



REGULAR MEETING MINUTES
BOARD OF DIRECTORS
IVY ACADEMIA CHARTER SCHOOL

December 14, 2017
6:00 PM Closed Session
6:30 PM Open Session

Heytow Chapel
7353 Valley Circle Blvd.
West Hills, CA 91304

WELCOME

Addressing the Board – Board meetings are meeting of the Board of Directors held in public, not public forum, and will be held in a civil, orderly and respectful manner. All public comments or questions should be addressed to the Board through the Chairman of the Board. To assure an orderly meeting and an equal opportunity for each speaker, persons wishing to address the Board must fill out a speaker card. Cards are available at the meeting and must be filled out and turned in to the Director of Human Resources prior to the beginning of the meeting. Members of the public may address the Board on any matter within the Board’s jurisdiction and have three (3) minutes each to do so. The total time of each subject will be fifteen (15) minutes, unless additional time is requested by a Board Member and approved by the Board.

The Board may not deliberate or take action on items that are not on the agenda. However, the Board may give direction to staff following a presentation. The Chairperson is in charge of the meeting and will maintain order, set the time limits for the speakers and the subject matter, and will have the prerogative to remove any person who is disruptive of the Board meeting. The Board of Directors may place limitations on the total time to be devoted to each topic if it finds that the numbers of speakers would impede the Board’s ability to conduct its business in a timely manner.

Persons with Disabilities – Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the American Disabilities Act of 1990. Any individual needing special accommodations should directly contact the Office of Student Support Services at least 72 hours before the meeting.

Next Meeting Date

January 25, 2018 6:00 Closed/6:30 Open Chapel at IAHS Regular Board Meeting

I. OPEN SESSION

A. CALL TO ORDER

Meeting was called to order by the Board Chair at 6:10 PM

B. ROLL CALL	Present	Absent
Allison Geld, Chairperson	___X___	_____
Leslie Vanderpool, Vice Chairperson	_____	___X___
Janay Bailey	___X___	_____
Janet Danaher	___X___	_____
Kevin Delson	_____	___X___
Diane Krehbiel	_____	___X___
Farbood Majd	___X___	_____

C. PLEDGE OF ALLEGIANCE

- D. Action:
a. Approval of Agenda for December 14, 2017.

Agenda was approved with amendment to move Oral Communication to Item V due to typo that Open Session did not reflect front page. Motion made by Danaher and seconded by Bailey. Approved by all present, 4-0.

Board went into Closed Session at 6:25 PM.

E. ORAL COMMUNICATIONS ON CLOSED SESSION AGENDA ITEMS

Persons wishing to address the Board of Directors on any **Closed Session agenda item** may do so by completing a “Speaker Card” and submitting the form to the Board Chairperson. Public Comment shall be limited to fifteen (15) minutes per subject with a maximum of three (3) minutes per speaker.

II. CLOSED SESSION

The Board of Directors will convene to Closed Session for the following items:

A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: Two (2) potential cases.

III. OPEN SESSION – The Board will reconvene to Open Session at 7:00 PM.

Open session reconvened from closed session at 6:35 PM.

F. Roll Call

Roll call was taken, and the following were present: Geld, Bailey, Danaher, Majd.

Chairperson Geld announced that no action was taken during Closed Session.

G. PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION (includes the vote or abstention of every member present).

H. ORAL COMMUNICATIONS

Persons wishing to address the Board of Directors may do so by completing a “Speaker Card” and submitting the form to the Board Chairperson. Public Comment shall be limited to fifteen (15) minutes per subject with a maximum of three (3) minutes per speaker. The Chairman of the Board will read the names of the individuals who have submitted Speaker Cards to address the Board. No additional Speaker Cards will be accepted after the names have been read.

I. Reports

- A. Ivy Parent Leadership Group Report: Connie Matar - Nothing to share at this time.
- B. Ivy Educational Foundation – Deirdra Brasch: Nothing to share at this time.
- C. School Site Council – Jennifer Lyons: Nothing to share at this time.
- D. English Language Acquisition Committee: Maria Gennaro – Nothing to share at this time.

