

**AGENDA**

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

**July 25, 2016**

**Dinner Meeting Held  
@**

**Gino's Italian Restaurant  
3015 W. McMillan Road #108  
Meridian, Idaho 83642**

**6:30pm (MDT)**

**Business Meeting Held**

**July 26, 2016  
@**

**1965 S. Eagle Road, Suite 190  
Meridian, Idaho  
83642**

## **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 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 agenzized and publicly noticed, the Board can respond, interact, and act upon the item.

- I. PRELIMINARY**
  - A. CALL TO ORDER**
  - B. ESTABLISH QUORUM**
  - C. ROLL CALL**

<i>Seat</i>	<i>Occupant</i>	<i>Term</i>	<i>Present</i>	<i>Absent</i>
Position 1	Director Tower	(7/18)	_____	_____
Position 2	Director Sankovich	(7/18)	_____	_____
Position 3	Director Robinson-Eckert	(7/16)	_____	_____
Position 4	Director Handeen	(7/17)	_____	_____
Position 5	Director MacConnell	(7/17)	_____	_____
Position 6	Director Thompson	(7/18)	_____	_____

*Positions and Terms pursuant to Policy 103.0*

## **II. COMMUNICATIONS**

### **A. PROCEDURAL NOTE:**

Additions, Corrections, 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.

### **C. INFORMATIONAL PRESENTATION: Director's Report**

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

#### **1. Chairman's Report.**

### **D. INFORMATIONAL PRESENTATION: Board/Staff Discussions**

Board and staff discuss items of mutual interest.

**Business in this area will be covered in Section V, Part B. It will include the Annual Head of School Report and the Annual Department Head reports to the Board of Directors.**

## **III. CONSENT AGENDA ITEMS**

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 June 2016 Meeting
2. Approval of June 2016 Monthly Invoices.
3. Approval of K12 Invoice.
4. Approval of Payment to K12.
5. Approval of June 2016 Check Register for website posting.
6. Approval of June 2016 Financial Report.

**IV. ANNUAL MEETING ITEMS**

**1. ELECTION OF NEW BOARD MEMBERS**

- A. Appointment of Bjorn Handeen to Position 4.
- B. Appointment of Jeff Thompson to Position 6.
- C. Reappointment of Chairman Robinson-Eckert.

**2. OFFICER ELECTIONS**

- A. Chairman
- B. Vice Chairman
- C. Treasurer

**3. OATHS OF OFFICE**

Administered to new and reappointed Directors

**4. CODE OF ETHICS**

All Directors sign IDVA Board approved Code of Ethics forms.

**5. APPOINTMENT OF BOARD CLERK**

**6. APPOINTMENT OF TITLE IX OFFICER**

**7. APPOINTMENT OF TITLE VI OFFICER**

**8. APPOINTMENT OF DISABILITY COORDINATOR**

**9. APPOINTMENT OF THE HEAD OF SCHOOL AND/OR THE BOARD CLERK TO RESPOND TO PUBLIC RECORDS REQUESTS.**

**10. COMMITTEE APPOINTMENTS**

- A. Scholarship Committee

**B. Policy Committee**

- 11. DESIGNATED DAY, TIME, PLACE FOR MONTHLY MEETINGS.**
- 12. SELECTION OF NEWSPAPERS FOR LEGAL PUBLICATIONS.**
- 13. SELECTION OF DEPOSITORY FOR LEA FUNDS.**
- 14. APPROVAL OF DEBIT CARD HOLDERS & AMOUNTS.**
- 15. APPROVAL OF CREDIT CARD HOLDER & AMOUNT.**
- 16. APPROVAL OF CAPITALIZATION AMOUNT.**
- 17. IDENTIFICATION OF DISPOSAL AGENT.**
- 18. APPROVAL OF THE YEAR TO YEAR LEASE WITH THE IDAHO TECHNICAL CAREER ACADEMY FOR THE 2016-2017 SCHOOL YEAR.**

**V. SCHEDULED FOR ACTION**

**A. BUSINESS**

- 1. Policy Readings.**
  - a. First Reading of Policy 702.2 (Amended) – HOS**
  - b. First Reading of Policy 707 (Amended) – Clerk**
  - c. First Reading of Policy 802.0 (New) – Clerk**
- 2. Other Business.**
  - a. Classified Staff Pay Scale (Amended) – HOS.**
  - b. Certified Staff Pay Scale (Amended) – HOS**
  - c. K/5 Purchase Request – Amy Chadez**
  - d. Quinn Lindsay Research Request – Kelly Edginton**
  - e. K/12 Club Leader Request – HOS**
  - f. Budget Initiative – Kelly Edginton**
  - g. Approval of Employee Manuals – Julie Ingwersen**
  - h. Approval of K/5 Handbook – Amy Chadez**

**B. INSTRUCTION AND CURRICULUM.**

**ACADEMIC REVIEW OF SY 2015-2016**

1. Academic & Annual Report – Kelly Edginton
2. K/5 Report – Amy Chadez
3. Middle School Report – Jenny Whelan
4. VHS Report - Scott Miller
5. Special Services Report – Amanda Judd/Jodee Sisson
6. FAST Report – Alex Zamora

**C. PUPIL SERVICES.**

Enrollment Report – Kelly Edginton  
Marketing Report – Heidi Higgins

**D. PERSONNEL**

Personnel Report – Kelly Edginton

**VI. ITEMS SCHEDULED FOR INFORMATION**

K/12 Services Agreement – Amy White

**VII. EXECUTIVE SESSION**

Board Self-Evaluation  
Service Provider Evaluation  
Head of School Evaluation  
School Administrators Evaluations

Pursuant to section 74-206(1) (b): To consider the evaluation, dismissal or disciplining of or to hear complaints or charges brought against a public officer, employee, staff member or individual agent of the public school.

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

**IX. ADJOURN.**

