

**Idaho Virtual Academy  
Board of Director's  
Regular Board Meeting  
September 18, 2012**

**I. PRELIMINARY**

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

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

The meeting was held in the Treasure Valley Learning Center with additional participation via telecommunications.

- C. TRUANCY HEARINGS AS NEEDED**

No truancy hearings held or scheduled.

- D. ROLL CALL**

Directors Present:

Dave Malnes  
Kimber Tower  
Kerry Heninger  
Monica Robinson-Eckert

Nathan Vore – Excused from Meeting

Others in attendance:

Desi Laughlin  
Mike Groshong  
Allen Wenger  
Kelly Edginton  
Amy White

**II. COMMUNICATIONS**

**A. ORAL COMMUNICATIONS**

No member of the public signed up for public input.

**B. DIRECTOR'S REPORT**

The Chairman welcomed those in attendance.

**1. Educational Meetings and/or Trainings attended by the Directors since the last board meeting.**

Director Robinson-Eckert lead the Board on the ISBA training session on School Chain of Command.

**C. INFORMATIONAL – BOARD STAFF DISCUSSIONS**

**1. Head of School Report**

Ms. Laughlin presented the Board with an update of activities with the school. Professional development is currently taking place in Boise with approximately 85 in attendance. The thrust of the training is in relation to 21<sup>st</sup> Century Teaching and engaging with technology. She detailed the various sessions that took place today and those that are taking place tomorrow. There has been a heavy emphasis on providing resources and tools for teachers in this technological environment.

The Board had a meet and greet with the teachers this afternoon as well as with students and local families.

Ms. Laughlin addressed a number of technology start-up issues for this year. A letter will be going out to parents and students regarding these issues. A few complaints were received about the problems but not a significant number.

Ms. Laughlin updated the Board on the new Alternative High School program and the differences in this program from the prior pilot program. This will be launching on October 1<sup>st</sup>, with a block schedule with three classes per block.

Ms. Laughlin did advise the Board that their former “sister” school had changed service providers from K12 to a different provider over the summer. She also indicated that Mr. Pittman, their former

equivalent of a Head of School, is now working for K12 with regard to the new Alternative High School program. Ms. Laughlin has asked Mr. Pittman to make a presentation to the Board during the October Board meeting as to more program details and information.

Ms. Laughlin did respond to questions from the Directors regarding the issue of enrollment goals and alternative school funding for the program. She also addressed K12's support of the program as a Budget Initiative Program, which provides for more K12 financial support and budget recognition for a new program.

Ms. Laughlin presented and reviewed the Programmatic Audit Report with the Directors. She hit upon various issues and outcomes in this lengthy report.

Numerous questions were asked by the Directors and accolades were given to the teachers and the school's administration for their job in preparing for this audit as well as the underlying program that provides positive audit outcomes.

With this process completed, Chairman Malnes did indicate that he wants the school's Mission and Vision review to be brought to the forefront.

Director Heninger expressed her appreciation for the face-to-face event and the ability to put names and faces together early in the school year. She also reported comments from the staff that this had been their best professional development yet.

**D. APPROVAL OF PREVIOUS BOARD MEETING MINUTES**

A motion was made by Director Robinson-Eckert to approve the minutes from the regular Board meeting of August 21, 2012, as presented.

Director Heninger seconded the motion  
Minutes approved by unanimous vote.

**E. PROCEDURAL NOTE: ANY ADDITIONS, CORRECTIONS OR SUBSTITUTION TO THE CURRENT AGENDA.**

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

**III. CONSENT AGENDA ITEMS:**

No items were addressed.

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

**IV. SCHEDULED FOR ACTION:**

**A. BUSINESS**

**1. APPROVAL OF AUGUST FINANCIALS**

Mr. Wegner first addressed the Alternative School, addressing what possible impact, if any; the program would have on the financial status. There are additional costs but also additional funding for an alternative program and K12 has indicated very strong financial support for trying this program.

Mr. Wegner indicated that the financial reports are typical and customary for this time. The cash flow position is very good as the school has received its second State Apportionment payment for the school year.

The statements of expenses for this time of year are normal and very in line with the approved budget. He reminded the Directors that the revenue side of the report is based upon projections and not hard final numbers. These numbers won't start to true-up until the 1<sup>st</sup> Friday in November ADA count is reported and the next payments thereafter are received.

Bailey and Company has made very good progress on the Audit and Mr. Wegner would like this presented at the next board meeting.

