

**ANNUAL MEETING  
OF THE  
IDAHO VIRTUAL ACADEMY'S  
BOARD OF DIRECTORS**

**Thursday  
July 17, 2025**

**9:00 AM (MDT)**

**PRELIMINARY**

- A. CALL TO ORDER**
- B. ESTABLISH QUORUM**

Meeting was called to order and quorum established at 9:03 AM

**C. ROLL CALL**

<i>Seat</i>	<i>Occupant</i>	<i>Term</i>	<i>Present</i>	<i>Absent</i>
Position 1	Chairman Thompson	(7/24)	X	
Position 2	POSITION VACANT	(7/24)		
Position 3	Director Handeen	(7/25)	X	
Position 4	Director Hammond	(7/26)		X
Position 5	Director Krein	(7/26)		X

*Positions and Terms pursuant to Policy 103.0*

**Others present at the meeting:**

Kelly Edginton  
Mike Groshong  
Sheila Schreiber  
Jenny Whelan  
Amber Hatrock  
Keri Brown  
Amanda Judd  
Andrea Wells  
Amy White  
Sarah Olivas

## **II. COMMUNICATIONS**

### **A. PROCEDURAL NOTE:**

#### **1. MOTION TO APPROVE AGENDA – ACTION ITEM**

Motion was made by Director Krein to approve the Agenda, as posted.

Motion seconded by Director Handeen.  
Motion approved, unanimously.

### **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 directions to staff following a presentation.

No member of the public sought to make comment.

### **C. INFORMATIONAL PRESENTATION: Director's Report**

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

#### **1. IDVA 12 + 0 Board Presentation – Sarah Olivas**

Directors have received a written presentation of the school's financial reports as part of the Board Packet for the meeting, addressing the school's financials for June of 2025.

Full year financials were addressed. As the review and auditing process occurs as well as the closing out of the year occurs, personnel will be engaging in adjustments to the financials. Presented today is what is known to date. No forecast will be addressed.

Ms. Olivas addressed the various reports contained in the Director's packets. The audit is projected to be occurring in September, with final numbers.

There were 2428 students at the end of the year for the 9 month average. This was an increase in 196 students. This drove approximately one million in additional funds but also added school costs of approximately 5%. Major budget changes during the year and for the end of the year were volume driven. The school's financials are solid and anticipated deficits are very minor when compared to prior years.

Ms. Olivas indicated that the school has either spent or rolled over the various restricted funds in various accounts. Maximum amounts were spent where possible. Roll over is less than \$10,000.

Balance of cash at the end of the year is approximately \$2.329 million dollars with assets recorded at \$5.337 million. The last state foundation payment received was approximately what was expected. There is a \$3.2 million dollar K12 balance.

Cash flow was approximately \$1.639 at the commencement of the year and operational cash at the end of the year at approximately \$1.669 million. There is positive cash flow year over and the school has met its financial metric.

K12 invoices were addressed including monthly outstanding and this month's invoices. She does not recommend any K12 payment this month as the end of the year financial state is settling, with a recommendation to be made next month.

The audit will commence on September 2<sup>nd</sup> which will show the final numbers and adjustments for FY '25.

Ms. Olivas stood for questions.

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

Board and staff discuss items of mutual interest.

**1. Executive Director Report – Kelly Edginton**

Ms. Edginton presented the Directors with information about upcoming calendar dates and events. This included the August 12<sup>th</sup> Meet the Teacher event, new staff events and professional development activities that are upcoming.

Ms. Edginton provided the Directors with an update of the committee work on the Quinquennial review of the policy manual. The review process is complete and the edits throughout will be brought to the Board for consideration and recommended approval in August.

Ms. Edginton introduced K12 TeachSuite to the Board and addressed how this tool can be used by the teachers to aid with lesson planning and how it will be a time-saving tool for the teaching staff. This will give teachers tools to create interactive, differentiated content, ready to use in minutes. This is available now for teachers and will be rolling out for the school year. There will be teacher training opportunities for this tool.

Ms. Edginton stood for questions and addressed inquiries relating to differentiated plans and data and the protection of personally identifiable information.

