

**Idaho Virtual Academy
Board of Director's
Annual Board Meeting
July 25 and 26, 2016**

July 25, 2016

A dinner was held on the evening of July 25, 2016 at Gino's Italian Ristorante at 3015 W. McMillan Road, # 108, Meridian, Idaho 83642, commencing at 6:30 p.m.

Those present at the dinner were:

Monica Robinson-Eckert	Tom Eckert
Anne MacConnell	Scott Miller
Bjorn Handeen	Heidi Higgins
Kelly Edginton	Amy Chadez
Mike Groshong	Jenny Whelan
Allen Wenger	Kris Wenger
Amanda Judd	Alex Zamora

No business was scheduled and no matters were addressed.

July 26, 2016

The Annual Meeting was held at 1965 S. Eagle Road, Suite 190, Meridian, Idaho 83642, scheduled to commence at 9:30 a.m.

I. PRELIMINARY

A. CALL TO ORDER

B. ESTABLISH QUORUM

Chair Robinson-Eckert called the meeting to order and confirmed a quorum established at 9:45 a.m.

C. ROLL CALL

<i>Seat</i>	<i>Occupant</i>	<i>Term</i>	<i>Present</i>	<i>Absent</i>
Position 1	Director Tower	(7/18)		X
Position 2	Director Sankovich	(7/18)	X	
Position 3	Director Robinson-Eckert	(7/16)	X	

Position 4	Director Handeen	(7/17)	X	
Position 5	Director MacConnell	(7/17)	X	
Position 6	Director Thompson	(7/18)		X

Positions and Terms pursuant to Policy 103.0

Others in attendance:

Kelly Edginton, Head of School
 Allen Wenger, Business Manager
 Mike Groshong, Board Clerk
 Scott Miller, High School Principal
 Jenny Whelan, Middle School Principal
 Amy Chadez, Elementary School Principal
 Amanda Judd, Special Education Manager
 Jodee Sisson, School Psychologist
 Alex Zamora, School Social Worker
 Julie Ingwersen, Database and Office Operations Coordinator
 Amy White, Board Counsel

II. COMMUNICATIONS

A. PROCEDURAL NOTE:

Additions, Corrections, or Substitutions to the posted agenda.

There were no changes to the agenda.

The Board Clerk did detail changes to the packet of board documents and additional documentation or updated documentation provided to the Directors for the meeting.

B. ORAL COMMUNICATIONS/PUBLIC INPUT:

Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

No member of the public sought to address the Board.

C. INFORMATIONAL PRESENTATION: Director’s Report

Presentation of informational items at the discretion and selection of the Directors.

1. Chairman's Report.

Chairman Robinson-Eckert re-raised the issue of the K12 summit in June. She reiterated that the intention is that this becomes an annual event and she would encourage all Directors able to attend to participate. She also wished to re-emphasize to the Directors the value in the opportunity to participate in K12 retreats or events that K12 holds in its offices in Herndon, VA.

The Chairman emphasized her desire that the Directors have a good discussion on the issues presented before them, and strive for a consensus, through recognizing that each Director has the right to make their own individual vote. She requested that they not hesitate to fully participate in discussions to assure that each Director has all information needed to cast a vote on a board issue. Further, if a Director does not yet feel there is enough information to discuss and cast a vote, to please ask for the information needed to reach that level and if necessary and possible in the situation, the Board may be able to table the issue to obtain that additional information.

D. INFORMATIONAL PRESENTATION: Board/Staff Discussions

Board and staff discuss items of mutual interest.

Informational presentations will be addressed throughout the meeting with the various departmental reports.

III. CONSENT AGENDA ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board voting on them.

- 1. Approval of Minutes of June 2016 Meeting**
- 2. Approval of June 2016 Monthly Invoices.**
- 3. Approval of K12 Invoice.**
- 4. Approval of Payment to K12.**
- 5. Approval of June 2016 Check Register for website posting.**
- 6. Approval of June 2016 Financial Report.**

The Directors were presented with the Consent Agenda items for consideration and possible approval. The Directors did not raise any questions regarding the material and information presented.

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

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

IV. ANNUAL MEETING ITEMS

1. ELECTION OF NEW BOARD MEMBERS

A. Appointment of Bjorn Handeen to Position 4.

Motion was made by Director MacConnell to appoint and confirm Bjorn Handeen to Seat 4 to serve a full term of the IDVA Board.

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

B. Appointment of Jeff Thompson to Position 6.

Motion was made by Director MacConnell to appoint and confirm Jeff Thompson to Seat 6 to serve a full term of the IDVA Board.

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

C. Reappointment of Chairman Robinson-Eckert.

Discussion was held among the Directors as to whether or not Director Robinson-Eckert would be willing to stay on the Board for one additional year – not a full term, but rather simply a single year for continuity.

Chairman Robinson-Eckert indicated a willingness to stay for one additional term.

