

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

**Thursday
October 16, 2025**

7:00pm (MDT)

PRELIMINARY

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

Meeting was called to order and quorum established at 7:01 PM

C. ROLL CALL

<i>Seat</i>	<i>Occupant</i>	<i>Term</i>	<i>Present</i>	<i>Absent</i>
Position 1	Chairman Thompson	(7/27)	X	
Position 2	Vacant	(7/27)		
Position 3	Director Handeen	(7/28)	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
Sheila Shiebler
Mike Groshong
Jenny Whelan
Sarah Olivas
Amy White

II. COMMUNICATIONS

A. PROCEDURAL NOTE:

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

No changes were made to the Agenda, as posted.

Motion was made by Director Hammond to approve the Agenda, as presented.

Motion seconded by Director Thompson
Motion passed 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 3 + 9 Board Presentation (September 2025) – Sarah Olivas

Ms. Olivas presented the Directors with this month's financial report. The report was provided to the Directors in writing in the Board packet.

School year expenses starting to come through and are evidenced in the report.

The school is at 2178 students, down 376 students from budgeted 9 month average. The enrollment figures do change during the year so this number will go up and down through the course of the school year. Such changes have an impact upon the funding and expenses for the school.

Due to this reduction in student enrollment, expense to date are at a decrease of approximately 6 % and funding is at a decrease of approximately 10% due to the reduction in student number. The school's staff is fully in place for the year and cannot be reduced, absent someone choosing to leave. Due to this fact, expense reduction due to student number reduction is less. This year there also happens to be an additional increased usage by students of school-issued computers and

OLS request. This is also impacting costs.

Ms. Olivas also reviewed restricted Funds, Balance Sheet and Cash Flow at this date.

The reports for this month indicate 148 less students from last month's report. She detailed the impacts to funding and costs incurred in the month by the school.

The Restricted Funds are where expected for this time of the year. Nothing outstanding or out of ordinary.

The Balance Sheet was addressed including information regarding deferred revenue with AR's. As the year progresses this deferred revenue amount will change.

Ms. Olivas addressed the school's Cash Flow Summary. At the end of September the balance for cash flow was approximately \$8.3 million. This is due to the large initial payments for the school year. The school desires to maintain 2 months of operational cash flow. The school is currently above the 2 month operational cash on-hand goal.

Ms. Olivas is waiting to see the school's November payment from the state. This payment is associated with the school's first reported student counts via state reports. Once this is known, the school will be in a better position to forecast payments through February and likewise determine K12 payment schedules.

Ms. Olivas stood for questions.

D. INFORMATIONAL PRESENTATION: Board/Staff Discussions

Board and staff discuss items of mutual interest.

1. Executive Director Report – Executive Director, Kelly Edginton

Ms. Edginton reviewed upcoming calendar items with the Board.

Chairman Thompson and Ms. Edginton will be attending the ISBA Convention in Coeur d'Alene.

During the last Board Meeting a Canva demonstration was held. Since that time Teacher Rachele Fischer has created and embedded a code that produces two clickable buttons – one for school email and one for

the Canva Inbox. This simplifies and clarifies access for students and families. This process fixes a pain point for students in accessing communications. Ms. Whelan provided the Directors with additional detail. This will increase two-way communications between families and school employees.

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 September 2025 Meeting Minutes**
- 2. Approval of September 2025 Monthly Invoices**
- 3. Approval of September 2025 Financial Report**

The Consent Agenda was opened for discussion and inquiry.

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

Motion seconded by Director Thompson.
Motion approved, unanimously.

IV. SCHEDULED FOR ACTION

A. BUSINESS ITEMS (Requiring Approval Vote)

- 1. Approval of adding Elizabeth Kim, financial analyst for the Idaho Schools, to the bank accounts as view only – Kelly Edginton**

Ms. Edginton explained to the Directors the desire to include Ms. Kim as an observer to the school's accounts. Ms. Olivas has been doing her original job as well as the Idaho's work. She has been training Ms. Kim on how to learn Idaho's financial rules and regulations and unique provisions for the state. Right now just want to give view access as part of her training in Idaho.

Ms. Olivas provided the Directors with information regarding how she is training her. She will be doing some of the day to day financial management and Sarah will be controlling the accounts and final activities and at Board Meetings.

Ms. Edginton stood for questions.

Motion was made by Director Thompson to approve the identification of Ms. Kim to the school's bank accounts, as view only, as presented.

Motion seconded by Director Handeen.
Motion approved, unanimously.

B. BUSINESS ITEMS (Informational)

1. Updated Biology Course Parent Notification – Kelly Edginton

Ms. Edginton provided the Directors with information regarding the update completion of the Biology Course Notification associated with content associated with Idaho's Human Sexuality Laws.

A Biology teacher concerned about miscommunication with parents and understanding of what is occurring in the curriculum. This resulted in an update to the letter, including a brief biology course description. It is hoped that this will prevent any mis-information.

C. POLICY

No matters scheduled or held.

D. PERSONNEL REPORT

No matters scheduled or held.

E. INSTRUCTION AND CURRICULUM

No matters scheduled or held.

F. ACADEMIC REVIEW

1. IDVA Academic Report – Jenny Whelan

Ms. Whelan provided the Directors with the full report and summary in the Board packet.

She stood for questions.

G. PUPIL SERVICES

No matters scheduled or held.

V. INFORMATIONAL/ DISCUSSION ITMES

1. Question for Counsel regarding what posting, if any, is necessary when a quorum or more is attending a meeting, conference, or activity, even if in electronic format.
2. Discussion regarding delay of the December regular meeting. Trustees will be attending the K12 Summit in December. That information will soon be provided for agenda, logistics, travel and lodging. The Directors have asked that this be included for the November Agenda.

The Summit will be posted as a Notice of Quorum for the trip. This is also requested to be added as an Agenda item for the November meeting for preparation.

Director Handeen made inquiry as to whether it was too late to register for the ISBA convention. Ms. Edginton will be looking into the possibility and will get back with Director Handeen.

VI. EXECUTIVE SESSION

No matters scheduled or held.

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

No action was scheduled or taken.

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

No matters were raised by any members of the board or administration for inclusion for a future agenda.

IV ADJOURNMENT

Motion to adjourn was made by Director Handeen at 7:22 PM, seconded by Director Thompson.

Motion approved unanimously.

The meeting was adjourned at 7:22 PM.

Respectfully submitted this 16th day of October 2025.
Mike Groshong, Board Clerk.