

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



**IVA Board Meeting Minutes**  
**Wednesday, March 2, 2016**

7:00-9:00 p.m.

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

**Present:**

Board Members: Jasmine Menard-Lenczewski, Janet Watt, Eric Churchill, Rebecca Irwin, Edward Castro, Gregg Whelan, Steve Porter.

Board Members Absent: Shelly Millsap, Karyn Pace, Robin LaBarbera

Staff: Jacquie Bryant, Danielle Montiel, Chris Fountain (History Teacher)

Guests: James McGrath, Summer Sanders, Michelle Tubbs, Judy Hunter (parent)

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** – Judy and Michelle attended and completed request forms.
4. **Public testimony on agenda items** – none previously submitted
5. **Consent agenda** – Agenda items include February, 2016 minutes, January check register.  
**Motion:** Eric Churchill moved to approve the consent agenda inclusive of items 160310-160311CA  
**Second:** Gregg Whelan  
**Vote:** Unanimous  
**Item #160310-160311CA**
6. **Understanding our Mission** – Chris Fountain, History Teacher, shared his passion for the complexity of history, love for development of curriculum, and passion for empowering students to think deeply about the curriculum.
7. **Staff report** – MS: Jacquie Bryant shared a letter from a parent, whose student transferred in the middle of the year. She presented an applicant update; March 7 is information night; and upcoming conferences. Danielle Montiel explained the automatic extension of charter term from 6/30/16 to 6/30/17.  
HS: James McGrath discussed LACOE authorization hearing next Tuesday; 200 applicants for teachers and interviews will take place next month; facilities tours on Friday.
8. **Business Items** –
  - a. **Facilities** – MS: Janet Watt provided an update on lockers and meetings with the landlord to discuss. HS: James McGrath updated the board on Friday tours.
  - b. **Fund development** – MS: Gregg Whelan reported on the fund development committee meeting (Gregg Whelan, Janet Watt, Susan Redfield, Judy Hunter, Jacquie Bryant, Eric Churchill, Danielle Montiel). When looking for new board members, we want to give consideration to those who have contacts and means to help with fund development. Susan Redfield will continue to work on developing a plan to present to the board. Eric Churchill mentioned that 7 of 10 board member terms are expiring. There was a discussion about desired board member skill set. There was a discussion about next gala. There will be a dance on April 15.
  - c. **Marketing** – MS: Rebecca Irwin referred to the marketing update email she sent to the board. She discussed the Beyond Measure event.  
HS: Summer shared about the welcome packets to be sent to applicants that contain a send-in “intent” card. There is a March 22 deadline.
  - d. **Curriculum** – MS: Nothing at this time.

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HS: Michelle Tubbs discussed SELPA (Special Education Local Plan Area). Every school must belong to a SELPA. The Middle School belongs to Long Beach SELPA. There is an option to apply to Long Beach/local or county SELPAs.

**Motion:** Eric Churchill motioned to apply to El Dorado county SELPA

**Second:** Jasmine Menard-Lenczewski

**Vote:** Unanimous

**Item #: 160312**

- e. **Finance** – MS: We are in a position of strong financial health.  
HS: LACOE has asked for 6 months of income, balance sheet, and general ledger.
  - f. **Policy** – Eric Churchill and Jacquie Bryant will meet to discuss the Communication Policy, which outlines how school business will be discussed with parents. The website outlines for parents how they should bring concerns to IVA.
  - g. **Board Governance** – Eric Churchill reminded the board about form 700 that needs to be completed. He will nominate a potential board member at the next meeting. Eric Churchill mentioned that we are moving forward with an ad hoc strategic planning committee. Jennifer McQuarrie spoke about a compliance refresher  
**Motion:** Eric Churchill moved to approve the 1<sup>st</sup> and 2<sup>nd</sup> interim reports.  
**Second:** Jasmine Menard-Lenczewski  
**Vote:** Unanimous  
**Item #: 160313**
  - h. **Personnel – CLOSED SESSION**  
Michelle Tubbs' contract is ending. James McGrath recommended that the board authorize her contract renewal. Michelle has expertise in special education.  
**Motion:** Eric Churchill motioned to amend Michelle Tubbs' contract to add 120 hours at a contracted hourly rate of \$55.  
**Second:** Janet Watt  
**Vote:** Unanimous  
**Item #: 160314**
  - i. **Disciplinary Committee** - none
9. **Public comments on items in open session** – none
  10. **New items of business for future approval** – Issues with the wait list: a BIM will be provided and discussed at the April meeting.
  11. **Call to adjourn and next meeting** April 6, 2016. Eric Churchill adjourned the meeting at 9:00 p.m.

Respectfully Submitted:

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

Robin LaBarbera, Board Secretary

Approved: April 6, 2016