Motion was made by Director Handeen to appoint Monica Robinson-Eckert to Seat 3 of the IDVA Board, for a single year and not the full term.

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

2. OFFICER ELECTIONS

A. Chairman

Discussion as held among the Directors as to the time commitment and responsibilities of the position of Chairman.

Motion was made by Director MacConnell to reappoint Director Robinson-Eckert to serve as Chairman of the Board for the upcoming year.

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

B. Vice Chairman

Discussion was held among the Directors as to the responsibilities and time commitments associated with serving as the Vice Chair of the Board. Chairman Robinson-Eckert did identify a number of meetings throughout the year that she will need to have the Vice Chair run in her absence.

Motion was made by Chairman Robinson-Eckert to appoint Director Sankovich to serve as Vice-Chairman of the Board for the upcoming year.

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

C. Treasurer

Director Tower served the past year as Treasurer. She is not present to address her experience in this position and/or desire to continue. Chairman Robinson-Eckert did talk with her in the past week about the meeting but also made inquiry as to any other individuals interested.

Director MacConnell indicated a willingness and interest to assume the position.

Motion was made by Chairman Robinson-Eckert to Appoint Director MacConnell to serve as Treasurer of the Board for the upcoming year.

Motion seconded by Director Sankovich.

Motion approved by unanimous vote.

3. OATHS OF OFFICE

Each Director was presented with their Oaths of Office for review and signature. Upon signature they are to be delivered to Board Clerk Groshong. Mr. Groshong shall follow up with the Directors unable to attend the meeting to assure that this process is completed for all Directors.

4. CODE OF ETHICS

The Director Code of Ethics was presented to all Directors in attendance. Discussion occurred as to the content of the document as well as identification of a substantive typographical error to be corrected. The typographical error was corrected and proper Codes were put before the Directors for signature.

Board Clerk Groshong will follow up with the Directors unable to attend the meeting to assure that the Code of Ethics has been addressed and signed by Directors who were unable to attend the meeting.

5. APPOINTMENT OF BOARD CLERK

Discussion was held as to the duties and responsibilities of the Clerk, including the activities of the Clerk in putting together the monthly agenda and packets of materials for each meeting for the Directors.

Motion was made by Chairman Robinson-Eckert to reappoint Mr. Groshong to serve as Clerk of the Board for the upcoming year.

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

6. APPOINTMENT OF TITLE IX OFFICER

7. APPOINTMENT OF TITLE VI OFFICER

8. APPOINTMENT OF DISABILITY COORDINATOR

Mr. Zamora has served in these capacities during the past school year. He detailed to the Directors a brief outline of the federal guidelines and programs associated with each of these positions.

Mr. Zamora and Head of School Edginton advised the Directors that during this past school year Mr. Zamora has worked on updating policies and procedures and making sure that matters are properly implemented with each of these programs. Examples of some of the situations addressed included gender and name change issues for students as well as the change that all students now wear the same color cap and gown for graduation rather than using two different colors, broken out by student gender.

Mr. Zamora and the Board addressed the diversity education and anti-bullying activities associated with this position, providing some detail as to what has occurred this year in his new position as well as some of the activities he is exploring to provide a more robust program for the upcoming school year. The Arizona Virtual Academy has a very extensive program that he is exploring at this time. He indicated that the High School had a great anti-bullying assembly this past school year and the teachers and personnel have all been appropriately trained as per statutory requirements.

The Chairman asked for an update on these activities be scheduled for the October Board Meeting.

Motion was made by Chairman Robinson-Eckert to reappoint Director Alex Zamora to serve as the school's Title IX officer, Title VI officer and Disability Coordinator for the upcoming year.

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

9. APPOINTMENT OF HEAD OF SCHOOL TO RESPOND TO PUBLIC RECORDS REQUESTS.

The Directors and administration addressed the responsibility and duties associated with responding to public records requests. The Directors and Administration also addressed the language of the Board's existing policies relating to public records requests and responding to the same.

Motion was made by Director Robinson-Eckert to appoint Head of School Edginton and Board Clerk Groshong to serve as the Board's designated personnel to respond to

public records requests for the upcoming year.

Motion seconded by Director MacConnell.

Motion approved by unanimous vote.

10. COMMITTEE APPOINTMENTS

A. Scholarship Committee

The Directors and Administration addressed the history of the Scholarship Committee, how scholarship awards have been granted in the past and the current funds that are located in the school's scholarship fund. The fund is the recipient of any donations or fundraising by the school.

This past year, two scholarships of \$1,500.00 per student were awarded. Upon completion of those awards, there is approximately \$7,000.00 in the school's scholarship account.

Director Handeen was advised of the history of the program and considerations and the Directors and administration responded to inquiries he raised regarding the program.

The initial charge of this committee was to generate funds for dedicated scholarship use as well as the participation and oversight of the selection process.

