

**IVA Board Meeting**  
**Wednesday September 25th, 2013**

7:00-9:00 p.m.

3601 Linden Ave., Long Beach, CA 90807

**MINUTES**

1. Meeting called to order: 7:06 by Eric Churchill, Chair

Members Present:

Eric Churchill  
Shelly Millsap  
James McGrath  
Rebecca Irwin  
Janet Watt  
Robin LaBarbera  
Steve Porter  
Jason Baehr  
Mynor Montiel  
Karyn Pace

Members Absent:

Edward Castro

Staff Present:

Jacque Bryant  
Lisa Miller  
Danielle Montiel

Public Present:

Marisol Gold

2. Public Hearing: None
3. Report on Closed Session: None to discuss
4. Adoption of Agenda: Eric Churchill asked to add Orange Door Consulting to agenda and provide an update, and to add an update from the PTA (this will be included on all future agendas, as Janet Watt is the president of the PTA). Eric moved to adopt the Agenda, Shelly Millsap seconded, and there was no further discussion. All voted in favor. **Item #1366**
5. Approval of Minutes: Eric Churchill moved to approve the minutes from August 28, 2013, and Steve Porter seconded. All voted in favor of the motion. **Item #1367**
6. Public Testimony on Agenda Items: None previously submitted. Staff will contact Jesse Irwin about include on the website a way for the public to provide testimony on agenda items.
7. Understanding our Mission: IVA student Delainey Whalen shared the Virtue lesson today. She discussed all the reasons she loves IVA. Her father, also present, shared that he loves the high expectations and the way all students are supported in meeting those expectations.
8. Business Items: Kristen Deitz of Charter Works shared a sample report to show what reports to the Board will look like. She shared the Budget Summary, the Budgeted vs. Actual expenses for the month and the year-to-date sheet, the Balance Sheet Summary, and the Check Register. Mynor Montiel asked if we could see student Average Daily Attendance per year on our summary, and James McGrath asked that we see a visual analysis of an operating deficit comparing local revenues and public dollars, so that we can better gauge our sustainability.

9. Board Training: Eric Churchill reminded us that LBUSD desires that the Board receive ongoing training, and of our need to be organized, supporting, and driving our mission. He read the mission statements of several charter schools, as well as IVA's mission. As part of our ongoing commitment to LBUSD, Eric invited Carl LaBarbera to present a discussion on Board Governance. Carl then shared that Board Governance builds capacity. A key point of his presentation was related to the Three Key Responsibilities of the Board in governance: (1) represent ownership as a trustee (and the owners of IVA are the students/families we serve); (2) create explicit governing policies; and (3) assure the CEO's performance against explicit policies. He emphasized that the Board cannot delegate these key responsibilities. He also discussed the concept of Ends, which are the result we look for rather than how we accomplish the result. Ends describe the purpose of the organization in terms of outcomes, recipients, and worth, where nothing else does.
10. Chairman's Communication: Eric Churchill mentioned the Board Member Commitment document, and reminded the board to read on their own and sign and return. He then discussed the formation of an Advisory Board, who could provide expertise in areas that we lack, and asked that we send him names of potential members by October 16. Eric also asked about the October 26 Saturday workshop, asking that Board members indicate their acceptance to the meeting invitation if they haven't yet done so. Eric also mentioned Judy Hunter's donation of considerable volunteer time to IVA, and the fact that her employer, Boeing, typically matches volunteerism.
11. Staff Report: Principal's Update: Jacquie Bryant shared that this Friday is a faculty only day (there are four of these per year). This time they will discuss what grades look like at IVA, and how we incorporate intellectual virtues into the grade decision. Comments on report cards will be different. Next Wednesday we will know who the student representatives will be. She also reported the timeliness of LBUSD in responding with speech pathology services for our student who has an IEP. Jacquie invited Board members to visit classrooms to see the exciting things happening at IVA (like music class where they are creating pieces on Garage Band and presenting them to the class).

Danielle Montiel: Danielle Montiel share that pieces are falling into place for food services. She is still researching strategies for offsetting the costs of Free and Reduced lunches.

Marisol Gold: Marisol Gold shared that she has drafted a survey to parents to determine how many lunches per day may be needed. The survey asks for parents' expectations about lunch as well.

Eric Churchill: Eric shared that the new iPads have arrived, and that recycling bins are in place ready for day 1.

12. Business Items:

- a. Finance – Eric Churchill said he was cosigning for a credit card for IVA. He also asked whether the Bylaws were sent to LBUSD, and if District language was in the PowerSchools contract. Danielle Montiel will verify.
- b. Facilities – Eric Churchill discussed that a commitment is needed by the landlord to discuss future expansion, additional use of current facilities (gym area), outside vendors

coming in (food services, cleaning, etc) in terms of liability, and to address additional costs incurred.

- c. Policy – None to review.
- d. Personnel – Orange Door previously mentioned that they would put together a grant calendar, and asked that Jacquie and Danielle follow up on that. They will also be providing training in October to the Board about fundraising.
- e. Marketing – Rebecca Irwin shared about information nights for families coming into IVA next year, and spirit wear. Eric mentioned that he asked Jesse Irwin to refresh our current website with new formatting. Jesse will present a sample to Jacquie tomorrow, with the goal of having it launched by Saturday. Jacquie expressed her concern about the time necessary to input/update content.
- f. Nominating – The Board is in need of a permanent Treasurer, and Eric asked each of us to think of potential candidates for the position.
- g. Curriculum – None.
- h. PTA – Janet Watt reported about the recent PTA meeting, and also mentioned that anyone can join (students, parents, board, etc). They are discussing fundraising ideas.
- i. Governance – Eric discussed the annual confirmation of the Conflict of Interest policy. Eric motioned to amend the current COI to include the annual confirmation statement as shown, Shelly Millsap seconded, and there was no further discussion. All voted in favor.  
**Item #1368.**

13. Public comments on items in open session: None.

14. Call to Adjourn: Eric Churchill adjourned the meeting at 9:31.

The next meeting will be October 23<sup>rd</sup>, 2013, at the IVA office, 3601 Linden Ave., Long Beach.

Approved: October 23, 2013

*Eric Churchill*

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Eric Churchill, Chair



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Robin LaBarbera, Secretary