



IVALB Board of Directors Meeting Minutes
October 2, 2024
7:00pm @ IVA Middle School

1. Call to Order and Overview

- I. Welcome - Board in session, recording in progress as of 7:07 PM
- II. Roll call (Eric Churchill):
 - A. BOARD MEMBERS PRESENT: Howie Fitzgerald (HF), Megan Folland (MF), Dan Hertzler (DH), Analicia Gomez (AG), Presley Gomez (PG), Josh Ross (JR), Dan Speak (DS)
 - B. BOARD MEMBERS ABSENT: Asion Jackson, Eric Churchill
 - C. ALSO IN ATTENDANCE: James McGrath (JM), Richard Williams (RW), Jacquie Bryant (JB), Dustin Schmidt (DSC), Summer Sanders (SS), IVA Students/Families
 - D. Agenda items:
 - E. *Consent Agenda*:
 1. Board Meeting Minutes (October)
 2. Credit and check register reports - September and October (both schools)

2. Understanding Our Mission

- JB: What intellectual virtue have you seen yourself grown in and what you want to grow in?
- Johanna Barbor: 11 y/o, favorite color yellow. Virtue practiced = attentiveness. Moved fast through concepts, wasn't as attentive because didn't know what they were doing. When moved to IVA, teachers take time to understand and make concepts fun. Office hours helpful to get resources and understanding. Need to grow into intellectual courage. Shy person talking to other children same age, seen myself grow, share my opinion. Would also choose curiosity. When I get the answer, I don't wonder why and it's important to ask. I appreciate how kind the teachers are. Elementary had schedule (no flexibility). Also like how kind the students here are. Everybody is so loving here. Like advisory and small group setting to chat about things on mind or have questions answered. Participates in track.
- Devin: Intellectual virtue grown in attentiveness. During class and independent work time can work by myself without needing help. Proud to see myself grow. Need to work on intellectual humility. When I'm wrong, I don't always like to admit when I'm wrong because I'm afraid of what people will say. Feels like there is safe spaces in class without people judging me.

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Appreciate the staff, advisory, and counselors. Having a counselor and access and someone to go to is important. Having advisory groups is helpful because you can talk to people your age and have someone to talk to.

- RW: How does virtues work in the class?
- Daevin: Pick a sticky note to discuss, do a member talk, introduce virtue of the day. Depending on what it is, we'll write down a question about the virtue or ask a question about inquiries that other children made in class.
- HF: What are your favorite classes?
- Devin: Art, LitComp, PE. Introduced to a lot of sports. Hockey tournaments. LitComp and Art - first blocks, beginning of the morning. Even if you have a hectic morning, it's quiet reading or open drawing time. LitComp is peaceful class, enjoy silent reading. In PE class, lots of people and personalities complement each other, feel comfortable. Johanna: Art, LitComp, PE. Like sports a lot and being outside. Try different sports. Enjoy reading and it's a peaceful classroom. Reading for 15 minutes at beginning in class is nice. Art class has lots of friends.
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3. Director Reports

- **High School Director Update (Presenter Name Here): Summer Sanders**
 - Student Conferences in October - 98% Presentation Rate (Highest Level Ever). Meetings important to setting tone for community partnerships/parents
 - Community Partnership Fair. Student workshops to help establish healthy relationships. Getting parents back on campus.
 - Holiday Brunch. Miriam engaged 100% of families. No fundraising, no expectations. Attendance ok.
 - Dual-Enrollment Partnership. Going strong. Visited the Trade & Technical Campus. Field trip earlier this year. Met horticulture teacher and outdoor classroom. Psychology in spring. Wrapping up Counseling 2 class. Project-based learning to college classes working in partnership with LBCC. Essentials in photography is wrapping up, students will be participating in film project and yearbook. Short films for mental health and suicide prevention.
 - Applications for UC and CalStates! One student already accepted.
 - Engaged middle school. Teacher relationships were key message.
 - Revisit video here