Due to legislative changes, the new school position of College and Career Readiness Counselor has been created. This position was recently filled by the Board with a transition of existing personnel. The Board and administration discussed that this individual would be a logical administrative addition to the administrative meetings and work on this program.

The participating Board member for this committee last year was Chairman Robinson-Eckert. She indicated that she would like a different director to assume this role for next year.

Motion was made by Chairman Robinson-Eckert to appoint Director MacConnell to serve as the Board's representative on the scholarship committee with the administrative personnel who have previously served and the new College and Career Readiness Counselor.

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

B. Policy Committee

Board Clerk Groshong and legal counsel White have headed this committee in the past. They have worked closely with the Head of School to address policy amendments and policy creations.

Motion was made by Chairman Robinson-Eckert to re-appoint Mr. Groshong and Ms. White to serve on the Policy Committee.

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

11. DESIGNATED DAY, TIME, PLACE FOR MONTHLY MEETINGS.

The Directors addressed the historical time and day each month that the regular monthly meeting is held. The timing has moved around in various years to accommodate the time difference in the state between north and south Idaho.

Motion was made by Chairman MacConnell to continue to hold regular monthly meetings of the IDVA Board on the Third Tuesday of each month, at 7:30 P.M. and that such may be held electronically through a proper statutory individual present at the physical location of the meeting in the Meridian School Offices, as per Idaho Code, with meeting continuing to be posted as the Board Clerk currently posts.

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

12. SELECTION OF NEWSPAPERS FOR LEGAL PUBLICATIONS.

Ms. White addressed with the Directors the three newspapers that the Board currently uses for official legal publications,

located in different regions of the state. Inquiry was made to Mr. Wegner as to whether he has been happy working with these entities or if there had been any problems.

Motion as made by Chairman Robinson-Eckert to continue utilizing the Idaho Statesman, the Coeur d'Alene Press and the Idaho Falls Post Register as the school's official papers for legal publications.

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

13. SELECTION OF DEPOSITORY FOR LEA FUNDS.

Ms. White explained to the Board that the school currently uses two different financial institutions. Mr. Wegner explained why two are used and explained the use of the state depository, for which there is a better interest rate due to the volume of funds in this account. He indicated that it is a very easy process to move the funds from the state depository to the school's checking account (Wells Fargo). The state depository is no safer than a bank but the rate of interest makes a difference. He likes having the school's funds in two separate sites and would support continuing this practice.

Motion as made by Director MacConnell to continue utilizing Wells Fargo and the State Government Investment Pool as the school's depositories for funds.

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

14. APPROVAL OF DEBIT CARD HOLDERS & AMOUNTS.

Head of School Edginton and Mr. Groshong detailed the Directors as to the current status of these issues.

Motion as made by Chairman Robinson-Eckert to continue the debit card holders as the Head of School and Business Manager.

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

15. APPROVAL OF CREDIT CARD HOLDER & AMOUNT.

Mr. Groshong detailed the Directors as to the current status of this issue.

Motion was made by Chairman Robinson-Eckert to continue the credit card holder as Mr. Groshong, retaining a \$2,000.00 spending limit.

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

16. APPROVAL OF CAPITALIZATION AMOUNT.

Mr. Wenger explained the Capitalization Amount issue to the Directors. Anything purchased under \$1,500.00 is expensed out and anything over, with a life of over one year, is depreciated. This amount was selected when considering the cost of computer and technology equipment. At this time Mr. Wenger is not seeing any need to change the current amount.

Motion as made by Director MacConnell to continue the capitalization amount at \$1,500.00 for the depreciation of school property.

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

17. IDENTIFICATION OF DISPOSAL AGENT.

Ms. Edginton explained her role in this position and how such role relates to the Disposal of school property, with the statutes of Idaho controlling how specific property, based on value, is disposed. She gave some examples of the property and situations for this task during the last school year. She did confirm to the Directors that there is a process to assure that all technology devices are entirely wiped clean prior to disposal.

Motion as made by Chairman Robinson-Eckert to Ms. Edginton as the school's approved Disposal Agent.

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

18. ITCA SUBLEASE AND SUBLEASE FUNDS

The Directors and Administrators realized that the renewal of the ITCA Sublease was absent from the Agenda, that the

existing sublease expired June 30th and needs to be addressed at this time.

A motion was made by Director Sankovich to Amend the Agenda to allow the Board to address renewal of the sublease of school property to Idaho Technical Career Academy, and to address the rental funds associated with such sublease, as such must be addressed immediately and was not included as a part of this Agenda.

Motion was seconded by Director MacConnell.

Motion approved by unanimous vote.

The sublease at issue is for the property adjoining the school's business office. ITCA currently pays \$3,999.00 per month on this sublease, with the next payment, assuming the sublease is renewed, to be received at the end of this month.

