

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

**Thursday
October 15, 2020**

7:00pm (MDT)

PRELIMINARY

A. CALL TO ORDER

The meeting was called to order at 7:33 pm (MDT).

B. ESTABLISH QUORUM

Quorum was established at 7:33 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 MacConnell	(7/23)	x	
Position 5	Director Krein	(7/23)	x	

Positions and Terms pursuant to Policy 103.0

Others present at the meeting:

Kelly Edginton
Mike Groshong
Allen Wenger
Mike Wexler
Julie Kozlov
Natarsha Bryant
Sheila Shiebler
Tim Hoyt
Amy White

II. COMMUNICATIONS

A. PROCEDURAL NOTE:

1. MOTION TO APPROVE AGENDA – ACTION ITEM

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

Director Krein seconded the motion.

Motion was 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.

There were no oral communications or public input.

C. INFORMATIONAL PRESENTATION: Director's Report

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

1. IDVA 2 + 10 Board Presentation - Mike Wexler

Mr. Wexler presented the Directors with the September, 2020, financials. Documentation and charts have been provided to the Directors in Board packet materials and are displayed during discussion.

His presentation included an address of a summary and IDVA metrics, FY21 Forecast and Budget, Restricted Funds Data, Balance Sheet Data and Cash Flow projections for the year.

As to IDVA Metrics, Mr. Wexler identified that the projected 9 month enrollment average increased 7% as compared to forecast information. This increase of 2,236 students versus the prior year showing of 120% year over year growth. Month over enrollment increase was 109 students, in K-5, 11 in MS and 136 in HS.

Revenue is currently projected at 28.3 million dollars versus the 2 +10 forecast of 25.9 million and the Budget of 16.5 million. Expenses have likewise increased associated with the enrollment increases. Current projected expenses will be at 29.7 million versus the budget of 18.2 million.

Enrollment for the report period is at 4,105 versus the budgeted figure of 1,869.

Forecast information indicated that month over month, there was an increase in revenue of 2.3 million dollars driven by an increase of 256 students, driving state funding by 1.6 million, additional CARES Act funding of 600,000 and additional grant funding of 200,000. This is offset by expenses related to the enrollment increase within teacher expenses (400,000), student expenses (600,000), Management and Technology fees of (600,000), and Special Education Services (100,000).

Mr. Wexler did provide the Directors with some information regarding CARES and Corona Virus Relief funds.

With regard to Restricted Funds, the goal and expectation is that all Restricted Funds will be utilized and claimed for FY21.

As to the Balance Sheet, the month over change was driven by a K12 payment (1,000,000) and operational expenses for the month (800,000). This was partially offset by deferred revenues (1,200,000) and state funding (100,000).

The summary of Cash Flow was presented and runs through the end of the school's fiscal year. The changes note the increases expected in revenues and expenses associated with the increase in student population, the state's foundation payments, additional CARES act funding, a proposed K12 payment in October and increased proposed K12 payment in June, keeping the ending cash balance at 2,500,000.

Mr. Wexler stood for questions. Chairman Handeen made inquiry regarding the IDVA Matrix and class size issues with the huge expansion in student populations. Ms. Edginton provided information about how that number is calculated, and detailed information as to how class sizes are not as large as the matrix report information.

D. INFORMATIONAL PRESENTATION: Board/Staff Discussions

Board and staff discuss items of mutual interest.

1. Head of School Report – Kelly Edginton

Ms. Edginton presented information as to the state of the school the past month.

The Head of School reviewed upcoming calendar items.

- November 9-12 ISBA Convention

- Ms. Edginton will be presenting about virtual schools at the convention. This is going to be done in conjunction with iSucceed.
- November 13: School Event

The Head of School gave a school year 20/21 launch recap.

