

**IVALB Board of Directors Meeting Minutes
September 6, 2023**

7:00pm @ IVA High School - 1637 Long Beach Blvd., Long Beach, CA 90813

1. Call to Order

- Welcome - 7:10 PM
- Roll call (Howie): Howie Fitzgerald, Dan Hertzler (arrived at 7:23pm), Asion Jackson, Josh Ross, Dan Speak
- ABSENT: Staci Emerson, Eric Churchill
- Also in attendance: James McGrath, Summer Sanders, Jacquie Bryant

Agenda items: Seven items in the consent agenda:

- I. Check and Credit Card Registers, May, June, July (both schools)
- II. Board Meeting Minutes (8/23/23 & 6/7/23)
- III. 2023-24 Academic Calendar (HS)
- IV. 2023-24 Bell Schedule and Annual Minutes (both)
- V. Employee Handbook (both)
- VI. 2023-24 Consolidated Applications for federal funds (both)
- VII. Local assignment teacher placements (both)

2. Reports

· **High School director update**

- Hired a couple people (office manager, social science teacher, science teacher and office clerk)
- Lots of returning staff
- Science teacher is directing the Project Lead the Way grant
- Working on website, new videos at the bottom focused on marketing
- Developed a project portfolio
 - Student and teacher input is summarized into one project
- Subject-based mission statements. Aligned to the school's mission
- Student ambassador training took place
 - Students were included in feedback process
- New linkedin page just for the high school, requested that all board members subscribe
- Dan Speak asked a question about what items are getting the most attention on Social Media. Summer Sanders responds that things that highlight students get the most attention. This also highlights the need for other, non student related people to re-tweet/reshare the posts.

· **Middle school director update**

- Jacquie Bryant shares about the MS. 26 staff members and the strongest RSP teacher they have ever had from LBUSD.
- In the middle of a strong Annual Family Fund drive.

**IVALB Board of Directors Meeting Minutes
September 6, 2023**

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- Howie encourages the Board to give to the schools, whatever you can.
- JB shares about the fun things happening at the MS with clubs and activities.
- BTS Night is Thursday 9/14/23 from 6:30-8:30
- Howie asks about enrollment. JB updates the board on the increase back in the size of the 6th grade wait list to what it historically has been.

3. Understanding our Mission/Recognition

- Staff/Student Presentation

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.

- 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 quest, please verbally notify the chairperson at this time.*

6. Consent Agenda Items

Seven items in the consent agenda:

- I. Check and Credit Card Registers, May, June, July (both schools)
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**IVALB Board of Directors Meeting Minutes
September 6, 2023**

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VI. 2023-24 Consolidated Applications for federal funds (both)

VII. Local assignment teacher placements (both)

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?

Motion: I (Howie) move to approve the consent agenda, which includes

- I. Check and Credit Card Registers, May, June, July (both schools)
- II. Board Meeting Minutes (8/23/23 & 6/7/23)
- III. 2023-24 Academic Calendar (HS)
- IV. 2023-24 Bell Schedule and Annual Minutes (both)
- V. Employee Handbook (both)
- VI. 2023-24 Consolidated Applications for federal funds (both)
- VII. Local assignment teacher placements (both)

Second: Dan Hertzler

Discussion: None

All in favor: **Unanimous**

All opposed: None

Abstentions: None

Item#

7. Business Items

A. Marketing

- Enrollment Update

- James updates the Board on the HS marketing status. #1 goal from year to year of the HS is enrollment. HS is still behind about 20-30 students for long term sustainability.

- Mostly good news. 9th grade class is 25 students and 10th-12th grade transfers are up to 10. Up a total of 17 new students. The downside is that there have been more transfers out for 11th and 12th. Overall we are about even with overall enrollment.

**IVALB Board of Directors Meeting Minutes
September 6, 2023**

7:00pm @ IVA High School - 1637 Long Beach Blvd., Long Beach, CA 90813

- We are at where we budgeted for enrollment. Historically, we have seen a handful of transfer students coming in.
- Howie asked about why STs are transferring out. Summer said that some have moved, some want a larger school and a few went to home school.
- JM stated that this year there was a group of friends who all left to a larger school. 2 to Jordan HS, 2 to a private catholic school, 1 to homeschool and a couple out of state.
- JM shares a reflection on the marketing plan. Feeder school strategy did not hit where we wanted to hit. The increased internet strategy is really being tagged to the increase in enrollment in the summer.
- SS gives an update on how the marketing firm has been really helpful in executing the ideas the HS generates as well as the internet search engine optimizations
- JM discusses the restructuring of the staffing plan to make it more fiscally viable.
- JM introduces the changes to this strategy for this year.
- SS elaborates on the HS partnership with LBCC
- Jason Baehr asks about if focus groups have been held with MS students or parents as well as asking when families make their HS choices.

