

**Idaho Virtual Academy
Board of Director's
Regular Board Meeting
April 9, 2020**

I. PRELIMINARY

A. CALL TO ORDER

B. ESTABLISH QUORUM

The meeting was called to order and confirmed a quorum 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	Chairman Handeen	(7/22)	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
Mike Groshong
Allen Wenger
Mike Wexler
Amanda Judd
Jenny Whelan
Shelia Shiebler
Karen Ghidotti
Natarsha Bryant
Jesse Altsuler
Julia Kozlov
Amy White

Open Teleconference Line

II. COMMUNICATIONS

A. PROCEDURAL NOTE: - Action Item

1. **Motion to Approve Agenda**

A Motion to approve the Agenda was made by Director Thompson.

Motion seconded by Director Krein.

Motion approved, unanimously.

B. ORAL COMMUNICATIONS/PUBLIC INPUT:

No member of the public sought to present.

C. INFORMATIONAL PRESENTATION: Director's Report (if available)

The following item is presented as an informational item, separate from the Consent Agenda items.

1. **IDVA 10 + 2 Board Presentation – Mike Wexler**

Finance Manager Wexler gave a presentation on the current state of IDVA finances. This presentation was provided in written form in the Board's packet, as well as addressed with a verbal presentation.

Mr. Wexler addressed numerous slides that had been provided to the Directors that outlined IDVA Metrics.

Specific attention was given addressing the impacts associated with a change in enrollment, and how such impacts upon revenue and expenses. Mr. Wexler addressed a decrease in expenses due to COVID travel restrictions and the change in format for graduation associated with the virus.

Mr. Wexler addressed Title/Restricted funds, indicating that the school will use all such funds.

He addressed end of the year payments to be received by the state, and made indication of a probable holdback in funds from the state. More information will be provided regarding this matter when known. He did reference that the forecast for May addresses a 1% funding holdback and discussed the impacts to the budget and cash flow.

Mr. Wexler stood for any questions with regard to the finances.

D. INFORMATIONAL PRESENTATION: Board/Staff Discussions

Board and staff discuss items of mutual interest.

1. **Head of School Report** – Ms. Edginton provided the Directors with her monthly report on school activities. Such report included:
 - May 8th – School event day. She indicated that the school’s personnel have been working on virtual events for activities and various program ideas. They are being creative in finding ways to keep students and families engaged with each other during this time.
 - May 21st – Online Graduation Ceremony. With the COVID situation and travel limitations, the administrative team has been working on the plans to transition graduation to an on-line event, held on a single day. The program is being developed, and she will be requesting a Board member record a speech for the ceremony.

III. CONSENT AGENDA ITEMS (Requires Approval Vote of the Board)

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 votes on them.

1. **Approval of Minutes of March 2020 Regular Meeting.**
2. **Approval of March 2020 Monthly Invoices.**
3. **Approval of K12 Invoice.**
4. **Approval of Payment to K12.**
5. **Approval of March 2020 Check Register for website posting.**
6. **Approval of March 2020 Financial Report.**
7. **Enrollment Report.**

The Directors were presented with the Consent Agenda Items for consideration and possible approval. No Director sought to pull any individual item from the Consent Agenda for discussion.

Motion was made by Director Shaver to approve all matters in the Consent Agenda.

Motion was seconded by Chairman Handeen.

Motion approved, unanimously.

IV. SCHEDULED FOR ACTION

A. BUSINESS ITEMS (Requiring an Approval Vote)

1. Talle Approval

A detailed presentation, including slide presentation, was given to the Directors regarding this closed network for students, ages 13 or above. The presentation included information regarding career/college readiness and student profile information, as well as ability for contacts with colleges/careers, including internships, scholarships, mentorships and college contacts.

The legal requirements discussion was held. Each state has different student data privacy laws and these have been addressed. K12 will be adding a shortcut on student machines and parents can have access. Approximately, 35% of K12 schools are currently using the program.

Motion was made by Director Krein for the schools approval of the use of the Talle program, as detailed in the presentation.

Motion seconded by Director Shaver.
Motion approved, unanimously.

