

**Idaho Virtual Academy  
Board of Director's  
Regular Board Meeting  
April 15, 2015**

**I. PRELIMINARY**

**A. CALL TO ORDER**

**B. ESTABLISH A QUORUM**

Meeting commenced at 7:30 p.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*

Others in attendance:

Kelly Edginton, Head of School  
Allen Wenger, Business Manager  
Mike Groshong, Board Clerk  
Heidi Higgins  
Christine Lake  
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 advised the Directors that she had sent a letter to ISBA regarding HB 126 with regard to the school’s perception of the beneficiaries of the bill. The bill will need to start over next session. Chairman Heninger indicated that she sent an invitation to Ms. Echeverria to meet.

Chairman Heninger indicated that the Board’s financial workshop occurred earlier today with Kimber and Brian. She thought it was very beneficial and provided a great deal of information regarding school funding and the school’s finances.

Chairman Heninger expressed appreciation for everyone’s attendance at the face to face meeting held last month. She believes that these sessions are beneficial in allowing a deeper exploration into board issues.

Chairman Heninger provided the Directors with a report on her meeting with the teachers about the survey results. She indicated that while only two teachers attended, a good discussion was held.

**2. REPORT OF THE SCHOLARSHIP COMMITTEE**

Discussion on the Scholarship Committee activities was deferred to the next meeting.

**D. INFORMATIONAL – BOARD STAFF DISCUSSIONS**

**1. HEAD OF SCHOOL REPORT**

Ms. Edginton provided the Directors with a written report and a power point presentation. The topics she addressed included: HB 126, the school's Leadership Premium Policy and where the school is in regard to addressing the policy for board review and consideration; NCWIT Award for Aspiration in Computing, the BSU Capital Scholars Awards Banquet and Rotary Century Scholars.

Ms. Edginton then moved on to address the current status of the ISAT testing window. Testing got underway on March 31<sup>st</sup> and continues to May 8<sup>th</sup>. As of April 16<sup>th</sup>, between 54% and 61% of the student population had already taken the various three tests. She was pleased with this progress this early in the process. The school needs to achieve a 95% participation rate. Last year the school attained a 92% rate. She does not yet know the consequences, if any, that will occur should a school hit less than the mandated target.

Ms. Edginton indicated that some families choose to withdraw from school rather than face the testing mandate. There is another category of family that is simply refusing. This is occurring all over the state.

Ms. Edginton provided the Directors with information as to the estimated testing time, for all tests, as provided with the testing materials, as well as the actual total average for the students who have completed the tests. The actual time for completion is actually substantially less than the estimates.

Ms. Edginton next addressed the ALP Presentations. Approximately 20 students participated in the program, addressing interactions with students in China. One of the school's students, currently in China, provided her report from the streets of China.

The last topic addressed by Ms. Edginton was the calendar of events for the school, from the end of April through to the starting date of Summer School, on June 10<sup>th</sup>.

**III. CONSENT AGENDA ITEMS:**

1. Approval of Minutes from March 17, 2014 Regular Meeting
2. Approval of March Monthly Invoices
3. Approval of K12 Invoice
4. Approval of Payment to K12
5. Approval of March Check register for Website Posting
6. Approval of March Financial Report

The Directors reviewed and conferred about the various Consent Agenda items. There were no questions or concerns about the material and information presented.

Discussion was held that the minutes covered the 16<sup>th</sup> and the 17<sup>th</sup> of March as well as a correction regarding the Director who would be speaking at the Idaho Falls Graduation Ceremony and that it will now be Director Eckert.

Motion was made by Director Tower to approve all matters in the Consent Agenda, as amended with regard to the two dates of minutes and the Idaho Falls graduation speaker.

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

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

Chairman Heninger thanked Mr. Wenger for his participation in the Board financial workshop.

##### **A. BUSINESS**

###### **1. INVOICE APPROVAL PROCESS**

Mr. Wenger opened the discussion regarding the invoice approval process and how the Board is currently engaging in this practice.

The Directors engaged in a discussion regarding this process and decided to keep the current process. The subject will be readdressed during the July face to face as the board engages in a few more months of the current review process with the new information obtained at today's Board Workshop.

###### **2. FISCAL YEAR 15-16 BUDGET**

Mr. Wenger provided the Directors with his very first rough draft start on the 2015-2016 school year budget. He indicates that he anticipates a good number of changes from this draft to the final version presented to the Board for approval, particularly in the area of variable costs. He walked through the format of this document.

Mr. Wenger sought input from the Directors as to what additional information they would like to be provided in the budgeting process. A request was made for year over comparisons for expenses.