The sublease at issue would run from July 1, 2016 through June 30, 2017. At this time, the funds the school collects associated with this sublease simply go into the school's general fund and are expended by the school for the lawful purposes of those funds.

Motion was made by Director Sankovich to approve the sublease to ITCA for the same existing facilities they are currently subleasing, to run from July 1, 2016 through June 30, 2017, at a cost of \$3,999.00 per month.

Motion was seconded by Director MacConnell.

Motion approved by unanimous vote.

An additional motion was made as follows:

Motion was made by Chairman Robinson-Eckert to:

- 1.) refer to the scholarship committee the issue of the rental funds received from the ITCA sublease for a determination of how such could possibly be used for scholarship or fundraising issues, to return with a plan, including the possibility of encouraging the development of an Educational Foundation to address fundraising and scholarship issues, reporting to the Board in October;
- 2.) to add Director Handeen as a member of the Scholarship Committee; and

- 3.) to direct the sublease rental payments received from ICTA for the months of July, August and September into the school's existing scholarship account.

Motion was seconded by Director Sankovich.
Motion approved by unanimous vote.

The Directors engaged in a break of activities, during which time no business was discussed and no decisions reached, from 11:10 – 11:20 AM.

V. SCHEDULED FOR ACTION

A. BUSINESS

1. Policy Readings.

a. First Reading of Policy 702.2 (Amended)

Chairman Robinson-Eckert introduced the issue and turned the floor over to Head of School Edginton.

The policy at issue is the Leadership Premium Policy and the administration is proposing changes that follow the statutory changes from this past legislative session. She detailed the amendments and the reasoning behind each of the proposed changes.

Questions and discussion addressed the increase in amount from \$850 to \$900 and how such funds are to be addressed by the school in full amounts regardless of a teacher's FTE status; teacher mentor amendment proposal language, and issues regarding 8 in 6 and advanced opportunities/dual enrollment and concurrent credits issues.

Motion by Chairman Robinson-Eckert to approve the amended policy, as will be amended in relation to advanced opportunities in the Leadership Premium Policy.

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

b. First Reading of Policy 707.1 (Amended) – Clerk

c. First Reading of Policy 802.0 (New) – Clerk

Mr. Groshong presented the Directors with an amended policy and a newly created policy. This is in effort to separate out the policies for leave for certificate personnel as opposed to those who are classified

personnel. This should aid in avoiding confusion and the different application of the policies. This is also consistent with the two different personnel manuals for these categories of employees.

Motion by Director Sankovich to approve the amendment to Policy 707.1 and new policy 802.0, as presented.

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

The Directors held a Lunch Break from 12:15 to 1:05 PM at which time no business was discussed and no decision was made.

2. Other Business.

a. Classified Staff Pay Scale (Amended)

b. Certified Staff Pay Scale (Amended)

Head of School Edginton proposed the Board approve amendments to the classified employee pay schedules. The request is based upon budgetary changes as well as position changes in the last few months. Additionally, there was some clean up necessary associated with a duplication of a position noted on the prior scale.

Thereafter Ms. Edginton presented a proposal, for Board consideration and approval, and amendment to the Certificated Pay Scale. This request is due to the fact that the administrators, through inquiry from an employee, discovered an error in Column G of the existing scale. The requested amendment is to correct this error.

Motion was made by Chairman Robinson-Eckert to approve the amendment to the Classified Pay Scale and Certificated Pay Scale, as presented.

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

c. K/5 Purchase Request – Amy Chadez

Head of School Edginton and Ms. Chadez addressed the Directors with regard to intervention curriculum. This subject matter has previously been addressed with the Board and the Board asked the administration to look at these issues during its Pocatello Face-to-Face Board Meeting.

The K-5 team started to research this issue commencing in the spring.

They got the possibilities down to two (2) curriculum options.

The Board addressed purchasing the curriculum recommended by the Administration and the Administration responded to inquiries regarding the proposed curriculum and why this was the recommendation of the team, purchase costs, bidding and purchase issues generally as well as what might occur in the future if K12 were to develop an intervention curriculum.

The cost being addressed at this time is for a single year of use-technology access. Discussion had also been held by the team regarding hard copy purchase but given the format of the school what is being proposed is the tech version. Each subsequent year the school decided to use the same/updated/modified curriculum there would be an access cost.

Discussion was held as to the resources for Title II intervention use as well as what other options for support are available for students who do not fall into a Tier II qualification status.

Motion was made by Director MacConnell to approve the purchase of the Tier II intervention curriculum, as presented.

Motion seconded by Director Sankovich.

Motion approved by unanimous vote.

d. Quinn Lindsay Research Request – Kelly Edginton

One of the school's certificated teachers has brought forth a request to do a research project as part of her graduate school studies. She will be receiving consent from all students and parents of student who voluntarily agree to participate in the study. There will be no use of any personally identifiable information relating to any student involved in the study. Ms. Edginton provided the Directors with a copy of the consent form/permission form that students and parents would have to complete to participate in the study.

