

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



IVA Board Meeting
Wednesday, May 20, 2020
7:00 p.m. Zoom Meeting



Minutes

1. **Call to Order** (Turn on recording)
 - Thank-you and welcome: 7:06pm
 - Roll call: Eric Churchill, Josh Ross, Richard Williams, Steve Porter, Karyn Pace
 - Janet Moore arrived at 7:10pm
 - ABSENT: Dan Hertzler
 - Items on the agenda: Consent Agenda (April meeting minutes, registers, instructional calendar, credential report), online marketing contract, COVID-19 update, MS budget approval, April financials, outside playground contract and closed session item: SPED update.
2. **Reports**
 - General updates – MS (Jacquie)
 - We continually refine programs; we have high engagement with our distance learning. Teachers are thinking creatively about students and engagement.
 - Distance learning continues through end of the year. For the fall, nothing is known yet, but we are researching and readying ourselves.
 - LCAP postponed until Dec. 15, 2020.
 - Covid-19 Report is a replacement for the LCAP during this time.
 - Budget anticipates a 5% cut to our budget, including a cut to compensation to our staff, and a negative operating income.
 - Added a Fireside Chat to address families' concerns/questions. Did a survey of families about how MS is doing – overall students are overwhelmed, but families' appreciate how school is handling things.
 - Interventions – office staff shifted immediately after closure, changed all their roles to help families.
 - Promotion Ceremony on Thursday, June 11, 9am
 - Professional Development has continued 2 hours/week, helped them cope together. They are looking at a whole new way of interventions.
 - Lease Negotiations – tomorrow there will be a conversation with landlord about not having an increase in rent next year.
 - General updates – HS (James)
 - Student engagement is the topic of the day in education. HS put together some programs bc we've seen some students drop off dramatically. Our attendance is at 88%, but the measure is bare minimum. Deep engagement is hard to track. Relatively, we're doing well.

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- What's happening in the fall – difficult to plan right now. No one really knows yet.

3. Public Hearing

Public input is important for the success of the school. Therefore, we would like to provide a forum for guests to address the school board on topics of relevance to the school. Public hearing items should be brought to the board chairman ahead of the meeting and the instructions for doing so are posted on the website. Typically, public hearings are for non-agenda items and are things that the public would like the board to consider.

4. Understanding our Mission and Recognition

- Megan Flower, IVA 6th/8th grade teacher
One focus is the socio-emotional health of the kids. She checks in, creates structure on Zoom, and considers how to support students through academics. Some of her students are writing memoirs about this time of Covid. Super supportive colleagues have helped her tremendously.
- Kim Adamson, IVA MS teacher
She and Ms. Fountain have been doing Covid journals with the students that they share with one another. Gives perspective through a unique outlet.

5. Announcement of Closed Session Items

Per gov't code 54956.8 items related to litigation may be done in closed session. We will move into closed session to discuss these negotiations at the end of the meeting.
SPED Matter Update

6. Public Comments on Current Agenda Items

Additionally, we would like to provide the public an opportunity to comment on agenda items, **which have been posted.**

If you wish to address the board ON AN AGENDA ITEM, and have not previously submitted a request, please fill out the provided forms and submit them to the secretary.

Nothing submitted

7. Consent Agenda Items

- April meeting minutes

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- Check and credit card registers for both schools
- Instructional Calendar
- Credential Report

After reviewing the items on the consent agenda ahead of the meeting, are there any items directors would like removed from the consent agenda for full board discussion?

Any minor changes to be made to items remaining on the consent agenda?

Eric is pulling the April minutes to make sure they are reflected in the recording of our meeting.

<i>Motion: Eric moves to approve the consent agenda, inclusive of April meeting minutes, check and credit card registers, Instructional Calendar, Credential Report</i>
<i>Second: Richard</i>
<i>Discussion</i>
<i>All in favor: All approved</i>
<i>All opposed:</i>
<i>Abstentions:</i>
<i>Item#</i>

7. Business Items

Marketing

MS: N/A

HS: Online Marketing Contract – James and Laura looked at five different organizations to help with internet traffic issues in marketing. The marketing firm, Electric, fits our budget, and can help us get our message to more people. We create content and they help us get it out there. The new website will help optimize a variety of marketing techniques. We discussed the cost of the current company vs. Electric. The measurable: enrollment. We will be increasing our expenditures by \$6K.

