

**Idaho Virtual Academy
Board of Directors
Regular Board Meeting
March 17, 2015**

I. PRELIMINARY

A. CALL TO ORDER

B. ESTABLISH A QUORUM

Meeting commenced at 9:02 a.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>	_____
Position 2	Director Armes	(7/15)	<u>X</u>	_____
Position 3	Director Robinson-Eckert	(7/16)	<u>X</u>	_____
Position 4	Chairman Heninger	(7/17)	<u>X</u>	_____
Position 5	Anne MacConnell	(7/17)	<u>X</u>	_____

Positions and Terms pursuant to Policy 103.0

Director Robinson-Eckert joined the meeting in progress at approximately 10:25 a.m.

Others in attendance:

Kelly Edginton, Head of School
Allen Wegner, Business Manager
Mike Groshong, Board Clerk
Scott Miller, High School Principal
Jenny Whelan, Middle School Principal
Amy Chadez, K-5 School Principal

Andrea Hampton
Alex Zamora
Heidi Higgins
Chris Wood
Andrea Wells
Amy White, Board Counsel

Open Teleconference Line

II. **COMMUNICATIONS**

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

There were no additions, corrections or substitutions to the posted agenda.

B. **ORAL COMMUNICATIONS**

No member of the public signed up for public input.

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

1. **CHAIRMAN'S REPORT**

The Chairman welcomed everyone to the meeting and expressed her appreciation that everyone could make it in person to the meeting location in Pocatello. She feels that the occasional face to face board meeting enhances the discussion and understanding of various school activities and allows for the Directors to delve deeply into various subject matters.

Chairman Heninger raised the matter of the PCSC Annual Report and the edits that the Board requested from the last meeting. Many of the edit requests were very favorably received.

Chairman Heninger next addressed HB 126 and the fact that Ms. Edginton and two students went to the capitol and testified regarding the bill.

2. **REPORT FROM SCHOLARSHIP COMMITTEE**

Principal Miller provided the Directors with an update of the activities for the Committee. He indicated that the Committee has let the students/families/staff know what they are going to be doing with regard

to scholarships but that the official paperwork is not yet out to the student body. The students are talking about it so it is out there and public knowledge.

The deadline will be April 15th for applications.

3. REPORT FROM TREASURY COMMITTEE

Director Armes, with the assistance of Director Tower, led a discussion of the Directors with regard to the Board's review of the individual invoices and expenses of the school. There was discussion of the amount of detail provided as well as the format of the information provided. The Board is provided with an overwhelming amount of data, receipts, invoices and related financial material for approval.

Discussion occurred regarding the coding and categorization of expenses and providing the Directors with better education and guidance regarding such categorization and funding stream.

Chairman Heninger did indicate that K12 will be providing a Board Training session in the future with regard to financial operations and management. This should be something done in the near future and K12 would like some direction as to the exact issues that the Board would like to address.

The Board welcomes this additional training to assist with the review and approval of individual expenses incurred by the school as well as the comfort level associated with budget stewardship.

D. INFORMATIONAL – BOARD STAFF DISCUSSIONS

1. HEAD OF SCHOOL REPORT

- a. Ms. Edginton provided the Directors with an update on the school's submission in response to the draft Performance Certificate from the PCSC. She was pleased that the PCSC staff responded favorably to the requested modifications from the school. All issues were addressed in some manner, with the exception of the OIG audit. At this stage, they are keeping the footnote regarding the OIG audit. Due to the decision to keep in the footnote, Ms. Edginton again followed up and received a concession. Should the OIG audit be issued prior to the report being finalized and if they address a matter in the audit that is responsive to the Performance Certificate, the

footnote shall remain in the audit. If they do not release and/or if nothing in the OIG audit is responsive to a matter within the framework of the Performance Certificate, the footnote will be removed from the final version of the Performance Certificate.

Due to the changes that have been made to date to the draft Performance Certificate, the school's operational score moved from 85 to 95, which is in the honors category. In the Financial Category, the school moved from 52.33 to 100 points, moving the school significantly in its scores and up into the honors category from its prior positioning.

