

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

**Thursday
September 17, 2020**

7:00pm (MDT)

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

The agenda of the Board will be prepared by the Clerk of the Board in consultation with the Chairman and the Administration. The agenda and supportive information/documents will be provided to each Director prior to each scheduled meeting.

The order of business will be determined by the Chairman of the Board with input from the other Directors and the Head of School. The Board may alter the order of business at any time and/or amend the agenda as appropriate, and pursuant to the requirements and limitations of the Idaho Code.

Patrons or citizens wishing to present matters to the Board must contact the Clerk of the Board, the Head of School, or any Board member at least five (5) days prior to the scheduled meeting to allow sufficient time for the matter to be placed upon the agenda. The Board may decline to hear any matter at its discretion.

Unscheduled matters from the public and patrons may be heard during the Oral Communications portion of the meeting at the discretion of the Directors. However, decisions on such matters may be tabled until the next meeting of the Board. Alternatively, the Board may choose to advance such items on the agenda via agenda amendment and/or make decisions on unscheduled items or matters via agenda amendment when it appears it is in the best interest of the LEA to do so. Anyone wishing to address the Board with an unscheduled topic should sign in with the Clerk of the Board prior to the start of the meeting. The Board may choose not to hear any particular item desired to be addressed by a member of the public due to such considerations of limited time and/or appropriateness of such topic in open/executive session, or if the individual has not followed appropriate procedures or policies to address a given concern.

Presentations by patrons or employees are limited to three (3) minutes, and the total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to a citizen concern, or the citizen may be offered the option of returning with a citizen-requested item.

When addressing the Board, speakers are requested to state their name and address, and adhere to the time limits set forth.

Citizens or patrons may request that a topic related to school business be placed on a future agenda by submitting a written request at least one hundred twenty (120) hours, or five days (5 days), in advance of any regular meeting. Once such an item is properly agendized and publicly noticed, the Board can respond, interact, and act upon the item.

I. PRELIMINARY

A. CALL TO ORDER

The meeting was called to order at 7:02 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 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
Amanda Judd
Amber Hatrock
Mike Wexler
Julie Kozlov
Allen Wenger
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 MacConnell 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 August, 2020, financials. Documentation and charts have been provided to the Directors in Board packet materials and are displayed during discussion.

He first addressed the Summary and IDVA Metrics indicating that the projected enrollment – for a 9 month average – increased 8% versus the prior forecast and 106% versus the prior year. He provided an enrollment breakout and indicated that there appears to be a dramatic increase in enrollment due to uncertainty families are feeling with their local brick and mortar school.

In addressing the Prior Forecast versus Current Forecast he indicated that month over month there was an additional increase of 281 students which provides an additional \$1.8 million in revenue but is also offset by increased expenses including teacher expenses of approximately \$1 million and student expenses of \$700,000 and technology fees of \$400,000. There is an additional special education cost of approximately \$200,000.

In addressing the data associated with Current Forecast versus Budget the figures have changed driven by a significant increase in student population which provides a significant increase in revenue and related expenses.

The Summary of Restricted Funds was reviewed, with the continued goal to utilize all funds that are provided and available.

The Summary Balance Sheet was reviewed which tracks the changes in funding due to increased enrollment and expenses. The month over month change is also driven by the August 15th Foundation payment of \$5.4 million dollars from the state and an adjustment to deferred revenue of \$300,000. This is also partially offset by a payment to K-12 of \$750,000

and operational expenses of \$500,000.

Mr. Wexler provided information regarding the Summary Cash Flow Report, with projected forecast through the end of the fiscal year. Changes exist in this report from last presented. The forecasted February and May funding payments will be based off of the new enrollment figures, which drives a significant increase in such funding payments and changes the cash flow projections. This also documents a proposed payment to K12 of 1 million dollars in September.

Mr. Wexler concluded his presentation with comment regarding his and Ms. Edginton's attendance today at a meeting to address Governor Little's program to utilize federal COVID funds for school programs. Everyone is still figuring out what they are allowed to do and not allowed to do with this money, with the general understanding that the expense has to be due to COVID and it cannot be for something that was already budgeted. Mr. Wexler and Ms. Edginton indicated that some of the funds may be able to be used for stipends due to greatly increased classroom sizes as well as stipends for existing teachers to be training new teachers. They are currently in the process of figuring out if they can pay the salaries of the newly hired teachers that were brought on due to the significant increase in enrollment, which the school attributes to COVID concerns of parents in brick and mortar programs.

Mr. Wexler stood for questions.

D. INFORMATIONAL PRESENTATION: Board/Staff Discussions

Board and staff discuss items of mutual interest.

1. Head of School Report – Kelly Edginton

Calendar

- A virtual scavenger hunt was held last week with students.
- On September 21st the beginning of Year Map Growth assessments commences.
- On October 21st the next virtual school event will be held.

Thank you from Staff for Years of Service Recognition Gifts.

