

**Idaho Virtual Academy
Board of Director's
Regular Board Meeting
March 18, 2014**

I. PRELIMINARY

- A. CALL TO ORDER**
- B. ESTABLISH A QUORUM**

Meeting commenced at 7:30 p.m. MDT with a quorum of the Directors present.

- C. TRUANCY HEARINGS AS NEEDED**

Executive Session scheduled in later segment of meeting to address student hearings.

- D. ROLL CALL**

Directors Present:

Dave Malnes
Kerry Heninger
Monica Robinson-Eckert
Kimber Tower

Others in attendance:

Kelly Edginton	Paige Smith
Mike Groshong	Samantha Carl
Allen Wegner	Shelly Andrus
Heidi Higgins	
Amy Chadez	
Amy White	

II. COMMUNICATIONS

- A. AGENDA – PROCEDURAL NOTE: ANY ADDITIONS, CORRECTIONS OR SUBSTITUTIONS TO THE POSTED AGENDA**

No additional additions, corrections or substitutions to the Agenda.

B. ORAL COMMUNICATIONS

No member of the public signed up for public input.

C. EXECUTIVE SESSION

Motion made by Director Malnes as follows:

Motion for the Board to adjourn into executive session pursuant to Section 67-2345(1)(b), Idaho Code, to consider the evaluation, dismissal, disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member of individual agent or public school student and further pursuant to Section 67-2345(1)(d), Idaho Code to consider records that are exempt from public disclosure.

Motion seconded by Director Heninger
Roll Call vote of each director unanimously approved motion.

Executive session commenced at 7:37 P.M. In attendance were the Board Members present at the meeting, board counsel, Ms. Edginton, Ms. Chadez and a parent of a student enrolled at the school.

The Board conducted an appropriate student hearing.

The Board excused the Administrative personnel and parent of a student enrolled in the school and commenced deliberations with Board Counsel commencing at 8:13 P.M.

Subsequent to deliberations and upon unanimous approval of a motion of Chair Malnes, seconded by Director Heninger the Board returned to open session at 8:47 P.M.

Motion was made by Director Malnes as follows:

I hereby move that the Board table and continue the Board's hearing on the Administrative recommendation associated with Student 13-G from today's date until the regular monthly board meeting held in April of 2014. I further move that the Board's Clerk provide written notification to the family of Student 13-G relating to the continuation of this hearing prior to such meeting.

The purpose of such continued hearing will be for the Board to receive an update as to the status of the student in relation to the academic progress of the student. The Board requests that the

Administrative Team prepare a vigorous but accomplishable action plan for the family to address progress and activities to become current. Progress on this plan will be reviewed by the Board during the continuation of this hearing. The Board expects that there will be full compliance with this plan, which means full 100 percent compliance, by the student and family of the student.

The Board further strongly suggests that the family reach out to an onboarding specialist of the school for assistance, that a secondary learning coach work with the student and that if the family does not believe the student can maintain work within the administrative plan that consideration be given to withdrawing rather than having an expulsion on the student's permanent educational record.

At the conclusion of the continued hearing, the Board shall deliberate and make a decision on the Administrative Recommendation now pending before the Board.

Director Heninger seconded the motion.
The motion approved by unanimous vote.

With the consent of the subject employee the second matter scheduled for executive session will be addressed with the Personnel Report and held in open session.

D. DIRECTOR'S REPORT

1. Director's Report

Chairman Malnes advised the Directors that he had advanced a letter to Senate Education Chairman Goedde in support of House Bill 579 relating to funding. This bill will not get passed this current year.

Chairman Malnes indicated that he would like to start the process for seeking out a replacement Director for when his position expires at the annual meeting. He would like to have a letter sent out to parents seeking any interested applicant and to move forward with the typical committee process. The Directors discussed this issue. Chairman Malnes and Director Heninger will work through the typical process for Director replacement.

E. INFORMATIONAL – BOARD STAFF DISCUSSIONS

1. Head of School Report

Ms. Edginton provided the Directors with information regarding the recent Road Show Professional Development. They went to three areas in the state to hold these events. Much of the discussion included SBAC, preparation for the test and the meaning of such.

She provided the Directors with information about the recently held Math and Literacy Fairs and Olivia Thomas recently being selected as a winner for the Idaho Affiliate National Center for Women Information Technology Aspirations in Computing Award.