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- Mackenna and Dustin took 14 students and 6 students total on a camping trip to Big Sur.
- PG: Was nervous about the trip, but came to find that she made the right choice in embracing the journey. Excited to be connected in transportation and felt it was a gift, opening to classmates don't really get to talk to. Plunging into freezing water, hiking, conversations, grateful for people and experience. Fernwood Campground in Big Sur.
- DSC: Amazing job Presley. Creating meaningful bond with students, made a playlist for the self-help station, enjoyed hanging out and getting to know each other.
- **Middle School Director Update (Presenter Name Here): Jacquie Bryant (JB) & Richard Williams (RW)**
 - Ms. Gordon is out with double mastectomy. Gone for December/January and expect her to return. School wore pink to celebrate. Wonderful that Ms. Gordon put it out there publicly for students to talk about going through hard things.
 - Ms. Gordon had set up a number of field trips. MOLAA, CAAM, JANM, CSULB Hall of Science
 - Alumni night: so nice, talking about the impact of IVA and how they felt prepared. What class did you feel very prepared for and what was most challenging. Every single student felt they were prepared for math. High school alumni, "My advice to middle schoolers is not to pay attention to drama." Students felt so very prepared academically and are confident and able to talk to their teachers. When you're at a large school, the teachers do care, you just need to engage them.
 - HW to SS: Felt like SS did an awesome job presenting IVAHS.
 - Athletic program systems in place and things are going well. Really nice for all students to have access to athletic opportunities regardless of stature/ability.
 - First Info Night
 - RW: Notified parents they can participate in sports - seemed to be a game changing for people attending family night.
 - RW: Reminded of why I love working here. Getting to share vision/mission. Things are intentional. Message came across well.
 - JB: Well attended. Fascinating what families are saying about IVAMS. Seems like we're hitting the right markers for interested families.

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- RW: First of three info night. Weekly campus tours. Attended Longfellow middle school transition panel. Los Cerritos has craft flyer on Friday.
- MF: Check presentation for notes
- RW: 7 days into enrollment with 61 applications.
- JB: Coming from 40 different elementary schools. Broad reach.
- RW: Sent email to promote the school among friends if you can.

4. Public Hearing

- *Public input is important for the success of the school. Therefore, we would like to provide a forum for guests to address the school board on topics of relevance to the school. Public hearing items should be brought to the board chairperson and the instructions for doing so are posted on the website. Any items can also be brought to the board chair during the meeting. Any items brought to the board that are not on the agenda cannot be discussed by the full board due to the requirement for public notification through the Brown Act. However, items discussed during the open session can be put on future agenda at the board's request. Members of the public are each allotted one three minute period to address the board.*
 - *No members of the public present*

5. Public Comments on Current Agenda Items

Additionally, we would like to provide the public an opportunity to comment on agenda items, which have been posted. If you wish to address the board ON AN AGENDA ITEM, and have not previously submitted a request, please verbally notify the chairperson at this time.

Again, members of the public are each allotted one three minute period to address the board.

- *No members of the public present*

6. Consent Agenda Items

Two items on the consent agenda:

- Board Meeting Minutes (October)
- Credit and check register reports - September and October (both schools)
 - JR: May be a little typo on IVAHS 2019, numbers ok. James is aware.

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After reviewing the items on the consent agenda ahead of the meeting, are there any items directors would like removed from the consent agenda for full board discussion?
Any minor changes to be made to items remaining on the consent agenda?

<i>Motion:</i> I, Howie Fitzgerald, move to approve the consent agenda as presented.
<i>Second:</i> Dan Hertzler
<i>Discussion:</i> None
<i>All in favor:</i> Unanimous <i>All opposed:</i> None <i>Abstentions:</i> None

7. Business Items

- **Finance**

- **Middle School September Monthly Financials**

- IVAMS: RW
 - Unexpected special education encroachment fee
 - Budget back in March
 - ADA bump
 - Redistribute teacher assignments for vacant positions
 - IVAMS - \$1.9 million, could be used for cash flow projections
- IVAHS: JM
 - Adjusting for enrollment, which has held steady
 - ADA % has increased
 - Still room to adjust, approaching conservatively with time
 - Only sitting at \$80k deficit
 - Investment income adjustment, IVAMS has more money
 - IVAHS has more computer expenses



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- IVAHS cash on hand is hovering around break line. Enrollment numbers will adjust with time. When money is needed to improve cash flow, IVAHS can pull from its investment account.

JR: A big thanks to James for managing and maximizing the investment account.

