



SPECIAL MEETING MINUTES
BOARD OF DIRECTORS
IVY ACADEMIA CHARTER SCHOOL

February 23, 2017
6:00 PM Closed Session
6:30 PM Open Session

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 completely 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

March 23, 2017 6:00 Closed/7:00 Open Chapel at IAHS Regular Board Meeting

I. OPEN SESSION

A. CALL TO ORDER

Meeting was called to order by the Board Chair at 6:18.

B. ROLL CALL	Present	Absent
Allison Geld, Chairperson	<u> X </u>	_____
Janet Danaher	<u> X </u>	_____
Kevin Delson	<u> X </u>	_____
Diane Krehbiel	<u> X </u>	_____
Elenna Turner	<u> X </u>	_____
Leslie Vanderpool	<u> X </u>	_____

C. PLEDGE OF ALLEGIANCE

- D. Action:
- a. Approval of Special Agenda for February 23, 2017
M _____ Janet Danaher _____ S _____ Elenna Turner _____ V _____ 6-0 _____

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.
None.

II. CLOSED SESSION

The Board of Directors convened to Closed Session at 6:19 PM for the following items:

- A. CONFERENCE WITH LABOR NEGOTIATOR
Agency Negotiator: Caroline E. Neuhaus Wesley, Executive Director;
Roger Scott, Young, Minney & Corr
Employee Organization: UTLA
Negotiations

III. OPEN SESSION – The Board reconvened to Open Session at 6:45 PM.

- F. Roll Call – All Present
- G. PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION (includes the vote or abstention of every member present).
None.

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.

Charlene Guss, Teacher, was very impressed on how the whole team pulled together for

our LAUSD visit. For the last few weeks she has been coming to work with a big smile on her face – she feels like it is the old Ivy again.

I. Reports/Presentations

A. Ivy Parent Leadership Group Report – Parastou Bassirat

During E-Convention, IPLG will have a bake sale with cookies, water and diet coke for the parents. On Thursday, February 16, IPLG had their fundraiser at Poquito Mas. The IPLG meetings are being held at the elementary campus, but there were no parents who showed for the meeting. Parastou is trying to organize different events such as parent vs. child sports event. She will work with Coach Shauntae and the rest of the Board to come up with ideas for more parent involvement. IPLG will propose to have an Olympic Day. Dr. Wesley will review dates with Parastou. Mrs. Danaher suggested that Ivy have the Parent Symposium after everyone gets in school, maybe in September and October. Parastou Bassirat mentioned that IPLG funds are low and attributes it to our Ivy's free and reduced lunch rate of 62%, noting it is very hard to get donations.

B. School Site Council – Katrina Daneshmand – Nothing to report, School Site Council did not have quorum.

J. Action:

a. Approval of the Minutes of January 26, 2017 Regular Meeting

M Kevin Delson S Diane Krehbiel V 6-0

K. Action:

a. Approval of January 2017 Financial Statements

M Janet Danaher S Elenna Turner V 6-0

Leigh Taylor, CSMC, reports that Ivy is on track for the budget for the 2016-17 school year. Even with the declining ADA, Ivy will still have a solid year if everything stays on track the way that it is. Ivy is strong because of the Charter Schools Facilities Grant, tight fiscal management, and strong fiscal leadership. Mr. Delson asked what was the variance reason for the Service in other operating expenses. Ms. Taylor, CSMC, responded that it is a timing issue of receiving money due to the holiday seasons and short days in during the holidays, this should catch up in February.

Dr. Wesley wanted to go over a few key points on the check register. She discussed rent and the increase for next year. She will be negotiating with the landlord. Skylar Company which was our outsourcing of maintenance, Ivy has since moved the custodial work in house. There are two checks to LAUSD, one for \$82K which is half the year for rent for the Taft facility. This money had to be paid in one lump sum. The \$13K is the rent for Taft on a monthly basis. Young, Minney and Corr has been reduced but anticipate that it will go up due to negotiations. There is also a credit line for Wells Fargo that was prior to Dr. Wesley joining Ivy Academia. Ivy is paying this off at a rate of \$2K per month instead of the minimum amount of \$72.00 for the past two years to get that paid off. Credit cards are paid off each month with no outstanding balance.

- L. Action:
a. Approval of the 2015-2016 Alternative Schools Inc. Tax Returns
M Janet Danaher S Leslie Vanderpool V 6-0

Dr. Wesley reviewed the tax returns. Leigh Taylor and Dr. Wesley reviewed the tax and did not find anything that was inappropriate.

