

IVA Board Meeting
Wednesday November 20th, 2013

7:00-9:30 p.m.

IVA Office 3601 Linden Ave, Long Beach, CA 90807

Minutes

Members Present	Members Absent	Staff Present	Guests Present
Robin LaBarbera	Steve Porter	Jacque Bryant	Paul Khoury
Eric Churchill	Karyn Pace	Daniell Montiel	
Shelly Millsap	Mynor Montiel		
James McGrath			
Edward Castro			
Jason Baehr			
Rebecca Irwin			
Janet Watt			

1. Call to Order and welcome

Eric Churchill called the meeting to order at 7:08

2. Report of Closed Session actions

Members of the discipline committee (and Jacque Bryant) notified the board of an incident that happened on October 21, 2013 in which a student passed a note that included a threat. The principal immediately suspended the student and the committee determined that the student should not be readmitted until an investigation could be carried out. The investigation brought about no evidence that there was a real and credible threat and on that basis the student was allowed to return to school. Various conditions were set up by the Principal to closely monitor the student in question.

3. Public Hearing

There were no previous request for a public hearing, nor were there any present requests.

4. Call for additional Agenda Items/Adoption of Agenda

Eric Churchill moved to adopt the current agenda, Jason Baehr seconded, and it was unanimously approved. **item #1375**

5. Approval of Minutes

Eric Churchill moved to approve the October 23, 2013 minutes as presented, Shelly Millsap seconded, and it was unanimously approved. **Item #1376**

6. Public testimony on agenda items

None

7. Understanding our Mission (Virtue Education)

James McGrath shared about the history of intellectual virtues, pointing out that to attain intellectual virtues, we should educate for the intellectual virtues.

8. Chairman's Communication

- a. Meeting Schedule: Eric Churchill has uploaded the meeting schedule on Dropbox, and sent email invitations for the regular 3rd Wednesday of each month schedule.

- b. Conflict of Interest: Eric Churchill discussed the Conflict of Interest Code, what should be disclosed on form 700, and who should file the forms. Edward Castro suggested that the first sentence be modified to read, “to the extent required by law, individuals holding designated positions shall...” The Board would like more time to review the Conflict of Interest Code prior to adoption, and will delay discussion to the next meeting.

9. Staff Report

Principal’s Update:

- a. Jacquie Bryant shared that we should have a projected budget to present at our next meeting. Staff is the largest cost. She is proposing in the 5-year plan that we hire two full-time teachers in the next year, and that we begin the process of hiring. She suggested posting the position in January, interviewing in April/May, and by June have two positions to added to the staff (individuals with History and Science Single Subject Credentials). We are also beginning marketing for next year and finding capital to renovate classrooms.
- b. Jacquie shared that a great deal of her time is spent on parent involvement, with parent education seminars and sending newsletter.
- c. Operations: Jacquie is getting bids for the website update. The goal is to have the website up and running completely by mid-January. We are waiting on getting a telephone service, due to the need to wait on the landlord to update their internet system so we can have a dedicated IP address. We currently have no dedicated phone. Jacquie is discussing with the landlord about the PTA having places to sit (currently on benches)

Danielle Montiel:

- a. Danielle shared that someone from Charter Safe toured the facility and conducted a site assessment, and they will have a report in approximately one month.
- b. Food services has been delayed, but several vendors are interested, and we have enough in place to move forward with a food services contract. After school programs have been delayed.
- c. CCCS implementation: Some parents are having difficulty making the transition from elementary school to middle school and having several teachers and 6 homework folders, compared to elementary school where students had one teacher/one homework folder.
- d. EPA – \$9,700 will be available; most schools spend the funds on teacher salaries; 100% of our dollars will go to teachers. We will post the spending plan on the website, and the spending plan must be approved by the board during a public meeting. Edward Castro suggested that we adopt the Plan and the Resolution, with wording such as “spend the monies as attached.” Eric Churchill moved to adopt the current resolution regarding the EPA account as indicated in the attached plan. James McGrath seconded, and all in favor. Item #1377.

10. Committee Updates

a. Policy –

Internet Use Policy: The board reviewed the Internet Use policy. Jason Baehr suggested “charter school” be replaced with “IVA” everywhere applicable. Eric Churchill moved to adopt the policy as present to the board, James seconded, all voted in favor, and the motion was carried, **Item #1378**

Student Organizations and Clubs: The board reviewed the Student Organizations and Clubs policy. James McGrath suggested under Revocation of Privileges to add a comment, “including participation in any meeting” after “influences other students.” Eric Churchill moved to adopt the Student Organizations and Clubs as presented to the board, and James McGrath seconded. Subsidiary motion: Eric Churchill moved to include the wording “including,” Rebecca seconded, the motion was carried, **Item #1379**. Primary motion, all voted in favor, **Item #1380**.

Uniform Complaint Policy: Eric Churchill moved to adopt the policy as presented, and Robin LaBarbera seconded. Edward Castro questioned the civil law remedies section; he prefers that this section not be included; he suggested we strike that paragraph, and present to the attorneys for review. Secondary Motion: Eric Churchill moved to strike the civil law remedies section, James McGrath seconded, subject to confirmation by counsel (secondary motion), all voted in favor, **Item #1381**. Primary motion, all voted in favor, and the motion was carried, **Item #1382**.

Volunteer handbook: The Board discussed minor revisions, to incorporate IVA language throughout the policy. Jason Baehr will craft the language. We should also add, “and intellectual character” after “academic achievement” in the first sentence of the letter. Edward Castro suggested we delegate the authority to Jacquie Bryant to finalize it with Jason’s changes. Edward Castro motioned that the Board delegate the final completion of the Volunteer Handbook and ancillary documents to Jacquie Bryant, Eric Churchill seconded, all voted in favor, and the motion was carried, **Item *1383**.

- b. Finance – Paul Khoury from Charter Works discussed the 5-year projected budget, the financial reports, and he provided training on understanding financial reports. He also shared an updated budget from Charter Works. He shared a Powerpoint presentation as training. He reviewed the typical financial package we will receive each month, what to look for as we read.
- c. Facilities – Eric Churchill mentioned the continuing negotiation with landlords about how to best move forward.
- d. Personnel – tabled
- e. Marketing/Grant writing – tabled
- f. Nominating – tabled
- g. Curriculum – tabled
- h. Food Service – tabled

11. Public comments on items in open session: None

12. Other Items of Communication: None

13. Call to Adjourn & Next Meeting: Wednesday, December 18th, 2013, 7:00pm
IVA Office 3601 Linden Ave. Long Beach, CA 90807: Eric Churchill adjourned the meeting at 9:51.

Approved: December 18, 2013

Eric Churchill
Eric Churchill, Chair

Robin LaBarbera
Robin LaBarbera, Secretary