



REGULAR MEETING MINUTES
BOARD OF DIRECTORS
IVY ACADEMIA CHARTER SCHOOL

February 28, 2019
6:00 PM Closed Session
7:00 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

March 28, 2019 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 **6:02 PM**.

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

C. PLEDGE OF ALLEGIANCE

D. Action:

- a. Approval of Agenda for February 28, 2019.

The board heard a brief discussion regarding Item “O” – Vicenti Lloyd & Stutzman to be lined out and replaced with Clifton Larsen Allen as Independent auditor. Both names refer to the same firm.

On a motion by Diane Krehbiel and second by Leslie Vanderpool the meeting agenda was unanimously approved

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.

There were no comments from the public

II. CLOSED SESSION

The board entered into closed session at **6:08 PM**.

- A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
- B. CONFERENCE WITH LABOR NEGOTIATOR
Agency Negotiator: Joe Herzog, Executive Director

III. OPEN SESSION

The Board reconvened to Open Session at **7:06 PM**.

F. ROLL CALL	Present	Absent
Allison Geld, Chairperson	<u> X </u>	_____
Leslie Vanderpool, Vice Chairperson	<u> X </u>	_____
Janay Bailey	<u> X </u>	_____
Janet Danaher	<u> X </u>	_____
Kevin Delson	<u> X </u>	_____
Diane Krehbiel	<u> X </u>	_____
Farbood Majd	_____	<u> X </u>

G. PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION (includes the vote or abstention of every member present).
No Action was taken during Closed Session.

H. ORAL COMUNICATIONS

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.

There were no comments from the public

I. Reports

A. Ivy Parent Leadership Group Report – Jennifer Lyons and Deirdra Brasch

A brief update from Ivy principals report their continued effort to encourage parent involvement.

B. School Site Council – Maria Gennaro

We held our SSC meeting on Monday, February 25, 2019; our next meeting is scheduled for Monday, April 29, 2019 at 4:00 pm (immediately following the ELAC meeting) in the Conference Room.

During the meeting, we discussed the approved the 2019-2020 Comprehensive School Safety Plan and the 2019-2020 Wellness Policy.

C. English Language Acquisition Committee – Maria Gennaro

We held our ELAC meeting on Monday, February 25, 2019; our next meeting is scheduled for Monday, April 29, 2019 at 4:00 pm (immediately preceding the SSC meeting) in the Conference Room.

During the meeting, we discussed the upcoming ELPAC SA test administration of April 23, 2019 to May 3, 2019, California State Seal of Biliteracy program including the Elementary Bilingual Service and Participation Award (BSPA) and the High School State Seal of Biliteracy, the winter results of NWEA benchmarks by comparing EL status (EL, EO, IFEP and RFEP), and the LCAP executive summary.

D. Meal Program Update – Maria Gennaro

The entire Meal Program staff was trained on the annual Civil Rights training on January 30 and 31, 2019. SNP Site Monitoring and USDA Storage Facility Reviews were completed for both campuses/sites at the end of January; these reviews must be completed on a semiannual basis, at minimum. Both sites were found in compliance and no corrective action was needed.

I (Maria Gennaro) attended the NSLP (National School Lunch Program) Financial Management course on February 21 and 22, 2019. During this workshop, I reviewed the 17-18 budget including calculating revenues and expenditures based upon meal equivalents to analyze where Ivy could be more fiscally solvent regarding the NSLP. Following the workshop, I reviewed the 18-19 budget and will begin to forecast for the 19-20 school year.

E. Wellness Committee Update – Maria Gennaro

We held our Wellness Committee meeting on February 4, 2019; our next meeting is scheduled for Monday, April 1, 2019 at 3:30 pm held in the Conference Room.

During the meeting, we are revisiting approved the 2019-2020 Comprehensive School Safety Plan and the 2019-2020 Wellness Policy and discussed the 2019 administration of the PFT (Physical Fitness Test) scheduled for April 1 to 12, 2019.

J. Action:

a. Approval of Minutes for January 24, 2019 Regular Meeting

On a motion by Diane Krehbiel and second by Janet Danaher, the meeting minutes were unanimously approved, with abstentions from Kevin Delson as he was not in attendance.

K. Action:

a. Approval of January 2019 Financial Statements prepared by Joshua Eng, CSMC School Business Manager

Jan 2019 Balance Sheet - Ivy Academia:

As of January, there was \$1,281,389 cash and \$38,038 in receivables. There were current liabilities of \$323,299 and \$35,765 in loans. The school still has \$57,129 in college readiness money that needs to be spent by the end of the year, as net assets as of January total \$1,324,467
Jan 2019 Projected Cash Flow - Ivy Academia
Cash projects positively in each month throughout the year
On a motion by Janet Danaher and second by Janay Bailey, the financial statements were unanimously approved.