Eric moves to authorize the High School to execute a contract with Electric.
Howie seconds

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All approve

Academic Oversight

MS:

- **Update – StevePorter**

Per IVA's General Complaint Procedures (GCP), this is a report to the board of an investigation of a parent complaint to the board chair in writing (May 3, 2020 email). The parent asked the board chair to investigate a dispute between said parent and teacher. The initial dispute between the teacher and parent was brought to Principal Bryant's attention and Ms. Bryant attempted to resolve the dispute. The parent was unsatisfied and approached the board chair via email on May 3. Due to board chair's, Dan Hertzler, family emergency, vice-chair Steve Porter consulted with Eric Churchill, acknowledged receipt of the appeal by the parent, and investigated the complaint according to IVA's GCP. Mr. Porter found no evidence that substantiated the parents' complaint. These findings were communicated to the parent by email and the parent was informed of the right to appeal the board's findings. LBUSD assistant superintendent, James Suarez, informed Mr. Porter by email and letter (May 13) that this parent had filed a new complaint (a Williams complaint). Per relevant policy and regulations, LBUSD forwarded the Williams complaint to IVA to investigate under the Uniform Complaint Procedures (UCP). IVA acknowledges receipt of the Williams complaint and IVA will investigate accordingly. Principal Bryant is the designated staff member to investigate and provide a written decision in response to the complaint within 45 days. IVA will keep the District updated on the progress of the investigation and provide LBUSD with a copy of the decision, including all of the information required by the UCP.

HS:

SPED update in closed session at end.

Finance

MS: Covid-19 action and 2020 – 21 budget approval

Jacque explained the parameters of the report. The LCAP is postponed to December, but this Covid Report is a school closure report to be done with the budget. Budget includes attendance funding through February. Not moving forward with 1-1 Chrome Books, saving \$25K. No increases in salary next year.

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<i>Motion: Eric moves to approve and submit the Covid-19 report.</i>
<i>Second: Janet</i>
<i>Discussion</i> No metrics have been given by the state during this time, except serving students in need.
<i>All in favor:</i> All approved <i>All opposed:</i> <i>Abstentions:</i>
<i>Item#</i>

<i>Motion: Eric moves to approve and submit 2020 – 2021 budget approval</i>
<i>Second: Josh</i>
<i>Discussion</i>
<i>All in favor:</i> All approved <i>All opposed:</i> <i>Abstentions:</i>
<i>Item#</i>

HS: April financials
HS will do Covid-19 update and budget next meeting.

<i>Motion: Eric moved to approve the HS April financials</i>
<i>Second: Janet</i>
<i>Discussion</i>
<i>All in favor:</i> all approved <i>All opposed:</i> <i>Abstentions:</i>
<i>Item#</i>

Board governance

Nomination of Janet Moore. Open nomination until next month at which point we will vote.

Recruitment!!!

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NEED TO UPDATE THE WEBSITES both HS and MS

Facilities

HS: Outside Playground Contract - \$4,000. We decided to postpone this decision. James will get more info and bring back to the board.

<i>Motion: No motion this month.</i>
<i>Second:</i>
<i>Discussion</i>
<i>All in favor:</i>
<i>All opposed:</i>
<i>Abstentions:</i>
<i>Item#</i>

Leadership Oversight

N/A

Fund Development

N/A

8. Comments on items considered in open session

N/A

9. New Items of Business for Future Approval

N/A

10. Announcements

N/A

11. Announcement of closed session items

a. Potential litigation with SPED

12. Closed session

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13. Public comments on items in closed session

14. Return to open session (turn on recording)

15. Report on items considered in closed session

- a. No reportable board action.
- b. The first litigation item was settled.
- c. James will follow up with committee (Steve, Josh, Eric) regarding second litigation item.

16. Meeting end - 9:10pm

Minutes taken by Karyn Pace – Board Secretary.
Approved by the BOD at the September 23, 2020 board meeting.