2. Approval of SY 2020-21 Certified Pay Scale

The proposed pay schedule was presented to the Directors for discussion and possible consideration.

Mr. Wexler detailed for the Board how this proposal was developed, as well as the minimum statutory requirements for compensation, experience factor considerations and related matters in response to inquiries from Directors.

Directors engaged in a discussion relating to concern with the state formulas in regard to experienced educators. Discussion included reference by Ms. Edginton that the legislature has been working on increasing senior teacher reimbursement considerations and rung three of the career ladder. Eight (8) teachers of the school's 62 teachers have fifteen (15) or more years of experience.

Motion was made by Director Thompson to approve the proposed certified pay scale for the 2020-21 school year, as presented.

Motion seconded by Chairman Handeen.
Motion approved, unanimously.

3. Approval of ISP Subsidy Increase

Mr. Wexler presented the Directors with information regarding the school's ISB subsidy. With the most recent submission, 628 families claimed the \$30.00 per month sum. The state's reimbursement program for schools provides the school with a return of 85% of these funds.

Mr. Wexler and the administrative team have been engaging in discussions regarding increasing the ISP subsidy. He presented the Directors with proposals for an increase of \$5 per month and \$10 per month, and the financial impact of such with an estimated 650 family use of the subsidy.

Motion was made by Director Krein to increase the ISP subsidy to families for the 2020-2021 school year \$10 per month, from a \$30 payment to a \$40 payment.

Motion seconded by Chairman Handeen.
Motion approved, unanimously.

Discussion included information regarding provision of free or reduced internet services during this time.

4. Approval of the SY 2020-21 School Start Schedule

The calendar for the year has already been approved. This discussion is to address the various start schedules. This is similar to the start dates that have been used in the past.

Discussion was held between Ms. Edginton and the Directors about the various start dates and how it worked in the past.

Motion was made by Director Thompson to approve the start schedule, as presented.

Motion seconded by Director Shaver
Motion approved, unanimously.

5. Removal of Board 6th Position

Discussion was held by the Directors regarding changing the number of Board positions. Discussion was held as to the history of how the Board has six (6) positions and has made the choice to leave one (1) vacant. This is consistent with the By-Laws of the school, as is reducing the number back to five (5) seats.

Motion was made by Trustee Krein to eliminate Position 1 of the Board of Directors, returning the number of director seats used by the Board to five (5).

Motion was seconded by Director Thompson.
Motion approved, unanimously.

6. Families First Motion.

A packet of information was provided to the Directors regarding changes that need to take place in regard to provisions of the school's policies in relation to FMLA and sick leave due to the current pandemic and federal actions associated with this pandemic.

Motion was made by Chairman Handeen as follows:

I move that the provisions outlined in this school's policies regarding Sick Leave (Policy 707.0 and 802.0) and the Family Medical Leave (Policy 707.3 and 802.0) remain in effect, except in circumstances where provisions of The Emergency Family and Medical Leave Expansion Act, the Emergency Paid Sick Leave Act and any subsequent applicable enacted Federal Law take precedence over those provisions as outlined in the coverage sections of those two Acts. This Motion to remain in effect beginning April 1, 2020 and not to exceed December 31, 2020.

I further move that the Board of Directors review this time frame and Motion at our regularly scheduled meeting on June 11, 2020.

Motion seconded by Director Shaver.
Motion approved, unanimously.

B. BUSINESS ITEMS SCHEDULED AS INFORMATIONAL

1. Marketing update

Ms. Bryant provided the Directors with a detailed presentation on the upcoming marketing campaign, including both national and local emphasis, and addressing an online marketing strategy in addition to traditional public relations.

Some of the terminology from prior campaigns is being revisited and modified – including such phrases as distance learning versus online learning.

IDVA is included in the K12 Pilot Program addressing local marketing strategies and a localized approach to the national campaign. She indicated that a COVID-19 specific spot will also be done in addition to the plan.

2. Customer Experience

Discussion and presentation was held regarding the IDVA customer experience for students and families.

One of the primary purposes is to discover obstacles in the use of the school's tools and programs, and to target improvements for those obstacles.

