

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

**Thursday  
February 20 2025**

**7:00pm (MDT)**

**PRELIMINARY**

**A. CALL TO ORDER**

**B. ESTABLISH QUORUM**

Meeting was called to order and quorum established at 7:04 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	VACANT	(7/26)		
Position 5	Director Krein	(7/26)	X	

*Positions and Terms pursuant to Policy 103.0*

**Others present at the meeting:**

Kelly Edginton  
Mike Groshong  
Sarah Olivas  
Jenny Whelan  
Sheila Shiebler  
Amy White

**II. COMMUNICATIONS**

**A. PROCEDURAL NOTE:**

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

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

Motion seconded by Director Krein.  
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 7 + 5 Board Presentation (January 2025) – 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. This report covers the first half of this school year.

Ms. Olivas individually reviewed the Financial Summary and IDVA Metrics, FY25 Forecast and Budget, Restricted Funds Accounts Reports, Balance Sheet and Cash Flow Reports with the Board.

Ms. Olivas indicated that student enrollment is approximately 150 students greater than that which was assumed with budget presentation. This number drives both an increase in revenue as well as an increase in expenses. Expenses are noted a bit higher as well associated with the purchase of more laptops than expected for the school's personnel.

Ms. Olivas is currently working to tighten up revenue calculations.

Restricted funds expenditure is where it should be for this time of the school year, having expended approximately 50%.

There is currently a 4.1 million dollar cash balance, pending the February payment, which has been received but is not logged in the financials for this report. By February the school received approximately 80% of the revenue for the year.

The accounts payable noted are primarily K-12 invoices. No K-12 payment is requested for this month. The school had been awaiting the February 15<sup>th</sup> payment and is also retaining two (2) months of expenses in regard to cash flow.

Ms. Olivas indicated that they are going to commence budget preparation shortly, with the consideration of the subcommittee's input. There are numerous proposals for changes in the discretionary portions of the funding formula. Assumptions will have to be made in budget preparation but in looking over the options presented to date, all have a positive impact for the school.

Ms. Olivas stood for questions. The Directors thanked Ms. Olivas for her presentation and conscientiousness with the school's resources.

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

Board and staff discuss items of mutual interest.

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

Ms. Edginton provided the Directors with a review of upcoming calendar items for the school.

- Feb 21 – Triple Play Family Event – North Idaho
- Feb 28 – Stride Promising Practices Conference
- March 17-21 – Spring Break
- March 20 – Board Meeting

Ms. Edginton shared a trip from a few weeks ago where Treasure Valley area CTE Culinary Arts students went to their second culinary arts class at the Boise Urban Garden School (BUGS). She indicated that a similar class is being set up for the Idaho Falls area students this spring for the students who participate in the Culinary Arts Program in eastern Idaho.

Ms. Edginton stood for questions.

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

The Consent Agenda was opened for discussion and inquiry.

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

Motion seconded by Director Handeen.

Motion approved, unanimously.

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

##### **A. BUSINESS ITEMS (Requiring Approval Vote)**

- 1. Request to remove Kellen MacDonald as a signer on Bank Accounts – Sarah Olivas.**

As Mr. MacDonald has moved on in the organization and no longer has any financial oversight, it is time to remove him from the banking operations.

Motion was made by Director Thompson to remove Mr. MacDonald from all the school's bank accounts.

Motion seconded by Director Krein.

Motion approved, unanimously.

- 2. Request to open separate checking accounts for ISP – Sarah Olivas.**

Ms. Olivas presented to the Directors her desire to make school ISP payments to families from a separate bank account for safety measures. This action would further limit the exposure of the school's routing and account numbers for the operating account.

Director Shaver indicated that she agreed with this recommendation as

a financial safety measure for the District.

Ms. Olivas stood for questions.

Motion made by Director Shaver to have the school utilize a separate bank account from the school's operating account for the payment of ISP to families.

Motion seconded by Director Krein.  
Motion approved, unanimously.

**3. Approval of IDVA SY 25-26 School Calendar – Jenny Whelan.**

Ms. Whelan provided the Directors with the process that was utilized to develop the school's proposed 2025-26 school year calendar and the stakeholder input and involvement. The proposed calendar is very similar to this year's schedule with the change of more days for the semester transition, which is a practical operational need for the IT activities that need to take place between semesters.

