

MINUTES OF THE  
REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
IDAHO VIRTUAL ACADEMY

August 21, 2012

I. **PRELIMINARY**

A. **CALL TO ORDER**

Meeting was called to order at 7:45 PM (MST).  
There were some technical difficulties at the beginning of the meeting, hence the later start.

B. **ESTABLISH A QUORUM**

Quorum was established at 7:46 PM (MST).

C. **TRUANCY HEARINGS AS NEEDED**

No truancy hearings were held.

D. **ROLL CALL**

Director's Attendance:	Present	Absent
David Malnes, Chairman of the Board	X	
Nathan Vore, Treasurer	X	
Kerry Heninger, Vice Chairman	X	
Monica Robinson-Eckert	X	
Kimber Tower	X	

Others in attendance:

Desiree Laughlin, Head of School  
Allen Wenger, Business Manager  
Mike Groshong, Board Clerk  
Kelly Edginton, Director of Academic Services

## II. COMMUNICATIONS

### A. ORAL COMMUNICATIONS

No member of the public signed up to provide any public input.

### B. DIRECTOR'S REPORT

Chairman Malnes welcomed everyone to the meeting.

#### 1. Educational Meetings/Trainings for Directors

Director Heninger gave her report of her attendance at the National Charter School Convention at the Annual Meeting of the Board, last month. At this meeting, Director Robinson-Eckert gave her report of her impressions of the convention. Monica gave a very favorable impression of her attendance, citing that the resource room at the convention was a great source of materials and information. There were lots of curriculum vendors and she received many ideas on service projects that she thought that the school could initiate. Overall, she noted that she would give the convention training high marks, although it lacked the specific type of training that she sought to make her a better Board member. However, it did allow her to see the “big picture” of her work as a Director.

Chairman Malnes followed Monica's report by asking the Board members to consider implementing two of the ideas that came back from the convention: a) Sending the book recommended by Director Heninger at the Annual Meeting out to the Directors; and b) the Board should seriously look into the service projects area for the school.

After this, Chairman Malnes asked Director Robinson-Eckert if she would serve on the ad hoc committee, reviewing the Service Agreement with K12, with himself, and Board Counsel, Amy White. Monica agreed to serve on this committee.

## **BOARD/STAFF DISCUSSIONS**

### **1. HEAD OF SCHOOL REPORT**

Head of School Desiree Laughlin then presented her report to the Directors. She reminded them that school would begin for all students on Monday, the 27<sup>th</sup>. The counselors, placement specialists, VHS Advisors, and Administration have been spending long hours securing classes for VHS students and ensuring that we can get as many of them placed and ready to go on day one as possible. From past records, we know that they do better, academically, if they are up and ready to go on the first day of school.

At the previous meeting, the Board agreed to hold its October monthly meeting in conjunction with the school-wide teacher Professional Development to be held in Meridian. That meeting would be a face-to-face meeting for Board members. Ms. Laughlin informed the Board that the date of the Professional Development had to be changed to September 18<sup>th</sup> and 19<sup>th</sup> in order to use up professional development funds by September 30<sup>th</sup>, according to code. The theme of the teacher meetings will be technological in nature with key note speakers and breakout sessions.

Ms. Laughlin also informed the Directors that the Charter School Network Conference scheduled for the fall, has been cancelled. The Director of the Network, resigned, effective August 31<sup>st</sup> and the members will be searching for a new Director now.

That concluded Ms. Laughlin's report.

Chairman Malnes then informed the Board members that he would like to continue to have the October monthly meeting to be held as a face-to-face meeting in Meridian. He encouraged as many of the Directors as possible, to be in Meridian in September when the teachers are meeting. The September monthly meeting is scheduled to be a Blackboard meeting on the 18<sup>th</sup>. Various Directors voiced their abilities to attend the October meeting.

Ms. Laughlin did give the Board members a preview of the Annual Board Report that was developed during the summer by Journalism/Graphic Arts teacher, Chris Wood. There are lots of interactive links contained in the report.

**C. APPROVAL OF PRIOR MEETING MINUTES –Regular Meeting of the July Annual Meeting.**

Motion was made by Director Heninger as follows:

Motion to approve the minutes for the Annual meeting held on July 16<sup>th</sup> & 17<sup>th</sup> 2012, as presented.

Chairman Malnes seconded the motion.

Motion approved by unanimous vote.

