

We seek to foster meaningful growth in intellectual character virtues in a thoughtful, challenging and supportive academic environment.



IVA Board Meeting Minutes
Wednesday, December 9, 2015

7:00-9:00 p.m.

3601 Linden Ave, Long Beach, CA 90807, Classroom 214

Present:

Board Members: Steve Porter, Gregg Whelan, Jasmine Menard-Lenczewski, Eric Churchill, Rebecca Irwin, Jason Baehr, Janet Watt, Karyn Pace, Robin LaBarbera

Staff: Jacquie Bryant, Summer Sanders, Danielle Montiel

Guests: James McGrath

1. **Call to order and welcome** – Eric Churchill called the meeting to order at 7:07 p.m.
2. **Report of closed session items** – The board approved the payment of a stipend for the Program Administrator for work completed outside of her normal job description.
3. **Public Hearing** – One guest, Mrs. van der Fluit, wanted to address the board about teacher hiring. She asked how teachers are chosen for the classes they teach. Eric Churchill mentioned that the board does not make those day-to-day decisions, and Jacquie Bryant answered her question by stating that all teachers at IVA have the appropriate credentials.
4. **Public testimony on agenda items** – none previously submitted
5. **Consent agenda** – Agenda items include November 18 minutes, check register, resolution confirming James McGrath. The check register will be removed and discussed in the fund development committee update. There was a discussion about removing the dollar amount of the PA stipend prior to posting the minutes online, and including the work “redacted” in the title.
Motion: Eric Churchill moved to approve the consent agenda inclusive of items 151257-151259
Second: Steve Porter
Vote: Unanimous
Item #151257-151258CA
6. **Understanding our Mission** – Eric Churchill reviewed Parliamentary Procedure, a set of rules for conducting meetings. He reviewed how to make and amend motions and voting procedures.
7. **Staff report** –
 - a. Middle School: Jacquie Bryant briefly discussed the high school choice process. Students find out in April if they get into their school of choice. She also mentioned we have 12 clubs on campus.
 - b. High School: James McGrath reported on the progress of a 2016-2016 timeline/goals that he posted some time ago. The end goal is to open the HS in September 2016.
8. **Committee updates – Not necessarily in order of presentation**
 - a. **Marketing** – MS: Rebecca Irwin previously sent an email to the board updating us on marketing communications.
HS: Summer Sanders reported on ads placed in the Gazette and Press Telegram, coffee in the courtyard, making network connections, reaching out to parents at IVA, newsletters, emails to home school connections, phone calls, etc. She is looking for connections to MS counselors in the district.
 - b. **Curriculum** – MS:
Motion: Eric Churchill moved to adopt the Educator Effectiveness Funding and Expenditure Plan
Daniel Montiel reported on funds to be received, based on a funding over three years, to be used for teacher training and development.
Second: Steve Porter

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Vote: Unanimous

Item #121559

HS: James McGrath reported on the Authorization Update. The district will be voting on charter approval at their Dec. 17 board meeting.

- c. **Finance** – MS: Jacquie Bryant shared the rationale for increasing enrollment. She shared the pros and cons of raising student numbers to 254 over time. She believes that two full-time teachers per content level is ideal, with one full time counselor and 1-2 full time administrative assistants. Class size would not change from 28 per class. Rebecca Irwin voiced some concerns about growth at this point in the school’s establishment. Steve Porter discussed that keeping staff at current levels without increasing enrollment will ultimately place us in the “red” in the budget. The discussion will be ongoing. Jacquie Bryant suggested the Board make a decision before the lottery in April so we can report how many spots are available.

Motion: Jasmine Menard-Lenczewski moved to table the discussion.

Second: Gregg Whelan

Vote: Unanimous

Item #151260

Motion: Eric Churchill moved to accept the 2014-2015 audit

Second: Jasmine Menard-Lenczewski

Vote: Unanimous

Item #151261

HS: James McGrath updated the board on the HS financial snapshot.

- d. **Fund development** – Eric Churchill shared that Rebecca Irwin commented that some money was moved from the marketing budget to pay for overages from the gala, and she is requesting that the funds be moved back.

There was a discussion about thank you letters sent to those who donated money to the gala.

Motion: Eric Churchill moved to approve the check register for the month of November

Second: Janet Watt

Vote: Unanimous

Item # 151262

- e. **Policy** – Eric reported that he, Karyn Pace, and Jacquie Bryant continue to work on a hiring policy.
- f. **Board governance** – Eric Churchill asked us to continue recruiting new board members.
HS: nothing to report
- g. **Facilities** – MS: Eric Churchill reported that he submitted the final lease changes to the landlord and he is waiting to hear back. The landlord asked us to draft an MOU rather than amending the lease. The conversation is ongoing, and the agreement will come to the board for approval.
HS: James McGrath reported on the pros and cons of 4 potential HS facilities.
- h. **Personnel** – nothing to report
- i. **Disciplinary** – nothing to report

- 9. Chairman’s communication – Eric Churchill reported that he is working on open session BIMS on the website, and our governing documents. He asked Robin LaBarbera to create an Action Tracker, similar to the Motion Tracker currently in use.

- 10. Public comments on items in open session - none

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11. Call to adjourn and next meeting January 6, 2016. Eric Churchill adjourned the meeting at 9:13 p.m.

Respectfully Submitted:

A handwritten signature in black ink that reads "Robin LaBarbera". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Robin LaBarbera, Board Secretary

Approved: January 14, 2016