

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

**Thursday
July 17, 2024**

9:00 AM (MDT)

PRELIMINARY

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

Meeting was called to order and quorum established at 9:02 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	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

Others present at the meeting:

Kelly Edginton
Sheila Schreiber
Mike Groshong
Jenny Whelan
Amber Hatrock
Keri Brown
Amanda Judd
Andrea Wells
Amy White
Alisha Delmarian
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 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 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 2024.

Full year financials were addressed. There will be post-closed adjustments that will be occurring but what is presented is known to date. No forecast will be addressed as it is the end of the fiscal year.

The school had 191 students more for the school year than were anticipated in the budget. This is what drove the major changes in the financials. The change month over month for this last report was a change of 5 students.

Ms. Olivas reviewed each of the various reports that are presented

monthly to the Directors and detailed the changes in budget, forecast and actuals to date. Revenues and expenses were both higher than anticipated due to more students than budgeted.

Restricted funds came in higher than anticipated due to student volume, which also drove the higher expenses. The school should have final fiscal year numbers for the next meeting. The process of cleaning up for the end of the year has started with Ms. Edginton. This includes the proper classification and use of the funds.

The balance sheet was reviewed. There was a greater ending fund balance than in the prior years. The accounts receivable addresses a July anticipated payment and some restricted funds still to be received.

Summary of Cash Flow report was addressed with the Board. Ms. Olivas has changed the formatting and calculation of this report and detailed such changes.

The school is waiting for final true-up from the state prior to making the final K12 payment for this year.

The school's required annual fiscal audit will be taking place starting in the middle of August. The requested financial materials have already been provided to the Auditor. Staff is expecting a final report at the end of August.

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

A number of calendar items were addressed.

Staff returns on August 5th with a week of meetings and activities scheduled with returning personnel on the 5th through the 9th. On August 9th, family orientations begins, followed by the August 15th Board Meeting.

August 19th is the first day of school year 24-25.

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 2024 Regular Meeting**
- 2. Approval of June 2024 Monthly Invoices**
- 3. Approval of June 2024 Financial Report**

The Consent Agenda was opened for discussion and inquiry. Director Shaver indicated that there was a type-o in the minutes, which was corrected.

A motion was made by Director Shaver to approve the Consent Agenda Items, with the correction of the type-o and otherwise as presented.

Motion seconded by Director Krein.
Motion approved, unanimously.

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

A. Election of Director Thompson (Requiring Approval Vote).

Director Thompson is willing to continue for an additional term with the Board of Directors.

A motion was made by Director Shave to re-appoint Director Thompson for an additional term as a Director for the Board of Directors.

Motion seconded by Director Krein.
Motion approved, unanimously.

B. Election of Director Shaver (Requiring Approval Vote).

Director Shaver is willing to continue for an additional term with the Board of Directors.

A motion was made by Director Thompson to re-appoint Director Shaver for an additional term as a Director for the

Board of Directors.

Motion seconded by Director Shippy.
Motion approved, unanimously.

C. Officer Elections.

1. Chairman

Director Krein assumed the responsibility for oversight and direction of the meeting.

Motion was made by Director Krein to appoint Director Thompson as the Chairman of the Board.

Motion seconded by Director Shaver.
Motion approved, unanimously.

Director Krein turned the meeting back to Chairman Thompson.

2. Vice-Chairman

Motion was made by Director Shaver to appoint Director Krein to serve as Vice-Chairman of the Board.

Motion seconded by Director Thompson.
Motion approved, unanimously.

3. Treasurer

Motion was made by Chairman Thompson to appoint Director Shaver as Treasurer of the Board.

Motion seconded by Director Krein.
Motion approved, unanimously.

D. Oaths of Office.

Mr. Groshong has distributed the Oaths of Office to the Directors for their signature and collected the same from those present. He will obtain return from Director Handeen.

E. Code of Ethics.

Mr. Groshong has distributed the Director Code of Ethics to the Directors

for their signature and collected the same from those present. He will obtain return from Director Handeen.

