

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



**IVALB Board Special Meeting Minutes
Thursday, May 19, 2021
7pm, Middle School**



1. Call to Order: 4:05p.m.

- Thank-you and welcome
- Roll call (have Howie do roll call): Eric Churchill, Dan Hertzler, Josh Ross, Steve Porter, Howie Fitzgerald, Jamie Campbell, Janet Moore
- ABSENT: Karyn Pace
- Also in attendance: James McGrath, Jacquie Bryant, Joanna Han, Rachel Gordon

2. Reports

- General updates – HS (James)
 - I. PPP Update
 1. The window for forgiveness opened up recently. The high school is working on the application with a goal of completing the process in 2021-22, which is reflected in the budget.
 - II. Draft budget for 2021-22
 1. Next year's budget looks very strong with income on top of reserves.
 2. The following two years (FY2022-23 and FY2023-24) reflect budget deficits. The high school is working to reduce the deficits but plans are still preliminary.
 - III. ELO Grant
 1. The high school submitted a grant request for \$83,000, results are pending.
 - IV. LCAP
 1. The LCAP helps frame the program with concrete goals, provides metrics for whether goals are being achieved and proposes actions that the school is implementing to achieve goals.
- General updates – MS (Jacquie)
 - I. Program refinement
 1. Looking forward to next year, the middle school will continue to develop the tutoring program as well as the summer bridge program.
 2. The middle school will also seek to grow various affinity groups for more connection opportunities between faculty, staff and various external communities.
 3. The middle school will continue to develop policies of restorative justice.
 - II. Open positions
 1. There are currently three open positions in the middle school
 - III. Parent Surveys

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1. Surveys were very positive overall with record breaking submission rates.

IV. COVID Trends

1. The focus of last year for faculty, staff and students were to survive the year. The middle school is moving from a reactive stance to a proactive mindset.

3. Understanding our Mission and Recognition

- Not on the agenda

4. Public Hearing

- Nothing submitted

5 Public Comments on Current Agenda Items

- Nothing submitted

6 Consent Agenda Items

- No changes to the consent agenda were proposed by the board
- There was a discussion about Starbucks gift cards and Amazon payments by the high school that did not have a description. James reported that the Starbucks gift cards were used as student incentives and will work to include a more accurate description for purchases in the future.

Motion: I move to approve the consent agenda, inclusive of April meeting minutes, check and credit card registers for both schools, HS calendar, shared staffing agreement with We the People for the HS, and new student information system contracts for both schools.

Second: Janet Moore seconds

Discussion: Steve Porter: How stable is We the People? They did not hit their enrollment numbers, closing is a possibility. We have a good relationship with them. Nothing in the shared agreement would get us out of liability for the remainder of the teacher's contract if they close. James: The risk isn't to the school, but to their teachers. Jamie: Requested a memo for the board to review outlining how we would proceed if We the People closes.

All in favor: Eric Churchill, Dan Hertzler, Josh Ross, Steve Porter, Howie Fitzgerald, Jamie Campbell, Janet Moore.

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All opposed: None
Abstentions: None
Item#

7. Business Items

Fund Development

NA

Finance

The middle school confirmed that LCAP needs to be approved.

<i>Motion: LCAP budget overview for parents.</i>
Second: Howie Fitzgerald
Discussion: Current forecast has been adjusted up for \$49,000, \$143,000 in operating income. The middle school was allocated approximately \$59,000 for opening up on time. These funds can be used for in-person instruction. There were only a few negative impacts, including counselor expenses and miscellaneous expenses.
All in favor: Eric Churchill, Dan Hertzler, Josh Ross, Steve Porter, Howie Fitzgerald, Jamie Campbell, Janet More
All opposed: None
Abstentions: None
Item#

<i>Motion: 2021 – 2022 Budget</i>
Second: Josh Ross

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Discussion: Enrollment is full, ADA is expected to hold next year. One-time COVID Funding is not normally part of the assumptions but these are exceptional times. 2% increase in expenses and 3% increase in payroll expected. The only decrease in anticipated expenses are technology since we expect to be back to traditional learning. The compensation committee is still working on recommendations and will be ready for the revised budget next month.
All in favor: Eric Churchill, Dan Hertzler, Josh Ross, Steve Porter, Howie Fitzgerald, Jamie Campbell, Janet More All opposed: None Abstentions: None
Item#