The final report will be forthcoming.

- b. Ms. Edginton provided the Directors with an update on House Bill 126. This bill is to be on the Senate floor tomorrow afternoon. In addition to addressing both of the legislative branches, this matter will have to go before JFAC for budgeting as it is a budget add-on from any of the initially presented education budgets.
- c. Ms. Edginton advised the Board that they will soon be addressing the Leadership Premium Policy application. One teacher in each department, as per policy, will be awarded the Premium by the Board. This will be done through a review and consideration of individuals who have been nominated by their fellow staff members. Ms. Chadez advised that she has already received a few letters of nomination for teachers.
- d. Ms. Edginton provided the Directors with an update on her most recent conference with the Board's Chair. They talked about the Board's Survey to the teachers and a big picture as to the results of that survey.
 - 1. Discussion was held about arranging for a "Day in the Life of an IDVA Teacher" presentation each month so that the teaching personnel can provide to the Board a very clear understanding of the day to day activities of teachers.
 - 2. The Journalism class is also going to start covering the Board's meetings, reporting what the Board is doing and what issues they are addressing.
- e. Spring Break is scheduled from March 23rd through the 27th.

- f. Ms. Edginton presented the Directors with information that the school is getting push-back from parents regarding the upcoming ISAT/SBAC testing. This is required testing for the school and for students. She is fearful that the school will not make the 95% testing requirement. Last year the school only hit a 92% testing figure, which was below requirements. As of this time she does not yet know what the 'punishment' will be should the school fail or should the state fail to hit the federally required benchmark.
- g. Ms. Edginton provided the Directors with information and photographs regarding recent Math and Literacy Fairs, she and two students testifying at the legislature as well as Virtual School activities at the capitol. She indicated that the Virtual School activities are going to be held again tomorrow. This involves students actually going schooling at the Capitol so that individual legislators can watch, ask questions and learn how virtual education works in application.

Subsequent to Ms. Edginton's report, Directors asked questions regarding the possible consequences of not meeting the 95% testing rate, issues relating to parental opt-out attempts and if the test results this year will count.

Generally speaking, the state is expecting scores and proficiency ratings to go down, state-wide, across all tested areas. This is a more difficult test and the results will likely show this.

III. CONSENT AGENDA ITEMS:

- 1. Approval of Minutes from February 17, 2015 Regular Meeting
- 2. Approval of February Monthly Invoices
- 3. Approval of K12 Invoice
- 4. Approval of Payment to K12
- 5. Approval of February Check register for Website Posting
- 6. Approval of February Financial Report

The Directors reviewed and conferred about the various Consent Agenda items. Director Armes identified an area of the January Board Meeting Minutes that needed to be corrected with regard to his name. There were no questions or concerns about the material and information presented.

Motion was made by Director Armes to approve all matters in the Consent Agenda, as presented, with the exception of the approval

of the Board Minutes with the amendment of the Minutes of the February 17, 2015 Regular Board Meeting, as addressed

Motion seconded by Director Tower.

Motion approved by unanimous vote.

In regard to the financial reports, Mr. Wenger answered Director questions with regard to teacher salary comparison to other schools. He indicated that this was part of an extensive analysis last school year when the Board was adjusting salaries. IDVA provides salary/compensation which is comparable and competitive with like-size schools within the state of Idaho. From a national consideration, compensation is all over the place and is highly dependent upon funding. Idaho has an extremely low funding stream and thus the salaries when compared nationally reflect this very low funding stream. The same is true with regard to virtual schools nationwide in that teacher salaries remain dependent upon funding.

Mr. Wenger also addressed the general costs of face-to-face professional development. He indicated that the cost is greatly impacted by location of the session (i.e. how many people have to travel), rental costs, the number of attendees and mileage/air. As a general rounded number, a face-to-face professional development of all teaching staff is in the range of \$30,000 to \$50,000. This was done routinely in previous years and lately this has been more of a regional opportunity to cut down on travel time and costs.

