

IVA Board Meeting
Wednesday, April 6th, 2016

7:00-9:15 p.m.

3601 Linden Ave, Long Beach, CA 90807, Classroom 113

Minutes

Karyn Pace, Shelly Millsap, Rebecca Irwin, Janet Watt, Robin LaBarbera, Steve Porter, Jasmine Menard-Lenczewski, Gregg Whelan, Edward
Staff: Jacquie Bryant, Danielle Montiel
Guests: Summer Sanders, James McGrath, Michelle Tubbs, Susan Redmond, Jason Baehr

1. Call to order and overview: Steve Porter called the meeting to order at 7:07 p.m.
2. Report of closed session items: At the March 2nd meeting, Michelle Tubbs' contract was renewed.
3. Public Hearing: No previous requests
4. Public comments on agenda items: None
5. Consent Agenda: March 2 and March 24 meeting minutes, check register, and LACOE MOU. Steve Porter requested that we remove the LACOE MOU from the consent agenda for discussion at this meeting.
Motion: Steve Porter motioned that we approve the consent agenda items, inclusive of the March 2 and March 24 meeting minutes and the check register.
Second: Janet Watt
Vote: unanimous
Item #160417-18ca
6. Understanding our Mission – skipped
7. Reports: Steve Porter reported that Eric Churchill continues to work on developing the board; he has meet with two prospective board members; he continues to meet regarding strategic planning; he is working with school leaders on developing an equity statement. Janet Watt reported that the lockers are in. Jacquie reported on the Middle School: recently had 96 parent conferences (conversations); 41 families gave feedback that the staff reviewed; they are making changes based on those recommendations; parents wanted conferences earlier in the year (6th graders); 8th grade conferences felt more like “exit interviews.” Danielle Montiel reported that the lottery is tomorrow. James McGrath reported on the High School: the period started strong with LACOE authorization and conditions to discuss; he said that reports on teacher hires, facilities, and enrollment will be discussed later.
8. Business items
 - a. Marketing: Rebecca Irwin sent an email with marketing data; she requested that the Board spend time reading what she sent.
 - b. Academic Oversight: none
 - c. Finance: Jasmine Menard-Lenczewski reviewed the financial report. We are in a strong financial position. James McGrath shared a 2-month snapshot: financially, the Academy looks good; savings reported since we have postponed some hires due to the possibility of not getting our charter; another challenge is hiring faculty on part time basis; he discussed back office service provider – EdTech. There is an “add on” fee for the High School.

Motion: Steve Porter motioned to renew the current EdTech contract for the Middle School and High School in the amount of \$100,000 in year one and \$112,500 in year two

Second: Jasmine Menard-Lenczewski

Vote: Unanimous

Item #160419

- d. Fund Development: Gregg Whelan reported on the fund development plan for the Middle School: There have been discussion about an annual board member giving requirement, and that board members will be asked to buy or sell seats at a table at the gala. Susan Redfield mentioned responsible parties for participating in event planning, and ways for board members to get involved. Shelly Millsap requested that the board go to closed session to discuss items. The board discussed some of the fund raising responsibilities, including volunteers, training in grant writing, recruiting stakeholders (parents who might have resources and/or connections), interested parties. Rebecca Irwin asked if there was a budget for hosting the gala, and Gregg Whelan responded with \$25,000. Rebecca Irwin request that something be added about follow up from donations in the plan.

CLOSED SESSION:

Shelly Millsap asked about the time it took to have the gala and the finances, question if this was an event that we can support, pay for, have time available, etc; She also had concern that no thank you's or tax receipts were sent. Janet Watt said roles were not clearly defined; the event planner did not deliver on some promises, which put pressure on the school; Janet Watt expressed that the gala is the best way to raise such a significant amount. She also asked if we have the funds to support an independent consultant. James McGrath suggested that we keep track of time spend for those who are helping. Karyn Pace questioned whether we might lose board members because of expectations for donations.

Motion: Steve Porter motioned to adopt the 2015-2017 fund development plan for the Middle School.

Second: Janet Watt

Vote: Unanimous

Item #160420

- e. Policy (ad hoc): Danielle Montiel discussed the fiscal policy amendments.
Motion: Steve Porter motioned to adopt the amended fiscal policy as inclusive of the language to comply with LACOE requests and the align policy with practices.
Second: Jasmine Menard-Lenczewski

Vote: Unanimous

Item #160421

- f. Board Governance: Governance was moved to another meeting. Announcement that Janet Watt was nominated as PTSA parent rep to the board. At the May meeting Eric Churchill will likely nominate a new board member. Board members have to complete board members again. James McGrath requested they be filled out tonight.
- g. the MOU with LACOE, move from consent agenda for discussion: James McGrath mentioned the issue of getting to 96 in enrollment, and if we don't the charter could be revoked. Summer Sanders reported that 20 families have turned in registration, and that 22 students are registered; the next registration is April

27; the illuminate data base has been set up; a flyer has been created; community outreach and education is ongoing; advertisements were placed in the Gazette; Summer has reached out to those who applied but have not yet registered.

Motion: Steve Porter motioned that we confirm the execution for the LACOE MOU for the High School

Second: Janet Watt

Motion: Unanimous

Item #160422

- h. Facilities (ad hoc): James McGrath reported that there a few places available in Long Beach that are pre-zoned and appropriate, move-in ready, with adequate parking. He has identified a place that might be a good option. James asked that if we have a lease agreement in hand could the board come in for a quick discussion and approval.
 - i. Leadership Oversight (ad hoc): Karyn Pace reported on the principal evaluation process; she will be requesting a committee to help complete the evaluation. James McGrath reported on the teacher hiring process; several promising applicants that will be presented at the next board meeting; 70 applicants for the humanities position; many have teaching awards and extremely high student evaluations.
Motion: Steve Porter motioned to hire Dustin Schmidt for the founding humanities position.
Second: Gregg Whelan
Vote: Unanimous
Item #160423
 - j. Disciplinary (ad hoc): none
9. Chairman's communication/announcements: none
 10. Future Business: we will review the resume of a potential event planner at the next meeting.
 11. Call to adjourn and next meeting: Steve Porter adjourned the meeting at 8:59.

Respectfully Submitted:



Robin LaBarbera, Board Secretary

Approved: May 4, 2016