B. Academic Oversight

C. Finance

a. Both

- i. 2022-23 Unaudited Actuals
 - JB presents the MS unaudited actuals for 22/23SY expected to have a \$165K positive and it actually ended higher at about \$292K and explains where the additional savings came from.
 - Josh asks a clarifying question and JB answers.
 - JM presents the HSs unaudited actuals for the 22/23SY and the actuals came in \$25K higher than expected. Forecasting for this year is also looking strong. Revenue change was not much, spending on benefits was lower than expected. Also finding more cost effective ways to support SPED STs
- ii. Financial Updates
 - JB gives a brief budget update for the MS comparing May-July budget vs actuals. HF asks is Josh saw any surprises and it looks like EdTec just made some technical accounting changes.
 - HS did not have the financial update prepared this month and will bring to the Board next month.

b. MS

IVALB Board of Directors Meeting Minutes
September 6, 2023

7:00pm @ IVA High School - 1637 Long Beach Blvd., Long Beach, CA 90813

- i. Expanded learning opportunities plan
 - JB presents the ELOP plan guide for Board approval. Gives the Board an overview as to how this is making an impact on the program at the MS. Explains how this is a low audited program being that we only use \$50K to implement this program. Only has to be offered. Roughly 33 of 78 6th graders.

- c. HS
 - i. Contract approval for tech services
 - JM: 3 year contract is up. Same company that we have been with for 7 years. Prices have not changed in the entire time. Will stay at roughly \$2K per month.
 - Asion Jackson informs the board that he works with them at his school and shared they are fantastic.

Motion: I, Howie, move to approve the middle school unaudited actuals as presented

Second: Asion Jaskson

Discussion: None

All in favor: **Unanimous**

All opposed: None

Abstentions: None

Item#

Motion: I, Howie, move to approve the high school unaudited actuals as presented

Second: Josh Ross

Discussion: None



**IVALB Board of Directors Meeting Minutes
September 6, 2023**

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All in favor: Unanimous

All opposed: None

Abstentions: None

Item#

Motion: I, Howie, move to approve the middle school financial updates as presented

Second: Dan Speak

Discussion: None

All in favor: Unanimous

All opposed: None

Abstentions: None

Item#

Motion: I, Howie, move to approve the middle school expanded learning opportunities plan as presented

Second: Dan Hertzler

Discussion: None

All in favor: Unanimous

All opposed: None

Abstentions: None

Item#

Motion: I, Howie, move to approve the high school 3 year contract for tech services as presented.



**IVALB Board of Directors Meeting Minutes
September 6, 2023**

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Second: Asion Jackson

Discussion: None

All in favor: Unanimous

All opposed: None

Abstentions: None

Item#

D. Disciplinary (ad hoc)

E. Policy (ad hoc)

F. Board Governance

G. Facilities

a. MS

- i. Annual rent increase with Grace LB**
 - JB shares the rent increase details.
 - Josh and Howie ask to have JB re

Motion: I, Howie, move to approve the middle school 6% Rent Increase with GRACE Long Beach.

Second: Dan Speak

Discussion: None

All in favor: Unanimous

All opposed: None

Abstentions: None

Item#

H. Leadership Oversight & Compensation

I. Fund Development

8. Comments on items considered in open session

- No members of the public present.



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9. Future business

Are there any new agenda items from the Board of Directors to be included in the next Board meeting?

- HF reiterates the need for Board recruitment and brings up the idea of the MS PTO president being a non-voting Board member. Asks that she considers the idea. Board discusses this possibility.

10. Announcements

11. Announcement of closed session items:

- None

12: Public comments on items considered in closed session (5m/person; 15 minute limit)

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13. Closed session: Recording turned off

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

15. Return to open session

16. Call to adjourn

<i>Motion:</i> I, Howie, move to adjourn the Board Meeting prior to the posted end time of 9pm at 8:35pm.
<i>Second:</i> Dan Hertzler
<i>Discussion:</i> None
<i>All in favor:</i> Unanimous <i>All opposed:</i> None <i>Abstentions:</i> None
<i>Item#</i>