

Amended IVA Board Meeting Minutes  
July 24, 2013  
7:00 – 10:00 p.m.  
3590 Elm Street, Suite L, Long Beach, CA 90807

1. Meeting called to order: at 7:07 by Eric Churchill, Chair

<u>Members Present:</u>	<u>Members Absent:</u>	<u>Staff Present:</u>	<u>Public Present:</u>
Eric Churchill	Karen Pace	Jacquie Bryant	Marisol Gold
Jason Baehr			Danielle Montiel
Edward Castro			
Rebecca Irwin			
Robin LaBarbera			
Steve Porter			
Shelly Millsap (via telephone)			

2. Public Hearing: None

3. Approval of Agenda: Eric moved to adopt the agenda, and Ed seconded. No discussion. All voted in favor. **Item #1326.**

4. Approval of Minutes: Eric moved to approved the minutes from July 2, 2013, which were submitted to the board for review on July 17. Robin seconded, there was no discussion, and all voted in favor. **Item #1327.**

5. Public Testimony on Agenda Items: None.

6. Understanding our Mission: Robin shared about curiosity.

7. Communication: Eric discussed the roles and responsibilities of the board. The board is currently a working board, moving towards to becoming a governing board. Eric presented a video about FURS (Fuzzy Unclear Role Syndrome), indicating that the board will receive training to clarify our role. We will have short in-services (15 minutes), longer trainings (45 minutes), workshops of 1-4 hours, and seminars available for attendance. Eric suggested August 24 as a workshop date with Jennifer (last name?), and he will send potential alternative dates to the board.

8. Principal's update: Eric shared that there is much to be done before school begins and suggested that board members get involved in helping to complete these tasks. Jacquie share a list of completed projects and major open projects to be completed by the time school starts, highlighting creative recruitment and other projects in which we can provide assistance to staff. Jason asked whether parents could be recruited to help with some of the tasks. Eric will talk further with Jacquie so that specifics about what help is needed can be sent to the board for potential involvement. Jacquie will be conducting telephone interviews within the next week for hiring PE and Music teachers.

ACTION ITEM: Eric will send an email to board members outlining specific areas to assist staff.

9. Staff Report:

a. Charter Works - Danielle discussed Charter Works as a business services provider. Contracts have been negotiated which allow 60-day termination notice on IVA's end and 90-day termination notice on Charter Works' end, and a new contract was proposed with those terms. Eric motioned to contract with Charter Works for back office services, and Jason seconded. Steve discussed the issue of ensuring we have money available in the correct budget categories that could be reallocated if necessary. Ed questioned the issue of early termination, and whether we would owe remaining fees in that case; Danielle will clarify. After the discussion, all voted in favor and the motion was carried. **Item #1328.**

b. Power Schools – Eric shared action items from the last board meeting regarding the agreement with Power Schools and the related budget. At the last meeting, Ed requested more information about the contract, and he had subsequent conversations with Chris Moggia to address his concerns. Ed was concerned about the contract as is, with little room for negotiation. Rebecca questioned the protection of student records in the event of a security breach, in which case IVA is not protected. Steve asked if we have time to further negotiate the contract. Jacquie responded that, given the time needed for training and the rapidly approaching school opening date, we may not have time for further contract negotiations, but she suggested that we revisit potential providers for next school year. Eric recommended we move forward with the Power Schools contract. After discussion of this issue, Eric moved to contract with Power Schools for services related to the current school term, with an Jason seconded, there was no further discussion, and all voted in favor. **Item #1329.**

ACTION ITEM: Revisit potential providers for future school years.

10. Business Items:

FINANCE

a. Eric shared that our 501c3 status was approved.

b. Eric mentioned the need to amend the Bylaws to reflect a change of address. Eric moved to update the address in the Bylaws to 3601 Linden, Long Beach, CA 90007. Steve seconded. After a brief discussion, all voted in favor. **Item #1330.**

c. Eric motioned to send the Bylaws to the district with an amendment regarding a tie vote; in the case of a tie vote a motion will not pass. Jason seconded, and all voted in favor. **Item #1331.** (Eric, I think we got off on our motion count here... when I reviewed the minutes I see that we made this additional motion...)

ACTION ITEM: Send Bylaws to LBUSD and notify them of the amendment.

ACTION ITEM: Include a sentence in the Bylaws that in the case of a tie vote a motion will not pass.

ACTION ITEM: Follow up with Power School about district requirements in the contract.

### 11 Closed session

To be reported during August 2<sup>nd</sup> meeting

### 12. Facilities

b. Facilities/airport review – the board discussed “proximity to” and “alignment with” the runway. Jacquie will put language in the upcoming newsletter.

c. Facilities/lease agreement - Ed will recommend a language change to be inserted into the document, which he will email to Eric and Jacquie; Eric will forward the suggested changes to Ralph Hampton.

### 13. Policies:

a. Fiscal Policy - Eric moved to adopt the fiscal policy as presented, with the inclusion of the LBUSD exculpatory provision and changing cosignatory limit from 2500 to 5000 and the need for board approval for purchases and service contracts limit from 5000 to \$10,000. Jason seconded, and after a brief discussion, all voted in favor. **Item #1334.**

b. Dress code policy – The board suggested that we remove “pants” under bottoms section, revise logo size to read “no brand logo larger than a quarter in size,” delete logo free or IVA logos only language, add a bullet that all official IVA clothing or spirit wear is acceptable, keep the language “must have a collar and sleeves” but delete “polo or button down.” Jacquie will make the suggested changes. Eric motioned to accept current proposal for the IVA dress code with additions and deletions, also adding a bullet point that “clarification on outerwear will be provided by the principal. Jason seconded, and after the discussion, all voted in favor. **Item #1335.**

c. School calendar – Eric motioned to approved school calendar as submitted for review, and Steve seconded. After a brief discussion, all voted in favor. **Item #1336.**

d. Bell schedule – Eric moved to approve the 2013-2014 bell schedule as presented, Robin seconded. No discussion. All voted in favor. **Item #1337.**

14. Business items:

a. Nominating committee – At the last meeting, James McGrath and Janet Watt were discussed for potential board membership. Eric determined that the Bylaws allow us to increase number of board members, given a notification to LBUSD, and he recommended we increase the number of board members to 13. Eric motioned to amend the Bylaws and Petition to reflect an increase to 13 board members. Steve seconded. After the discussion, all voted in favor. **Item #1338.**

b. Nominations – The Nomination committee recommended James McGrath and Janet Watt. Eric motioned to elect Janet Watt to the Board of Directors, for a duration not to extend past April 15, 2013. Rebecca seconded. No discussion. All voted in favor. **Item # 1339.**

Eric moved to elect James McGrath to the Board of Directors for a duration of 2 years. Jason seconded. No discussion. All voted in favor. **Item #1340.**

Eric stated that we need a treasurer to sign important documents, and he suggested an interim treasure to fill the role. Eric moved to elect Karyn Pace to the office of Interim Treasurer not to exceed a period of 6 months. Steve seconded, and after the discussion, all voted in favor. **Item #1341.**

Eric adjourned the meeting at 10:30.