amended her Motion to provide that the unused scholarship funds be awarded to the next student/runner-up student in the Odyssey Scholarship, or any other scholarship as decided by the Scholarship Committee.

Motion to Amend the Motion of Director Krein was made by Director Thomson to leave the unawarded funds from the Insight of Idaho Scholarship in the school's Scholarship account for next year, not awarding any additional scholarships for this school year.

Motion to amend the Motion was seconded by Director

Shaver.

Motion approved, majority vote.

Directors Thompson, Shaver and MacConnell - Yes

Director Krein – No

Chairman Handeen – Abstained

Vote on the amended Motion – as advanced by Director Thompson and seconded by Director Shaver

Motion approved, majority vote.

Directors Thompson, Shaver and MacConnell - Yes

Director Krein – No

Chairman Handeen – Abstained

V. INFORMATIONAL ITEMS

1. Discussion regarding July Annual Meeting Date.

Discussion was held by the Directors regarding the meeting held in July, including format and date options.

Directors discussed waiting until next month to make final decisions. Mr. Groshong indicated that the Directors could wait till the June regular meeting to address the decision, as issues relating to travel and/or hotels are unknown at this time.

VI. EXECUTIVE SESSION

No Executive Session scheduled or held.

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

None scheduled or held.

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

No matters were raised.

IX. ADJOURN

No further business on the schedule, a Motion was made by Director Krein to adjourn the meeting.

Motion was seconded by Chairman Thompson.

Motion passed unanimously.

Meeting was adjourned at 8:19 pm (MDT).

Submitted this day, May 14, 2020 by:

Mike Groshong

A handwritten signature in cursive script that reads "Mike Groshong". The signature is written in black ink on a light-colored background.

Board Clerk