IV. SCHEDULED FOR ACTION:

A. BUSINESS

1. BOARD FINANCIAL TRAINING - Allen Wenger

Mr. Wenger indicated that K12 financial wished to obtain from the Directors a detailed listing or identification of what emphasis the Directors would like to have with regard to upcoming financial training. They wish to make sure they are covering the issues that the Board wishes to have.

Mr. Wenger then proceeded to provide the Directors with a mini-training session with regard to reading and reviewing the school's financial reports. He clarified expense categories in the budget, the funding sources for different categories, how funds are disbursed out, and how to review the various percentages in the various categories. In doing this exercise, Mr. Wenger walked the Directors through a monthly budget

template, explaining how various revenues and expenses fall within this template.

Discussion was held with regard to the “deficit credit” or discount that K12 provides in regard to its costs for IDVA’s Services Agreement.

The Board would also like to consider a training session with regard to the k12 Service Agreement. A copy of the current Agreement is contained in the Board’s Materials today.

2. ISBA MEMBERSHIP & INSURANCE – Allen Wenger and Kelly Edginton

Mr. Wenger presented for consideration the Board’s ISBA membership dues with the related insurance program that ISBA provides. The dues cost \$3,750.70. This membership provides the school to its chosen liability and educator’s insurance policy as well as a refund associated with insurance. With the refund in consideration, membership costs could be near a wash.

The history of how the school got to the position of this discussion was addressed. Discussion included positions on legislation, the membership and voting rights changes for charter schools, the addition of two charter seats on the board.

Mr. Wenger recommended payment of the dues.

Chairman Heninger made inquiry regarding the annual convention including voting on the business meeting issues and the training activities that are available at that time as well as additional training opportunities provided by the Association.

Motion was made by Director Tower to approve the joining of ISBA, with payment of ISBA membership dues.

Motion seconded by Director MacConnell.

Motion approved by unanimous vote.

The Board took a brief recess at 10:07 and re-adjourned at 10:28 to continue through the agenda.

3. POLICY 912.3 – FIRST READING – Kelly Edginton

Ms. Edginton presented the Directors with a proposed policy addressing Alternative School Placement upon student enrollment and upon students meeting certain qualifying conditions. She presented the history of why the Administrators developed and are recommending this program. This relates not just with regard to new guidelines and standards for High School Graduation rates but also in an attempt to provide a better opportunity to struggling or credit deficient students to succeed and obtain their High School diploma.

She detailed that IDVA, under the new federal guidelines for graduation rate standards, is negatively impacted for taking students who are already behind on their graduation requirements. She indicated that they have met and discussed this issue with the state department as they are seeking to put the student first and aid any student who can attain graduation prior to aging out of the school's system.

Principal Miller provided information to the Directors as to how the state of Arizona addresses this matter – actually giving additional credit to schools who take on students who are behind. They are providing incentives for schools to take credit deficient students. He thinks that a better comparison for the school is to not compare to national graduation rates but to compare with virtual schools across the nation and/or virtual alternative high schools rather than rates for a traditional educational setting.

In addition, the administration detailed that the school is working on better tracking of data so that they can tell the story of who is coming, how far behind they are and how long it takes to get the student through to graduation. The school is also hoping that the addition of advisory will aid in this problem.

The Directors proceeded to ask a number of questions regarding the policy and clarification of the issues and how this hopes to address the issues.

Motion was made by Director Armes to approve Policy 912.3, as presented.

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

4. POLICY 702.2 – FIRST READING – Kelly Edginton

Ms. Edginton indicated that this is not in fact an action item but rather addresses an already approved policy associated with the Leadership Premium and the Board's selection of the recipients.

The awarded some is in the \$1,500 range for each individual the Board selects.

5. POLICY 307.1 – FIRST READING - Andrea Hampton

Ms. Hampton provided the Directors with a request to re-amend Policy 307.1 regarding the ISP Subsidy. This was previously amended that the families could not seek their subsidy after the semester deadline.