F. Appointment of Board Clerk.

The motion was made by Director Shaver to have the Board appoint Mike Groshong to serve 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.

Jessica Lecertua at the school has historically held all three of these positions. She has done a wonderful job in service to the school in this regard. She has indicated a willingness to continue in this position.

Motion was made by Director Shaver to have Jessica Lecertua to serve as the school's Title IX Officer, Title VI Officer and as the school's Disability Coordinator.

Motion was seconded by Director Krein.

Motion approved, unanimously.

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

As per statute, the school is to appoint an individual responsible for this duty and a second to act in place of the first if unavailable to respond. These positions have historically been held by Executive Director Edginton and Clerk Mike Groshong.

A motion was made by Director Thompson to appoint Kelly Edginton as the school's primary officer to respond to public records requests and Mike Groshong as second.

Motion was seconded by Director Krein.

Motion approved, unanimously.

K. Committee Appointments.

1. Scholarship Committee.

Discussion was held among the Directors regarding the duties and responsibilities for this committee and the various experiences of individuals having worked on this committee, Director Krein, while having served on this committee in the past, believes it appropriate that she not serve in this capacity this school year due to having a graduating senior this year.

The Board wishes to have two Directors serving on the committee. This will result in not having a board quorum on the committee.

Directors discussed how the committee worked this past year. It went very well this year. A great opportunity for the students.

The motion was made by Director Krein that Directors Shaver and Shippy serve on this committee for this school year.

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

2. Policy Committee.

Ms. Edginton provided information prior to commencement of this discussion. It has been 5 years since the full policy review to review every policy in the manual. This is a larger commitment. Initially the policies will be reviewed by Administration and counsel in section-by-section format, and thereafter will present any changes in that same context.

The motion was made by Director Shaver that Directors Thompson and Krein serve on the Policy Committee.

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

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

A motion was made by Director Thompson that the regular meetings of the school's Board of Directors remain held on the

Third Thursday of each month, at 7 PM Mountain Time. The meetings will primarily be held via electronic means, with a physical location designated in each notice, which may change from time to time.

Motion seconded by Director Krein.
Motion approved, unanimously.

M. Selection of Newspapers for Legal Publication.

Historically the school had used CDA Press, Idaho Falls Post Register and Boise Statesman. Discussion was held regarding possibly changing from the Statesman to the Idaho Press Tribune.

The motion was made by Director Shaver to utilize the CDA Press, Idaho Falls Post Register and the Idaho Press Tribune as the newspapers for legal publication for the school.

Motion seconded by Director Shippy.
Motion approved, unanimously.

N. Selection of Depository for LEA Funds.

Ms. Edginton has detailed that the school has been using D.L. Evans as its depository. Director Shaver made an inquiry regarding removal of last few cents out of the LGIP as it was previously voted by the Board to be removed. These funds are still shown on the last reports. Ms. Edginton indicated her understanding that these funds were in fact moved and that the reports are just a bit behind. However, she will make sure that this has occurred and check the delay in processing.

Motion made by Director Shaver to use D.L. Evans Bank as the school's depository of funds.

Motion seconded by Director Krein.
Motion approved, unanimously.

O. Approval of Credit Card Holders & Amount.

Historically this school has had this authority with the operations manager and Executive Director, with a current limit of \$30,000. Discussion was held regarding the Board approving this based on the position of employee who has authority as opposed to the individual.

A motion was made by Director Thompson to appoint the Executive Director and Operations Director as the individuals who are the school's credit card holders at a limit of \$30,000.

Motion seconded by Director Shaver.
Motion approved, unanimously.

P. Approval of Capitalization Amount.

Ms. Edginton indicated that the current amount is set at \$5,000 for the school and has historically been at this figure without problem. It is a normal amount for an Idaho public school.

Motion made by Director Shaver to set the school's capitalization amount at \$5,000.

Motion seconded by Director Shippy.
Motion approved, unanimously.