<i>Motion:</i> I, Howie Fitzgerald, move to approve the Middle School September Monthly Financials and Interim October Financials as presented
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<i>Second:</i> Dan Speak

<i>Discussion:</i> None

<i>All in favor:</i> Unanimous

<i>All opposed:</i> None

<i>Abstentions:</i> None

○ **High School September Monthly Financials**

<i>Motion:</i> I, Howie Fitzgerald, move to approve the High School September Monthly Financials as presented

<i>Second:</i> Josh Ross

<i>Discussion:</i>

<i>All in favor:</i> Unanimous

<i>All opposed:</i> None

<i>Abstentions:</i> None

○ **Middle School FY24 First Interim Report**



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<i>Motion:</i> I, Howie Fitzgerald, move to approve the Middle School FY24 First Interim Report as presented
<i>Second:</i> Dan Hertzler
<i>Discussion:</i>
<i>All in favor:</i> Unanimous <i>All opposed:</i> None <i>Abstentions:</i> None

○ **High School FY24 First Interim Report**

<i>Motion:</i> I, Howie Fitzgerald, move to approve the High School FY24 First Interim Report as presented
<i>Second:</i> Dan Speak
<i>Discussion:</i>
<i>All in favor:</i> Unanimous <i>All opposed:</i> None <i>Abstentions:</i> None

○ **Middle School FY24 Annual External Audit Report**

Due date for Audit is 12/15 and EdTec is behind schedule. HW: Suggested meeting with Finance subcommittee. DH: Need to ensure we have quorum. DH: There will not likely be anything “wonky,” we see the monthly financial reports. RW: Independent study requires them signing a master agreement. Never received sample Independent Study agreements. One of the requirements to explain support have available to students, especially if 504/IEP/Homeless supports. Need a line/sentence what support they’ll have. Language is in there, getting clarification and advice from James and Megan (EdTec). Generated ADA around 3% for those, which might make ADA invalid on audit. Outcome TBD. HW: Although not required for board



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approval, would like to see the update in January. JR: Poor customer service - seems like we would have had a heads up if we're in contact with auditor in June. RW:

<i>Motion:</i> I (Name Here) move to approve the Middle School FY24 Annual External Audit Report as presented
<i>Second:</i> Name Here
<i>Discussion:</i>
<i>All in favor:</i> Unanimous <i>All opposed:</i> None <i>Abstentions:</i> None

○ **High School FY24 Annual External Audit Report**

JM: One of the requirements is to go through an I-9 process. The auditor came back to us and said you don't have employee signatures on any of the I-9s submitted. Seems like easy solution. Current employees signed and ex-employees did not sign. James investigated what happened, appears that those five I-9s were the only ones that were missing. The request was made by the auditor and in the process of submitting them, they got lost. James drafted investigation report and chatted with Howie, Josh, and legal that may result in a finding. Would be first finding in 11 years. Procedural finding. Also part of the conversations that Standard Business Process is formalized to mitigate future errors.

<i>Motion:</i> I (Name Here) move to approve the High School FY24 Annual External Audit Report as presented
<i>Second:</i> Name Here
<i>Discussion:</i>
<i>All in favor:</i> Unanimous <i>All opposed:</i> None <i>Abstentions:</i> None

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- **Academic Oversight** -

- **Middle School Annual Performance Report (Richard Williams)**

- 56 Diversity Index Score; top 6% of most diverse schools in Los Angeles County
 - MF: Suggested to include metric in marketing
 - 16% of students with IEPs/Disabilities
 - 47% socio-economically disadvantaged students (MHF to see slides)
 - IVA outperforming CA/LBUSD schools with standard nearly met or standard met

- **High School Annual Academic Reports (James McGrath) (MHF to see slides)**

- Marketing report in October
 - CAASP Test Scores: Students have grown more than local student averages. State tests are measured against 8th grade score. ELA test scores jumped by 67 points compared to LBUSD's 48 point decrease. State average put 36 point increase. Students came in about 20% points below proficiency. Within three years, we met and suppressed LBUSD outcomes.
 - Math: 11 point increase vs. LBUSD 14 point increase. State average was 24 point increase.
 - NWEA: Median increase of 1.5
 - Only 20% of LBUSD students took the CAASP. Next year we will see a more realistic comparable.
 - Parent surveys - 55% participation, consistently outperforming satisfaction with District, Other Charter Schools, and Private Schools
 - Parents are showing more satisfaction with teachers and academic standards
 - HW: How are you using for marketing?
 - JM: Including a bullet-point or two, separate school profile flyer, on website, info sessions, finding the thing the district isn't doing, then showing prospective families that we do things different.