Ms. Hampton would like to ease up on this requirement a bit. She indicates that for the most part subsidy requests are now very timely but that there is always a handful, with her last recollection of most recently being less than 10, who seek a late payment. Ms. Hampton would like to amend the policy such that a family could request the subsidy after the semester ends. However, they must make the request prior to the end of the fiscal year so that the business operation does not have to address re-opening the year to address subsidy payments. This would be a middle ground between the last two versions of the policy.

Motion was made by Director MacConnell to approve the amendment of Policy 307.1, as presented.

Motion seconded by Director Tower.

Motion approved by unanimous vote.

6. SCHOOL CALENDAR APPROVAL - Kelly Edginton

Ms. Edginton presented the Directors with information about the inclusive process utilized this year to arrive at the proposed school calendar for the 2016-2017 school year. This included input from teachers, parents and staff and addressed the desire to return Discovery Days.

Initially two options were put together. After receipt of staff input, the Administration stepped back to examine the discussions and three additional calendars were developed.

Parents were also surveyed with regard to their preferences once draft calendars were developed.

Discussion included the subject matter of “J” term, whether or not teachers felt there was enough time in a semester to cover full course content, earning additional credits and opportunities to earn credits now at the middle school level for high school which opens up high school time for college credits. Discussion also addressed if there is a later starting date would there be a larger starting cohort and the possibility of eliminating one of the high school starting cohorts. This later starting date would also provide additional hands-on time for the high school staff to familiarize themselves with the new K12 HS Platform.

After all the discussions and consideration, there was a fairly uniform agreement to go with the 169 day calendar option.

Discussion was held among the Directors and Administration regarding this calendar option and its level of preference with the staff.

Motion was made by Director Eckert to approve the 169 day calendar for the 2016-2017 school year, as presented.

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

B. INSTRUCTION AND CURRICULUM

1. IDVA ACADEMIC SUMMARY AND REPORT - Kelly Edginton

- IDVA Enrollment 3/11/2015: 2469 (IDVA enrollment last year at this time: 3035)
- VHS/AHS overall Pass Rate: 65%
 - o VHS 73%
 - o AHS 40%
- Middle School Math and ELA Pass Rates:
 - o 7th: 68%
 - o 8th: 65%
- K5 OLS progress
 - o On track or ahead in all subjects
 - o Dec: 36%
 - o Jan: 47%
 - o Feb: 59%
- K5 Academic Intervention

- o 95 students currently enrolled in Mark12 Reading intervention courses
- 184 students currently enrolled in K-8 Advanced Learner Program
- 193 students currently enrolled in High School Advanced Opportunity Courses

The Directors did not have any questions for Ms. Edginton. Ms. Edginton provided the Directors with materials and graphs supporting various figures and data points in regard to student academics.

2. ACADEMIC IMPROVEMENT PLANS – Kelly Edginton and Principals

In response to Board inquiry during last month's regular meeting addressing the Performance Certificate Report, the Administrators have engaged in discussion regarding methods to improve academic performance associated with this report.

Before each administrator addressed their portion of the discussion, Ms. Edginton addressed a number of changes that will be taking place from a marketing perspective. Initially she noted that there will be more local emphasis in the marketing approach rather than national. Further, there will be more school-specific websites addressing local branding and marketing issues.

Each Principal provided the Board with detailed written report information.

Amy Chadez first addressed activities taking place/will be taking place at the K-5 level which emphasize student academic performance and support. She indicated that they are working to keep students on track in the programs and are following up with families to keep students on track in each of their classes. The goal is that 80% or more of all K5 students are on track in all 4 core subject areas. She detailed how the teachers are addressing this goal. The Tier II Intervention program is focusing on identifying student who are in need of additional support and attention. They are also tracking attendance monitoring for T-II and student's progress in the program. The school's team has created common assessments to identify specific student needs. For the Advanced Learner Program the teachers are exploring the students' activities to make sure that the advanced students are still progressing in advancement and are not stagnant in their progress. She also addressed the ALP 1st newsletter.