The SBAC window for testing was delayed by the state department by at least one week. Ms. Edginton was out of the office when this occurred and expressed appreciation for how well this information was messaged out in her absence. The window should not now start until at least next Monday.

She provided the Directors with information as to the continued activities of the Office of Inspector General and the Federal Audit that has been taking place. Information as to the focus of the audit is going to be provided to the school shortly as it appears to have changed in the process.

Ms. Edginton addressed House Bill 579 with the Directors. She indicated that this will not get through the legislature as it has a financial impact and the budgets were set before this bill got into the process. This is a matter that will have to be addressed next year.

F. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

A motion was made by Director Heninger to approve the minutes from the February 18, 2014, Regular Meeting, as presented:

Chairman Tower seconded the motion.
Minutes approved by unanimous vote.

III. CONSENT AGENDA ITEMS:

No items were addressed.

IV. SCHEDULED FOR ACTION:

A. BUSINESS

1. APPROVAL OF FEBRUARY INVOICES AND K12 INVOICE.

Mr. Wegner presented the February school invoices for approval.

The February 2013 invoices are usual and customary and the expenses are consistent with the approved budget and expected costs that the Board and administrative team prepared.

The invoices were reviewed by an IDVA employee, in accordance with school policy, and were also independently reviewed by Director Vore. No irregularities were identified during these reviews.

Motion made by Director Robinson-Heninger as follows:

Motion to approve the February 2014 invoices for the school and to approve payment to K12 in the amount of \$1,297,105.09.

Motion seconded by Director Tower.
Motion approved by unanimous vote.

2. APPROVAL OF FEBRUARY CHECK REGISTER

Mr. Wegner next presented the check register data provided to the Board for February. This information is essentially the same as the invoice approval, but in a different format for the posting onto the School's website.

Motion was made by Director Tower as follows:

Motion to approve the February Check Register Report for posting on the school's expenditure website.

Motion seconded by Director Heninger.
Motion approved by unanimous vote.

3. APPROVAL OF FEBRUARY FINANCIAL REPORTS

Mr. Wegner presented the February Financial Report to the Directors.

Cash flow at this time remains very good. Mr. Wegner detailed the payments that are yet to be received by the school for the remainder of this school year. The approved budget for the school year is very close to the actual expenses and revenue and he does not see any variances that are in need of any attention at this time.

As the end of the legislative session is near, it is expected that he will start to get some preliminary ideas of funding for the next fiscal year. Mr. Wegner and the Directors engaged in discussion about next year's preliminary numbers and when there is an expectation to have some data.

Motion made by Director Heninger as follows:

Motion to approve the IDVA February Financial Report, as presented.

Motion seconded by Director Malnes.
Motion approved by unanimous vote.

4. CRISIS MANAGEMENT PLAN - SECOND READING

Mr. Groshong presented the Directors with the second reading of the proposed Crisis Management Plan. This plan was developed as a result of the accreditation process and requests to see such a plan.

Both the school's administration and now the Board have had an opportunity to provide input into the plan. Since the last meeting, no member of the Board has made contact with Mr. Groshong seeking to ask any questions or discuss any possible changes. Accordingly, there have been no changes to the document since the first reading.

During the presentation, the Board indicated that they did not have any questions at this time.

Motion was made by Director Robinson-Eckert as follows:

Motion to approve the Crisis Management Plan, as presented.

Motion seconded by Director Tower.
Motion approved by unanimous vote.

5. **Policy 309.1 – AMENDMENT – FIRST READING**

This policy relates to Mileage and Expense Reimbursements and travel process.

Mr. Groshong presented to the Directors the minor amendments proposed to this policy. These changes relate to mileage and expense reimbursement, issues that have been previously discussed with the Directors. There is also a modification to the travel process. Typically travel is scheduled through the District Office and these issues are rarely visited by individual employees.

Due to the very minor modifications, the Directors received the following motion by Director Heninger as follows:

Motion to approve the amendment to Policy 309.1, as presented.

Motion seconded by Director Tower.
Motion approved by unanimous vote.

6. **Policy 801.4 – AMENDMENT – FIRST READING**

This policy relates to Non-Certificated Employee Evaluations.

The proposed amendment to the policy is designed to address what is really occurring at the school, who is supervising and evaluating in the school's office. The proposed changes are consistent with the manner in which the management has changed over the years and the actual operations.