- IDVA and all K12 schools grew by a lot this fall. K12 had expected some growth and had planned for it. They had computer and materials vendors on notice that they would need more of everything. However, due to COVID-related impacts on manufacturers and publishers worldwide, delays in computers and materials occurred and are still occurring.
- K12 understood that, with the very large number of students who would be logging on for their first days of school, that it would be a big impact on the system. They communicated well with the schools. They worked hard to build the system up to handle the capacity and, at the same time, asked all the schools to have backup plans communicated to families. There were a few days when systems issues occurred and impeded the online school and blackboard, but they were minimal. K12 created online lesson guides for teachers in case of systems issues with their OLS/OMHS.
- In response to materials delays, K12 created online resources for students to utilize, and communicated which materials were delayed to schools. They inserted new activities into courses so as to offer alternatives to many of the backordered materials.
- At the school level, Administration developed and communicated back-up plan information, and moved students who did not yet have computers into future cohorts.
- IDVA has hired approximately 68 new staff this year so far – most of those hires occurred in August and September. Bringing on this many new staff has impacted existing staff. Admin and master teachers engaged in hours and hours of interviews as school was starting. Veteran teachers have been mentoring new teachers. In K5, we had nine (9) teachers and now we have thirty-three (33). Every K5 teacher is mentoring 3+ new teachers. The Director of Academics and I met with the K5 master teachers and department heads recently, and talked about how school start has been for them. They've been very busy supporting all the new teachers and new families. They all expressed that they have put in lots of extra hours,

and still do not feel like they are getting to everything. They are connecting with students in their live classes. One said she was asking parents to visit with her at the end of class to try and answer questions in a group setting. Another shared that she started open office hours for parents of her students and has extended those to 3-5 open office hours. All of them said they have not been able to make the personal phone calls they want, and felt bad about that. It was good to listen, and we are working on plans to help alleviate pressure.

- One of the things that will show recognition of their additional efforts is using some of our coronavirus relief funds to pay mentor stipends.
 - The Director of Academics and HOS are working with K12 to provide new teacher training for the new teachers we are still hoping to hire in MS and HS and further training for all new teachers.
 - Planning to become points of contact for new teachers.
 - Reviewing current processes and procedures to streamline and refine to reduce workload.
- The school is still enrolling students at a higher rate than in the past, but the enrollment influx is slowing. At this point, it looks like K5 is finished hiring. The school was fortunate to find certified K5 teachers to fill the school's needs. More MS and HS teachers are needed, and it is more difficult finding certified Math and English teachers currently. The HOS has been in communication with the State Department about some possible options – temporary alternate authorization for an applicant who will graduate in Dec., out-of-state certified teachers gaining ID certification, long -term subs who would have to gain emergency provisional approval. The HOS spoke with the Board Chair about potentially hiring out-of-state teachers, and, under the circumstances, he was good with this, as long as we put preference on those who would be willing to move to Idaho. The 11/2 MS cohort is being moved forward two weeks to give time to find teachers, and for delayed materials and computers to arrive.

The Head of School reviewed two school resource sites.

- IDVA College & Career Bulletin: <https://www.smore.com/fm72v-idva-college-career-bulletin?ref=email>
- IDVA Resource Website: <https://tinyurl.com/weareidva>

Ms. Edginton stood for questions. Inquiry was received by Ms. Edginton regarding all the work involved in bringing in new teachers, training those teachers, and the work load on all personnel relating to the extreme growth in student population. Discussion included the potential stipends for school staff.

The Directors made specific request to Ms. Edginton that she send a notice to all of the school's personnel, from the Board, expressing the gratitude for the work they are doing, and that the Board does have its eyes on the herculean efforts they are doing this school year.

Discussion was held regarding the inability to locate new teachers for a number of the remaining vacancies. She indicated the work that is taking place, and the cooperation of the SDE personnel to allow for out-of-state individuals to obtain a temporary credential to aid in this situation. Discussion included the potential use of retired teachers, and seeking out resources to contact regarding potential retired teachers. Students are still seeking to enroll, and re-start dates are having to be adjusted due to the fact that they cannot locate additional teachers in some subject areas.

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 September, 2020 Regular Meeting**
- 2. Approval of September 2020 Monthly Invoices**
- 3. Approval of K12 Invoices**
- 4. Approval of Payment to K12 (\$1.25 Million)**
- 5. Approval of September 2020 Check Register for Website Posting**
- 6. Approval of September Financial Report**
- 7. Enrollment Report**

Motion was made by Director Thompson to approve the Consent Agenda Items, as presented, including the designated payment to K12.

Motion seconded by Director Shaver.

Motion approved, unanimously.

IV. SCHEDULED FOR ACTION.

A. BUSINESS ITEMS (Requiring Approval Vote)

1. FY 20 Audited Financials – Tim Hoyt, Quest CPA

Mr. Hoyt presented the Directors with the FY 2020 Financial Audit, in full.

Mr. Hoyt expresses his appreciation for Mr. Wexler and the school's business personnel for all the work they did. Each year, the process seems to take more and more work.

