

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

**Thursday
December 14, 2023**

7:00pm (MDT)

PRELIMINARY

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

Meeting was called to order and quorum established at 7:02 PM

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	Director Shaver	(7/24)	X	
Position 3	Director Handeen	(7/25)	X	
Position 4	Brandon Shippy	(7/26)	X	
Position 5	Director Krein	(7/26)	X	

Positions and Terms pursuant to Policy 103.0

Due to the excused absence of Chairman Thompson, Vice Chair Krein conducted the meeting.

Others present at the meeting:

Kelly Edginton
Mike Groshong
Amber Hatrock
Jenny Whelan
Jenny Whelan
Kellen MacDonald
Amy White

II. COMMUNICATIONS

A. PROCEDURAL NOTE:

1. MOTION TO APPROVE AGENDA – ACTION ITEM

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

Motion seconded by Director Shaver.

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 direction 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 5 + 7 Board Presentation – Kellen MacDonald

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 November of 2023.

Mr. MacDonald orally presented the school's financial reports for this meeting with the Directors. Driving the majority of the financial changes in the school's budget, as well as financial actuals versus projections for the various financial reports is an increase of 240 students in enrollment for the 9 month average. This has impacted funding by over \$1.5 million dollars and is an increase of approximately 12% in student population. With regard to the current forecast versus budget there is a change of 316 students in the student population average. These impacts are noted on the reports addressing volume and revenue increases. The comments included with each of the reports detail the basis for the % changes in the various reports presented.

Mr. MacDonald reviewed each of the monthly reports with the Directors, standing for any inquiry from the Directors. This included a review of Summary and IDVA Metrics, FY24 Forecast and Budget, Restricted Funds Report, Balance Sheet and Cash Flow Reports.

The current cash flow reports are strong for this school year.

Questions were raised by Director Shaver and Director Krein. Questions related to student enrollment limits as well as anticipated second semester enrollment.

Proposed payments to Stride/K12 were discussed between the administration and Directors and are included in the Consent Agenda later in the meeting.

D. INFORMATIONAL PRESENTATION: Board/Staff Discussions

Board and staff discuss items of mutual interest.

1. Stride Board Summit Debrief – Chairman Thompson and Director Shaver

In Chairman Thompson's absence, Director Shaver addressed the recent Stride/K12 visit. She indicated that the trip to Reston was a wonderful trip. She indicated surprise that they wanted to hear from the schools and not simply a presentation format. She indicated that she was very impressed with the attitude about doing the right things for students as opposed to simply making business decisions.

Director Shaver addressed Stride's emphasis that every 3rd grade child shall be reading at grade level, regardless of the work involved or the cost. She indicated that it was the same attitude with regard to students attaining graduation.

She recommended to the other Directors that if/when they get a chance to go to Reston for a visit they should take the opportunity to do such.

2. ISBA Conference Review – Chairman Thompson, Director Shaver and Director Shippy.

Director Shaver and Director Shippy shared their experiences at the recent ISBA convention. Director Shaver expressed her appreciation that charter schools have a voice in the business meeting when that did not occur in the past and many states do not have that opportunity in their state organization. She recognized that everyone does not necessarily see eye to eye but everyone does have an opportunity to share their thoughts on issues of importance to Idaho's education.

The Robert's Rules of Order session was expressed as an appreciated session where much was learned.

Director Shippy indicated appreciation for the learning experience,

acknowledging that for the first time and as a new Director it can be a bit overwhelming. He believed that a lot was learned and will also be learned in future similar opportunities.

3. Executive Director Report – Kelly Edginton

The Executive Director reviewed upcoming school calendar items. Including virtual social events, semester final exams, winter break, return to school teacher work days and the start of the second semester.

The Executive Director informed the board that the school's counseling administrator, Jessica Lecertua, put together a Giving Tree for IDVA families in need this holiday season. Families were sent information explaining the Giving Tree. Those in need had the opportunity to take a survey or contact their counselor to indicate gift items they would like for their family. Ms. Lecertua set up online gift registries for each area of the state and added requested gifts to the appropriate registries. Staff and families have all had the opportunity to view the registries and purchase gifts if they wanted to do so. Staff in each area have volunteered to receive gifts and then will be taking them to families next week. Ms. Edginton expressed her appreciation for both Ms. Lecertua's work in setting up this program as well as everyone who appreciated and donated to the program.

Pictures from the November Stride Board Summit and Idaho School Boards Association Convention were shown.

The Executive Director noted that the school currently has a winter celebration bingo activity going on. Students can download a bingo card and engage in various activities. When they get a bingo, they fill out a survey to confirm and are entered into a drawing. They can also add to the winter celebration bingo site to highlight their activities. Drawing winners will receive e-gift cards purchased with Safe and Drug Free Schools funds.

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 October 19, 2023 Regular Meeting**
- 2. Approval of October and November 2023 Monthly Invoices**
- 3. Approval of November 2023 Financial Report**

The Consent Agenda was opened for discussion and inquiry.

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

Motion seconded by Director Shaver.

Motion approved, unanimously.

IV. SCHEDULED FOR ACTION

A. BUSINESS ITEMS (Requiring Approval Vote)

1. Schweitzer Engineering \$300 donation to Scholarship Fund – Kelly Edginton

Ms. Edginton provided the Directors with information about this donation. This is a donation that has been received a number of years in the past. It is a company program where the company donates to programs selected by their employees. The school has a number of parents and former students who are employees at Schweitzer Engineering and this is how the donation is directed to IDVA.

As has been done in the past, Executive Director Edginton recommended that the Directors direct the administration to deposit this check into the school's Scholarship Fund.

Motion was made by Director to Krein to accept the Schweitzer Engineering donation and to direct such funds into the school's scholarship fund.