This is a Social Studies teacher at the High School working on her Master's Degree in Administration and she is required to do a programmatic research project and she is seeking to see if there is any correlation between use/participation in Live Connect classes and student outcomes. This could also be interesting information for the school to use in analysis of this program given the change to increase the use of Live Connect this upcoming school year.

The request involves just a single semester of study and data.

Discussion was held among the Directors about approval of the request, data methodology, preexisting pass rate data, the information that could be obtained and how it could be used and the increased use of Live Connect for the upcoming year and how such increase impacts grades and/or ISAT outcomes.

Motion was made by Director Sankovich to approve the research project request of Quinn Lindsay with the understanding that the participants will be voluntary, parent/student approval will be obtained and there will be no disclosure or use of Personally Identifiable Student Information.

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

e. K/12 Club Leader Request – HOS

K12 has a number of nation-wide on-line clubs and activities for students who attend any of the K12 affiliated schools. This has been beneficial given that IDVA does not itself sponsor any clubs or activities.

For K12 to use or employ any IDVA employees, K12 must obtain consent pursuant to the Services Agreement. In this situation there are two IDVA elementary teachers that would like to work as sponsors for two of the K12 sponsored on-line clubs or student programs. If the Board is inclined, they would need to approve this request.

Motion was made by Director MacConnell to approve the request of Jennifer Dorris, and Susan Carns to be employed by K12 for the purpose of being leaders of two K12 sponsored on-line clubs.

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

The Directors engaged in discussion as to the Board's existing policy relating to club sponsorship. Chairman Robinson-Eckert asked Ms. Edginton if she could follow up with K12 to obtain a listing of the existing school clubs that they sponsor which are available to IDVA students. She was interested in knowing if they have a National Honor Society for students.

Ms. Edginton indicated that she believed this information was posted on the start-up website and is sent out via mass email by Ms. Higgins but that she will obtain a full copy of the opportunities and will share that

information with the Board.

f. Budget Initiative – Kelly Edginton

Ms. Edginton re-introduced the subject matter of K12 budget initiative requests with the Directors. Each year individual K12 affiliated schools may make a request to K12 for a single year type of “pilot” program, funded by K12, that the school believes will enhance and improve the school. The first year of a request sets a baseline funded by K12. If it works thereafter, the program may be implemented into the school.

A number of these requests were submitted to K12 this year and were approved. IDVA has had great success in obtaining these requests in the past and this year was the same.

The School Services Coordinator Position, as an initiative was discussed. Due to the amount of money spent on school services and the importance of such services to the student population, it is important to make sure these are all coordinated and that there is full follow through.

Middle School dedicated History and Science teachers. The school has hired a dedicated MS Science teacher and will be converting a teacher for the dedicated MS History position.

Students First – Phase 2 – this is a continuation of Alex Zamora’s programs from last year. There will be some structural and programmatic changes. Family Support Liaisons (FLS’s) will be full time positions for this upcoming year. They were previously all part time. Stephanie Rose (previously employed in a different position) will now be the Family Engagement Coordinator (FEC) which will be a proactive position to engage families in schooling activities in attempt to keep them on track. In addition, the school will have a Truancy Officer.

These programs are not part of the IDVA budget for next year but rather are K12 budgeted items. Some of these positions and initiatives will be shared with ITCA, with ITCS taking a very small portion of time and service – approximately 10% of the FEC, Truancy Officer and Social Worker.

The programs that Alex Zamora’s team will be addressing will greatly increase the capacity of the assistance and services that can be provided to students. This will be a significant step toward re-engagement activities for students who are falling behind. It is hopeful that this increase will bring about positive changes with student engagement, Mastery and ADA.

Mr. Zamora provided some details to the Directors as to what he intends each of these positions to do and how he hopes that will result in better student outcomes. The school primarily works toward re-engagement via telephone communications but has also engaged in local meetings. With more staff and increased capacity, this will provide a more hands-on approach with things such as Blackboard work.

Questions from the Directors regarding staffing and duties were addressed.

g. Approval of Employee Manuals – Julie Ingwersen

Ms. Ingwersen presented the proposed classified and certificated employee handbooks for Director review and possible approval. She reviewed the proposed edits and indicated that the goal in this process was clean up as well as to make sure there was more consistency between the policies and manual language, with cross-reference to policy.

Teachers are back on August 15th and the Administration would like to have the new handbooks approved and ready to go at that time.

Ms. Ingwersen next presented the hourly employee handbook amendments for consideration and possible approval. Again, the amendments relate to consistency issues and updates in policies.

Inquiries of the Directors were addressed.

Mr. Groshong detailed for the Directors how the manuals are kept up to date at the school and how information is integrated into the handbooks, the employees' benefits and how that information is communicated with employees.

