

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



**IVA Board Meeting Minutes**  
**Wednesday, February 3, 2016**

7:00-9:00 p.m.

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

**Present:**

Board Members: Jasmine Menard-Lenczewski, Janet Watt, Robin LaBarbera, Eric Churchill, Karyn Pace, Shelly Millsap, Rebecca Irwin, Edward Castro.

Staff: Jacquie Bryant, Danielle Montiel, Ian McCurry

Guests: James McGrath, Chang and Levi from Edtec, Susan Redfield, Jason Baehr, Summer Sanders

1. **Call to order and welcome** – Eric Churchill called the meeting to order at 7:09 p.m.
2. **Report of closed session items** – none
3. **Public Hearing** – there were no previous requests for a public hearing
4. **Public testimony on agenda items** – none previously submitted
5. **Consent agenda** – Agenda items include January 14, 2016 minutes, immunization and admission policies amendments, December check register.  
**Motion:** Eric Churchill moved to approve the consent agenda inclusive of items 160206-08CA  
**Second:** Janet Watt  
**Vote:** Unanimous  
**Item #160206-08CA**
6. **Understanding our Mission** – Shelly Millsap shared about her discussion of intellectual virtues at Vanguard in a class she teaches on Business Ethics. Ian McCurry, an IVA founding teacher, discussed challenges and positive things he’s noticed as the school has grown and developed. He’s seen significant growth in our students in the intellectual virtues.
7. **Staff report** – MS: Annual Performance audit – Jacquie Bryant shared about some semester culminating activities. We have 110 applicants for 6<sup>th</sup> grade, and several new ones for 7<sup>th</sup> and 8<sup>th</sup>. HS: James McGrath will share more later about the High School, about recent postings for teaching positions, finding facilities, enrollment, etc.
8. **Business Items** –
  - a. **Marketing** – MS: Rebecca Irwin will send the MS report. Advertisements were placed in the Gazette recently. HS: Summer Sanders updated the board on marketing efforts. We have brochures in three languages, distributed by hand and mail; merchandise is available; Facebook page is updated frequently; 5 ads were placed in local publications; a newsletter has 752 recipients, and 182 additional neighborhood contacts (7 newsletters have gone out); 4 public events; school outreaches; database of 60 applicants so far; community activities for the Middle School; outreaches to home school organizations; dropped of brochures as several middle schools.
  - b. **Curriculum** – MS: Nothing at this time. HS: County Appeal Plan update. James McGrath shared that the Appeal package was prepared and submitted to LBUSD; He expects that we will find out by mid March whether we are authorized. Next Wednesday there will a “capacity interview” of several board members and staff.
  - c. **Finance** – MS: Chang and Levi from Edtec provided training to the board on how to read financial statements and provided an update on our financial position. HS: James McGrath updated the board on the HS financial position. Supporting materials are on Dropbox.

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- d. **Fund development** – MS: The fund development committee (Gregg Whelan, Janet Watt, Susan Redfield, and Judy Hunter) met this week. Susan and Janet updated the board about their meeting, especially about funds raised from the Gala. Susan Redfield is creating a fund development plan that will be presented to the board prior to the next meeting, so it can be voted on at that meeting. The committee also endorses the Principal’s plan for expansion.
- Jacque Bryant shared the rationale for considering expansion, and she presented an enrollment plan to increase enrollment by 22 students, for a max of 234 students at 3 classes per grade level, and a cap of 26 per class. She asked for any questions or concerns. The Landlord has agreed to grant us three additional classrooms to accommodate the increased growth.
- Motion:** Eric Churchill motioned to increase enrollment by 22 students annually to obtain a 26:1 student-teacher ratio for a total school size of 234 students.
- Second:** Janet Watt
- Discussion:** Rebecca Irwin expressed concern about full-time teachers being responsible for full semester electives. Jacque Bryant explained that she is considering electives and will build a staff of teachers who might be able to fulfill those electives. Interviews can determine where potential teachers see their strengths as far as electives.
- Vote:** Unanimous, with abstentions.
- Abstained:** Rebecca Irwin, Karyn Pace
- Affirmative:** Jasmine Menard-Lenczewski, Janet Watt, Robin LaBarbera, Eric Churchill, Shelly Millsap, Edward Castro
- Item #: 160209**
- e. **Policy** – none
- f. **Board Governance** – Eric Churchill mentioned that he is meeting with two potential board candidates with expertise in curriculum. He also asked for our form 700.
- g. **Facilities** - none
- h. **Personnel** – James McGrath mentioned the recent job posting on Monday, and he already has 60 applicants.
- i. **Disciplinary Committee** - none
9. **Chairman’s Communication** – Eric Churchill mentioned that Strategic Planning will resume. Steven Goodwin will lead the process at no additional expense. He discussed James Suarez’s recent supportive and positive comments about IVA.
10. **Public comments on items in open session** – none
11. **New items of business for future approval** – none
12. **Call to adjourn and next meeting** March 2, 2016. Eric Churchill adjourned the meeting at 9:19 p.m.

Respectfully Submitted:

A handwritten signature in black ink that reads "Robin LaBarbera".

Robin LaBarbera, Board Secretary

Approved: March 2, 2016