

Our mission is to foster meaningful growth in intellectual virtues, which are the personal qualities of an excellent thinker or learner. In particular, we will focus on fostering IVA's nine "master virtues," which are curiosity, intellectual autonomy, intellectual humility, attentiveness, intellectual carefulness, intellectual thoroughness, open-mindedness, intellectual courage, and intellectual tenacity.



Meeting Minutes

Date: February 19, 2014 at 7:00 PM

Title of Meeting: Board of Directors

Location: Long Beach, CA

Board Members Present: Eric Churchill, Rebecca Irwin, Steve Porter, Edward Castro, Jason Baehr, James McGrath, Karyn Pace, Janet Watt

Board Members Absent: Shelly Millsap

Order of Business

1. Call to Order - 7:04 by Eric Churchill
2. Report of Closed Session actions - *nothing to report*
3. Public Hearing - *no previous requests*
4. Call for additional Agenda Items / Adoption of the Agenda

Eric Churchill moved to adopt the agenda for February 19th, 2014

Second: Janet Watt

There was no further discussion

Unanimously approved

Item #1405

5. Approval of the Minutes

Eric Churchill moved to approve the minutes from January 15th, 2014

Second: Jason Baehr

Discussion: correct spelling of Karen Pace correct spelling of Gregg Whelan remove Mynor Monteil from Board Members present

Minutes unanimously Approved

Item #1406

6. Public Testimony on Agenda Items - *none previously submitted*

Understanding our Mission

7. Ed Castro shared on persistence and intellectual grit. "Nothing in the world can take the place of persistence. Talent will not; nothing is more common than unsuccessful men with talent. Genius will not; unrewarded genius is almost a proverb. Education will not; the world is full of educated derelicts. Persistence and determination alone are omnipotent. The slogan Press On! has solved and always will solve the problems of the human race." - Calvin Coolidge

We watched a [video](#) of Angela Lee Duckworth [Ted Talks] "The key to success? Grit"



Chairman's Communication

Eric invited the board to refer to page 5 in their board packet [transition plan]

8a. Committees

> Action Item: Turn in committee charter by February 1

b. Eric reminded board members that COI Code and Form 700 should be downloaded from the FPPC site and filled out. The form should accompany the COI policy.

> Action Item: Turn in Form 700

c. Strategic planning - Eric has contacted a couple of consultants on strategic planning but is waiting to hear on the supplemental request from JTF.

d. Eric reviewed the results of the board assessment taken at the last board meeting. He invited questions and comments on the strengths and needs. James voiced his concern about balancing our education strength with more board members who have financial experience.

e. Board Involvement - board members were invited to attend upcoming events: Information night on February 20th and March 20th, the Open House in May. Eric would also like to set a goal for fundraising for the board.

f. f. things on EC's to do list

i. create advisory board - getting people involved in ways to diversify our school

ii. create fundraising goal

iii. diversity

iv. recruit new directors

v. strategic planning

Principal's Update

9. Jacquie Bryant presented a Principal's Update through the lens of the 5 Leadership Practices

Committee Updates

10a. Nominating Committee

Steve presented the rationale for bringing Gregg Whelan onto the board of directors as treasurer.

Steve moved to appoint Gregg Whelan to the IVA BOD effective immediately for a period not to exceed two years. James seconded



Discussion - none

Vote - all in favor*

*Karen not present for vote

Item #1407

EC moved to appoint Gregg Whelan to CFO for IVA for a period of two years

James seconded

Discussion - none

Vote - all in favor*

*Karen not present for vote

Item #1408

Thank you Steve and Karen for his hard work getting this nomination in place.

10b. Policy Committee

i. We need to amend our fiscal policy to reflect different timelines and to include a section on capitalization thresholds.

ii. We need to insert the words "or finance committee in the absence of an audit committee."

Eric moved to amend the budget development and oversight calendar as presented to the board (include document) and to insert the words "or finance committee in the absence of an audit committee" in the audit comm. responsibility clause in part A of the fiscal policy.

Second - Steve Porter

Vote - all in favor

Item #1409

iii. Bylaws

With the recent amendment to the Brown Act, we require insertion of a statement requiring a roll call vote for non-unanimous votes in the quorum section.

Eric moved to amend the bylaws by inserting the sentence "In the case of a non-unanimous vote, each director's vote shall be imdv. recorded via a roll call vote," into Article VII, Section 17

Second - Janet Watt

Discussion - none

Vote - all in favor

Item #1410

iv. Part-time contract

Eric proposed to remove the statement "This Employment Agreement is subject to ratification and approval by the Governing Board of IVA" from the part-time employment contract.

There was discussion about the ratification process.

> Action Item: Eric asked Edward and James to consider the implications and write their thoughts for the board to chew on it and make a decision. Pros and Cons.

One suggestion offered would be for it to go the personnel committee for review.

Another suggestion would be to have Principal Bryant present her due diligence and the board can agree with her choice.

Eric moved to approve the employment contract for Anne Kiner for part time Lang. Dev. Specialist

Second - Janet Watt

Discussion - no more

Vote - all in favor



Item #1411

v. admissions

A concern was brought to the board about our current admission process and wait list regarding twins (multiples).
Jacquie mentioned this is a charter decision.

> Action Item: Eric requested that Jacquie and her staff make a proposal for an amendment at the March board meeting.

The other concern was the waiting list and that IVA may become a default choice for students with disciplinary problems.
Is there a proactive way to notify families of our disciplinary process?

It was proposed that a set of questions would be offered to applicants to see if this is a fitting place for their student.

> Action Item: Eric suggested a wait list packet that families receive. Much of this content can be pulled from our current FAQs

10c. Finance Committee

i. Auditor

Eric moved to contract with Wilkinson, Hadley, King and Co. to carry out IVA's annual financial audit.

Second - James

Discussion - none

Vote - all in favor

Item #1412

ii. **> Action Item: due to timing, Eric made a note to review the financial update more thoroughly next meeting**

iii. revolving loan

Eric moved to apply for the CDE revolving loan in the amount of \$150,000

Second - Janet Watt

Discussion - none

Vote - all in favor

Item #1413

> Action Item: Steve suggested that the finance committee come up with a plan B if the loan is not obtained.

10d. Facilities Committee - still negotiating lease agreement with landlord

10e. Personnel Committee - see part time hire of Language arts teacher above

10f. Curriculum Committee - nothing new reported

10g. Food + Awards Committee

Janet Watt said they have submitted a federal application for a school lunch program.

10h. Marketing Committee

Rebecca asked for an update on Grants - Jacquie reported she has received 6 rejection letters thus far and that she is spending approx. 10 hours a month editing new grant proposals.

> Action Item: Eric noted we need an update from Orange Door at our next board meeting.

11. Public Comments on Agenda Items - *none*

12. New Items of Business for our next Board Meeting on February 19 - *none*



13. Call to adjourn - Eric adjourned the meeting at 9:31pm

The next IVA Board Meeting will be held on March 19, 2014 at the IVA office located at 3601 Linden Avenue, LB 90807.

Respectfully submitted:
Rebecca Irwin, ad hoc Recording Secretary