

**Idaho Virtual Academy  
Board of Director's  
Regular Board Meeting  
September 16, 2014**

**I. PRELIMINARY**

**A. CALL TO ORDER**

**B. ESTABLISH A QUORUM**

Meeting commenced at 7:31 p.m. MDT with a quorum of the Directors present.

**C. TRUANCY HEARINGS AS NEEDED**

No Truancy Hearings scheduled or held.

**D. ROLL CALL**

Directors Present:

<i>Seat</i>	<i>Occupant</i>	<i>Term</i>	<i>Present</i>	<i>Absent</i>
Position 1	Director Tower	(7/15)	<u>  X  </u>	<u>      </u>
Position 2	Director Armes	(7/15)	<u>  X  </u>	<u>      </u>
Position 3	Director Robinson-Eckert	(7/16)	<u>  X  </u>	<u>      </u>
Position 4	Chairman Heninger	(7/14)	<u>  X  </u>	<u>      </u>
Position 5	Director Malnes	(7/14)	<u>  X  </u>	<u>      </u>

*Positions and Terms pursuant to Policy 103.0*

Others in attendance:

- Kelly Edginton
- Allen Wegner
- Mike Groshong
- Scott Miller
- Alex Zamora
- Amy White

Open Teleconference Line

**II. COMMUNICATIONS**

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

No additions, corrections or substitutions were made to the agenda.

**B. ORAL COMMUNICATIONS**

No member of the public signed up for public input.

**C. DIRECTOR’S REPORT**

**1. CHAIRMAN’S REPORT**

Chairman Heninger indicated that the letter to seek out additional director interest has been completed. This was created off of the prior letter.

Chairman Heninger addressed a desire to have the Board conduct a survey of the school’s personnel. This would be done with taking all K12 personnel out of the process and having such entirely performed by the Board. Director Tower agreed to handle the matter through the use of Survey Monkey and a discussion was had as to the best timing in order not to put additional responsibilities upon the teachers. The Directors will discuss this in more detail at future meetings.

**2. SUBCOMMITTEES’ REPORT**

**A. SCHOLARSHIP COMMITTEE**

The committee reported that they have discussed their task and have a general idea of where they would like to go. It is their desire to have a written proposal to present to the Board during the October meeting. They have a question or two that they want to research and discussions that they would like to have with the teaching staff prior to bringing to the Board in October. The committee would like to target a November board approval time line so that this information could be distributed to counselors, students and families who are interested in addressing scholarship applications.

**B. POLICY COMMITTEE**

Amy White advised the Board as to the activities that have taken place with the Administrative Team in order to review the entirety of the policy manual. There is an intention to bring this to the Board in segments for consideration of approval.

The Service Agreement activities have been on hold as Ms. White was out of the state for a personal family matter.

**D. INFORMATIONAL – BOARD STAFF DISCUSSIONS**

**1. HEAD OF SCHOOL REPORT**

School has started and traditional activities are under way. Student testing is underway and attendance is being closely monitored.

Ms. Edginton reported on the Administrator Evaluations for the 13-14 school year and provided the Board with the required notice of completion and outcome.

K12 posted the Special Education Administrator notice. Tara Ball is continuing to serve as interim in the position. Work is being done on the job description for the posting. In the meantime, the staff has stepped up and aided Tara with making sure everything is taken care of.

Ms. Edginton provided the Directors with information about the Family Academic Support Team, what their duties will be and the manual that has been put together. Andrea Hampton has been working with the Onboarding staff about the possibility of transition to this program.

Ms. Edginton introduced Alex Zamora to the Board. Alex is the school's social worker and will be heading up the Family Support Group.

Ms. Edginton provided the Directors with information about the Treasure Valley elementary teachers starting up an Art Day. This is something that they did on their own and which the administration will support. They had great attendance of parents and students. The current plan is that these teachers will do this activity on a monthly basis.

Ms. Edginton provided the Directors with an update of activity of the OIG Auditors and the additional data review that they have been conducting.

**III. CONSENT AGENDA ITEMS:**

1. Approval of Minutes from August 19th Meeting
2. Approval of August Monthly Invoices
3. Approval of K12 Invoice
4. Approval of Payment to K12
5. Approval of August Check register for Website Posting
6. Approval of August Financial Report

Chairman Heninger inquired if there were any questions of any of the Directors relating to any matter on today's Consent Agenda.

Motion was made by Director Eckert to approve all matters in the Consent Agenda, as presented.

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

**IV. SCHEDULED FOR ACTION:**

**A. BUSINESS**

**1. APPROVAL OF SCHOOL COHORT SCHEDULE**

Ms. Edginton presented the Directors with an amendment to the previously approved Cohort Schedules. A number of amendments had to be made relating to the timeline.

Director inquiries about the changes and about the current Schedule were addressed.

Director Eckert made a motion to approve the Cohort Schedules as presented, providing the Administration the authority to make a change in the date of the High School Cohort Schedule as discussed with Administration and Directors.

