

**Idaho Virtual Academy
Board of Director's
Annual Board Meeting
August 15, 2017**

I. PRELIMINARY

A. CALL TO ORDER:

B. ESTABLISH QUORUM:

The meeting was called to order by Chairman Handeen and confirmed a quorum established at 7:31 P.M.

C. ROLL CALL:

<i>Seat</i>	<i>Occupant</i>	<i>Term</i>	<i>Present</i>	<i>Absent</i>
Position 1	Not in use by Directors			
Position 2	Director Sankovich	(7/18)	X	
Position 3	Director Handeen	(7/19)	X	
Position 4	Director MacConnell	(7/20)	X	
Position 5	Director Krein	(7/21)	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
Jenny Whelan, 6-12 and VHS School Principal
Amanda Judd, Special Education Manager
Amy White, Board Counsel

II. COMMUNICATIONS

A. PROCEDURAL NOTE:

Additions, Corrections, or Substitutions to the posted Agenda.

There were no changes to the posted Agenda.

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.

No reports scheduled or presented.

D. INFORMATIONAL PRESENTATION: Board/Staff Discussions

Board and staff discuss items of mutual interest.

1. Head of School Report

Ms. Edginton presented her monthly Head of School Report.

- Upcoming dates:
 - Aug 22-24: Back to School PD
 - Aug 29-31: New family orientations
 - Sept: 4: Labor Day – no school
 - Sept: 5: 1st day of School Year 17/18
 - Sept 15: Back to School Events
- K5 Principal:
 - Amy Chadez sought out and was hired to a K12 national position. Keri Brown, Amy's Master Teacher for the last 5 years, has been hired as our new K5 principal.
 - Details as to Ms. Brown's hiring process were addressed. A hiring committee included K12 personnel as well as IDVA teaching personnel. Given Ms. Brown's history with the school this should be a very smooth transition.
- West Region Summit Report:
 - K12 West Region held a summit for school administrators in late July.
 - Prior to the summit, we were assigned to research student retention in our school. The summit focused on this

topic. We did a lot of work around this and then were assigned to set a retention goal based on our research and work. We chose to focus on building relationships to help with retention and have developed a detailed plan for the year. Included in the plan: Better communication, better student recognition, better teacher recognition, a school mascot chosen by our students, and more. We are excited about our goal!

- New LC Landing Page and Student Planning page:
 - The format of the new page was shared with the Directors.
 - This is a mobile friendly page – which is not true yet of all other features of the school.
 - It consolidates a lot of information and saves a significant number of steps for learning coaches.
- School Mascot information was shared. Students are communicating ideas with the issue having just been raised and with school not yet even having started. The five final ideas will be put out for a vote of stakeholders.

The board expressed excitement for Ms. Chadez in her new position but also sadness that she will be leaving the IDVA program.

Discussion was held among the Directors and Ms. Edginton responded to inquiries regarding the development of leadership opportunities for the school from within. She detailed information about Department Heads and Master Teachers as well as discussion about the upcoming State’s Master Teacher compensation program and her thoughts as to teacher participation from the school.

With regard to the leadership summit retention goal, discussion was held that there are thirteen (13) students set for graduation this upcoming spring who have been with the school through their entire educational career. The Directors made inquiry as to whether or not the Scholarship Committee should give scholarship consideration to students in this position. Ms. Edginton indicated that she would share the discussion with the Committee for consideration and recommendation.

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 July 2017 Meeting.**
- 2. Approval of July 2017 Monthly Invoices.**

- 3. Approval of K12 Invoice.**
- 4. Approval of Payment to K12.**
- 5. Approval of July 2017 Check Register for website posting.**
- 6. Approval of July 2017 Financial Report.**
- 7. Enrollment Report.**

The Directors were presented with the Consent Agenda items for consideration and possible approval.

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

Motion seconded by Director Sankovich.

Upon discussion, the subject of the July Monthly Invoices was pulled from consideration for the consent agenda at the request of Director Krein, who had a number of questions she would like to have addressed.

An amended motion was made by Director Thompson to approve Consent Agenda items number 1, 3, 4, 5, 6, 7, as presented.

Motion was seconded by Director Sankovich.

Motion approved unanimously.

Director Krein raised inquiry regarding a number of expenses including service charges, copy machine bills and coffee service costs. Discussion was held regarding these costs. Information was provided to Director Krein.

Discussion was held among the Directors and Mr. Wenger with regard to how expenses are processed and potentially some changes with companies who provide a larger window for processing.

