

**Idaho Virtual Academy
Board of Director's
Regular Board Meeting
September 12, 2019**

I. PRELIMINARY

A. CALL TO ORDER

B. ESTABLISH QUORUM

The meeting was called to order and confirmed a quorum at 7:00 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 | (7/19) | 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:

Jenny Whelan
Allen Wenger
Mike Wexler
Sheila Shiebler
Mike Groshong
Tamara Hutton
Dr. Zamora
Open Teleconference Line

II. COMMUNICATIONS

A. PROCEDURAL NOTE:

Additions, Corrections, or Substitutions to the posted agenda.

No Additions, corrections or substitutions.

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.

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.

Mr. Wexler spent specific time addressing slides 3-8, addressing the decrease in enrollment by program; month over forecast and a decrease in revenue of approximately \$135,000 due to decreased enrollment, which is partially offset by an approximate \$50,000 increase in literacy funding; flat expenses; budget versus forecast, associated with an approximate \$90,000 decrease in revenue and flat expenses; the status of restricted fund use, expected exhaustion and the start of the year for such funds in October; balance sheet issues; and cash flow slides, including payments to K12.

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

D. INFORMATIONAL PRESENTATION: Board/Staff Discussions

Board and staff discuss items of mutual interest.

1. Head of School Report – Kelly Edginton

Ms. Edginton was excused from the meeting and Ms. Whelan

presented in her place.

Ms. Whelan addressed the following:

- Notable calendar items for the month, including IRI testing, back-to-school outings, and upcoming Constitution Day.
- Information about an IDVA student who has been selected for the Youth Olympic Winter Games in Lausanne, Switzerland as a biathlon athlete for 2020 event.
- Middle and High School course schedules. The administration has planned to have course schedules showing a week prior to school start. This did not occur, and the Administration is continuing to work on this goal for future start periods. Due to many new student enrollment applications received close to the enrollment deadline, the deadline was extended for a few days. Additionally, the number of students enrolling at deadline gives the placement counselors a very short period of time to work with class placements. Time was a factor, and due to these issues, it simply was not possible to have the course schedules up until just a few days prior to the start of school.

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 August 2019 Regular Meeting**
- 2. Approval of August 2019 Monthly Invoices.**
- 3. Approval of K12 Invoice.**
- 4. Approval of Payment to K12.**
- 5. Approval of August 2019 Check Register for website posting.**
- 6. Approval of August 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.

Discussion was held that the end date time was mistakenly excluded from the Annual Meeting Minutes, and such clerical error needs to be corrected.

Motion was made by Director Krein to approve all matters in the Consent Agenda.

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

IV. SCHEDULED FOR ACTION

A. BUSINESS ITEMS (Requiring an Approval Vote)

1. IDVA GT Plan Approval – Ms. Edginton

Ms. Whelan presented the G.T. Plan to the Directors for consideration and possible approval. She detailed the work that the teachers performed in updating this plan, and then the administrative review. The Administrative personnel recommend, and are asking for, the Board to approve of such plan so that it can be submitted to the state.

Chairman Handeen expressed appreciation for all the work done in development of the plan, and was pleased to see GT College Credits were emphasized. He cannot think of anything that was missed in the development of the plan.

Motion by Director Thompson to approve the IDVA GT Plan, as presented.

Motion seconded by Director Krein.
Motion approved, unanimously.

2. EFT Student Tour – Australia – Ms. Hutton

Ms. Hutton presented a proposed student trip to Australia for June of 2020. She detailed the highlights of the trip with information having been provided to the Directors in writing. This is a 12-day trip that will involve students and multiple chaperones.

Both students and school employees can earn credits associated with this travel.

Ms. Hutton is currently in the process of participating in her training that is required to take this trip. She will be doing a 4-day trip to Rome in October as part of this training.

Teachers have nominated students that they thought would be good

travelers. She has also done marketing at face-to-face events and engaged in family contacts.

Discussion was held as to the cost, who is paying, number of student and adult participants, insurance, responsibility for student conduct and related matters.

Trips have been done in the past. The current interested student number is lower than that of the past. This may be due to the fact that this is one of the more expensive trips. Families pay for the entire cost.

Director Krein indicated she would appreciate in the future, if trips of this nature were to be considered, that they be brought before the Board prior to any advertising or marketing rather than after.

Motion by Director Thompson to approve the scheduled Australia student trip and travel, and to allow Ms. Hutton to continue to move forward with scheduling and planning, as presented.

Motion seconded by Director MacConnell.
Motion approved, unanimously.

3. Updated School Start Schedule – Ms. Edginton

Ms. Whelan, in Ms. Edginton's absence, presented the District with updated information regarding the school start schedule. This information was also presented in writing. One of the goals of this is to improve middle school opportunities.

Motion by Director Krein to approve the Updated School Start Schedule, as presented.

Motion seconded by Director Thompson.
Motion approved, unanimously.

4. Continuous Improvement Plan – Ms. Edginton

Ms. Whelan presented the Directors with the Continuous Improvement Plan for consideration and possible approval. The Administration and Board have reviewed this plan during a number of recent prior meetings, with minor edits and discussion. The approved plan needs to be to the State Board of Education on or before October 1st.

Motion by Director Krein to approve the Continuous Improvement Plan, as presented.

Motion seconded by Chairman Handeen.
Motion approved, unanimously.

5. IDVA SSA Dept. Handbook – Dr. Zamora

Dr. Zamora had provided the Directors with a copy of the updated Handbook in their board packets. He addressed the changes that have occurred, how it has been pared down, and the cooperative activity that has taken place in the development of the new version of this handbook.

Dr. Zamora stood for questions.

Motion by Chairman Handeen to approve the IDVA SSA Department Handbook, as presented.

Motion seconded by Director Thompson.
Motion approved, unanimously.

B. BUSINESS ITEMS SCHEDULED AS INFORMATIONAL

None scheduled or held.

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 working outside the LEA.

Ms. Whelan presented the personnel report to the Directors. They have also been provided a written copy in their board packet. There is one teacher seeking resignation and release on moving to full-time from part-time, and one individual requesting to work in addition to LEA.

Motion made by Director Thompson to approve the personnel report, including personnel changes and work approval outside the LEA, as presented.

Motion seconded by Chairman Handeen.
Motion approved, unanimously.

F. INSTRUCTION AND CURRICULUM

None scheduled or held.

G. PUPIL SERVICES (Requires a vote of Approval)

None scheduled or held.

V. INFORMATIONAL ITEMS

None scheduled or held.

VI. EXECUTIVE SESSION

None scheduled or held.

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

None scheduled or held.

VIII. ADJOURN.

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

Motion was seconded by Chairman Handeen.
Motion passed unanimously.

Meeting was adjourned at 7:30 pm (MDT).

Submitted this day, September 12th, 2019 by:

Mike Groshong
Board Clerk