- L. Action:
- a. Approval of Second Interim Report prepared by Joshua Eng, CSMC School Business Manager
See the reports labeled, "2018-19 2nd Interim Alternate Form - Ivy Academia" and "FY19 2nd Interim Balance Sheet - Ivy Academia". These reports have the same data as the budget on the "Jan 2019 Budget to Actuals & Profit and Loss - Ivy Academia", they have just been inserted on the district approved templates. They are rough projections on how the school estimates they will close the year.
On a motion by Janay Bailey and second by Leslie Vanderpool, the Second Interim Report was unanimously approved.
- M. Action:
- a. Approval of revised 2018-2019 Budget prepared by Joshua Eng, CSMC School Business Manager
This report is both the income statement/profit and loss and the budget to actuals. The column with the header labels, "July" and "January" are the actuals revenue and expenses received as of January 31, 2019. Of this there was a net income of \$4,188 for that period. The column "Actuals as % of Reforecasted Budget" is the percentage of actuals against the "Reforecasted Total (Actuals+Fcst)", which is the proposed updated budget and the projected 2nd interim. The new budget projects an updated net income \$914,369. The column "Current BOD Approved Budget" is the last approved budget from the beginning of the year which assumed a net income of \$825,682. The column "Working v. Current Budget" is the difference between the "Reforecasted Total (Actuals+Fcst)" against the "Current BOD Approved Budget". The net income increases by \$88,687.
Primary adjustment to the budget were:
- Decrease in ADA from 853.13 to 623.45.
 - Increase in local revenue due to the Prop 39 settlement of \$790K.
 - All salaries and expenses were readjusted to follow expense trends based off actuals and lower ADA.
- On a motion by Janay Bailey and second by Allison Geld, the revised 2018-2019 budget was unanimously approved.
- N. Action:
- a. Approval of Education Protection Account (EPA) report prepared by Joshua Eng, CSMC School Business Manager
Proposition 30, The Schools and Local Public Safety Protection Act of 2012, approved by the voters on November 6, 2012, temporarily increases the states sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers.
The new revenues generated from Proposition 30 are deposited into a newly created state account called the Education Protection Account (EPA). School districts, county offices of education, and charter schools (LEAs) will receive funds from the EPA based on their proportionate share of the statewide revenue limit amount. A corresponding reduction is made to an LEA's revenue limit EPA entitlement. LEAs will receive EPA payments quarterly beginning with the 2013-14 Fiscal Year.
Proposition 30 provides that all K-14 local agencies have the sole authority to determine how the funds received from the EPA are spent, but with these provisions:
- The spending plan must be approved by the governing board during a public meeting.
 - EPA funds can not be used for the salaries or benefits of administrators or any other administrative costs.

- Each year, the local agency must publish on its website an accounting of how much money was received from the EPA and how the funds were expended.

On a motion by Janay Bailey and second by Allison Geld, the EPA report was unanimously approved.

- O. Action:
 a. Approval of Contract for ~~Vicenti Lloyd & Stutzman LLP~~ Clifton Larsen Allen for 2018-2019 Independent Audit
 On a motion by Janet Danaher and second by Kevin Delson, the contract was unanimously approved.
- P. Action:
 a. Approval of Low-Performing Student Block Grant Application
 Ivy Academia will use Low Performing Student Block Grant (LPSBG) funds to provide additional targeted assistance to identified fourth through twelfth grade underperforming students who are not unduplicated or receiving Special Education services. The services will primarily focus on Mathematics and English Language Arts interventions. Additional support during the school day, before and after school and during the summer will be provided. The additional support will be provided by credentialed teachers and paraprofessionals. Additional supplemental materials, staff development and teacher release time will be needed to support the intervention programs. A specific focus on mindset will accompany interventions to ensure that students have the confidence to persevere with concepts and skills that they have historically struggled with learning. The additional supports will be offered to students during the 2019-2020 and 2020-2021 school years.
 The effectiveness of the evidence-based services will be measured by targeted LPSG eligible student progress towards meeting grade level standards on report cards and the CAASPP. In addition, formative assessments (NWEA) will be given to students throughout the course of intervention programs that PLC's monitor so teachers can adjust their teaching accordingly to improve student performance.
 The additional services that will be provided to LPSBG eligible students support LCAP goals 1 (increase academic achievement for all students so they are career and college ready upon graduation) and goal 3 (Provide safe and nurturing learning environments where all students are connected to their school communities). Funding to support students eligible for LPSBG was not included in LCAP through LCFF, so the additional funding will allow all underperforming students to be afforded additional opportunities for interventions in Mathematics and English Language Arts. LPSBG eligible students will also be supported with mindset strategies which will increase engagement and connectivity to their learning. This will provide a comprehensive support for struggling students and is aligned with goals, actions, and services listed in the LCAP.
 On a motion by Diane Krehbiel and second by Janay Bailey, the LPSBG Application was unanimously approved.
- Q. Discussion/Action:
 a. Approval of Comprehensive School Safety Plan prepared by Maria Gennaro
 On a motion by Leslie Vanderpool and second by Janet Danaher, the Comprehensive School Safety Plan was unanimously approved.
- R. Discussion/Action:
 a. Approval of 2019-2020 School Wellness Policy
 On a motion by Janay Bailey and second by Janet Danaher, the School Wellness Policy was unanimously approved.
- S. Discussion:
 a. Annual LAUSD Transparency Resolution Review and Discussion
 Ivy Academia Entrepreneurial Charter School is a charter public school governed by a nonprofit board of directors and authorized/overseen by the Los Angeles Unified School District. On January 12, 2016, the LAUSD board voted to approve a Board Resolution, "Keeping Parents