Ms. Chadez responded to questions from the Directors.

Jenny Whelan next addressed Middle School program performance improvement activities. She addressed the teams work in the following areas: monitoring student activity to help students create good school habits, daily schooling and completion of lessons as assigned; live math classes two days per week and live ELA two days per week and each teacher offering 1-2 general education sessions and 4-5 small group intervention sessions and live help sessions; the use of iReady, Scantron along with input from teachers and parents to determine intervention needs; the continuation of the 8 in 6 program and the offering of HS credits to MS students in Math and ELA; the extension of LMS courses down to the 7th grade to have more teacher connections with students and more accountability; the addition of department heads for math and ELA allowing for stronger collaboration within the departments; an onboarding committee focusing on a strong start for students; a MS project committee and a 5/6 grade transition committee. Other committees include such matters as SBAC Interim Assessment committee and I-Ready committee. Many of these last ideas came from the teacher's January Professional Development meeting where the teachers brainstormed ideas for MS improvements.

Ms. Whelan responded to questions from the Directors and the Directors engaged in a discussion regarding I-Ready and if this was giving effective information to teachers. There was a discussion that there may be a change in this program for next year.

Directors who also have experienced children transitioning from the K5 to Middle School program also addressed their experiences and challenges with Ms. Whelan and Ms. Chadez

At the High School Level Principal Scott Miller provided his report to the Directors. He addressed the fact that a new LMS will be implemented for next school year. A pilot program is in place this year. Audio/video feedback embedded into the program is one of the examples of the changes. Another is that is it essentially a "one stop" experience, not having to go into and out of different unconnected programs. He has just received his copy of the program and is working on his own familiarity. This will involve a big learning curve for teachers and students and the new calendar will be beneficial for staff training in this regard. He addressed the USAS Test Prep and Interim Assessment program that teachers can use to build assessments to prepare for the SBAC skills. He is looking to a new strong start and registration events for next school year. The mandatory face-to-face sessions with new

families and those that have struggled in the past will provide hand-on experience on how to navigate through school with a resource immediately available and in person to aid and explain. This will allow families to also have a better understanding of a typical school day and expectations of students. There has been discussion regarding the increased use of math and ELA foundation courses. These will provide students with the foundations that they are missing to move forward. However, this is a challenge due to graduation requirements and the teachers would like to assess if these courses are having a positive impact upon proficiency rates and graduation rates. Discussion next turned to advisory class and credits as well as the related curriculum that has been created per grade. Mr. Miller also addressed the continued implementation of the FISH philosophy.

Mr. Miller responded to questions from the Directors.

At 12:08 p.m. the Board took a brief break for lunch with the meeting reconvening after lunch at 12:50 p.m.

3. BLENDED LEARNING RECOMMENDATION – Kelly Edginton

Ms. Edginton next moved to the agenda topic of Blended Learning. She indicated that they put the subject matter out to the school's staff, giving them articles to read and provided the Directors with a power point presentation as to the discussions and process.

It is recommended that face-to-face registration occur 3x per year – the first day of school, one day in October and one in January, and that this session be required for all new families as well as “red flagged” families who are having trouble staying on track.

The teachers will be asked to attend the meeting in their region. Currently they are looking at Coeur d’Alene, Sandpoint, Pocatello, Idaho Falls, Twin Falls, Boise, Nampa/Caldwell. Staff members will spend part of the summer developing materials that will be used for these sessions. Marketing will be involved

If this program moves onto use in a second year, it may be addressed at the start of all cohorts. FAST TRIUMPH will continue in the Treasure Valley for the 15-16 school year.

Ms. Edginton responded to questions from the Directors.

4. FAMILY ACADEMIC SUPPORT DISCUSSION – Alex Zamora

Mr. Zamora provided the directors with information about the program and data about student activities.

There have been 290 referrals to Fast Start with another 20 since the data was pulled for this report. He provided the Board with information as to the level of referral and grade level for the students.