Ms. Edginton addressed the K12 affiliated school teacher satisfaction and culture survey and indicated that IDVA was one of the top 5 in the country for satisfaction.

Motion was made by Director Sankovich to approve the Certificated, Classified and Hourly Employee Handbooks as proposed.

Motion seconded by Director Handeen.

Motion approved by unanimous vote.

The Directors held a brief break from 2:06 to 2:17 PM At which time no business was

discussed and no decision was made.

h. Approval of K/5 Handbook – Amy Chadez

Ms. Chadez explained to the Directors that each of the departments, in the handbook update process, removed duplicative content from the program handbooks that already exists in the underlying employee classification handbooks. Accordingly, the K/5 Handbook is being proposed for approval, as amended.

Interim assessment addressed to provide notification to the parents. Added Special Education team for k-5 and removed all content that will go in the coordinated student/parent handbook.

With these types of changes, each of the departmental handbooks is shorter.

Motion was made by Director MacConnell to approve the K/5 Handbook, as presented for approval.

Motion Seconded by Director Sankovich.
Motion approved by unanimous vote.

Chairman Robinson-Eckert, on behalf of the Board, expressed appreciation for the work that went into developing these handbooks and the editing of these handbooks. It is recognized that the detail work and comparison can be very tedious but it is also important to make sure that policies are cited correctly and that there aren't differing policies/procedures in different locations.

B. INSTRUCTION AND CURRICULUM
ACADEMIC REVIEW OF SY 2015-2016

1. Academic & Annual Report – Kelly Edginton

In the Board's Packet Ms. Edginton provided the Directors with a written report.

In addition, she touched upon a number of highlights in her address.

- Ms. Edginton provided information regarding preliminary ISAT data. This is not finalized data as all appeal processes have yet to be finalized.
- She detailed a number of significant improvements in student achievement on these tests. There are areas where the school beat last year's scores as well as areas where the school beat the

state's average. There were significant jumps in a number of these outcomes and this information was detailed via visual aids.

- It is hopeful that this data will continue to improve during the appeals process.
- These scores are not only important to students and the school but they are also important to the SDE and commission and will be utilized to show the students are making progress.
- Strategic Plan Goals were presented by Ms. Edginton and discussed with the Directors. The preliminary goals were each identified and explained as to reasoning and thought process. These are very significant goals.
- Ms. Edginton will be bringing a written first draft of the Strategic Plan in September so that the Board and Administration can continue to collaborate on the goals.
- It is currently considered that the goals of the Strategic Plan will be broken out by the different programs – i.e. VHS versus Alternative.
- Discussion was held regarding statistical information and other similar virtual programs in a comparative analysis.
- Discussion addressed graduation expectations and the federal definition of “cohorts” for graduation. This has been a topic addressed by the Board in the past. The Administration and school's personnel are working very hard to track down students who have exited the program in order to properly document this information for graduation rates.
- The Board and Administration engaged in a collaborative discussion of the general goal ideas for the Strategic Plan, as detailed by Ms. Edginton, why certain goals were under consideration and why certain attainment percentages are being proposed.

2. K/5 Report – Amy Chadez

Ms. Chadez presented the Directors with a written report and also verbally touched upon a number of issues in the department. Ms. Chadez addressed how the activities of the program tie into the draft issues of the Strategic Plan.

She detailed that the program is working to make sure that kids are completing what is on their daily plan. This includes following up with students and keeping the data in front of the employees. This allows for better follow-up with the students and families.

A goal is to see a significant increase in ISAT scores and numbers. The SRA program and Direct Instruction with live class time was addressed. This year they will be live teaching 5 days per week as opposed to 2 last

year. For students qualifying for interventions, they will come and go and can transition out with progress. Parents have reported generally being pleased with this direct hands-on assistance for intervention students in need of assistance.

The program's team is completely involved in the development of the 5 day program and was instrumental in making this change. They worked in teams, reviewed existing student data and came up with this emphasis.

Ms. Chadez addressed curriculum maps, tied to the school's calendar and built into the pacing and curriculum guides for the year.

Ms. Chadez responded to inquiries from the Directors. One of the topics of discussion included hands-on instruction 5 days per week and flexibility. What is being sought is 30-45 minutes per day each day of the week and the teachers are talking with parents about the benefit of this contact time.

In closing, Ms. Chadez did wish to advise the Board how helpful the FAST and Special Education Teams have been in their work with the K5 personnel to focus goals on student improvement.

3. Middle School Report – Jenny Whelan

Ms. Whelan provided the Directors with a written report and addressed a number of matters verbally.

She indicated that for this year her team took a step back to examine how the initiatives and programs already in place are working. They do not intend to make any significant programmatic changes for next year but rather refine what is already in place.

She specifically touched upon being more hands-on with direct instruction and the program staying with a 4 day per week approach. This allows for students to be actively involved in live class.