**D. PROCEDURAL NOTES FOR ANY ADDITIONS, CORRECTIONS OR SUBSTITUTIONS TO THE CURRENT AGENDA.**

Mr. Groshong indicated that there would be a change in the agenda to accommodate a late patron's request for Board action on her appeal for an internet reimbursement. This Board item would be placed in the Business section as the last item considered in that section.

Motion was made by Chairman Malnes as follows:

Motion to amend the original agenda to accommodate  
The patron's request as presented.

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

### **III. CONSENT AGENDA ITEMS**

No matters addressed.

### **IV. SCHEDULED FOR ACTION**

#### **A. BUSINESS**

##### **1. June FINANCIALS**

Mr. Wegner presented the Directors with the financial report.

Cash flow is excellent at this time. On the 2<sup>nd</sup> of August, the school received the first of its funding of 2.9 million dollars. It received another 2.4 million on the 16<sup>th</sup> of August.

The auditing process is also starting with regard to the 2011-2012 financials. Mr. Wenger indicated that the audit briefing would be in September or in October, at the latest.

Motion made by Director Heninger as follows:

Motion to approve the IDVA Financial report for June, 2012, as presented.

Motion seconded by Director Vore.

Motion approved, unanimously.

## **2. June INVOICES**

Invoices for June were presented to the Directors for approval. The invoices were usual and customary in nature and had been reviewed by both an IDVA employee and Director Vore as per school policy. The invoices include a bill from k12, which has also been examined and reviewed as per policy.

Motion made by Director Vore as follows:

Motion to approve the invoices for June, 2012, for IDVA, as presented.

Motion seconded by Chairman Malnes.

Motion passed, unanimously.

A second motion was made by Director Vore as follows:

Motion to approve payment to k12, for the presented invoices in the amount of \$360,532.00.

Motion seconded by Chairman Malnes.

Motion passed, unanimously.

## **3. JULY FINANCIALS**

Mr. Wenger then presented the July Financials to the Board. He commented that the financial situation is pretty normal for this

time of year. IDVA has received most of its funding and will not receive additional funding until February 16, 2013. That funding will be based off of the Average Daily Attendance (ADA) ratio. The 2012-2013 school budget is based off an enrollment of 3200 students and there are currently 2989 enrolled thus far, with enrollment continuing to increase.

Motion made by Director Heninger as follows:

Motion to approve the financials for July, 2012, for IDVA, as presented.

#### **4. JULY INVOICES**

Invoices for June were presented to the Directors for approval. The invoices were usual and customary in nature and had been reviewed by both an IDVA employee and Director Vore as per school policy. There was not an invoice from K12 for July.

Motion made by Director Robinson-Eckert as follows:

Motion to approve the July 2012 invoices as presented.

Motion seconded by Director Heninger.

Motion passed, unanimously.

#### **5. JULY CHECK REGISTER**

This is the data to be uploaded to the school's Internet Based Expenditure Website to post the expenses of the school for the last month.

A motion was made by Director Heninger as follows:

Motion to approve the Check Register Report and posting of the same on the school's Internet Based Expenditure Website.

Motion seconded by Director Vore.  
Motion passed, unanimously.

## **6. POLICY 701.1 (A)**

Mr. Groshong presented the Directors with the first reading of Policy 701.1 (a), the Employment Verification policy. Board Counsel, Amy White and Mr. Groshong had worked together on the wording of the policy and it was presented to the Board in its final draft form.

Mr. Groshong responded to Director's questions.

Motion was made by Director Heninger as follows:

Motion to approve Policy 701.1 (a) as presented.

Chairman Malnes seconded the motion.  
Motion approved by unanimous vote.

## **7. POLICY 711.2 SOCIAL NETWORKING POLICY**

Mr. Groshong presented the Directors with the school's social networking policy for all personnel. The original policy was badly outdated and needed revision. Again, Counsel White and Mr. Groshong worked together on this and the policy was presented as a first reading to the Board in its final draft form.

Mr. Groshong stood for questions and asked that the Directors consider approval of this policy amendment with a first reading so that this can be in place for the start of the school year.



Motion was made by Director Heninger as follows:

Motion to approve the amendment to Policy 711.2 as presented.

Director Tower seconded the motion.

Motion approved by unanimous vote.

## **8. SECTION 100 OF THE POLICY MANUAL**

Board Clerk Groshong presented to the Directors the 1<sup>st</sup> reading of the entire Section 100 of the Board Policy Manual. The section had gone through a revision to bring it up to date.