Mr. Zamora presented information about School Retention Metrics and that this year to date retention is a slightly higher than last year.

He indicated that review of the data demonstrates that students with more minutes of attendance are showing greater progress.

The focus at this time is in moving forward with this intervention. As they do not have many face-to-face cues that they would have in a typical school setting, they need to have more thorough and effective communication with students and families to dig deeper into information. He is planning trainings with his team on how to accomplish this and then work will occur with teachers so that they can maximize their information gathering.

C. PUPIL SERVICES

1. ENROLLMENT REPORT

Head of School Edginton, then presented the Directors with the current enrollment report, including a written summary, and stood for questions. There were not any questions.

2. BORAD OF DIRECTOR SPEAKER FOR CDA GRADUATION CEREMONY

Chairman Heninger will be speaking at the Treasure Valley graduation ceremony and Director Tower will be speaking at the Idaho Falls and Coeur d’Alene graduation ceremonies.

D. PERSONNEL

1. TEACHER SURVEY RESULTS

The Directors engaged in a lengthy and detailed discussion regarding the Teacher Survey and its results. Each of the 8 specific questions was reviewed, with a more detailed discussion on the four questions with the lowest average school. The open ended question and all of the written

responses received were also reviewed and discussion held regarding themes and/or certain responses.

Discussions included, but were not limited to subject matters of:

- Intervention not having a curriculum and the need for the development of a committee of teachers to research the options and to bring ideas back to the Board. Ms. Chadez will spearhead this with the teachers and will work with learning coaches, administration, teachers and Director MacConnell
- The K-12 relationship and making sure that school employees understood the relationship
- “Clunkiness” of ILP’s for students and needing to better work through these
- Class – sizes and class loads/ratios
- Staffing
- Enrollment decrease this year
- English grading
- Hiring process and budgetary limitations
- FTE limitations under state’s funding formula
- Administrative tasks taken off of teacher’s plates and what else, if anything can be taken off
- FAST team’s assistance in helping address loads and hope that as the program grows and improves, additional work can be addressed
- Cohorts and why they exist, including messaging this information to the school’s employees
- Truancy personnel with safe schools money – if a pilot program is going to move forward
- Expanding Family Engagement Coordinator
- Brown bag lunches with teachers
- Staff meetings and presence of board at more functions regionally
- The day in the life of an IDVA teacher
- Back to school professional development
- Face-to-face board meetings
- Credit deficit understanding for staff
- Additional future surveys
- Follow up communications to teachers regarding survey

The school’s administration exited the meeting to attend to an additional school-related meeting.

V. ITEMS SCHEDULED FOR INFORMATION:

1. BOARD TRAINING EXPENSE REPORT – Mike Groshong

Mr. Groshong reviewed the school’s expense report forms with the Board, detailing how they are to be utilized for various examples of expenses.

2. BOARD TRAINING – Amy White

Ms. White led the Directors in a discussion regarding roles and responsibilities of Directors and the Chain of Command in application.

Discussion was held regarding inserting additional training into board activities.

The Board was provided with a handbook of materials pulled together by Mr. Groshong, including school-related documents and policies, short training sessions and prior training materials.

The Board would like to do K12 Evaluation, Board Evaluation and Administrative Evaluation during its July face-to-face meeting.

During the July meeting the Board wishes to schedule training associated with any legislative changes from the recent legislative session.

VI. EXECUTIVE SESSION:

No Executive Session scheduled or held.

VII. ADJOURNMENT:

All of the Board’s business being concluded, 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 4:48 p.m. (MDT)

Dated this 17th day of March, 2015.

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 Hampton Inn, Pocatello, Idaho.

Additional attendance available via telecommunications.

IDVA BOARD MEMBERS

Kerry Heninger (Chairman)

- Heninger5@msn.com
- Term through July 2017

Monica Robinson-Eckert (Vice-Chair)

- Robinmon@isu.edu
- Term through July 2016

Anne MacConnell

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Kimber Tower

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- Term through July of 2015

Brian Armes

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- Term through July 2015