Discussion was held regarding the use and monthly provision of a Cash Flow Spreadsheet. Allen utilizes this form already and it would not be any additional work to provide this information to the Directors with their board packets.

Discussion was held regarding the passage of the Career Ladder funding formula for Idaho Public Schools and the fiscal impact this will have on the school as well as with potential changes to salary schedules. Mr. Wenger will bring both grids to the next meeting for discussion.

The next meeting there will be an approval of the budget form to be published and the June meeting will have a final budget approval.

**3. POLICY EDITS 904.0a AND 904.0B – 1<sup>st</sup> READING**

Ms. Edginton presented both of these policies for consideration by the Board. These relate to the retention of Student Educational Records while a student as well as permanent Student Educational Records.

The Directors raised a number of questions relating to the policies.

These will be brought back to the Board for a second reading.

**4. SCHOOL START SCHEDULE APPROVAL:**

Ms. Edginton presented the Directors with a proposed schedule for the rolling school starts (f.k.a. – cohort groups).

There are more rolling-starts for the K-8 program, with labels A through G representing 7 different starting dates. At the High School level there are three starting dates – a first date, a second during fall semester and a second semester start date. The Alternative High School will have four (4) start dates.

Motion was made by Director Eckert to approve the School Start Schedule, as presented.

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

**5. EF TOURS**

Ms. Frost was unable to attend the meeting and the subject will be tabled until the next Director's Meeting.

**B. INSTRUCTION AND CURRICULUM**

**1. IDVA ACADEMIC SUMMARY & REPORT –**

Ms. Edginton provided the Directors with written report materials.

Ms. Edginton did specifically address a number of issues presented in her Executive Summary specifically with regarding year over year enrollment status, pass rates for program levels, academic interventions, Advanced Learner Program participation and enrollment in High School Advanced Opportunity Courses.

**2. “A DAY IN THE LIFE” - Christine Lake, VHS Teacher**

Ms. Christine Lake, a VHS Math and Science Teacher presented the Directors with information as to what her day to day activities are as a teacher for the school. She explained the process of communication with students as well as providing student's assistance and support. Students communicate better through K-mail than they do via telephone.

K-mail was addressed as a large portion of her day and she indicated that she starts and ends her day, each day, reviewing K-mail, and attempts to do such each hour during the day.

Ms. Lake and the Board engaged in a question and answer session, including the pluses and minuses of the format.

**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.

The current report is actually two reports as we are closing out the 2014-2015 school year and working on registration for 2015-2016 school year. The process is well under way for the new year and things appear to be running smoothly.

**D. PERSONNEL**

**1. PERSONNEL REPORT**

Ms. Edginton resented the Directors with the personnel report. There are two teacher resignations at the end of the 2014-2015 school year.

The Directors expressed their appreciation for the two teachers who are leaving as well as an understanding of the decisions.

Motion was made by Director Robinson-Eckert to approve the Personnel Report, as presented.

Motion seconded by Director MacConnell.

Motion approved by unanimous vote.

**V. ITEMS SCHEDULED FOR INFORMATION:**

**1. IDVA/ANNUAL/PCSC REPORT**

Ms. Edginton did present the Directors with the final version of the report. The draft report and requested changes to the draft had been addressed with the Directors a number of weeks ago. The Commission Staff was very responsive to the requests for change, only leaving in the OIG Footnote.

These reports have now been publicly released.

Ms. Edginton then ran through the Annual Report by the Commission and the comments and details regarding IDVA as compared to other Commission approved schools.

**VI. EXECUTIVE SESSION:**

No Executive Session scheduled or held.

**VII. ADJOURNMENT:**

All of the Board's business being concluded, Motion was made by Director Robinson-Eckert that the meeting of the Board of Directors be adjourned.

Director Armes seconded the motion.

Motion approved by unanimous vote.

Meeting was adjourned at 9:14 p.m. (MDT)

Dated this 21st day of April, 2015.

Mike Groshong  
Board Clerk

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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 Treasure Valley Learning Center.

Additional attendance available via telecommunications.

### **IDVA BOARD MEMBERS**

Kerry Heninger (Chairman)

- [Heninger5@msn.com](mailto:Heninger5@msn.com)
- Term through July 2017

Monica Robinson-Eckert (Vice-Chair)

- [Robinmon@isu.edu](mailto:Robinmon@isu.edu)
- Term through July 2016

Anne MacConnell

- [anne@wisdomranch.org](mailto:anne@wisdomranch.org)
- Term through July of 2017

Kimber Tower

- [ClanTower@gmail.com](mailto:ClanTower@gmail.com)
- Term through July of 2015

Brian Armes

- [Brian@EDUCATORSEYES.ORG](mailto:Brian@EDUCATORSEYES.ORG)
- Term through July 2015