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

**2. APPROVAL OF AMENDED K-5 STUDENT HANDBOOK**

Ms. Edginton presented the Directors with amendments to the K-5 Student Handbook. There were a number of typographical errors that

were corrected from the initial version that the Board has already approved. Otherwise, the content remains the same as that which the Board has previously approved.

Director Tower made a motion to approve the K-5 Student Handbook, as presented.

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

**3. APPROVAL OF CLASSIFIED PAY SCHEDULE**

Ms. Edginton presented the Directors with an amendment to the school's existing and previously approved salary schedule for classified personnel. This amendment is necessary and solely relates to the Family Academic Support Personnel. These are new positions for the school and thus were not on the prior approved schedule.

Director Armes made a motion to approve the Classified Pay Schedule, as presented.

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

**4. FAST REFERRAL HANDBOOK APPROVAL**

Alex Zamora presented the Directors with the Handbook that he is proposing be utilized by the Family Academic Support Team. This handbook outlines the process for the FAST team, the proactive approach he wants the team to take.

The Family Academic Support Team will be utilizing a tiered system and approach in working with students. The referral process includes a flow charge. There are form letters already prepared and provided for the teams and status on different tiers.

Chairman Heninger expressed appreciation to Mr. Zamora for all the hard work in putting this information together and expects that this program will be very helpful for students and the academy.

Motion by Director Tower to approve the FAST Referral Handbook, as presented.

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

**5. POLICY 904.2 (AMENDED) APPROVAL**

This is the new Student Data Privacy and Security Policy that pursuant to New Section 33-133, Idaho Code all schools are required to adopt addressing Student Data. The school has no authority to amend the policy – other than changing District to Charter.

This law went into effect in March of 2014 and required the State Board to develop this policy. They have finally just developed this policy and distributed it to the schools. This occurred in the last few weeks.

The School is required to adopt this policy by the new Idaho Law.

Motion by Director Eckert to approve Policy 904.2 as presented.

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

**B. INSTRUCTION AND CURRICULUM**

**1. ACADEMIC REPORT.**

Ms. Edginton presented the Directors with her Academic Report for the commencement of the school year including the provision of information on the following matters:

- IDVA Enrollment 9/11/2014: 2655 (IDVA enrollment Sept 2013: 3132)
- Strong Start completion 9/9/14: 99% K8/87% HS
- Individual Learning Plan completion 9/9/14: 3%
- Fall Scantron completion 9/7/14
  - Reading – 91%
  - Math – 92%
- High School Pass Rates
  - Coming Soon!
- 60 students currently enrolled in Mark12 Reading intervention courses

- 87 students currently enrolled in high school IDVA academic intervention courses (Tier 2 courses) – note that HS will be utilizing a new program, USA Test Prep, and that interventions will be provided based on interim assessments for all students grades 9-11
- 198 students currently enrolled in K-8 Advanced Learner Program
- 241 students currently enrolled in High School Advanced Opportunity Courses

**C. PUPIL SERVICES**

**1. ENROLLMENT REPORT**

Ms. Edginton then presented the Board of Directors with the current enrollment report including total figures and a break down by program. She indicated that enrollment is a bit lower than it has been in the past. On the date of the pull of the report there were 2591 enrolled students and 804 students in various pending states. Not all of these pending students will eventually turn into enrollments.

The Office staff is getting the Pending student list turned around quite quickly at this time. The assistance of the local staff has made the difference.

The Board asked that Ms. Edginton express to the local office staff the appreciation of the Board for their assistance in pitching in and getting these students addressed.

**D. PERSONNEL**

**1. PERSONNEL REPORT**

The report addresses a single change, that being the hiring of Theresa Bannister. This change is associated with the modification of positions from HS Onboarding to HS Support Specialist.

Motion by Director Eckert to approve the personnel report, as presented.

Motion seconded by Director Armes.

Motion approved by unanimous vote.

**V. EXECUTIVE SESSION:**

No Executive Session was scheduled or held.

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

No action taken as no Executive Session was held.

**VII. ADJOURNMENT:**

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

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

Director Tower seconded the motion.

Motion approved by unanimous vote.

Meeting was adjourned at 8:27 p.m. (MDT)

Dated this 16th day of September 2014.

Mike Groshong  
Board Clerk

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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

Kerry Heninger (Chairman)

- [Heninger5@msn.com](mailto:Heninger5@msn.com)
- Term through July 2017

Monica Robinson-Eckert (Vice-Chair)

- [Robinmon@isu.edu](mailto:Robinmon@isu.edu)
- Term through July 2016

David Malnes

- [Malnes6@usfamily.net](mailto:Malnes6@usfamily.net)
- Term through October 2014

Kimber Tower

- [ClanTower@gmail.com](mailto:ClanTower@gmail.com)
- Term through July of 2015

Brian Armes

- [Brian@EDUCATORSEYES.ORG](mailto:Brian@EDUCATORSEYES.ORG)
- Term through July 2015