The Directors directed that the agenda for the next meeting include the annual fiscal audit review and presentation.

Motion made by Director Tower as follows:

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

Motion seconded by Director Malnes.  
Motion approved unanimously.

**2. APPROVAL OF AUGUST INVOICES**

The August invoices are usual and customary and the expenses are consistent with the approved budget and expected costs.

The invoices were reviewed as per school policy and were independently reviewed by Director Vore. No problems were identified in this review process.

Motion made by Director Tower as follows:

Motion to approve the August invoices for IDVA, as presented.

Motion seconded by Director Malnes.  
Motion approved unanimously.

**3. APPROVAL OF CHECK REGISTER**

Mr. Wegner explained the check register data was a near identical presentation as the invoices, but in a different format for the electronic posting.

Motion was made by Tower as follows:

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

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

If there are any changes or corrections to this posting, the Board can revisit the issue at a subsequent meeting.

**4. SECTION 100 POLICY MANUAL – 2<sup>ND</sup> READING**

Ms. White reviewed the changes that had been implemented for Section 100 of the Policy Manual, with various edits in various different individual policies.

This is a second reading and there were no substantive changes since the first reading.

Motion was made by Director Heninger as follows:

Motion to approve Section 100 of Policy Manual, as amended.

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

**5. SECTION 900 POLICY MANUAL**

Discussion of amendments to this section of the Policy manual has been deferred to allow the administration more time to review these policies.

**6. CERTIFIED HANDBOOK APPROVAL**

The Board was brought up to date as to how this handbook was developed and the process utilized. This addresses a significant number of the school's personnel policy.

In response to questions from the Directors the disclaimer language was reviewed regarding the handbook not serving as a contract that updates of policy control and that each year there will be a new handbook so as to place no reliance on the old.

Motion was made by Director Robinson-Eckert as follows:

Motion to approve the Certified Employee Handbook, as presented.

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

**B. INSTRUCTION AND CURRICULUM**

No matters were on the agenda and none addressed.

**C. PUPIL SERVICES**

**1. ENROLLMENT REPORT**

Ms. Laughlin presented the Directors with the enrollment report data. She presented the chart data of approximately 3225 enrolled students (1545 new and 1680 returning) as well as 225 potential students who were in some level or status of pending approval. New pending and new approval are running very consistently each day.

**D. PERSONNEL**

**1. PERSONNEL REPORT**

Ms. Laughlin presented the Personnel Report to the Directors. With an increase in student enrollment the school is doing a bit of scrambling to fill teacher positions.

Discussion was held between the Directors and the Administration as to what strategies are implemented to attempt to locate quality teachers to fill positions after the start of a traditional school year.

**V. ITEMS SCHEDULED FOR INFORMATION:**

**A. ONGOING BOARD INTEREST ITEMS**

With the completion of the Programmatic Audit and the report returning very positively, Ms. White indicated that she will be updating the Board's various "To-Do" lists into a much shorter single list.

**B. DIRECTOR ROBINSON-ECKERT'S INTEREST IN GRANT WRITING**

**C. DEFERRED DISCUSSION ON FUNDING THE SCHOLARSHIP PROGRAM**

These subjects were tabled for later discussion.

**D. UPDATE ON MISSION AND VISION COMMITTEE**

Chairman Malnes addressed that the active implementation of this committee had been delayed due to the start-up activities of the school and the desire to

get the school year started for the teachers and administrators prior to adding these activities to everyone's plate.

He would like to get this process moving and discussion was held as to planning a schedule.

**VI. EXECUTIVE SESSION:**

No executive session scheduled or held.

**VII. ADJOURNMENT:**

All of the Board's business being concluded, Director Robinson-Eckert made a motion that the meeting of the Board of Directors be adjourned.

Director Malnes seconded the motion.

Motion was approved by unanimous consent.

Meeting was adjourned at 8:46 p.m. (MDT)

Dated the \_\_\_\_ day of \_\_\_\_\_, 2012.

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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

David Malnes (Chairman)

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

Kerry Heninger (Vice Chairman)

- [Heninger5@msn.com](mailto:Heninger5@msn.com)
- Term through July 2014

Monica Robinson-Eckert

- [Robinmon@isu.edu](mailto:Robinmon@isu.edu)
- Term through July 2013

Nathan Vore

- [rnvore@q.com](mailto:rnvore@q.com)
- Term through July 2015

Kimber Tower

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