She reported that the middle school students earned 420 high school credits during the last school year. There are 43 additional credits being earned over the summer months through IDLA.

Ms. Whelan responded to inquiries from Directors. She addressed the support of the FAST program last year and the positive impact it had upon student success. She also indicated appreciation for the Board's change in the attendance policy regarding the attendance review committee. This has been very beneficial and the families are not

surprised but rather are educated about expectations between the new attendance review committee and FAST work. She addressed class attendance regarding live attendance versus recorded attendance and addressing such to meet individual student needs and abilities. With a struggling student, there is a stronger emphasis for live attendance.

She indicated that she is getting more feedback from parents regarding teacher selection requests. She sees this as a positive outcome from class connect events.

Additional inquiry addressed laptops for high school and middle school students and areas relating to math instruction.

4. VHS Report - Scott Miller

Mr. Miller presented both a verbal report and written discussion. He touched upon his concerns with ISAT scores and his thoughts on those issues.

Mr. Miller discussed a grading change with a standards based report card goal for all high school students. While the scale appears to be more student favorable, it also removes any and all “fluff” marks that go into these grades. This is a work in progress and the teachers are to a consensus to do something different with the grading scale and to focus on standards and not the other “stuff”. This will focus grades on what the kids know and what they are able to do – not bonus points, attendance points, lateness issues – just solely based on knowledge and ability with the curriculum. The quality of the work will be the emphasis over timeliness or quantity. The teachers simply will not accept shoddy work. If such is turned in, it is the expectation that it will be done and will be done well. This will put an emphasis on actually learning the concepts of the standards rather than the student rushing through things simply to get it done and/or to turn something in when expected.

A new grading was associated with the semester break. The groundwork is there and now refinement has to be done. This demonstrates what students have mastered and what they have not on the concepts of the program. The Boise School District is currently in the process of looking to adopt a similar program. This system is proficiency based, rather than solely grade based, correlated to the state’s standards.

This is a huge philosophical shift for some people. This Vision High School staff has jumped in and been willing to work with a different viewpoint due to the alternative student population and goals of achievement. This is a somewhat different approach or attitude than the

traditional high school staff. As addressed by the Directors, this is more of a college approach to grades and work, without extra ‘fluff’ in the grade and simply based on the mastery of each specific subject matter.

SAT – the data was a little low in reading based upon the state average. They were also below on Math. The SAT scores corresponded with the ISAT outcomes. At this time he does not know why the Math scores are so much lower than language arts but he is working to establish more hands-on time with the instructors and students in hopes of increasing these marks.

The new academic plan will involve more hours of instruction and “earned” flexibility. If a student is doing well, they are not going to have as many parameters of required attendance as a student who is struggling and needs more hands-on assistance. This is intended to create a situation where the teachers simply will not let a student fail or fall in the cracks. If a student decides this is not best for them, they will get help in finding what is best.

Mr. Miller responded to Board questions. The “earned” flexibility is sort of a newer concept for this year. This has been very well communicated out so that students have a realistic expectation of what is going to be required from them. This is additional student support and direct instruction, not punishment.

The Instructional Coaches that are part of the K12 Budget Initiative – part of this will be to work with the teachers on best practices for Math instruction. It is hoped that this will aid in increasing Math comprehension and scores.

New Summit Courses will be in place for English 9 and 10 and Algebra, 11 and Geometry. The pathways built into the course notifies the teacher as to what concepts the student is struggling with via technology rather than the teacher having to pull out all the student’s work and analyze the data to figure out what is going on with each individual student. This will be a huge time savings for the instructors and will pinpoint the areas in need of support.

For the High School they have blocked days for certain classes to be taught at certain time frames. This was done so that there would not be conflicting schedules for student classes by subject matter. This will also aid students in planning and expectations of what they are to be doing each day in their program.

Mr. Miller addressed a number of the advanced program offerings as well as dual enrollment courses. This year Anatomy and Physiology will

be added to the college course offerings as a biology class for the students.

He indicated that he is extremely pleased with those serving in his high school staff. They are very concerned about the student's mastery of what is being taught and he would be happy to have his own children in any of their classes. This is truly an exceptional group of educators.

5. Special Services Report – Amanda Judd/Jodee Sisson

A written report and verbal presentation were both provided. Ms. Sisson will be stepping away from the Special Services leadership for this year and will be working as the School's Psychologist. Ms. Judd will be stepping into the leadership role.

A discussion was held regarding the special services demographics. There were 282 students in the program as of the November 1 student count report. The state department typically likes to see the figure at about 10% of the overall student population and IDVA is well above this figure. At one point in time this past school year the Middle School had an 18% special service population. The overall student population figure has been ranging in the 13-15 percentage area throughout the school year. This overage from the typical 10% is not given any consideration when the school's testing scores are compared to the state's averages.

As to trends, the special services student enrollment figures are highest for students on the Autism Spectrum as well as Other Health Impairments. Of late the USDOE has placed a heavier emphasis on how students with ADHD are being addressed.

