

**Idaho Virtual Academy  
Board of Director's  
Regular Board Meeting  
October 17, 2017**

**I. PRELIMINARY**

**A. CALL TO ORDER:**

**B. ESTABLISH QUORUM:**

The meeting was called to order and confirmed a quorum established at 7:33 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:

Jenny Whelan, 6-12 Group Principal  
Amber Hatrock, 6-12 Assistant Principal  
Mike Groshong, Board Clerk and H.R. Director  
Amanda Judd, Special Education Director  
Allen Wegner, Business Manager

**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 informational presentation nor Director's Report was presented.

**D. INFORMATIONAL PRESENTATION: Board Staff Discussions.**

1. Pre-Renewal Site Visit Feedback –

Ms. Whelan presented the Board with a review of the recent pre-renewal charter school visit conducted by the Commission staff. The visit went well. The lead site reviewer, Jenny Thompson, has experience with at-risk students and has also worked for an EMO. Given this experience, she has a good level of understanding in the operations of IDVA and the school's situation.

In Ms. Thompson's debrief of the site visit, she reviewed four (4) areas of information. She gave very positive feedback to the school in a number of areas and provided insight into what she has heard from the Commission in regard to the school. She provided some information and advice to the school's personnel.

Professional Culture, Student Retention, A system of Checks and Balances and School Identity were all addressed. Detailed information was provided to the Directors on each of these four areas. Very positive comments were received about the school's professional culture. Student retention is an issue that the Board has addressed and followed with close detail. The staff does recognize the correlation between academic stability and success. The FAST Team was also an area of high comment. She believed that other schools would be benefitted from a program of this nature. Detailed information on each of these four (4) areas was presented to the Directors through a power point presentation.

2. OIG Audit is Final –

The OIG Audit is finally completed. The Draft of the Final Report was reviewed by the Director at the July Meeting. The now Final Report was provided to the state of Idaho last week and the state forwarded a copy to the school. The Final Report is basically the same information as was contained in the Draft, with the addition of a state's response at the end. The state's response items were also intermixed into other segments of the Draft Final Report.

This was a very intense audit and the administration is proud of the school and how positive the report is in terms of IDVA.

**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 September Regular Meeting.**
- 2. Approval of Minutes of October Special Meeting.**
- 3. Approval of September 2017 Monthly Invoices.**
- 4. Approval of K12 Invoice.**
- 5. Approval of Payment to K12.**
- 6. Approval of September 2017 Check Register for website posting.**
- 7. Approval of September 2017 Financial Report.**
- 8. Enrollment Report.**
- 9. Approval of I-Farms 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 was seconded by Director Sankovich.  
Motion approved unanimously.

**IV. SCHEDULED FOR ACTION**

**A. BUSINESS:**

### **1. All School Handbooks – SY 17-18**

Proposed amendments to the All School Handbook for 17-28 school year was presented to the Directors for consideration and possible approval. There are small changes throughout and Ms. Whelan walked the Directors through those proposed changes, standing for questions or comments.

Motion was made by Director Thompson to approve the amendments to the All Schools Handbook for 17-18, as presented.

Motion was seconded by Director Sankovich.  
Motion approved unanimously.

### **2. IDVA 6-12 Handbook – SY 17-18**

Proposed amendments to the KDVA 6-12 Handbook for the 17-18 school year was presented to the Directors for consideration and possible approval. As with the earlier handbook, the proposed amendments were minor in nature and throughout the Handbook itself. Ms. Whelan detailed these changes and stood for question or comment.

Motion was made by Director Thompson to approve the amendments to the 6-12 Handbook for 17-18, as presented.

Motion was seconded by Director Krein.  
Motion approved unanimously.

### **3. Classified Pay Scale**

H.R. Director Groshong reviewed the Classified Pay Scale with the Directors and presented a proposed amended version for the 2017-18 Classified Pay Scale. The change proposed was the combination of two positions – the School Receptionist with the School Records Clerk.

Motion was made by Director Sankovich to approve the proposed amendment to the Classified Pay Scale Schedule, as presented.

Motion was seconded by Director Thompson.  
Motion approved unanimously.

### **4. Classified Employee Handbook (Amended)**

### **5. Certificated Employee Handbook (Amended)**

H.R. Director Groshong presented the proposed amendments to both of the handbooks for personnel. The changes involve positive time reporting

procedures which the school has been following for years. This change is to put the procedures into an official version of the school's personnel handbooks. Mr. Groshong stood for questions.

Motion was made by Director Thompson to approve the amendments to the Classified and Certificated Employee Handbooks, as presented.

Motion was seconded by Director Sankovich.  
Motion approved unanimously.

**B. INSTRUCTION AND CURRICULUM:**

1. Academic Data Report (October) & Executive Summary

Ms. Whelan presented the Directors with the Quarterly Academic Reports and metric data. Detail was presented in the materials received by the Directors. Ms. Whelan stood for questions.

**C. PUPIL SERVICES:**

No matters scheduled or addressed.

**D. PERSONNEL:**

No matters scheduled or addressed.

**V. ITEMS SCHEDULED FOR INFORMATION**

No matters were scheduled or addressed.

**VI. EXECUTIVE SESSION**

Executive session was not scheduled or held.

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

No matter scheduled or addressed.

**VIII. ADJOURN**

At 8:08 p.m. Motion was made by Director Thompson to adjourn the meeting.

Motion seconded by Director Sankovich, approved by unanimous vote.

Submitted this day, October 17, 2017 by:

Mike Groshong  
Board Clerk