

IVA Board Meeting Minutes
July 2, 2013
7:30-9:30 pm.
3590 Elm Ave., Suite L, Long Beach, CA 90807

1. Meeting called to order – at 7:36 by Eric Churchill, Chair

<u>Members Present:</u>	<u>Members Absent:</u>	<u>Staff Present:</u>	<u>Public Present:</u>
Eric Churchill	Karyn Pace	Jacquie Bryant	Marisol Gold
Mynor Montiel	Robin LaBarbera	Danielle Montiel	Judy Hunter
Jason Baehr	Steve Porter	Lisa Miller	Beth Christen
Rebecca Irwin			Glynis Badgett
Edward Castro			
Shelly Millsap			

2. Public Hearing – None

3. Closed Session Items – Eric Churchill reported that there were none.

4. Adoption of Agenda – Eric Churchill called for additional agenda items. He asked that two information items be added:

- a. An overview of the current PTA efforts
- b. An outline of classroom design initiatives

Eric Churchill moved to adopt the agenda with the incorporation of the additional agenda items. There was a second Mynor Montiel. No discussion. All voted in favor.

Item # 1317

5. Approval of the Minutes

Eric Churchill moved to approve the minutes from June 12, 2013, which were submitted to the board for review on June 25th, 2013. There was a second by Jason Baehr. No discussion and all voted in favor.

Item # 1318

6. Public Testimony on Agenda Items

None previously submitted.

7. Understanding our Mission

Eric Churchill spoke briefly on how we need to have good habits so that our actions and reactions model the intellectual virtues.

8. Communication

a. Eric Churchill spoke about the importance of good communication with our stakeholders. One thing we are doing along those lines is the item tracker attached in the materials. He highlighted the importance of following the Brown.

b. POC for District - Jason moved to appoint Jacquie Bryant and Danielle Montiel as the point of contact liaison between LBUSD and IVA unless the district requests that there is just one and then that it be Danielle Montiel. Mynor Montiel seconded the motion. After a brief discussion all voted in favor.

Item #1319

9. Business Items

a. Nominating Committee – currently consisting of Steve Porter, Jason Baehr and Eric Churchill

Eric Churchill (in place of Steve Porter who was absent) discussed the goal of diversifying our board in order to get IVA ready for the next stages of the school – from a preparing to open to an operating school. He discussed how the board materials listed what skills they were looking for in new board members.

The nominations of James McGrath and Janet Watt were discussed. The skill sets they have (listed in the materials) were highlighted and their alignment with our philosophy was noted.

Discussion – We have a need for a qualified treasurer on our board. Should we elect a candidate that is not willing/qualified to be the treasurer since none of our current members are able or willing to take on that role? The current candidates do bring skills that we are lacking and need. How much of the role would CW handle? CW would do a lot of the day to day work so we don't need a true CFO but the treasurer would need to understand all of the financial requirements. Other option - Could we expand the board? We would have to expand by 2 to keep it an odd number.

ACTION ITEM: Eric will look at our bylaws to see what the requirements are to add two new board members so that we could add a treasurer in addition to the two candidates and still keep the number of members odd. He will also will look into having a non-voting member on the board.

b. Policy Committee - 5 operational policies to be reviewed

Plagiarism – Eric Churchill moved to adopt the plagiarism policy as presented in the materials. Second by Shelly Millsap. Discussion

Secondary motion made by Eric Churchill to incorporate the definition of plagiarism from internet use policy. Second by Jason Baehr. All in favor of the motion and secondary motion.

Item #1320

ACTION ITEM: Incorporate the language into the policy.

Freedom of Expression Policy and Procedures – Eric Churchill moved to adopt. Second by Mynor Montiel. Discussion. All voted in favor.

Item #1321

ACTION ITEM: Need to call it IVA not School. We will do a final clean-up and will change this in this and all policies.

Internet Use and Agreement - Eric Churchill moved to adopt. Second by Jason Baehr. Discussion - We will provide email accounts? LBUUSD has a technology plan. Do we want to commit to having everything stated in this policy? What does our charter say about it? No mention of if the parents will be notified.

Motion TABLED

ACTION ITEM: Bring it back with the changes mentioned above and additional rationale. Also, do we have something that addresses the students own devices? What they are allowed to do or not with their own devices (internet wise)?

Marketing Committee - Rebecca reported on the Meet the Teachers event and listed upcoming summer events. There is a new flyer in English and Spanish. Plan to do more distribution. Local businesses. Postcard and poster are in the works. Need to canvas the neighborhood and build our waitlist.

Curriculum – The implementation guide is coming along. Jacquie, the teachers and Danielle will be attending a pedagogy seminar next week.

Finance Committee - Eric Churchill reviewed the finance materials in the packet including the previous year's materials. And the profit and loss statement. We expect the PCSGP grant to come in mid July.

Budget - Need to approve the current operating budget as our new fiscal year begins July 1. Templeton approved reallocation of salary from the principal position to an administrative assistant position and additional changes will likely be needed when our BOP comes on board and helps us allocate money. We need to keep in mind when our final budget needs to go to LBUUSD.

Eric moved to adopt the 2013-2014 working budget. Jason Baehr seconded. All voted to approve.

ITEM #1322

Facilities - Reviewed materials in packet regarding classroom design.

ACTION ITEM; Jason Baehr will review what words will be on the graphics on the wall.

Edward Castro reported that the airport review is due back to us and he is following up. He is also following up to get an executed version of the CUP.

10. Staff Report – There was a review of our policy on what the board needs to approve – See Memo in materials.

Charter Safe liability insurance (Product): We began with WC and D&O and as of July 1 we have the full liability package. \$14,000 total for our package. This money has been budgeted. WC falls under personnel for JTF funds.

ACTION ITEM: We need to name Grace Brethren on our coverage.

Power School (Product) – We need to purchase a suite of three products to cover our needs for assessment, attendance, and notification. Chris Moggia has compared the various systems and their compatibility and recommends Power School, OARS and FNS. Power School - must license for 250 students at a cost of 2,000. See Memo for the comparison.

JTF elements – can software use can count as overhead? Does overhead= consumables because need to replace or update so software? What are JTF requirements?

ACTION ITEM: Jason will look into LMU's definition of overhead.

Jacquie Bryant signed the proposal engaging Power School and completed a credit application.

ACTION ITEM: Edward Castro will review this agreement.

Charter Works (service contract) – Edward Castro looked at the contract and made suggestions. They increased termination period to 90 days. They did not agree to changes to mutual indemnification. They included our confidentiality language along their own too.

Issue: How to find the money to pay for the service. We expected to pay \$28,000 when drafted the budget but based on everything we have researched this seems unrealistic. Have been quoted \$60-80,000. Have gotten the quote down to \$39,000 for the contract. We have excess money in our budget but need to reallocate it to use it for this.

ACTION ITEM: Need to confirm the rules of JTF and PCSGP to be sure how we can reallocate money to pay for this service.

ACTION ITEM: Edward Castro wants us to make a 30 day termination on our end and the 90 days on theirs.

As we need this service as soon as possible it is likely that there will be a phone vote on this before the next board meeting

Principal's update

PTA - Potential officers being recruited. PTA info should be on our Facebook. They will be creating a website.

ACTION ITEM: Would like the board to define the PTA's role. Events v. fundraising emphasis.

Public Comments on Agenda Items

Marisol Gold spoke.

New Items of Business for Future Approval - None

Call to adjourn and next meeting

Move next meeting to July 24th since no one can make July 31st.

Meeting adjourned at 9:36

Approved 7/24/13

Eric Churchill

Eric Churchill, Chair



Robin LaBarbera, Secretary