**III. CONSENT AGENDA ITEMS (These items require a vote by the Directors)**

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 2025 Regular Meeting**
- 2. Approval of June 2025 Monthly Invoices**
- 3. Approval of June 2025 Financial Report**

A motion was made by Director Handeen to approve the Consent Agenda Items, as presented.

Motion seconded by Director Hammond.

Motion approved, unanimously.

**IV. ANNUAL MEETING MATTERS (Requiring a vote of the Directors)**

**A. Election of Director Handeen for another Board Term with current term expiring July 2025. (Requiring Approval Vote).**

Discussion was held regarding Director Handeen serving another term. He has agreed to the appointment if the Board were so inclined.

A motion was made by Director Thomson to appoint Bjorn Handeen to serve another Board Term with IDVA, as presented.

Motion seconded by Director Krein.

Motion approved, unanimously.

**B. Report of Subcommittee on Seat 2 search committee. Term for seat expires 2027.**

Directors Krein and Thompson have been working on this committee work. As of this time there are two (2) applicants for the vacant position and the committee is expecting to receive two (2) additional applications.

The traditional interview and recommendation process has been followed and will continue to be followed and a recommendation thereafter made.

**C. Officer Elections.**

**1. Chairman**

Discussion was held among the Directors.

A motion was made by Director Krein to nominate Director Thompson to serve as Board Chairman.

Motion seconded by Director Hammond.

Motion approved, unanimously.

**2. Vice-Chairman**

Discussion was held among the Directors.

A motion was made by Director Thompson to appoint Director Krein to serve as Board Vice-Chairman.

Motion seconded by Director Handeen.  
Motion approved, unanimously.

### **3. Treasurer**

Discussion was held among the Directors. Currently Director Thompson is serving this role in addition to Chair subsequent to the resignation of Director Shaver.

Discussion was held among the Directors and no motion was made to appoint a person to this position at this time.

The Board is going to leave this position unfilled until the Board has returned to five (5) members. Individuals on the Board will consider their interest in this position. Director Hammond is considering the possibility and discussion was held as to weekly invoice review versus monthly review and for the Directors to have a better understanding of this role and the duties of this role before anyone commits to fulfill the position.

Chairman Thompson will continue his work in fulfilling these duties pursuant to the Board's earlier motion until such time and it decides to fill this position.

Motion was made by Director Handeen to table this matter until the August regular monthly meeting.

Motion seconded by Director Krein.  
Motion approved, unanimously.

### **D. Oaths of Office.**

Mr. Groshong distributed the Oaths of Office to the Directors for their signature and collected the signed documents.

### **E. Code of Ethics.**

Mr. Groshong distributed the Director Code of Ethics to the Directors for their signature and collected the signed documents.

**F. Appointment of Board Clerk.**

The Board engaged in discussions.

Motion was made by Director Handeen to appoint Mike Groshong as the Board's Clerk.

Motion seconded by Director Thompson.

Motion approved, unanimously.

**G. Appointment of Title IX Officer.**

**H. Appointment of Title VI Officer.**

**I. Appointment of Disability Coordinator.**

Discussion was held by the Board regarding the fact that Jessica Lecertua has historically held this – all 3 – historically has done a great job and is willing to continue in this role.

Motion was made by Director Handeen that Jessica Lecertua continue to serve in the three positions of Title IX Officer, Title VI Officer and as Disability Coordinator.

Motion seconded by Director Krein.

Motion approved, unanimously.

**J. Appointment of the Executive Director and/or Board Clerk to Respond to Public Records Requests.**

Discussion was held among the Directors.

Motion was made by Director Handeen to appoint Kelly Edginton as the individual to respond to public records requests.

Motion seconded by Director Thompson.

Motion was made to amend the motion to include that Ms. Edginton as the primary individual to respond to public records and Mike Groshong as secondary was made by Director Handeen

Motion to amend second by Director Krein.

Motion to amend approved, unanimously.

As to the main motion, now amended and stated as Motion to appoint Ms. Edginton as the primary individual to respond to public records request and Mike Groshong as secondary person for response was made by Director Handeen.

Motion seconded by Director Krein.

Motion approved, unanimously.

