

**IVA Board Meeting**  
**Wednesday August 14th, 2013**

7:30-9:00 p.m.

3590 Elm Ave, Suite L, Long Beach, CA 90807

**MINUTES**

1. Meeting called to order: 7:03 by Eric Churchill, Chair

<u>Members Present:</u>	<u>Members Absent:</u>	<u>Staff Present:</u>	<u>Public Present:</u>
Eric Churchill	Jason Baehr	Jacquie Bryant	Marisol Gold
Karen Pace	Shelly Millsap	Lisa Miller	
Edward Castro	Mynor Montiel		
James McGrath			
Rebecca Irwin			
Janet Watt			
Robin LaBarbera			
Steve Porter			

2. Public Hearing: None

3. Report on Closed Session: None

4. Adoption of Agenda: Eric asked that benefits issues discussed at the previous meeting be revisited today and discussed in the closed session. No other discussion. Eric Churchill moved to adopt the agenda with the addition of the personnel discussion in a closed session. Edward Castro seconded. No further discussion. All voted in favor.

**Item #1350**

5. Approval of Minutes: Eric moved to approve the minutes from August 2, 2013, which were submitted to the board for review on August 7. James McGrath seconded. All voted in favor of the motion,

**Item #1351**

6. Public Testimony on Agenda Items: None.

7. Understanding our Mission: Karen Pace shared about Intellectual Humility by telling the story of her brother's diagnosis with the brain tumor, and how the surgeon demonstrated humility when he accepted an alternate diagnosis.

8. Chairman's Communication: Eric reviewed our transition from a working board to a governing board and that we will receive training in the John Carver model of board governance in the future. He passed out a schedule of board training dates and a schedule of board meetings.

9. Staff Report:

Principal's Update: Jacquie Bryant discussed (1) the office move and classroom build out/setup process; (2) Interviews were conducted for art and music teachers and offer letters were sent today; (3) P.E. teacher candidates have been narrowed down; (4) Parents continue

to be updated through weekly newsletters; (5) Lisa has been working on employee handbooks; (6) She read a portion of the letter from the art teacher, demonstrating practical ways in which he will infuse art with history to teach the intellectual virtues.

Danielle Montiel: discussed lunch provision, and asked for assistance in completing the process of forming a budget, researching providers, selecting vendors, developing a system for ordering and payment, etc. She has been in contact with a potential provider. Jacquie estimates that 4-5 students will qualify for free/reduced lunch. Janet volunteered to assist. Eric motioned to create a food services committee to be headed by Janet Watt. Seconded by Karyn Pace. No further discussion. All voted in favor.

**Item #1352**

Marisol Gold: Marisol Gold discussed the iPad purchase rationale and provided a handout. iPads will be locked in a case overnight that will sync and charge the iPads. She suggested the purchase of 25 iPads. Jacquie Bryant indicated there was 15K in the budget for netbooks which could be used for iPad purchase. Eric Churchill moved to purchase 25 iPads and necessary cases with a price not to exceed 15,000. Discussion about having a “cushion” so as not to go over that amount. Eric Churchill motioned that the amount not exceed 16,000. Seconded by Robin LaBarbera. No further discussion. All approved.

**Item #1353**

Lisa Miller: Lisa discussed the Employee Handbook. She outlined where decisions needed to be made. (see p. 12). Shelly is aware of these items, and they went into the first draft of the handbook. She discussed some other wording changes or insertions necessary. Shelly, attorney, Charter Safe reviewed the handbook. No further questions. Eric motioned to approve the current employee handbook, seconded by Janet, no further discussion, all approved, motion carried.

**Item #1354**

10. Business Items:

- a. Finance – Eric Churchill shared a chart of budgeted expenses by category.
- b. Facilities – It was suggested to finish getting classrooms ready on the same day as the PTA meeting, where we might solicit parent help.
- c. Policy – Eric Churchill moved to adopt the Administration of Medication Policy. Seconded by Rebecca Irwin. No discussion. All voted to approve.

**Item #1355.**

There was a discussion about the Admissions Policy, questioning what is meant by “successful completion” of 5<sup>th</sup> grade for admittance. Eric Churchill suggested adding the words “or the equivalent” at the end of the sentence under “Eligibility” so that it reads “All students must have successfully completed education through grade five or the equivalent

- d. Marketing – Rebecca Irwin showed the newspaper advertisement, and flyers, and the postcard that went in the mail.
- e. Nominating – tabled to next meeting.
- f. Curriculum – tabled to next meeting.
- g. Governance – tabled to next meeting.

**CLOSED SESSION :**

*Items removed from public viewing*

11. Public comments on items in open session: Marisol Gold commented about the statement related to “alcohol related arrests” in the employee handbook. The Board discussed that any kind of arrests fall under the ethical code of conduct.

Meeting adjourned at 9:20.

The next meeting will be August 28, 2013.

Approved: August 28, 2013

*Eric Churchill*

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Eric Churchill, Chair



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Robin LaBarbera, Secretary