

**Idaho Virtual Academy  
Board of Director's  
Regular Board Meeting  
September 13, 2018**

**I. PRELIMINARY**

**A. CALL TO ORDER:**

**B. ESTABLISH QUORUM:**

The meeting was called to order and confirmed a quorum established at 7:01 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 Shaver	(7/21)	X	
Position 3	Director Handeen	(7/20)	X	
Position 4	Director MacConnell	(7/20)	X	
Position 5	Director Krein	(7/20)	X	
Position 6	Director Thompson	(7/21)		X

*Positions and Terms pursuant to Policy 103.0*

Others in attendance:

Kelly Edginton, Head of Schools  
Mike Groshong, Board Clerk and H.R. Director  
Amanda Judd, Special Education  
Alex Zamora  
Ann Cossentine  
Sheila Shiebler  
Amy White  
Open Teleconference line

**II. COMMUNICATIONS**

**A. PROCEDURAL NOTE:**

Additions, Corrections, or Substitutions to the posted Agenda.

No Additions, Corrections or Substitutions to the posted agenda.

**B. ORAL COMMUNICATIONS/PUBLIC INPUT:**

No member of the public sought to address the Board.

**C. INFORMATIONAL PRESENTATION – Director’s Report:**

No information was scheduled or presented.

**D. INFORMATIONAL PRESENTATION – Board/Staff:**

**1. Head of School Report:**

Ms. Edginton presented the Directors with her monthly report. The following matters were addressed:

Calendar

Sept 14: Statewide Family Events were detailed for tomorrow.

NNU Student Research.

The Board may recall a prior request by Ms. Gutridge to conduct research with the school. This research related to 7<sup>th</sup> and 8<sup>th</sup> grade student populations and “Exploring the Effects of Teaching Presence in Online Education.” Ms. Gutridge had initial problems finding a sufficient number of volunteers and also cited personal reasons for not completing the research. Eventually she discontinued the research project and was not able to complete such due to personal reasons. At the conclusion of the research Ms. Gutridge was to present a report to the Board. As no research was completed, no report will be provided to the Board.

New IRI

As the Board is aware, the state changed its reading assessment for students in K-3. Last year the new exam was part of a pilot project. This year it is in full implementation. IDVA is currently proctoring the new IRI assessments for our K-3<sup>rd</sup> graders. Ms. Edginton was one of the testing proctors on Monday so that she could see the new test in action with our students.

The new test uses a computer-based program, Istation, and takes about 25-30 minutes to complete. This is longer than the old version and she thinks it is a little long for the younger student. The testing in general is going along smoothly.

Additionally, IDVA is administering a math assessment to our K-3<sup>rd</sup> graders using Istation. This is being done so that the school’s personnel can determine both reading and math academic baselines and assign students in need to academic intervention. This baseline testing is

necessary for intervention determinations and the interventions themselves cannot be put into place until the school knows which students need what assistance.

With the testing being entirely different this year, she does not anticipate an apples to apples comparison to prior years testing scores as necessarily being beneficial.

State of IDVA – Where are we in terms of student success?

Ms. Edginton reviewed 17/18 state assessment information and outlined why IDVA is moving to a more targeted academic intervention plan. Ms. Edginton cited research supporting targeted intervention and gave a brief overview of a similar plan called Math SWAT IDVA implemented with federal ARRA funds several years ago. The plan included small group, targeted instruction 4 times per week, curriculum mapping, assessment, and a professional learning community which is what IDVA is going forward with this year. Students who participated in Math SWAT made significant academic gains from spring 2009 to spring 2010 on the state Math assessment. The challenge of creating a master schedule for high school was explained.

This data and information had been shared with the teachers on their first day return to teacher preparation days. This information will guide the teachers as to what the goals are for the coming year and what steps need to be taken to assist in reaching such goals.

Subsequent to her presentation Ms. Edginton stood for questions, responding to a number of inquiries from multiple Directors.

### **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 August 2018 Regular Meeting.**
- 2. Approval of August 2018 Monthly Invoices.**
- 3. Approval of K12 Invoice.**
- 4. Approval of Payment to K12.**
- 5. Approval of August 2018 Check Register for website posting.**
- 6. Approval of August 2018 Financial Report.**
- 7. Enrollment Report.**

The Directors were presented with the Consent Agenda items for consideration and possible approval. No questions were asked and no Director

sought to pull any individual item from the Consent Agenda for discussion.

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

Motion was seconded by Director Krein.  
Motion approved unanimously.

#### **IV. SCHEDULED FOR ACTION:**

##### **A. BUSINESS ITEMS – SCHEDULED FOR ACTION:**

###### **1. Lease Negotiation with ITCA**

Mr. Wegner provided the Directors with information regarding the historical lease rates and historical increases in relation to the lease with ITCA. He suggested an amount of \$4,400 to keep the percentages at the same as the original lease with ITCA.

Motion was made by Director Krein to set the figure at \$4,400 for lease negotiations with ITCA.

Motion seconded by Director Shaver.  
Motion approved unanimously.

###### **2. Pay Pal Discussion**

Ms. Wegner started the discussion on the issue, indicating that there is a chart in the Board's packet regarding the various possible vendors and the information obtained regarding each.

Mr. Zamora indicated that his recommendation was to use Cheddar Up. He detailed a number of reasons for this recommendation and indicated that he believed it could be used for more than simply events.

The Directors made various inquiries about the options, usability and features.

Discussion was held that at this time this is being addressed as an alternative method for payment. At this time it is not yet an option in lieu of cash. The administration's goal is to transition away from cash so that this isn't a problem when at events and employees have to handle or hold significant amounts of cash. From a realistic point of view it is unlikely that cash will ever be entirely eliminated with the goal of maximizing additional sources.