- M. Action:
a. Approval of Contract for Vincenti, Lloyd, Stutzman LLP for 2016-17 Audit
M Janet Danaher S Diane Krehbiel V 6-0

Dr. Wesley presented the contract for Vincenti, Lloyd, Stutzman for audit services. This is something that is approved annually. It is a blanket letter that shows exactly what services they will provide. Dr. Wesley attached a letter stating that they cannot charge Ivy more than \$10k, but Vicenti is charging Ivy \$8,700. The also attached a letter from the State Controller's office showing that the audits that Vicenti, Lloyd, Stutzman complete are certified without exception.

- N. Action:
a. Approval of Overnight Field Trips:
CIMI - National Junior Honor Society, Kuhny, Guss-March 13-17, 2017
Pali Camp - 6th Grade Outdoor School, Nieland, Axworthy-May 10-12, 2017
M Kevin Delson S Diane Krehbiel V 6-0

Approval is requested for students from the National Junior Honor Society for students from the National Junior Honor Society and National Honor Society to participate in an instructional program at CIMI, March 13-17. Approval is also requested for students from the 6th Grade to participate in an instructional program at PALI, May 17-19, 2017. The focus is NGSS standards and team building/leadership skills.

Mr. Delson asked how many students are going. Mr. Kuhny responded that there are 23 for CIMI and 25 students for Pali Camp. Ms. Geld asked if Astro Camp is cheaper than Pali Camp. The response was Astro Camp is up near Big Bear. Questions were raised as to why the numbers were so low, and there were several reasons given. Mr. Troletti said that some parents are hesitant to send their kids away for a week. Parastou noted that the 6th grade teachers started late fundraising.

- O. Action:
a. Approval of Sale of Receivable to Charter Asset Management for \$350K on March 7, 2017
M Leslie Vanderpool S Janet Danaher V 6-0

The borrowing is due to a timing issues of and receipts of payment due to Ivy. Dr. Wesley will try to get another bid for borrowing. Dr. Wesley stated that we wait until the last hour to borrow to save on the cost.

- P. Action:
Approval of Board Authorization (EC 44256(b) for Carrie Christensen to teach students for HS Biology and HS Physics for 2016-2017 school year
M Janet Danaher S Elenna Turner V 6-0

Dr. Wesley stated that during the LAUSD visit in the review of the staff credentials, it was found that Carrie Christensen who maintains a Science Credential in Chemistry, is currently teaching Biology/Physics. Ms. Christensen does maintain the CTC required units of 9 in each of the subject categories. Ms. Christensen has 11 semester units in Biology and 13 semester units in Physics. In order for Ms. Christensen to teach these above courses for the 2016-2017, it requires Board Approval. Ms. Turner asked is this the recommendation from Dr. Wesley. Dr. Wesley responded yes. Ms. Geld responded that this was the second time this has happened. Ms. Geld asked how does it continue happen. Mr. Martin, Director of Human Resources, responded that this does not “continue” to happen, it was an oversight, and he has put steps in place for verification of credentials so this type of issues does not re-occur. He did share that this is a hard to fill position.

The Board approved Carrie Christensen to teach Biology/Physics for the 2016-2017 school year.

- Q. Report of Executive Director
a. Dr. Wesley will provide a brief update on the LAUSD Visit, February 8, 2017.

Update of the LAUSD visit, there were three corrections, the first is the Board Approval of the Credential. The second is requests from Amy Long, forensic Accountant for LAUSD, in regard to the audit finding, which was previously discussed with the Board. Last year in the 15-16 there was an error in the way courses were uploaded which was corrected. The third concern is test scores. Dr. Wesley shared that she felt everything went positively. Dr. Wesley, Ms. Brasch and Ms. Lyons attended the CCSA Charter Renewal Preparation meeting on February 23, 2017.

- b. Dr. Wesley will provide a brief update on Attendance, Enrollment, Facilities.

Dr. Wesley presented that attendance is the lowest that it has been for the school. The weather and everyone has been sick. Enrollment is at 787, and currently 195 submissions for the wait list. Ivy will run its lottery on March 10, and Ivy anticipates accepting all students. Dr. Wesley presented to the Board the Prop 39 proposal from LAUSD.

Dr. Wesley discussed the E-Convention that will take place on February 24, 2017 and was super excited about the projects that will be displayed.

IV. ADJOURNMENT

The meeting was adjourned at 8:06 PM.