J. Action:

- a. Approval of Minutes for November 16, 2017 Regular Meeting

Motion made by Bailey, seconded by Danaher. Abstained: Majd, Geld. Approved 2-0.

K. Action:

- a. Approval of Minutes for November 16, 2017 Special Meeting

Tabled

L. Action:

- a. Approval of the 2017-2018 1st Interim Report prepared by Leigh Taylor, CSMC School Business Manager

Approval of Interim Report: No difference to report. Motion made by Danaher, seconded by Majd. Approved 4-0.

M. Action:

- a. Approval of November 2017 Financial Statements prepared by Yvette Brown, CSMC School Business Manager

Approval of November 2017 Financial Statements: Motion made by Bailey, seconded by Danaher. Approved 4-0.

Presentation indicates the following: between July and November, Ivy is tracking over in certificated salaries. Brown stated that she will ensure this is reviewed in preparation for next year’s budget. Ivy has a healthy balance; cash is strong, and the loan continues to be

paid off. Brown shared concerns in the check registry made for personal reimbursements for employee school-related expenses. In an act of transparency, she shared she wanted this noted to ensure the record indicates this highlight and purpose. The Board shared an interest in further understanding former Director Wesley's bill for services—specifically what services were rendered, and for what purpose. Majd asked for further clarification about personal expenses (pg. 18) of \$267k.

- N. Action:
a. Approval of the 2016-17 Annual Independent Audit performed by CliftonLarson Allen, LLP Certified Public Accountants.

Approval of Audit: Motion made by Bailey, seconded by Majd. Approved 4-0. Brown shared executive summary of report. She stated that there were no findings. \$400k in debt assets increased. Ivy is near the \$750k threshold for federal programs. The Board and Brown discussed its significance. A federal audit is required when \$750k is met. When achieved, employees are required to record services rendered to verify work performed that meets federal grant requirements. These reports are prepared, using a Personnel Activity Report (PARS), during each pay period. Title I funds were discussed as it relates to federal funding.

- O. Action:
a. Approval of Ivy Academia Fiscal Policies and Procedures

Approval of Fiscal Policies and Procedures: Motion made by Bailey, seconded by Danaher. Approved 4-0, with amendment noted below. Board approved with change of language under AUTHORIZED CHECK SIGNERS. Remove name of Joe Herzog and use only EXECUTIVE DIRECTOR and BOARD CFO.

- P. Action:
a. Approval of Lead Petitioner(s) and Authorization of Submission of Ivy Academia Renewal Petition Application for Ivy Academia Charter to the Los Angeles Unified School District

Approval of Lead Petitioner: Motion made by Bailey, seconded by Majd. Approved 4-0. Tom Nichols of CSMC outlined the Charter Petition Renewal process for the Board. Nichols shared his pleasure knowing that Ivy will be using services from YMC and CCSA to ensure that its renewal document satisfies LAUSD's requirements.

- Q. Action:
a. Approval of Form J-13A Request for Allowance of Attendance

Tabled

- R. Discussion/Action:
a. Approval of Parent Student Advisory Committee

Approval of PSAC: Motion made by Bailey, seconded by Majd. Approved 4-0.

Board discussed merits of program. Geld stated that she believes format should ensure student privacy.

- S. Discussion/Action:
 - a. Approval of Instructional Technology Committee

Approval of ITC: Motion made by Danaher, seconded by Bailey. Approved 4-0.

- T. Report of Deputy Executive Director

Deputy Executive Director shared his experience working with staff during Holiday Show. He commented that it was well attended and many shared their pleasure in attending the event. Murphy said that staff was instrumental in the program's success.

- U. Executive Director

Executive Director was not present. Deputy Director shared: Ivy maintains a steady, predictable 690 ADA; Ivy sent a letter to LAUSD and responded that it maintains it is not currently implementing the Silk-screening program.

- V. Public Comment:

Charlene Guss shared that she is happy to see that staff and Administration is collaboratively working. On behalf of UTLA teachers, elementary teachers are concerned about the lack of support in discipline with Tom Kuhny transitioning to the secondary school.

IV. ADJOURNMENT

The meeting was adjourned at 8:04 PM.