**K. Committee Appointments**

**1. Scholarship Committee.**

Discussion was held among directors regarding this committee. Director Krein had exited the committee last year due to having a graduating student. She indicated a desire to now return to service on this committee.

Motion made by Director Thompson for Directors Krein and Handeen to serve on the Scholarship Committee.

Motion seconded by Director Hammond.

Motion approved, unanimously.

**L. Designated Day, Time, and Place for Monthly Regular Meetings.**

Meetings have been held on the third Thursday 7 PM Mountain time. Primary electronic with location designated in notice. The Directors engaged in discussion regarding keeping the meetings as they have occurred

Motion made by Director Handeen for the regular monthly meetings of the IDVA Board of Directors to be held on the third Thursday of each month, at 7:00 PM Mountain Time, to be held both virtually as well as in the Arco physical location.

Motion seconded by Director Thompson.

Motion approved, unanimously.

**M. Selection of Newspapers for Legal Publication.**

Historically the school has used multiple publications around the state.

Last year there was a change with discontinuation of use of the Idaho Statesman.

Motion was made by Director Thompson for the school to use the Coeur d'Alene Press, Idaho Press Tribune and the Idaho Falls Post Register as the school's official locations for press publication.

Motion seconded by Director Hammond.  
Motion approved, unanimously.

**N. Selection of Depository for LEA Funds.**

The Directors addressed that the school has been using D.L. Evans as its depository for funds.

Motion was made by Director Krein for the school to continue use of D.L. Evans Bank as the school's depository of funds.

Motion seconded by Director Handeen.  
Motion approved, unanimously.

**O. Approval of Credit Card Holders & Amount.**

Historically this credit card limit has been for the operations manager and Executive Director, with the school's stated current limit at \$30,000.

Discussion was held among the Directors and administration regarding D.L. Evans Bank and the historic problems that have occurred relating to the credit card. Problems do still continue and it related to the bank's fraud coverage and having to call in advance when making larger purchases, even though they have been with the bank for years.

Directors indicated that if this continues to be a problem that the administration should raise it with the Board and that this might be a subject matter for the new Treasurer to work on with the administration that it may be time to switch credit card providers.

Motion was made by Director Thompson to continue the credit card holders and authorized amounts as are currently approved

by the Board.

Motion seconded by Director Hammond.

Motion approved, unanimously.

**P. Approval of Capitalization Amount.**

Ms. Edginton indicated that the school's current capitalization amount is set at \$5,000 and has historically been there. She attended a recent SDE conference where this subject matter was discussed and the recommendation was to move amounts up to \$10,000. Discussion was had as to the reasoning behind this recommendation from SDE and Ms. Edginton indicated that she was in agreement with this recommendation and was making the same recommendation to the Board.

Motion was made by Director Handeen for the school to set its capitalization amount at \$10,000 from the prior figure of \$5,000.

Motion seconded by Director Krein.

Motion approved, unanimously.

**Q. Identification of Disposal Agent.**

Ms. Edginton has served in this capacity and has done so for a number of years.

Motion was made by Director Krein for Ms. Edginton to remain as the school's Disposal Agent.

Motion seconded by Director Hammond.

Motion approved, unanimously.

**V. SCHEDULED FOR ACTION**

**A. Business Items (Requiring An Approval Vote)**

**1. Student/Parents SY 25-26 Handbooks – Kelly Edginton**

The handbooks were introduced to the Board by Ms. Edginton. These are distributed at the beginning of the year. She indicated the changes for this year's handbook are provided to the Board in redline format in its packet.

Discussion was held among the Directors and administration regarding the possible inclusion of photographs of the teachers for ease of identification of personnel. It is also recommended that photos are included with class information for assistance of identification of meet the teacher, site and event activities.

Motion was made by Director Handeen to approve the handbooks, as presented, with the following modifications: the addition of staff photographs as discussed, correction of a typo on a teacher's name and the inclusion of newly hired teachers after the board approves the handbooks.

Motion seconded by Director Krein.

Motion approved, unanimously.

## **2. Employee's SY 25-26 Handbooks Approval – Kelly Edginton**

Ms. Edginton provided the Directors with an introduction to the Employee handbook. She indicated that they are provided to staff at the start of the year. The Board's packet includes a copy of the handbook, in track changes format identifying the changes from last year's handbook.

