

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



IVA Board Meeting Minutes
Monday, September 21, 2015

7:00-9:00 p.m.

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

Present:

Board Members: Jason Baehr, Rebecca Irwin, Eric Churchill, Jasmine Menard-Lenczewski, Shelly Millsap, Janet Watt, Ed Castro, Karyn Pace, Steve Porter

Staff: None Present

Guests: 1 Parent (Judy), Susan Redfield, James McGrath

ORDER OF BUSINESS

- ❖ Call to Order and Welcome
 - Eric Churchill called the meeting to order at 7:12
- ❖ Report of Closed Session Items from Last Meeting
 - Mrs. Sanders was hired with a one year at-will contract
- ❖ Public Hearing
 - None
- ❖ Consent Agenda
 - **Motion on Items 150938CA & 150939CA:** Eric motions to approve the consent agenda item inclusive of items 150938ca & 150939ca (the July and September minutes)
 - Second: Janet Watt
 - Vote: Unanimous
- ❖ Understanding the mission – James McGrath
 - Review of support letters for the high school
- ❖ Staff Report
 - None
- ❖ Testing Results Discussion
 - A question came up about the testing results, what they are showing and how we are allowed to present them. At the present time, we haven't analyzed the data well enough to use the results publically. So far they appear to be very positive for IVA. How the percentages were calculated, the best way for us to present them, and when we can expect that information to be available to use for marketing purposes. Basically the amounts are not ready to be shared. Discussion of how we are doing in comparison to other schools.
- ❖ Committee Updates
 - Marketing – Review of Social Media Metrics
 - When interviewing students, they have been sharing that they find IVA fun which is something they don't find anywhere else
 - High School – Name Change
 - Discussion of the Pros and Cons of the following names:
 - Name Choice #1: The Academy of Long Beach, An Intellectual Virtues High School

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- Name Choice #2: The Academy for Intellectual Excellence, An IVA Public High School
- Name Choice #3: Intellectual Virtues Academy, A Long Beach Public High School
- Name Choice #4: Intellectual Virtues Academy High School
- Ballot vote was conducted to decide the name of the high school from the options discussed. Winning Name: Intellectual Virtues Academy, A Long Beach Public High School.
- **Motion on Item 150940:** Eric moves to name the high school Intellectual Virtues Academy, A long Beach Public High School.
 - Second: Karen
 - Vote: Unanimous
- ❖ Curriculum Committee MS Report
 - None
- ❖ **Motion on Item 150941:** Jasmine moves to name James J. McGrath as the Lead Petitioner for the charter petition, James J. McGrath as Founding Director, Dr. Michelle Tubbs as Director of Curriculum and Instruction of Intellectual Virtues Academy, a Long Beach Public High School, and Eric Churchill as on-site financial manager of Intellectual Virtues Academy, a Long Beach Public High School.
 - Second: Janet Watt
 - Abstentions: Eric Churchill
 - Vote: Unanimous
- ❖ Discussion regarding the relationship between IVA and Gala spending
 - Need to make sure we can trace the amount being used to the JTF grant so there is no confusion that these amounts are not ADA funds.
 - We will officially recognize JTF as the sponsor for the event
 - The use of JTF funds for the Gala is allowable as the event is in line with the mission of the school as it raises public awareness of the school and the educational program.
- ❖ **Motion on Item 150942:** – Per our fiscal policy we need to approve material fundraising and grant solicitations: Eric moves to organize and execute a major fall gala fundraiser that is in line with our mission to raise public awareness of the school and its educational program.
 - Second: Steve Porter
 - Passes: Unanimously
- ❖ Susan Redfield presented details of the Gala and the planning progress
- ❖ Obtaining an EIN for the High School
 - In order to keep funds of the MS and HS separate, we will need to obtain a second EIN (Employer Identification Number) for the high school. This is a requirement for tax reporting purposes related to payroll.
 - **Motion on Item 150943:** Eric moves to approve the request by the high school director to obtain a separate EIN for Intellectual Virtues Academy, A Long Beach Public High School.
 - Second: Shelly Millsap
 - Vote: Unanimous

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- ❖ James McGrath left the meeting
- ❖ Policy
 - We are in the process of creating a hiring policy
 - Review of Fiscal Policy
 - Contracts
 - \$15K and over are required to have Board Approval & must be aligned with adopted budget
 - Over \$2,500 requires a Board Information Memo
 - ◆ Two contracts for the gala are over the \$2,500 threshold, there is a BIM in Dropbox for them.
 - Repository –
 - Dropbox is our current storage location –
 - Items that require physical storage are kept on-site
- ❖ Call to Adjourn: 8:34pm

Respectfully submitted:

Jasmine Menard-Lenczewski

Board Member

Approved: October 12, 2015