- Ms. Edginton provided details as to the program where employees who have been with the school 5, 10 and 15 years are recognized. She provided the directors with some examples of the Thank You notes and comments that were received from these staff members.

Inspired Student

- Ms. Edginton provided the directors with information about a student in the school that through the school was connected

with a gemologist living in Mexico (mother in law of one of the school's teachers), including Zoom conferencing last spring. The student's mother wrote to the teacher this week and advised that the student is starting school and the Gemological Institute of America the next day. She was very thankful to the teacher for arranging this experience for her child.

Ms. Edginton stood for questions. Question and discussion was held regarding how virtual events were occurring and how they will be addressed in relation to class activities.

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 August, 2020 Regular Meeting**
- 2. Approval of August 2020 Monthly Invoices**
- 3. Approval of K12 Invoices**
- 4. Approval of Payment to K12 (\$1.0 Million)**
- 5. Approval of August 2020 Check Register for Website Posting**
- 6. Approval of August Financial Report**
- 7. Enrollment Report**

Motion was made by Director Thompson to approve the Consent Agenda Items, as presented, including a one million dollar payment to K12.

Motion seconded by Director MacConnell.
Motion approved, unanimously.

IV. SCHEDULED FOR ACTION.

A. BUSINESS ITEMS (Scheduled as Informational Items)

1. Approval of IDVA Continuous Improvement Plan 20/21

The Board returned to a review of the Continuous Improvement Plan for the school. Discussion had last been held, in depth, during the board's annual meeting.

Review was conducted and addressed by Ms. Edginton. Ms. Edginton stood for questions.

Motion made by Director Shaver to approve the school's Continuous Improvement Plan for the 2020-21 school year, as presented.

Motion seconded by Director MacConnell.
Motion approved, unanimously.

2. Approval of CWI Field Experience.

Ms. Edginton presented the Directors with a field experience request. A CWI student wants to shadow a teacher and the teacher, Ms. Hutton, has agreed to participate in this field experience, if the Board approves. A written program request was provided to the Directors with their board packets. Ms. Edginton stood for questions.

Motion was made by Director Shaver to approve the proposed CWI Field Experience, as presented.

Motion seconded by Director MacConnell.
Motion approved, unanimously.

B. BUSINESS ITEMS (Informational)

No Business Scheduled or Held.

C. POLICY READINGS (Requiring an approval vote)

No business scheduled or held.

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 substantial due to the fact of an increased student population. This has resulted in the shuffling of teacher positions, a significant number of new teacher hires as well as hires for administrative, advisors, and operational positions.

Ms. Edginton stood for questions.

Discussion was held regarding the process put into place for the transition of new personnel. Ms. Edginton addressed the fact that every elementary teacher was currently mentoring a new teacher. She would

like to propose a stipend for this activity from the COVID money.

She indicated that K12 has been extremely supportive during this process and with the increased enrollment and has added more administrative support through this school year.

Motion was made by Director MacConnell to approve the personnel report, as presented.

Motion seconded by Director Shaver.
Motion approved, unanimously.

2. Wells Request for LOA.

Ms. Edginton detailed some of the staffing shuffle associated with the increase in student enrollment. With this, Ms. Wells, who is an IDVA employee as a Master Teacher, is seeking to move to K12 Administrative position for the year. However, in order to retain a possible position return to a Master Teacher position next year should the increased enrollment figures not hold.

Motion was made by Director Shaver to approve the LOA for Ms. Wells for the 2020-2021 school year, as presented, so as to allow Ms. Wells to work for K12 as an administrator at the school during the 2020-21 school year rather than as an IDVA employee.

Motion seconded by Director Krein.
Motion approved, unanimously.

3. Approval of Requests to Work Outside the School

Each year numerous school employees work in additional capacities. This is often an IDLA class that they teach. Ms. Edginton presented the Directors with the proposed list of requests at this time.

Question and issues were raised with one request as it had not been signed off on by Ms. Edginton. Ms. Edginton indicated that she would go back and examine that issue. Concern was raised as to whether or not this is a conflict with the position that the employee will be working or if this request will be fine – dependent upon Ms. Edginton's review.

Motion was made by Director Thompson to approve the requests to work outside of the school, for certificated professional employees, as presented with the exception that if Ms. Edginton does not approve of the unsigned request the matter for that one request will need to be revisited.

Motion seconded by Director Shaver.
Motion approved, unanimously.

E. INSTRUCTION AND CURRICULUM.

No business scheduled or held.

F. ACADEMIC REVIEW OF SY 2019-2020

No business scheduled or held.

G. 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.

- Director Shaver requested that an upcoming Board Meeting Agenda item address the status of the prior credit card issues with the banking change and if that matter has been resolved.
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X. ADJOURNMENT

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

Motion seconded by Director Shaver.

Motion approved, unanimously

Meeting was adjourned at 7:33 pm MDT.

Respectfully submitted on this day the 17th of September 2020

Mike Groshong
Board Clerk