The Directors asked that it be brought back in September for a 2<sup>nd</sup> reading.

## **9. SECTION 900 OF THE POLICY MANUAL**

Board Clerk Groshong presented to the Directors the 1<sup>st</sup> reading of the entire Section 900 of the Board Policy Manual. The section had gone through a revision to bring it up to date. There were several policies that will require the Academic Team's review.

The Directors asked that it be brought back in September for a 2<sup>nd</sup> reading.

## **10. PAY FOR PERFORMANCE**

Director of Academic Services, Kelly Edginton then presented the Directors with a revised version of the Pay for Performance policy. She noted the minor changes and asked the Board to approve this amended version on its 1<sup>st</sup> reading so that it could make the September 1<sup>st</sup> deadline of submission to the state.

Motion was made by Director Robinson-Eckert as follows:

Motion to approve the changes in the Pay for Performance policy as presented.

Director Heninger seconded the motion.

Motion approved by unanimous vote

#### **11. POLICY 902.5 MINIMUM HOURS POLICY**

Ms. Edginton then presented the Directors with an amended version of Policy 902.5 in its 1<sup>st</sup> reading. The only change was very minor and could be found in article 2, subsection C, where the language was changed from “one month to four to six weeks.”

Motion was made by Director Heninger as follows:

Motion to approve policy 902.5 as amended.

Director Robinson-Eckert seconded the motion

Motion approved by unanimous vote.

#### **12. APPROVAL OF SCHOOL HANDBOOKS**

Mr. Groshong then presented the Board with two handbooks for their approval. He reviewed with them the K-5 Parent-Student Handbook for 2012-2013 and the VHS Student Handbook for 2012-2013.

Motion was made by Director Heninger as follows:

Motion to approve both handbooks as presented.

Chairman Malnes seconded the motion.

Motion approved by unanimous vote.

### **13. INTERNET REIMBURSEMENT PETITION BY PATRON**

Chairman Malnes then presented to the Directors a letter that had been passed along to him by Board Clerk Groshong, regarding a petition by a school parent for internet reimbursement. In the letter, the parent explained the reasons for missing the deadline and the desperate circumstances that had befallen her and her family during the last year. She asked for full reimbursement of the internet fees as stated in Board policy.

Motion was made by Director Robinson-Eckert as follows:

Motion to approve patron's request as presented.

Director Tower seconded the motion.

Motion was approved by unanimous vote.

### **B. INSTRUCTION AND CURRICULUM**

No business was conducted.

### **C. PUPIL SERVICES**

#### **1. ENROLLMENT REPORT**

Ms. Laughlin presented the Directors with the current enrollment report. Reregistration rates this year have improved with 2989 students having already re-enrolled. Further, enrollment interest and applications increase later into the fall, after school starts so if patterns of the past hold, there will be another significant influx in early September.

2. Head of School Desiree Laughlin then discussed with the Directors some changes made by the NCAA Governing Board regarding online courses. Three weeks ago, K12, Inc. was notified by the NCAA that it was re-evaluating how the NCAA regards online courses and curriculum.

In the past, the NCAA has always approved K12 courses and even has accepted its honors courses and its full credit courses were always pre-approved. With the rule changes, the NCAA have changed the status from “auto approved” to “extended review”. The extended review period will cover courses from 2009-2015.

Idaho Virtual Academy is cooperating and helping out any students affected by the new ruling, by getting the proper documents to the NCAA. K12, too, is cooperating and working to ensure that student athletes are helped in this area. The HOS has notified all VHS and 8<sup>th</sup> Grade parents and students of the new rule change. In addition, the school is asking students and parents during its placement situations if the student might be NCAA Division I or Division II bound.

HOS Laughlin then stood for questions by the Board.

#### **D. PERSONNEL**

No business was conducted.

#### **V. SCHEDULED FOR INFORMATION**

Because of the late start and the lateness of the hour, the items in this section were tabled until the September meeting.

**VI. EXECUTIVE SESSION**

No Executive session was held.

**VII. ADJOURNMENT**

At 9:59 PM (MDT), motion made by Director Robinson-Eckert as follows:

Motion to adjourn the meeting.

Motion seconded by Director Heninger.

Motion passed unanimously.

Meeting was adjourned at 9:59 PM (MDT).

**Dated the 22nd day of August, 2012.**

**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, with Head of School Laughlin physically present and in Arco, with the Board Clerk present in the Arco location.

Additional attendance of Directors via telecommunications and/or Elluminate.