A number of years ago a financial training was done with the Directors to review how school financing works and expense related issues. Attempts will be made to schedule a similar training in the near future. Further, Mr. Wenger indicated that if anyone had questions at any time when reviewing financial documentation that they please feel free to reach out to him for an explanation and discussion regarding their inquiries.

A motion was made by Director Thompson to approve Consent Agenda item number 2, as presented.

Motion was seconded by Director Sankovich.

Motion approved unanimously.

IV. SCHEDULED FOR ACTION

A. BUSINESS:

1. Policy Readings.

a. First Reading of Policy 902.5B.

Head of School Edginton presented the Directors with a proposed amendment to existing policy 902.5B regarding graduation honors standards.

Discussion was held among the Directors expressing appreciation that the policy was more inclusive and considered current student expectations with phasing in a change in the overall standards and awards.

Director Krein expressed a preference of keeping both Valedictorian and Salutatorian honors in addition to the newly identified standards. She also expressed personal concern regarding differing standards for the Alternative High School program. She raised the possibility of separate graduation ceremonies for each of the programs.

Inquiries were made to the schools administration regarding the process for development of the amendments and how the recommendation came to its current proposal.

Motion by Director Thompson to approve the amendment of policy 902.5B, as presented.

Motion seconded by Director Sankovich.
Motion approved by 4 – 1 vote.

Director Sankovich	Yes
Director Handeen	Yes
Director MacConnell	Yes
Director Krein	No
Director Thompson	Yes

2. Approval of School & Department Handbooks.

The handbooks presented for approval address updates of school policy with regard to students and personnel as well as changes in identity of personnel. Additional changes include the changes in course offerings for the year.

Motion by Director MacConnell to approve the school and department handbooks, as presented.

Motion seconded by Director Sankovich.
Motion approved unanimously.

B. INSTRUCTION AND CURRICULUM:

No matters scheduled or addressed.

C. PUPIL SERVICES:

No matters scheduled or addressed.

D. PERSONNEL:

The Personnel Report was presented to the Directors for consideration. Discussion was held regarding each of the items. The Administration does recommend the approval of the contract release for Ms. Blair and the general reasoning for this request and the administration's recommendation.

Inquiry was made by Chairman Handeen regarding exit interviews. Mr. Groshong indicates that he does speak with people leaving the program and does have an understanding of why each person has chosen to leave.

Discussion was held that if final enrollment figures warrant, the administrative team will be recommending the addition of teaching positions to cover the increases.

Director Krein raised the subject matter of the competitive nature of the school's salary schedule. Discussion was held regarding the salary structure and comparative nature of salary for the schools.

Motion by Director Thompson to approve the Personnel Report, as presented.

Motion seconded by Director Krein.
Motion approved unanimously.

V. ITEMS SCHEDULED FOR INFORMATION

No matters were scheduled or addressed.

VI. EXECUTIVE SESSION

Executive session was scheduled but not held due to materials not having been received for discussion.

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

No matter scheduled or addressed.

VIII. ADJOURN

At 8:32 p.m. Motion was made by Director Thompson to adjourn the meeting.

Motion seconded by Director Sankovich, approved by unanimous vote.

Dated this 15th day of August, 2017.

Mike Groshong
Board Clerk

IDVA BOARD MEMBERS

Anne MacConnell (Director) (Nov 2014) Seat 4
PO Box 166, Arco, Idaho 83213
208-527-4735
anne@wisdomranch.org
anneracer@gmail.com
Term expires July 2020

Laura Sankovich (Vice Chair) (Nov 2015) Seat 2
805 E. Garden Ave, Coeur d'Alene, Idaho 83814
208-661-2539
lsankovich@gmail.com
Term Expires July 2018

Bjorn Handeen (Chairman) (May 2016) Seat 3
914 E Homestead Ave, Coeur d'Alene, Idaho 83814
208-640-4503
bjorn.handeen@gmail.com
Term Expires July 2020

Jeff Thompson (Director) (May 2016) Seat 6

1739 Peggy's Lane, Idaho Falls, Idaho 83402
208-524-7367
jeffdtomp@aol.com
jfthompson@house.idaho.gov
Term Expires July 2018

Melissa Krein (Treasurer) (July 2017)
3462 Rock Creek Road
American Falls, Idaho 83211
208-226-2804
Kreinfarms@gmail.com
Term Expires July 2020

Seat 5

**Position 1 not in use by the Board at this time.*