Q. Identification of Disposal Agent.

Ms. Edginton has served as the Disposal Agent and has done so for several years. She details what responsibilities she has in this position. She detailed how she disposed of desks to a new charter school this past year associated with the move of offices this year as well as the disposal of other materials.

Motion made by Director Krein to appoint Kelly Edginton as the school's disposal agent.

Motion seconded by Director Shaver.
Motion approved, unanimously.

V. SCHEDULED FOR ACTION

A. Business Items (Requiring An Approval Vote)

1. All School Handbook Approval – Kelly Edginton
2. K5 Handbook Approval – Kelly Edginton
3. 6-12 Handbook Approval – Kelly Edginton
4. OSOD 9-12 Handbook Approval – Kelly Edginton

Directors agreed to handle all of the handbooks as a single action item. An inquiry was made as to what substantial changes, if any, occurred in each of the handbooks. Ms. Edginton explained the only substantive change was the provision of CTE/Career Exploration information that was included for MS Information. The Administrative team worked on all of these as a group. There were no major changes. Minor semantics in various locations and date/year changes.

Director Shaver made a motion to approve the four handbooks, as presented.

Motion seconded by Director Thompson.
Motion approved, unanimously.

5. Employee's SY 24-25 Handbook Approval – Kelly Edginton

There were no substantive changes in the employee handbook from the most prior version. There was a change regarding professional attire of teachers when visibly teaching in front of students. Verbiage and years/grammatical types of changes were the remainder of the edits.

Motion was made by Director Shaver to approve the employee handbook, as presented. Irene

Motion seconded by Director Shippy.
Motion approved, unanimously.

6. Safe Return to In-Person Instruction Plan Review – Kelly Edginton

Ms. Edginton reviewed the historical basis for this requirement and plan associated with COVID/ESSER funds receipt. With the expiration of funds in September of 2024, this is hopefully the last time the Board must review the plan. This is the same plan that has historically been addressed by the Board. The ESSER funds are gone and spent as of this time.

Motion was made by Director Krein to approve the Safe Return to In-Person Instruction Plan, as presented.

Motion seconded by Director Shaver.
Motion approved, unanimously.

7. SY 24/25 Enrollment Cap – Kelly Edginton

Policy 902.5 and the Performance Certificate with the Commission requires the Cap to be established. This is modeled after statutory language. The school models it from the language of the statute. There was change in the statute with the re-write of the commission law section of statute where enrollment increase went from 30 support units to 40 support units. The new cap is written to address this new statutory 40 support unit figure in the cap.

Questions from directors as to the application of the number and how that is figured out regarding real student numbers. The actual student number depends on where the students are in grade and program.

Motion by Director Thompson to approve the enrollment cap as presented by Executive Director Edginton.

Motion seconded by Director Shaver.
Motion approved, unanimously.

B. Business Items (Scheduled as Informational Items)

1. IDVA Grants Overview – FY 25 – 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.

Ms. Edginton stood for questions from the Directors.

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 their packet regarding the policy.

As a virtual school IDVA does 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 were trained on this as part of their back to school training last school year. 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)

1. Policy 707.3 - Uniformed Services Leave Draft – Kelly Edginton

Ms. Edginton addressed the changes to this policy. There are a few policies that will be coming to the Board associated with legislative changes from this past legislative session. This HB508 from this year. The new statute addresses the provision of 10 days of paid leave associated with this new statute.

Previous school policy follows federal and state requirements, including the new requirement under HB508.

Ms. Edginton stood for questions.

Motion by Director Shaver to approve the amendments to Policy 707.3, as presented.

Motion seconded by Director Krein.
Motion approved, unanimously.

D. Personnel Report (Requiring an approval vote)

The school's personnel report was provided in the Board Packet. This is a backfill hire for an employee for whom the Board approved resignation at the last meeting. This candidate was vetted and interviewed and is the recommended hire for this backfill position.

Ms. Edginton stood for questions.

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

Motion seconded by Director Thompson.
Motion approved, unanimously.