K12 will be using this information – including national insights from all surveys, withdrawal surveys, focus groups and panels, as well as K12 research to make improvements and to fulfill the goals of this program.

Customer effort scores were also discussed and the template presented. Data collection issues were reviewed of various categories of studies. The school has access to the spreadsheet and can drill down into details of specific statistics.

The Directors expressed appreciation for all the detailed information from this process.

3. Proposed Amendment Policy Manual

Discussion was held as to the process used by the Policy Committee to conduct an initial first review of the entire policy manual for needed updates and proposals.

Discussion occurred that the Directors would next like to engage in a detailed examination of the K12 Services Agreement in the same manner.

Question and discussion occurred with regard to financial policies and the overlapping duties of Mike, Allen and Director Shaver.

4. COVID-19 Update

Ms. Edginton provided the Directors with an update of what is occurring with public education, statewide, with regard to the COVID-19 virus. She provided copies of guidance documentation received from the SBOE relating to their activities and decisions relating to Idaho's public schools.

Ms. Edginton stood for questions. Question and discussion included topics of the on-line graduation, the heightened importance of the flexibility of the school's program when compared to other Idaho Public Schools, and that IDVA remained current in all of its educational

activities while other schools had to scramble to figure out distance learning in a very short time frame.

5. Insight School of Idaho Final Accreditation Review Team Report.

Ms. Edginton had previously provided the Directors with a copy of the draft report for comments. The final accreditation report has been issued. The school scored extremely well in the accreditation process. Full accreditation is expected as a result of this report.

Ms. Edginton stood for questions.

C. POLICY READINGS – REQUIRING AN APPROVAL VOTE

None scheduled or held

D. POLICY READING FOR DISCUSSION ONLY

None scheduled or held.

E. PERSONNEL (Requiring an Approval Vote)

1. Personnel Report.

Ms. Edginton presented the Directors with the written personnel report detailing proposed changes.

Motion was made by Chairman Handeen to approve the personnel report, as presented.

Motion seconded by Director Thompson.
Motion approved, unanimously.

F. INSTRUCTION AND CURRICULUM

None scheduled or held.

G. PUPIL SERVICES

None scheduled or held

V. INFORMATIONAL ITEMS

1. Discussion regarding July Annual Meeting Date.

Discussion was held by the Directors regarding the typically face-to-face annual meeting held in July. It does not look like this will be done in its traditional fashion, but will be done in a virtual setting. No final decisions were made with regard to the date or manner of meeting as the Board wishes to see how things play out with the virus and recovery.

2. IDVA 2019-2020 Graduation Discussion and Call for Board Speaker.

As indicated in the Head of School Report, Ms. Edginton and the Administrators have been working to put into place an on-line graduation ceremony. The graduation planning committee has been working hard on these ideas. Activities include recording messages to go with the live session. Ms. Edginton and the committee would like one or more Board members to do a recorded message for graduation.

Discussion was held regarding those who were interested, including Chairman Handeen, Trustee Shaver and Trustee Thompson. Ms. Edginton/committee members will be in touchy for the activity.

VI. EXECUTIVE SESSION

Motion was made by Director Thompson, seconded by Director Shaver to enter into Executive Session for the purpose of discussing matters as allowed by Idaho Code 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.

Motion seconded by Director Shaver.

Pursuant to Roll Call vote, all Directors voted in the affirmative to enter into Executive Session.

Handeen - Yes
Shaver - Yes
Thompson - Yes
Krein - Yes
MacConnell - Yes

Executive Session commenced at 8:44 P.M.
Executive Session concluded at 8:51 P.M.

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

None scheduled or held.

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

- The Board discussed the manner in which they would wish to address policy manual approvals of amendments – as sections and action items.

IX. ADJOURN

No further business on the schedule, a motion was made by Director Krein to adjourn the meeting.

Motion was seconded by Chairman Shaver.
Motion passed unanimously.

Meeting was adjourned at 8:53 pm (MDT).

Submitted this day, April 9, 2020 by:

Mike Groshong
Board Clerk