With the changes at the SDE in the last year, there appears to be less emphasis by the department's reviewers on the words that are used in reports and documentation and more emphasis on student outcomes and results. The school is currently in total compliance with the state's expectations for the department.

The department addressed K12 technology systems with regard to any service for an IEP such as OT, PT and SLP to make sure that compliance issues are fully met for related services due to a child under their IEP. This aids the school and its employees in assuring that they are meeting student needs and in compliance with requirements.

Ms. Judd will soon be taking over. The Administrative Team and the Board thanked Ms. Sisson for her leadership in the program and expressed appreciation that she would be staying on as the School

Psychologist.

6. FAST Report – Alex Zamora

Mr. Zamora provided both a written report and verbal information to the Directors.

He detailed for the Directors what his staff has done this past year to attempt to support students and families who fell behind, working to get them back onto track with schooling. When student's disengage, there is a concern not only for the lack of comprehension in the educational subject matters which they are missing but also a concern that a student will fall in the cracks and withdraw from school. The support provided from the FAST staff is designed to aid them on getting back on track with their schooling. Mr. Zamora provided the directors with examples of the type of assists that his staff uses in working to support students.

He indicated that approximately 45% of referrals to the FAST program stayed with some level of support through the end of the school year. Approximately 21% returned to independent support.

The draft Strategic Plan goal for next year's FAST support is a currently stated goal of 30% returning to independent support after referral.

C. PUPIL SERVICES

Ms. Edginton presented the Directors with a copy of the current enrollment report of activities for getting students enrolled for the 2016-2017 school year.

There are currently 1819 students completely done with the enrollment process. An additional 214 are in some stage in the enrollment process. At the end of July and in August the school typically sees very active enrollment activities taking place. At the next meeting there will be a closer number for the anticipated student enrollment for the start of the school year even though enrollments do continue throughout various points in the year.

At this time, of the 1819 students who have completed the enrollment process, approximately 14% are already known to qualify for special services. Thus, at this stage, without the end rush enrollments or any new identifications for students new to schooling or newly identified students, the special services population will again already be over the state's anticipated averages.

Ms. Higgins was unable to attend this meeting and thus the Marketing

Report associated with student enrollment and student/family outreach activities will be scheduled for next month's meeting.

D. PERSONNEL

Ms. Edginton presented the Directors with the Personnel Report. A written report was provided to them at the meeting.

Two teachers are seeking contract release. There are also administrative recommendations with regard to FSL personnel positions changes and full time status issues. Last, there are additional recommendations for employment associated with the start of the school year.

Motion was made by Chairman Robinson-Eckert to approve the Personnel Report, as presented, including the granting of two contract releases and the hiring recommendations as presented.

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

VI. ITEMS SCHEDULED FOR INFORMATION

Due to scheduling and the time the meeting has taken to date, the review of the K12 Services Agreement was tabled until a later board meeting.

The Directors held a brief break from 3:00 to 3:28 PM at which time no business was discussed and no decision was made.

VII. EXECUTIVE SESSION

Motion was made by Chairman Robinson Eckert to enter into executive session pursuant to Section 74-206(1)(b), Idaho Code, to consider evaluations of public officers, employees and/or individual agents of a public school.

Motion was seconded by Director Sankovich.
Roll call vote was held with affirmative votes from Robinson-Eckert, Sankovich, MacConnell and Handeen.

The Directors entered executive session at 3:32 PM and addressed four (4) evaluation documents, working through the elements of each.

The Directors concluded its executive session at 4:45 PM.

VIII. ACTION, IF ANY, TO BE TAKEN SUBSEQUENT TO EXECUTIVE SESSION

Subsequent to returning to open session, motion was made by Chairman Robinson-Eckert to approve the four (4) completed Board Evaluations.

Motion seconded by Director Handeen.
Motion approved with unanimous vote.

The Board directed that proper distribution of the evaluations occur to the appropriate individuals.

IX. ADJOURN

At 4:47 PM Motion was made by Director Handeen to adjourn the meeting.

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

Dated this 26th day of July, 2016.
Mike Groshong
Board Clerk

IDVA BOARD MEMBERS

Kimber Tower – Seat Position 1

- ClanTower@gmail.com
- Term through July of 2018

Laura Sankovich (Vice Chairman)– Seat Position 2

- lsankovich@gmail.com
- Term through July 2018

Monica Robinson-Eckert (Chairman) – Seat Position 3

- Robinmon@isu.edu
- Term through July 2016

Bjorn Handeen – Seat Position 4

- bjorn.handeen@gmail.com
- Term through July 2017

Anne MacConnell – Seat Position 5

- anne@wisdomranch.org
- Term through July of 2017

Jeff Thompson – Seat Position 6

- JeffDTomp@aol.com
- Term through July 2018