Motion seconded by Director Shaver.

Motion approved, unanimously.

2. U.S. Census Bureau survey participation gift cards to Scholarship Fund – Kelly Edginton.

Ms. Edginton indicated that she and Jenny Whelan have been participating in US Census Bureau Surveys that are given periodically. She indicated that with each of these there is a \$200.00 gift card that is delivered. To date, she and Ms. Whelan have accumulated \$1,200 for participating in 6 surveys. They will continue to participate in these surveys but are asking for the Board to give guidance as to the purpose for these funds. She is recommending that these funds be deposited in the school's Scholarship Fund to be used for student scholarships.

Discussion was held as to the general nature and content of these surveys. Ms. Edginton gave the Directors a general understanding of the types of

inquiries that are being asked. She indicated that the vast majority are not directed toward a virtual school program. Ms. Edginton indicated that she would provide more information at the next meeting relating to this program.

Motion made by Director Shaver to direct the administration to put survey funds of the nature addressed into the school's Scholarship Fund.

Motion seconded by Director Krein.
Motion approved, unanimously.

3. IDVA FY23 Draft Annual Report review and approval of response forms - Kelly Edginton.

Ms. Edginton provided the Directors with written documentation relating to the Annual Report and her proposed responses in the Board's packet. She additionally reviewed these documents during her oral report. She indicated that at the end of the discussion she would ask for the Board's approval to the responses and direction to send any changes into the commission's staff for consideration.

Ms. Edginton reviewed each of the provisions of the Report as well as the areas that she believed were incorrect or needed amendment for the final report to be issued. A detailed discussion was held on each of these matters as well as the basis for each of the recommendations for edits.

Overall it is not a bad report for a single annual snapshot but errors do exist.

Motion made by Director Shaver to approve the recommended response to the Commission Annual Report, as amended with additional edits from the Board's discussion, and to provide such response to the Commission's staff through the usual protocol..

Motion seconded by Director Handeen.
Motion approved, unanimously.

V. BUSINESS ITEMS (Scheduled as Informational)

1. No Business Scheduled of Held.

VI. POLICY READINGS (Requiring an Approval Vote)

1. Title I-A Family Engagement Policy – Draft – Kelly Edginton.

Ms. Edginton detailed information about IDVA being a Title I school and

what that means. She provided information to the Directors regarding the operation of the Parent Advisory Council, which has met every required year as a Title I school. She indicated that the school has had a policy for a long time but that it was time for the school to discuss an update of the policy and to include it in the Board's Policy Manual as per the updated federal regulations.

Ms. Edginton reviewed the draft policy. The Board raised inquiry relating to amendments from the existing protocol. Ms. Edginton indicated that the policy does not need to be approved at this meeting but can be brought back for a detailed comparison by the Board of the current practices as compared to what is being proposed for the formal policy.

Motion by Director Handeen to table approval of the Title I – A Family Engagement Policy and to bring the matter back for Board consideration at a future board meeting.

Motion seconded by Director Krein.
Motion approved, unanimously.

VII. PERSONNEL REPORT (Requiring an approval vote)

1. Employee Request for Accommodation – Kelly Edginton.

Ms. Edginton provided the Directors with a personnel request for a short-term accommodation in the work-place setting that is inconsistent with the Board's policy regarding out of state work. This is a formal request as per policy 703.0. Ms. Edginton indicated that all procedures have been followed and that administratively they are recommending approval of this request.

Motion by Director Handeen to approve the employee's personnel accommodation request, as presented to the Directors.

Motion seconded by Director Shaver.
Motion approved unanimously.

2. Personnel Report (Departures & Hiring) – Kelly Edginton.

Ms. Edginton presented the Personnel Report to the Directors. She detailed the change in the Operations Manager position in combining such between ITCS and IDVA, with the position now having an assistant, as opposed to two holding the position.

Ms. Edginton detailed the recommendation for a new special education teacher position. The number of special education students has increased

substantially. The state's average is approximately 10%. The school's overall percentage is 16.5% with K-5 being between 22 and 23%.

Motion was made by Director Shaver to approve the Personnel Report, as presented.

Motion seconded by Director Krein.

Motion approved, unanimously.

VIII. INSTRUCTION AND CURRICULUM.

1. IDVA Literacy Report – Jenny Whelan

Ms. Whelan presented a detailed report regarding the K-3 Reading Plan. She addressed the state's dyslexia professional development funds and the use of such. Eleven personnel have completed the training and 1 additional staff member is mid-process.

Ms. Whelan provided the Directors with a copy of the K-5 Literacy Report and reviewed the report orally.

Ms. Whelan stood for questions. Discussion from questions related to growth by students. Directors expressed appreciation for the good and thorough report.

IX. PUPIL SERVICES.

1. No Business Scheduled or Held.

X. INFORMATIONAL/DISCUSSION ITEMS

1. No Business Schedule or Held.

XI. EXECUTIVE SESSION

No Business Scheduled or Held.

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

No Business Scheduled or Held.

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

Ms. Edginton will be bringing information to the Directors regarding the surveys that

she and Ms. Whelan have participated.

The financial reports will be brought to the Directors in a different format at the next meeting. At that time the Directors can address if they like the newly proposed format, the existing format or if they would like some different format.

The Title I – A Parent Engagement Policy will be returned for additional Board review with a comparison of the existing process to the proposed policy.

IV ADJOURNMENT

Motion to adjourn was made by Director Handeen at 8:19 PM, seconded by Director Krein.

Motion approved unanimously.

The meeting was adjourned at 8:19 PM MDT.

Respectfully submitted this 14th day of December 2023.

Mike Groshong
Board Clerk