Motion was made by Director Heninger as follows:

Motion to approve the amendment to Policy 801.4, as presented.

Motion seconded by Director Robinson-Eckert
Motion approved by unanimous vote.

7. **Policy 902.5 – AMENDMENT – FIRST READING**

The administration indicated that this is not a policy that is up for review or amendment and this is simply an error in the agenda.

No discussion or action occurred.

8. Policy 905.3 – AMENDMENT – FIRST READING

This policy relates to student discipline. Only minor tweaks to the policy are recommended. The changes do not change the intention or purpose of what is cited but rather only simply recite the exact language of code. This was found during the Performance Certificate Process and the SDE review of the school.

Motion was made by Director Heninger as follows:

Motion to approve the amendment to policy 905.3, as presented.

Motion seconded by Director Tower.

Motion approved by unanimous vote.

B. INSTRUCTION AND CURRICULUM

1. ACADEMIC REPORT

Ms. Edginton presented her Academic Report to the Directors in writing. She inquired if there were any questions about what the Directors had received and reviewed. No inquiry was made by any of the Directors.

2. 8 IN 6 PROGRAM UPDATE

Ms. Edginton provided the Directors with materials regarding the schools utilization of the 8 in 6 program and the desire to increase use and participation and properly message information out about the program to families. She detailed what the school is doing to message out the benefits of the program.

Ms. Edginton responded to inquiries from Director Tower about the program and how to best provide the Directors with information so that they too can provide correct information to parents. She would like to be able to share and explain the program and provide correct information.

Ms. Higgins advised the Directors that she was in the process of preparing slides and materials to explain the process as clearly and simply as possible.

C. PUPIL SERVICES

1. ENROLLMENT REPORT

Ms. Edginton then presented the Board of Directors with the current enrollment report:

Total enrollment is currently at 3059 students. Ms. Edginton provided the Directors with a breakdown of detail in her written report regarding students by grade/program level as well as a comparative analysis of this year's enrollment as compared to the past four school years. Current at this time is somewhere in the middle of the compared five (5) years.

D. PERSONNEL

Ms. Edginton presented the Directors with the personnel report, as presented in relation to simply obtaining the Board's approval of the previously hired non-certificated personnel of the school. In addition, the personnel report, as presented, needs to be amended to reflect a certificated employee's request for a one-year leave of absence.

Ms. Andrus engaged in a discussion with the Board in relation to her desire to take a leave of absence for the 2014-2015 school year to pursue a Master's Degree. Discussion related to the policy of the school, how insurance is handled, how a possible RIF impacts a leave situation and possible return to the school the following school year.

Motion was made by Director Tower as follows:

Motion to approve the Personnel Report, as Amended to include the approval of a certificated employee (Andrus) request for a one-year leave of absence pursuant to school policy and thus granting Ms. Andrus a leave of absence for the 2014-2015 school year.

Motion seconded by Director Heninger.

Motion approved by unanimous vote.

V. ITEMS SCHEDULED FOR INFORMATION:

No business scheduled or addressed.

VI. EXECUTIVE SESSION:

No additional Executive Session scheduled or held.

VII. ADJOURNMENT:

All of the Board's business being concluded, Chairman Malnes sought a motion to adjourn.

Motion was made by Director Heninger that the meeting of the Board of Directors be adjourned.

Director Tower seconded the motion.
Motion approved by unanimous vote.

Meeting was adjourned at 10:12 p.m. (MDT)

Dated the 18th day of March 2014

Mike Groshong

Board Clerk

Board of Directors Meeting convened and held pursuant to appropriately provided and received electronic Notice of Annual Board Meeting with posted agenda (IDVA By-Laws, Article V, Section 1).

Meeting held at the Treasure Valley Learning Center.

Additional attendance available via telecommunications.

IDVA BOARD MEMBERS

David Malnes (Chairman)

- Malnes6@usfamily.net
- Term through July 2014

Kerry Heninger (Vice Chairman)

- Heninger5@msn.com
- Term through July 2014

Monica Robinson-Eckert

- Robinmon@isu.edu
- Term through 2016

Nathan Vore

- rnvore@q.com
- Term through July 2015

Kimber Tower

- ClanTower@gmail.com
- Term through July of 2015