E. Instruction and Curriculum

No Business Scheduled or Held.

F. Academic Review of SY 23-24.

1. SY 23-24 Academic Report – Jenny Whelan

Jenny Whelan provided the SY 23-24 Academic Report. A written report was provided in the Director's Packet. She reviewed the goals of the year for the educational program, which drives the work associated with the school's academics and decisions for students in this regard.

Discussion was held relating to a reflection on where we are and where we want to go as well as what the school's personnel learned from the data.

Personnel attended the RTI Workshop Conference this year. Thereafter, personnel took information from this experience to address possible improvements and how to implement them this coming year. Personnel have also done deep data dives into the information available regarding student achievement and results, what are teacher best practices, teacher assignments. Personnel also engaged in a comprehensive school review and working our way through department and student levels. Personnel also just recently did the dive into IRI data. Addressed in these reviews were not just results but also the conversation and actions associated with the results.

Teacher reflection and input aids in driving the changes and improvements and plans, including intervention and remediation.

An RTI workshop has been scheduled for all school staff upon their return August 5th/6th. Ms. Whelan detailed the work to be performed with each of the tiers of intervention and support to address students/learning coaches with varying skill sets.

Next year will have more direct support with core curriculum as well as the self-sustained pathway for those who do not need that additional support.

Ms. Whelan stood for questions.

Directors and Administration engaged in a discussion regarding the anticipated RTI at various grade levels and student need levels in response to questions from the Directors regarding this report.

2. K/5 Report – Kerri Brown

Ms. Brown addressed her written report that was previously in the Board Packet and the Tier I emphasis.

She detailed various data points and areas of need and emphasis, including dyslexia activities. She addressed several of the videos that were included for the Board's review in the Board Packet and the differences in instruction with regard to reading and dyslexia.

Ms. Brown stood for questions. Discussion ensued regarding approach and direction to reading with the Science of Reading and a K12 emphasis.

3. IDVA MS/HS Report – Amber Hatrock

A written detailed report was provided in the Board's packet.

A focus this past year was on instructional mapping – what are we trying to make sure the kids can walk away with at the end of the course. Addressed in this review was Power Standards and ISAT blueprint with consideration of state standards and mastery to be ready for the next course in the sequence.

A data conference is held after each 9-week instructional cycle. Teacher data dive as to what to do academically and for student support for the next instructional cycle.

Three different committees operated this year – academic integrity, Attendance/ Engagement and AI committee. Teacher's input was very valuable for what they are seeing in application. For example, more time in course resulted in better grades for the student. Will continue with this work for next school year.

Celebrations information addressed.

Ms. Hatrock stood for questions. Director Krein appreciated the "shout out" section of the presentation. A survey regarding course offerings was raised in Director questions. Students expressed interests in areas of the arts/music and animation. Discussion was held as to these course options. A new art teacher came on board last year and he has likewise expressed interest in making curriculum options more robust. Will be adding animation course to the schedule of courses this coming year, along with an adobe course. This does

hit on the interest area that was expressed by students. There are limitations on courses based upon what the teachers are capable of teaching. Vet science is another area of prior expressed interest that the school will be able to offer for this coming year.

IDLA options are also available for students for some areas for which the school does not have a qualified teacher. Discussion was held as to how students obtain information about these opportunities. The school's counselors are conferencing 4 x per year with students where this is and can be discussed.

Discussion was held in follow up of Director questions relating to perceived decline for what our teachers are endorsed/certified to do – i.e. dual credits. The Directors feel that there is more of a push to IDLA than in-house.

Ms. Whelan addressed the various resources and options for students and families and how that is communicated to students and families.

For grades 6-12 there is a giant balance on what course offerings can be made. In recent years an upper-level Spanish option was eliminated because only about 3 students were taking the class. Thereafter, those students were directed to IDLA. Another course partnership is in an English course. A calculus course likewise does not have high enough enrollment of IDVA students which brings about an IDLA option for students. When these courses are offered through IDLA as part of the school's program, dual credit options have increased, and other course offerings have been available to take their place.