Information: Charter Transparency” which was passed with the support of the LA charter community. The resolution highlighted information and data that charter public schools share with parents through their charter petitions, School Accountability Report Cards, Local Education Agency Plans, Local Control Accountability Plans, Annual Audits, and other publicly available documents.

This information is available from Ivy Academia electronically or manually by parent request. Per board resolution, parents may request this information in English and any single primary language meeting the requirements of Sections 45400 through 45403 of the California Education Code.

T. Report of Elementary Principal

a. I Love Reading Week

Elementary is currently doing a Read-a-thon raising money for a Library. In the first 3 days elementary has raised over \$1,000. We are pushing to get between \$5,000 - \$10,000 from this Read-a-thon. We will have the High School Student Council visit on Friday, to Read and do activities with our TK-3rd graders. We will finish up with our I Love Reading Week with a Door Decorating Contest that will be judged by our 5th grade student council on Friday. I will send pictures. The Office and Learning Center employees are hosting this weeks TGIF and it will be a Dr. Seuss theme, since 4th and 5th grade made us step-up our game for TGIF's.

A BIG Shout-Out to Dr. Murphy for getting Elementary Standards Plus ordered and Shipped within a few days! This is what the teachers asked for back in November to help gear up for State Testing.

b. 5th Grade Outdoor Ed

Our 5th graders (26 students) will be going Wednesday, March 6th – Friday, March 8th to Wolf Camp in Simi Valley. Both Ms. Lawrence and Mrs. Kurtzman will go up with them, then Ms. Lyons and Mr. Kuhny will visit them on different days including Mr. Kuhny spending Thursday night up there. We are all looking forward to this trip and hope this is a new tradition for our 5th graders at Ivy. We will also share pictures when we come back.

U. Report of HS/MS Principal:

a. On February 14th we held our first awards assembly and recognized our Semester 1, Blue (3.5-3.99) and Gold (4.0+) honor roll recipients. Ms. Galvez's Middle School Boys Group prepared a presentation on Martin Luther King, Jr. for Black History Month and the Booster Club parents came and handed out tickets for prize giveaways.

Ms. Musgrove has entered 2 teams of 4 in the Math Modeling Challenge, an online national competition taking place tomorrow from 8am-10pm. It is a 14-hour competition and students have a chance to win a \$20,000 first place prize, \$15,000 second place prize, \$10,000 third place prize, or \$5,000 fourth place prize. There is also an optional \$1,000-1,500 prize for honorable mentions.

b. On February 7th Ms. Gennaro and I attended an excellent LCAP workshop sponsored by EdTech. We received a lot of valuable information and reference materials to use to streamline our LCAP process, compliance and accountability practices. We will be using the summer months to establish timelines and workflows.

V. Report of Director of Special Education and Student Services:

A. Progress Monitoring and Performance Update for Students with Disabilities

Teachers approached admin with the idea of collaboration day. We would supply roaming sub so that teachers can individually meet with Sped teacher to come up with ways to support students in each class.

B. Tour of West Valley Occupational Center; Non-Public School (NPS)

Counselor, Ms. Galvez took several senior students to the West Valley Occupational Center to explore different options for post-graduation. Russo also has a meeting with Department of Rehabilitation next week to set up transitional services for our students.

NPS placement for one of our students. Was able to get parent to sign IEP after going three years of refusing to sign.