Motion was made by Director MacConnell to approve the suggestions of Dr. Zamora.

Motion seconded by Director Krein.  
Motion approved unanimously.

### **3. Approval of Increase of Capitalization Threshold**

Mr. Wegner raised the issues of capitalization amount. In the past it has been at \$1,500. If an item of school property has a value of under \$1,500 it is expensed out immediately. If it is over, the item has to be depreciated.

Mr. Wegner would like to increase this figure to \$5,000 so that they do not have to keep returning to the Board to ask for a change in this figure. This will decrease the number of items that have to be depreciated. This has been discussed with the School auditors and they are in agreement with the request and in agreement with the recommended amount.

Motion was made by Director Shaver to increase the school's capitalization threshold from \$1,500 to \$5,000 effective starting with the 2018-19 school year.

Motion seconded by Director MacConnell.  
Motion approved unanimously.

### **4. IDVA Continuous Improvement Plan**

Ms. Edginton and the Directors had reviewed the Continuous Improvement Plan from last year and had commenced discussion of this year's (2018-2019) Improvement Plan.

Discussion occurred between Ms. Edginton and the Directors as to the new Continuous Improvement Plan for the 2018-2019 school year. In summary, the template is generally the same as the past with simplification and different numbers. It is due to the SDE and to be posted on the school's website on October 1<sup>st</sup>.

Ms. Edginton stood for questions.

Motion was made by Director Krein to approve the school's 2018-2019 Continuous Improvement Plan.

Motion seconded by Director MacConnell.  
Motion approved unanimously.

## **5. Report of Ad HOC Committee re: Selection of Depository for LEA Funds**

The committee has met with four different banking institutions. They are going to meet again with three of the four and are to receive presentation. They wish to bring the matter back to the board in the October meeting for a decision.

Discussion was held as the process and procedures for presentations by the selected three banks: Wells Fargo, D.L. Evans and Idaho First.

## **6. Policy 309.1 Amendment**

This is the 2<sup>nd</sup> reading of the proposed policy with additional information as to the rationale and thought process for the per diem changes to the Idaho federal rates.

Discussion was held among the Directors with additional explanation provided by Ms. Edginton and Mr. Groshong.

Motion was made by Chairman Handeen to approve the amendment to Policy 309.1, as presented.

Motion seconded by Director MacConnell.

Motion failed due to failure to receive an affirmative majority vote in favor, with Director Krein and Director Shaver voting in opposition.

## **B. PERSONNEL REPORT: (Action Item requiring Approval Vote)**

### **1. Personnel Report**

Ms. Edginton presented the Personnel Report for consideration and approval by the Board.

Motion was made by Director Krein to approve the amendment to approve the Personnel Report as presented, including release from contract and supplemental contract as presented and recommended.

Motion seconded by Director Shaver.

Motion approved unanimously.

### **2. Employee Requests to Work outside of the LEA**

As per the school's policy Ms. Edginton was presenting 29 requests from certificated personnel to work positions outside of IDVA. All persons have

completed the required reports, and submitted to administration for review by immediate supervisor and Head of School. Ms. Edginton indicated that these requests were essentially nothing more than 29 employees who also have positions elsewhere in a part time capacity. The Administration and Head of School do not feel that any of these requests will interfere with the individual's work for IDVA.

Ms. Edginton stood for questions.

Motion was made by Director Shaver with regard to acceptance of the 29 requests for outside employment from IDVA, as presented.

Motion seconded by Director MacConnell.

Motion approved unanimously.

### **C. BUSINESS ITEMS SCHEDULED AS INFORMATIONAL:**

#### **1. Board Policy 602.4 Credit Proficiency Policy Review**

At the request of the Chairman in the August meeting, Ms. Edginton reviewed the Board's credit proficiency policy and advanced opportunities for IDVA students. She addressed the following issues.

##### College Exams

The Idaho Virtual Academy offers several Advanced Placement or College Credit opportunities for students through our Fast Forward policy. Per Idaho Code 33-4602, every student who attends an Idaho public school will be allotted \$4,125.00 to use in grades 7-12 through the Fast Forward program. These funds can be used to pay for dual credit, overload courses, and college-credit bearing/professional technical exams.

##### Examinations:

Students can utilize these funds to pay for college credit bearing and professional technical examinations. These include Advanced Placement, International Baccalaureate, College Level Examination Program, and Professional Technical Certification Exams.

##### Mastery Exam Information

Also under Fast Forward is mastery exam information:

Other benefits of the law allow school districts to exert flexibility for students in meeting graduation requirements by creating metrics by which students can test out of a course for high school credit.

##### Information was provided as to how these opportunities are messaged

- Fast forward information is included in the 6-12 Handbook on page 13

- Jessica Lecertua, HS Lead Counselor, messages all 6-8 grade students about Fast Forward at the start and end of each school year
- Jessica leads our Advisors/Counselors with messaging families about all opportunities under Fast Forward (email from this year will be presented on the next slide)
- Jenny, Amber, HS Master Teachers, Counselors, and Advisors are continuously reviewing records/transcripts/individual students and considering when a mastery exam would be an appropriate option
- For example, Amber proctored a mastery exam last week.
- Another example, a mastery exam plan was made for a student at the end of last year during an IEP meeting

**VI. EXECUTIVE SESSION:**

No matters scheduled or addressed.

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

No matters scheduled or addressed.

**VIII. ADJOURN**

At 8:22 p.m. Motion was made by Chairman Handeen to adjourn the meeting.

Motion seconded by Director Shaver, approved by unanimous vote.

Submitted this day, September 13, 2018 by:

Mike Groshong  
Board Clerk