<i>Motion: AB86 expanded learning opportunities grant plan</i>
Second: Steve Porter
Discussion: Received grant money for after school programming and ELO. The programming is based on a student and parent survey conducted last year.
All in favor: Eric Churchill, Dan Hertzler, Josh Ross, Steve Porter, Howie Fitzgerald, Jamie Campbell, Janet More All opposed: None Abstentions: None
Item#

HS

<i>Motion: 2021 - 2022 budget draft</i>
Second:
Discussion: Per Eric Churchill, move this line item to the next board meeting.
All in favor: All opposed: Abstentions:
Item#

<i>Motion: AB86 expanded learning opportunities grant plan as presented</i>
Seconded: Howie Fitzgerald

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Discussion: Adding funds based on stakeholder input, board approval, directed toward most at-risk students with 10% budgeted for Teacher Aides and in-person supports.
All in favor: Eric Churchill, Dan Hertzler, Josh Ross, Steve Porter, Howie Fitzgerald, Jamie Campbell, Janet More All opposed: None Abstentions: None
Item#

Academic Oversight

<i>Motion: Approve LCAP document as presented pending changes to the budget overview section, which will be updated shortly.</i>
Second: Eric Churchill
Discussion: MS: Last year's document asked for planned actions and expenditures. The current document asked for the results. The middle school planned to make sure students had connectivity. Staff were utilized to contact absent/late students, which was a very effective tool to monitor student participation. The middle school plans to continue to utilize the same strategies going forward. Student well-being was a big part of the report last year. The middle school was able to address positive programming in this area. Local Performance Indicators: Joanna – the indicators will be public. Jacquie stated that there might be more pressure from the state for proof of credentials after June 2025. No changes have been made official yet but the school should consider this as they hire. The LPI included a great document about parent engagement and school climate. A broad course of study was not an issue for the middle school since all students take all the classes. This report from the middle school was an update; no vote was necessary. The LCAP goal for next year will include action items related to each individual goal. Different groups of staff and faculty reviewed and approved different parts of the document. One part is still incomplete

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but Jacquie Bryant requested that we approve the LCAP document pending changes to the fiscal section.
All in favor: Eric Churchill, Dan Hertzler, Josh Ross, Steve Porter, Howie Fitzgerald, Jamie Campbell, Janet More All opposed: None Abstentions: None
Item#

<i>Motion: Approve Local Performance Indicators as presented.</i>
Second: Jamie Campbell
Discussion
All in favor: Eric Churchill, Dan Hertzler, Josh Ross, Steve Porter, Howie Fitzgerald, Jamie Campbell, Janet More All opposed: None Abstentions: None
Item#

HS:

<i>Motion: Approve LCAP hearing as presented</i>
Second:
Discussion: The high school is using the funds in traditional concentration funds and federal Title I funds. They give the high school a chance to highlight its strong support systems for at-risk students. Funding is being directed to support these students.
All in favor: All opposed: Abstentions:
Item#

Disciplinary

NA

Policy

NA

Board governance

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<i>Motion: Move to appoint Lachelle to a 1 year term</i>
Second: Dan Hertzler
Discussion: The board requested her contact information
All in favor: Eric Churchill, Dan Hertzler, Josh Ross, Steve Porter, Howie Fitzgerald, Jamie Campbell, Janet More
All opposed: None
Abstentions: None
Item#

- Committees
 - Eric noted that a few committees could use some help. He requested that the board review the list that was included in the board packet and send him a list of committees that they are interested in.

Facilities

NA

Leadership Oversight

Steve agrees to new process.
Need to move it forward

Marketing

NA

8. Comments on items considered in open session

9. New Items of Business for Future Approval

10. Announcements

11. Announcement of closed session items

12. Public comments on items in closed session

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13. Closed session

14. Return to open session (turn on recording) and report on any action taken

Next Meeting: June 2021

15. Call to adjourn: 9:22 pm.

Respectfully submitted,

Howie Fitzgerald

Approved: June 21, 2021 IVA Board of Directors Meeting