Mr. Wexler stood for questions.

Motion made by Director Krein to approve the FY 2020 Audit, as presented, and forward such Audit Report to the required governmental entities.

Motion seconded by Director Thompson.
Motion approved, unanimously.

2. Blanket Student Teacher Approval.

Ms. Edginton explained the school's occasional use of student-teachers or pre-service teachers in conjunction with local education programs at the universities. She requested that she be given authority to enter into these individual arrangements without having to bring each situation back for consideration for the Board, which enables her to administratively formalize a program with the universities who wish to have their education program students learning distance/remote instruction for students.

Ms. Edginton stood for questions.

Motion was made by Director Shaver to approve the proposed Student Teacher Approval Request of Ms. Edginton, as presented.

Motion seconded by Director Thompson.
Motion approved, unanimously.

B. BUSINESS ITEMS (Informational)

1. Update on IDVA Print Ads (August) – Natarsha Bryant

Ms. Bryant provided the Directors with an update on the school's Pilot Marketing Program, addressing the subject matters of Local Print Media, IDVA digital and Live information Sessions and Q and A's. The local online and offline marketing pilot program took place during Q1 (July through September) in order to generate leads, impressions and brand awareness while targeting interested families who may wish to attend the school.

Print Media response detailed the various publications where ads in the "I am One" campaign was run. The marketing department is unable to directly tie any student enrollments directly attributable to the print campaign. The campaign may have aided with impressions and brand awareness of the school's existence and what they provide.

IDVA Online Campaigns were addressed in numerous avenues, including display, social and video. Ms. Bryant provided the Directors with the data as to "Impressions" and leads generated from each of these avenues during Q-1. This portion of the campaign was more successful in generation of leads, though could be more significant. However, again, these avenues provided significant impression and brand awareness regarding the school.

IDVA Virtual sessions were addressed as the next category of marketing activity. These included Zoom sessions for Virtual Open Houses, Information Sessions/Q&A, and Facebook Live sessions. Members of the IDVA team joined in on the sessions to support and answer questions. The Virtual Open House and Information Sessions did have attendees, but not have significant driving numbers. Approximately 1,100 views did occur regarding the Facebook Live Sessions.

Ms. Bryant stood for questions. Numerous questions were raised by the Directors relating to target outcomes; outcomes nationally versus locally; leads and brand awareness issues; action and follow up items; tracking data and procedures.

2. ISBA Annual Convention Attendance – Kelly Edginton

Ms. Edginton introduced the subject matter of Directors who wish to attend the Convention.

As the cost for registration is the same regardless of the number of school attendees, it was determined that Ms. Edginton will assure that all Directors are registered.

While there is typically a "charter track" of sessions that are of interest

to charter school participants discussion included the fact that these sessions will be recorded, giving one the ability to see other sessions that they would not have otherwise been able to attend.

3. Credit Card with D.L. Evans Banks Discussion – Director Shaver

Director Shaver raised the inquiry as to the status of work with D.L. Evans Bank and credit cards.

The Administration has indicated one problem that occurred with a purchase, and the need to contact in advance for major purchases. Otherwise, things have been calm. The real test has not occurred yet, because no face-to-face activity has been occurring with the teachers.

The Administration and Director Shaver will continue to work to resolve concerns.

C. POLICY READINGS (Requiring an approval vote)

1. Policy 510.1 - Texting Policy

Ms. Edginton introduced Policy 510.1, explaining the purpose of the requested policy and indicating that it has been reviewed by Ms. White.

This policy would provide for student/teacher texting, but only in situations where parents and/or guardians are difficult to contact and where the opt-in has occurred.

Motion was made by Director Shaver to approve policy 510.1, as presented.

Motion seconded by Director Thompson.

Motion approved, unanimously.

D. PERSONNEL REPORT (Requiring an approval vote)

1. Personnel Report.

Ms. Edginton presented the Personnel Report to the Directors for Approval.

The Personnel Report is significant in length, including retirements/resignations, recommendations for changes in position, as well as recommendations for hire. There remain a few vacancies in posted positions at this time, as addressed during the Executive Director's Report.

One teacher, Deborah Pitassi, in Special Education had been added to the report since first provided to the Directors.

Motion was made by Director Thompson to approve the personnel report, as amended.

Motion seconded by Director Krein.
Motion approved, unanimously.