Motion was made by Director Krein to approve the proposed school calendar for the 2025-2026 school year for IDVA, as presented.

Motion seconded by Director Shaver.  
Motion approved, unanimously.

**4. Approval of ISID SY 25-26 School Calendar – Jenny Whelan.**

Ms. Whelan indicated the same process was utilized for the development of the ISID's proposed calendar.

Motion was made by Director Thompson to approve the proposed school calendar for the 2025-2026 school year for ISID, as presented.

Motion seconded by Director Shaver.  
Motion approved, unanimously.

**5. 2021 Network Interpreting Service, Inc. Invoices #238974, #239303 and #239431 – Kelly Edginton.**

Ms. Edginton explained the old outstanding invoices from this school's

vendor and how they came into being. The school does not believe that they ever received these invoices and were simply part of a problem at the vendor, discovered when the vendor transitioned to new billing software. The services billed were provided.

Because these are late submitted invoices, they require Board approval for payment, as per policy.

Motion was made by Chairman Thompson to approve payment of the outstanding invoices, as presented.

Motion seconded by Director Krein.  
Motion approved, unanimously.

**6. CapEd donation to scholarship account – Kelly Edginton.**

Ms. Edginton explained the high yield account program of Cap Ed, which includes the provision of a donation of \$100 to the account holder's school of choice. This is where this donation came from. As with other donations of a similar nature received by the school, Ms. Edginton would like to have this money directed to the school's scholarship program.

Motion was made by Director Krein to accept the donation and direct such to the school's scholarship program.

Motion seconded by Director Shaver.  
Motion approved, unanimously.

**7. Approval of Board Budget Subcommittee – Kelly Edginton.**

Discussion was held regarding the development of the school's budget subcommittee for the preparation of the 2025-26 school year budget. The subcommittee will work with Ms. Edginton and Ms. Olivas in the preparation of the budget.

Motion was made by Director Krein for Chairman Thompson and Director Shaver to serve on the Board's budget subcommittee.

Motion seconded by Director Handeen.  
Motion approved, unanimously.

**8. Approval of Search Committee Recommendation for New Director for Position # 4 – Chairman Thompson.**

Chairman Thompson provided the Directors with an update on the actions of the Director Search Committee in locating and recommending a new Director for the Board for the vacant position 4 created when Director Shippey resigned.

Sesha Hammond is the individual the committee is recommending to assume this position. Chairman Thompson provided the Directors with information regarding this applicant, including her connection with IDVA and her general STEM background.

Chairman Thompson stood for questions.

Motion was made by Chairman Thompson to approve Sesha Hammond to serve as a Director for IDVA and to assume Position number 4 for the remainder of the current term for Position 4.

Motion seconded by Director Krein.

Motion approved, unanimously.

Mr. Groshong will be contacting her to notify her of the Board's decision, inviting her to attend the next meeting to be sworn in as a new Director and to provide her with some training materials and information.

**V. BUSINESS ITEMS (Scheduled as Informational)**

No matters scheduled or held.

**VI. POLICY READINGS (Requiring an Approval Vote)**

No matters scheduled or held.

**VII. PERSONNEL REPORT (Requiring an approval vote)**

No matters scheduled or held.

**VIII. INSTRUCTION AND CURRICULUM.**

**1. Academic Report – Jenny Whelan**

Ms. Whelan had provided the Directors with a written report. However, there were a number of matters that she did want to touch upon in the report. She provided the Directors with information on the use of the school's IXL tool. She indicated that this has been a great addition for

teachers to use in meeting and assessing student needs.

Ms. Whelan indicated that the middle of the year assessment for students demonstrates significant student growth. She is very pleased with this outcome and the work being done by the school's students and staff.

Ms. Whelan last provided the Directors with information regarding the counseling department holding meetings one on one with each student to address status and plans.

Ms. Whelan stood for questions.

**IX. PUPIL SERVICES.**

No matters scheduled or held.

**X. INFORMATIONAL/DISCUSSION ITEMS**

No matters scheduled or held.

**XI. EXECUTIVE SESSION**

No matters scheduled or held.

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

No action was scheduled or taken.

**XIII. 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 7:45 PM, seconded by Director Shaver.

Motion approved unanimously.



The meeting was adjourned at 7:45 PM.

Respectfully submitted this 20th day of February 2025.

Mike Groshong, Board Clerk.