Director Krein expressed that taking the calculus through IDLA was incredibly hard for her student. She has had a student in calculus under both IDVA and IDLA classes and noted the significant difference in the course. She has concerns with regard to IDLA calculus course being provided to the student. Discussion was held regarding looking into other options for calculus including CWI options as well as some information regarding other outside help that can be provided to the students.

4. CTE Report – Andrea Wells

Ms. Wells provided information to the Directors in a report in the Board's Packet. Given that the program is new, the report is more detailed than the other departments. Spring of 2023 was the first state's approval of a CTE pathway for the school – in culinary arts.

This was the school's first year offering the full culinary arts program and a second program was approved in spring of 24 (Early Childhood Education Program), which will start for this coming school year. The school does have an agriculture program but will not be able to operate it as a pathway program because of the CTSO requirement to be FFA for an agricultural program. This is problematic due to the requirements of state-wide travel programs and fair. IDVA cannot program with partner school to provide the pathway.

Discussion occurred about future possible pathways that are being explored by the department.

Ms. Wells shared information about the culinary arts program in implementation. Approximately 200 students participated in some level of the programs. Over 150 students obtained food handling certification in the first year of the program.

Communication with students and families about these new programs is an important step - In what manner do the families want to learn about these programs. The school is going to develop an Instagram account in addition to the email and Facebook account. Physical mailing with QR codes for information is a work in progress. Working to develop partnerships with schools around the state. One other K12 school (Arizona) has a culinary arts program.

State funding is tied to the approved pathway. The school received approximately 20K from the state for this year to get this first program going. Also worked on CTSO startup and operations. She detailed the preparation for these organizations and the work they did throughout the year in operating and competing in the organizations. 10 FCCLA (Family, Career and Community Leaders of America) student participants this year. Hope to have students willing to compete next year. BPA (Business Professionals of America) was added at the end of this school year with students interested in participating in the organization for next year.

Ms. Wells stood for questions. Discussion was held in response to director's inquiries regarding the operation of CTSO (Career Technical Student Organizations). Detailed on how the CTSO's will be built into the programs and the manners in which students can compete both on-line or in national in person. K-12 does have some scholarships for students to attend national types of competition.

The school will not be entering into pathways that ITCA already offers. The program has already come a long way in a very short time and

there are a lot of smaller steps to put together an entire program.

Discussion regarding Chairman Thompson possibly serving on the Culinary Program technical advisory committee. Discussion was also held regarding Early Education and Culinary Pathway as well as Family and Consumer Sciences and Business programs clusters.

5. Special Services Report – Amanda Judd

Ms. Judd provided the Directors with an update on her program, in addition to the report provided in writing to the Directors.

She addressed the opportunities in the 18-21 program with the CTE overlay.

Discussion included addressing individual needs of special education students and the collaboration between the subject matter teachers and special education teachers. A large focus exists on compliance. Every year the state department conducts an audit. The school meets requirements. A copy of the audit information is included in the Board's packet. Parent feedback information was also provided, and it is appreciated that this could be shared with the teachers and teams. Parents and students are happy and learning.

Ms. Judd stood for questions from the Directors.

Alisha Delamarian presented the Directors with information on the English Learner program. Three students exited this year, which was a big program development and celebration. Addressed the new students who have entered the program. There are 20+ new students into the program this year.

Stood for any questions from the Directors.

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.

This session was tabled until a future meeting agenda and no executive session was 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.

Reminder of Stride Board Summit occurring this coming October. Director Shaver and Ms. Edginton are both scheduled to date to attend. If others wish to attend, they should communicate with Mr. Groshong or Ms. Edginton.

IV ADJOURNMENT

Motion to adjourn was made by Director Shaver at 11:25 AM, seconded by Director Krein.

Motion approved unanimously.

The meeting was adjourned at 11:25 AM MDT.

Respectfully submitted this 17th day of July 2024.

Mike Groshong, Board Clerk.