2. Wells Charter Administrator Application – attestations approval.

3. Wells Charter Administrator Application - Board Letter Approval.

The Directors have previously discussed and addressed Ms. Well's change in position for the current school year. At this stage, the Board needs to address the authorization of her Charter Administrator Certificate. A detailed packet of information was provided and discussed. The Board needs to address the attestation approval and Board Letter of Approval for the SDE application.

Discussion occurred regarding the positive attributes of Ms. Wells, and the fact that the Directors have engaged in a similar proves in the past for other employees.

Motion was made by Director Thompson to approve the attestation for Ms. Wells.

Motion seconded by Director Shaver.
Motion approved, unanimously.

Motion was made by Director Krein to approve the requested Charter Administration Application Board Letter, as presented, and to direct signature and delivery as required.

Motion seconded by Director Shaver.
Motion approved, unanimously.

4. Approval of Request to Work out of District.

Ms. Edginton presented the request from school employee Owen. This is the matter that was rolled over from the last Board Meeting due to a missing signature. Detailed information as to the request was provided to the Directors in their board packets. The only possible conflict would exist if a student of Ms. Owen arrived for care at West Valley. In such

case, another West Valley employee could handle the matter in place of Ms. Owen.

The Directors expressed appreciation for the work that Ms. Owens would be doing.

Motion was made by Director MacConnell to approve the request to work outside of the LEA as presented for Ms. Kinsey Owen.

Motion seconded by Director Krein.
Motion approved, unanimously.

E. INSTRUCTION AND CURRICULUM.

1. Academic Report

Ms. Edginton presented the Directors with this month's academic report. Detailed reports were provided in the Board's packets relating to the subject matters below. The Executive Summary of such reports is as follows.

- IDVA Enrollment 10/7/2019: 4479 (IDVA enrollment Oct 2019: 1848)
 - Special Education enrollment: 9.87% (Oct 2019: 12.93%)
 - K5: 10.37%
 - VMS: 9.20%
 - VHS: 10.11%
 - ISID: 10.68%
 - Free & Reduced Lunch (economically disadvantaged) percentage: 54.01% (Oct 2019: 53.91%)
- Passing Rates
 - VHS: 80.5%
 - ISID-HS: 52.1%
 - VMS: 82.4%
 - ISID-MS: 38.0%
- Students who logged in 5+ times last week
 - VHS: 93%
 - ISID-HS: 77%
 - VMS: 93
 - ISID-MS: 78%
 - K5: 86%

- Students attending ALL their required Class Connect sessions in the week prior
 - VHS: Math – 67% / ELA – 62%
 - ISID-HS: Math – 39% / ELA – 40%
 - VMS: Math – 78% / ELA – 56%
 - ISID-MS: Math – 70% / ELA – 75%
 - K5: Math – 70% / ELA – 75%

- Math and ELA Class Connect Session overall attendance
 - VHS: Math – 80% / ELA – 76%
 - ISID-HS: Math – 55% / ELA – 53%
 - VMS: Math – 89% / ELA – 76%
 - ISID-MS: Math – not available / ELA – 75%
 - K5: Math – 82% / ELA – 85%

- K-5 – on track for 80% course completion (all courses)
 - 72.1%

- 614 High School Advanced Opportunity Courses / 336 High School students taking 1 or more Advanced Opportunity Courses (40.1% of VHS students)

F. PUPIL SERVICES.

No business scheduled or held.

VI. INFORMATIONAL/DISCUSSION ITEMS

No business scheduled or held.

VII. EXECUTIVE SESSION

No Executive Session was scheduled or held.

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

No Action was scheduled or held.

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

This portion of the Agenda is an informational section for Directors to advise the Chair and Clerk of possible matters for consideration in future meeting agenda, as well as information that the Directors may wish to review in such context. This is not an action section or a portion of the Agenda for which the Board will be taking action.

Multiple Directors addressed concern with regard to making sure that staff and all the new students were being taken care of, and that things were running as smoothly as possible. There is concern about teacher burn-out and being overwhelmed. A request was made if the Administration can report back to the Board as to what can be done and is being done to assist them.

Chairman Handeen reminded the Administration of the earlier requested letter to go to the staff from the Board.

X. ADJOURNMENT

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

Motion seconded by Chairman Handeen.
Motion approved, unanimously

Meeting was adjourned at 8:45 pm MDT.

Presented this day, October 15, 2020

Mike Groshong
Board Clerk