Director Handeen raised inquiry regarding feedback from teachers regarding personnel issues.

Motion by Director Handeen to approve the Employee Handbooks, as presented.

Motion seconded by Director Thompson.

Motion approved, unanimously.

## **3. SY 25/26 Enrollment Cap - Kelly Edginton**

The history of enrollment caps was addressed by Ms. Edginton, including the stator history and changes associated with COVID.

Motion was made by Director Handeen to approve the Enrollment Cap – 40 unit status – as presented by Ms. Edginton.

Motion seconded by Director Krein.

Motion approved, unanimously.

#### **4. 15/16 HUB Insurance Proposals – Kelly Edginton**

Ms. Edginton presented the Directors with information regarding the insurance renewal. It is essentially the same coverage as in the past with an approximate \$5,000 premium increase.

Student accident insurance was added two years ago. Interns and student events are covered. This increased a bit as well.

Motion was made by Director Thompson to approve the insurance proposal, as presented.

Motion seconded by Director Handeen.

Motion approved, unanimously.

#### **5. AJG Cyber Insurance Approval– Kelly Edginton**

Ms. Edginton presented the cyber-insurance renewal to the Board. This is a Stride/K12 project, and they assist the schools with completion of the application. This is simply a renewal of an existing policy.

Motion to approve renewal of cyber insurance policy, as presented was made by Director Handeen.

Motion seconded by Director Hammond.

Motion approved, unanimously.

The Directors took a break from 10:06 to 10:25 A.M. where no business was addressed.

### **B. Business Items (Scheduled as Informational Items)**

#### **1. IDVA Grants Overview – FY 26 – Kelly Edginton**

Ms. Edginton presented to the Directors the Grants Overview for the school for the year. This was provided to the Directors in writing as part of its Board Packet. She detailed the purpose of a number of the grants.

Discussion was held regarding possible changes in these federal program funds that may be forthcoming and how the school will

work to continue to provide services, without funds, and what impacts such may have upon staffing considerations.

**2. Annual Review of 905.6 Restraint and Seclusion Policy and Procedures – Kelly Edginton**

Ms. Edginton provided the Directors with the requirement of a policy by the state, which also requires an annual review of the matter.

Information has been provided to the Directors in its packet regarding the policy.

As a virtual school do not have much of an issue with this matter. The annual review has been done by the administration. The school had none this past year that had to be specifically reviewed.

Ms. Edginton indicated that staff has been trained on this as part of their back to school training last school year. The school utilizes a state approved training course and is 100% compliant. New staff this year will be required to complete the training when they come on board this year

**C. Policy Readings (Requiring an Approval Vote)**

No Business Scheduled or Held.

**D. Personnel Report (Requiring an approval vote)**

**1. Personnel report was provided in the Board Packet- Kelly Edginton**

Discussion was held among the Directors and administration regarding the personnel report and recommendations.

Motion was made by Director Thompson to approve the personnel report, as presented.

Motion seconded by Director Krein.

Motion approved, unanimously.

## **2. Approval of Alternative Authorization – Kelly Edginton**

Ms. Edginton addressed her recommendation for an alternative authorization for Ms. Emily Andrus. The Board had hired her for a position based on her credential and completing the activities she needed to complete as she was from out of state. She completed these requirements of the Board. They are now seeking an additional endorsement which will need to be done through this process.

Discussion was held among the Directors and administration and Ms. Edginton responded to question.

Motion was made by Director Krein to approve the application for an Alternative Authorization and to authorize the Board to address all required signatures.

Motion seconded by Director Thompson.

Motion approved, unanimously

## **3. Request to work outside the LEA – Kelly Edginton**

Ms. Edginton presented a request for an employee to work outside the LEA, a request which she recommends for approval. All steps and processes have been addressed and there is no concern that this will negatively impact upon the employee's performance for the school.

Ms. Edginton stood for questions.

Motion was made by Director Handeen to approve Allie Kottel's request to work outside the LEA.

Motion seconded by Director Thompson.

Motion approved, unanimously.

## **E. Instruction and Curriculum**

No Business Scheduled or Held.