W. Report of Deputy Executive Director:

A. SAT Prep Class

Murphy and Moye are getting geared to work with Juniors who are interested in taking a SAT prep class that will get them ready to take the exam, Saturday, June 1. Initially, it appears there are 15 interested. Depending on overall student interest, the course may use Tuesdays, Thursdays, and Saturdays; however, this will be negotiated with students. As always, students will receive two months of preparation prior to the exam.

B. Shoup Site Tours Update

Murphy continues to provide tours bi-weekly. The last two attracted 75 and 25 respectively. Many inquires come from residents in the area who send their children to private schools. They continue to express their interest in the entrepreneurial expectations when students matriculate to middle and high school: school-run companies that include: arcade; salt water soft and hard coral fish tank; farm that includes chickens, desert and water turtles; farming-citrus and vegetables; worm beds; before- and after-school student store. Next tour dates include 3/8, 3/9, and 3/23. Guided tours require two hours.

C. WASC One Day Mid-Cycle

The Mid-Cycle Progress Report has been submitted to the Visiting Committee (VC) and awaits their visit, Thursday, March 8. Preparations have been made to make their stay hospitable. Faculty and staff have collaborated to ensure that the revised WASC goals are aligned to the Charter's LCAP and Charter Petition. We believe these functions demonstrate triangulation of purpose, vision, and articulated goals. The VC will determine the Charter's remaining accreditation cycle; options include: three, two, or one year, or no accreditation. ACS WASC will review the VC's determination and either approve or change their determination in late spring.

X. Report of Executive Director

a. Consolidated Application for Categorical Funds

The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various federal programs to county offices, school districts, and direct-funded charter schools throughout California.

Annually, in May, each local educational agency (LEA) submits the spring release of the application to document participation in these programs and provide assurances that the LEA will comply with the legal requirements of each program. Program entitlements are determined by formulas contained in the laws that created the programs.

The winter release of the application is submitted in January of each year and contains the LEA entitlements for each funded program. For each federal program entitlement, LEAs allocate funds for the program as indicated by the program requirements.

Ivy upload 6/30/19 part 1 to apply for 2018-2019 categorical funds

Ivy upload 2/28/19 part 2 restate to be sure plan is followed

Connection with LCAP, Federal Addendum (when implemented), and SPSA (if applicable).

b. California Enterprise Development Authority Educational Facility Revenue Bonds

Quarter Two (2) Report

The bond requires both the School and the Bond debtor (5975 Shoup) provide a quarterly update as part of the compliance. CWR3 Consulting provides the financials and analysis of the School and Shoup to the MSRB (EMMA is the reporting agency). These documents are due 50 days after the reporting quarter.

Ivy Academia and 5975 Shoup, LLC are in compliance with all covenants. The first bond payment was due on December 31, 2018 which was drawn from the bond account. This is a reserve that has been set aside the next payment, as well, due on June 30, 2019.

The settlement of the Prop 39 lawsuit proceeds was divided with \$3,160,000 being sent to UMB, the bond sweep account for uses on the construction of the school. Additionally, \$790,000 was remitted to Ivy Academia to be held as savings for use for capital purposes.

The construction program has been modified to reduce the site capacity to 700 students in an effort to speed up the construction process. Good progress has been made on obtaining the CUP which is expected in late April or early May, pending community hearings and final plan approval. This cuts short the time for building out the Pinecrest site by August for the school's first session. However, it seems likely, subject to the CUP, the buildout can be done by December.

We are still looking for temporary space for the K-5 program. However, it would appear the high school can stay on the STS campus. I will keep you informed of my progress.

c. LAUSD Annual Performance Base Oversight Visit March 6, 2019

The following outlines what the visit will look like:

- Morning Meeting: Review of guiding and special education questions about the school. Board members (as long as the number of members present does not reach quorum) are welcome to participate in this meeting as well as the other activities of the visit.
- Classroom Observations: The CSD requests that school leaders accompany the CSD Team members on the classroom visits. During the morning meeting CSD leaders will select the classrooms they would like to observe.
- Special Education Program Review: The CSD Team member conducting this review will request the school principal and SPED support personnel to engage in a discussion about the school's systems and procedures for ensuring full compliance with special education requirements. A copy of Welligent 200 and 300 reports for the review will be provided.
- Interview(s) of Stakeholder Group(s): none
- Document Review: Throughout the day the CSD Team will review the school's document binders. Ivy leadership staff will remain available to answer questions or address concerns that may arise.
- Fiscal Review: The school's assigned CSD Fiscal Oversight Administrator will be conducting Segregation of Duties interviews as part of the Fiscal Review.
Visit Debriefing: At the end of the visit day, the CSD Team will meet with Ivy leadership in order to debrief the events of the day

IV. ADJOURNMENT

The meeting was adjourned at **7:50 PM**