- **Marketing**

- **High School GrowSchool Marketing Contract (James McGrath)**

- BIM in the folder that details two required contracts.
 - GrowSchool is marketing arm and rely on expertise that can stay with us.

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- SS: No active contract, but when we do, have weekly check-in. Look at social media, help with flyers, online feedback and analytics. Have taken time to get to know us as a school. Understand how particular we are about our brand. Appreciate the shared relationship. Being able to take time and energy built with GrowSchools and being able to apply that to the website. Understand style, voice, brand. Craft messages and interview staff/students. Have tech team for support. Have internal expertise.
- JM: High ROI with a reasonable cost.
- JM: Asked GrowSchools to put together a joint proposal. Under the assumption the middle school staff approves it. Will build IVAHS site first, IVAMS site.
- DH: Website would be straight 50/50 split for both schools.
- MF: Questioned value of the contracts
- SS: Has done a lot of the pre-work to ensure online. Also building the site for us to own. Even hire someone internally, can train on internally.
- JM: Includes marketing consultation, accessibility, and streamlining reduction of templated sites.
- HF: Has a great track record with GrowSchools and have delivered on what they said they would deliver.
- AG: Sounds like you got quote for website contract. Did you do the same thing for the marketing contract?
- JM: Didn't RFP other marketing consultants.
- AG: Did we use any grant monies to pay for marketing? If grant monies, they're going to require multiple contracts.
- One contract in excess of \$25k
- One contract would like board resolution and signatory authority

<p><i>Motion:</i> I, Howie Fitzgerald, move to approve the High School GrowSchool Enrollment Marketing Contract #1 as presented</p>

<p><i>Second:</i> Dan Hertzler</p>

<p><i>Discussion:</i></p>

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All in favor: Unanimous
All opposed: None
Abstentions: None

Motion: I, Howie Fitzgerald, move to approve the High School GrowSchool Website Contract #2 (IVAHS & IVAMS) as presented

Second: Megan Folland

Discussion:

All in favor: Unanimous
All opposed: None
Abstentions: None

Motion: I, Howie Fitzgerald, move to grant signatory authority for James McGrath to execute both GrowSchool Enrollment Marketing and Website Contracts

Second: Analicia Gomez

Discussion:

All in favor: Unanimous
All opposed: None
Abstentions: None

- **Disciplinary (ad hoc)** - No Items on the Agenda
- **Policy (ad hoc)** - No Items on the Agenda
- **Board Governance**
 - Nomination and Approval of Board Chairperson for two year term



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Motion: I, Howie Fitzgerald, move to approve Dan Hertzler as IVA Board Chairperson for a two year term beginning December 11, 2024

Second: Dan Speak

Discussion:

All in favor: **Unanimous**

All opposed: None

Abstentions: Dan Hertzler

- Nomination and Approval of Board Vice Chairperson for two year term

Motion: I, Howie Fitzgerald, move to approve Eric Churchill as IVA Board Vice-Chairperson for a two year term

Second: Dan Hertzler

Discussion:

All in favor: **Unanimous**

All opposed: None

Abstentions: None

Motion: I, Dan Hertzler, move to approve Howie Fitzgerald as Board Member at-Large for two year team

Second: Megan Folland

Discussion: A big thanks for your service Howie! SS: Appreciate the support and seriousness of focusing on the agenda and what happens, speak freely about schools.

All in favor: **Unanimous**

All opposed: None

Abstentions: Howie Fitzgerald



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- **Facilities** - *No Items on the Agenda*
- **Leadership Oversight & Compensation** - *No Items on the Agenda*
- **Fund Development** - *No Items on the Agenda*

8. Comments on items considered in open session -

9. Future business - *Are there any new agenda items from the Board of Directors to be included in the next Board meeting?*

- Renewal of Josh Ross' board term
- Future administration and policy changes that may or may not affect our school

10. Announcements

11. Announcement of closed session items: N/A

12. Public comments on items considered in closed session

- None

13. Closed session: Recording turned off

None

14. Report of closed session items (recording turned on)

15. Return to open session

16. Call to adjourn : 9:15 PM