## **F. Academic Review of SY 24-25.**

### **1. K-5 Report - Kerri Brown**

Ms. Brown's report was provided to the Directors in writing through the Board's packet. She touched upon a number of issues including: PLC, student engagement, Student Academic Data, and the Engagement Platform.

Ms. Brown stood for questions and addressed matters such as student camera use.

Discussion regarding Reading with Amira was had. This is an in-time K-5 reading tutoring program. All of the activities are recorded. 68% of students in K-3 made adequate growth. This is part of the school's support program. The IRI is going to begin use of the program for testing in the future.

Discussion was had regarding IXL support for math and PD that was held for math instruction. Book study activities occurred as well as partnering with BSU regarding math instruction.

## **2. IDVA MS/HS Report – Amber Hatrock**

Ms. Hatrock's full report was provided to the Board in its packet.

Ms. Hatrock touched upon community commitments, school connect class for executive functioning skills and elective credits for students who attended 90% of class connect classes.

Math and ELA teachers did live classes Monday through Friday as well as small groups. She detailed the IXL growth and participation.

Student cohorts were discussed in relation to skill sets as well as enrollment that occurs throughout the year. The school hired a new ELA teacher in the fall and teachers also took on additional responsibilities. Ms. Hatrock commended all personnel serving students in these age groups and the work they are doing to advance student achievement.

As part of the MS/HS report, information was provided to the Directors regarding the school's CTE programs. There is growth in the programs and the school does now have two approved pathways – culinary arts and early childhood education. Discussion was held as to what a student has to do to earn their CTE diploma for either of these pathways

and how that is done in the virtual setting, with cooperating partners.

The school has been seeking out and receiving student input on additional CTE courses for consideration in the school. Veterinarian medicine offerings is an area of interest.

Discussion was held regarding e-dynamic and the work that it does in design and development of CTE courses for the school.

Discussion continued regarding Math professional development, ISAT preliminary numbers and the first year they permitted on-line IAST, graduation and pass rates. The presentation concluded with information regarding student leadership, celebrations and student highlights.

### **3. Special Services Report – Amanda Judd**

Ms. Judd provided her full report to the Board in the Board's packet.

Ms. Judd touched upon the collaboration between the k-5 and 6-12 special education student supports.

Ms. Judd provided the Directors with information regarding this year's blind audit. This is the first year that self-ID'd audits were not used and the SDE instead selecting blind files for audit activities. 170 of the 189 LEA's were out of compliance in the blind audits. IDVA passed. She did clarify that just because a school may have not passed this first year blind audit does not mean that they are not providing appropriate services to their students.

English barrier information was provided in the Board report. This is a challenge in the texting context.

Ms. Judd provided the Directors with a snapshot of the school's special populations demographics in both special education and the EL population. The school had more students in the DHH program this year and worked more with the state's school programs to provide services for these students.

Ms. Judd address program staffing and the increase that has occurred in this staffing to meet student needs. She also touched upon the related services provides that are contracted all over the state. The contracts are in place for next year already. There has been more of a shift the past few years for on-line service options.

Ms. Judd stood for questions and addressed satisfaction survey results.

**IX. PUPIL SERVICES.**

No Business Scheduled or Held.

**X. INFORMATIONAL/DISCUSSION ITEMS**

No Business Scheduled or Held.

**XI. EXECUTIVE SESSION**

Executive session scheduled pursuant to section 74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or agent.

However, no Executive Session was held.

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

No Executive Session held.

**XIII. BOARD MEMBER INPUT FOR FUTURE AGENDA ITEMS AND INFORMATION SOUGHT BY BOARD MEMBERS.**

The Board asked that department presentations occur first next year at the annual meeting so that more time can be dedicated to these issues.

The Board expressed its appreciation to each of the departments for the reports provided and the excellent work that is being done for students.

**IV ADJOURNMENT**

Motion to adjourn was made by Director Handeen at 12:07 PM, seconded by Director Krein.

Motion approved unanimously.

The meeting was adjourned at 12:07 PM MDT.

Respectfully submitted this 17th<sup>st</sup> day of July 2025.

Mike Groshong, Board Clerk.