



**REGULAR MEETING MINUTES**  
**BOARD OF DIRECTORS**  
**IVY ACADEMIA CHARTER SCHOOL**

**February 22, 2018**  
**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 22, 2018      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 Allison Geld, Board Chair, at 6:08 PM

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

**C. PLEDGE OF ALLEGIANCE**

- D. Action:
- a. Approval of Agenda for February 22, 2018.
- M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

Revisions: Item I was moved to follow Item L

Following a brief discussion of revisions, on a motion by Janay Bailey and second by Janet Danaher the motion carried by a unanimous 5-0 vote.

**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 at 6:11PM to discuss the following items:

**A. CONFERENCE WITH LABOR NEGOTIATOR**

Agency Negotiator(s): Joe Herzog, Executive Director; Mike Murphy, Deputy Executive Director; Roger Scott, Young, Minney & Corr; Employee Organization: UTLA

**B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Property: 5975 Shoup Ave Woodland Hills, CA 91367  
 Agency Negotiator: Carl Raggio, CWR3 Consulting LLC

**III. OPEN SESSION** – The Board will reconvene to Open Session at 7:04 PM.

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

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

Allison Geld, Board Chairperson announced that no action was taken during closed session.

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.

- A. Charlene Guss- Praised the direction that the school is going in particular administrative support of personal issues that she has recently encountered.
- B. Maria Gennaro- Celebrated the 6<sup>th</sup> grade class, in particular Mr. Fagan and student, Sam S., for their achievement on the Matific Math Games.

I. Reports

A. Ivy Parent Leadership Group Report – Connie Matar  
Box Tops

Submission Date 2/28/18 for end of the school year.

Fundraising

- Nacho sale at elementary a huge hit! Sold out.
- Family Dance extended its RSVP to this Friday. Will need to evaluate if we can continue with the schedule date. Might need to move to another date if we do not have enough in attendance.
- Boutique tentatively scheduled for the week of Mother’s Day.
- Concession stand will be back. Planning to hold one or two before the end of the school year at the MS/HS campus (on their minimum days).

Parent Involvement

- Create a flyer to put the word out.
- Create a FB page to reach out via social media (currently in progress).
- Generate sign up list for parent volunteer(s) for fundraising events.

B. Ivy Educational Foundation – Deirdra Brasch

The foundation is currently working with administration to handle the banking issue. We are still waiting on the paper work request from the state to process opening the bank account. We are anticipating this paperwork in the upcoming weeks.

C. School Site Council – Maria Gennaro

Discussed 16-17 SARC and tabled discussion of Title I sub-committee to

April meeting.

Established LCAP Revision sub-committee and will discuss SPSA and the Dashboard to the April meeting.

We have held our last SSC meeting on Monday, February 12<sup>th</sup>. Our next regular meeting will be on Monday, April 9<sup>th</sup> and we will be holding a special meeting on Tuesday, February 27<sup>th</sup> at 9 am to discuss and approve the Comprehensive School Safety Plan and the Wellness Policy

D. English Language Acquisition Committee – Maria Gennaro

CELDT Report

- September tests- 14 EL, 1 IFEP and 1 left Ivy
- October test- 1 IFEP
- January tests (pending)- 2 EL students

ELPAC Report

- Received testing material in January, Ordered Pre-ID labels in February. Maria Gennaro will train EL Coordinators (Sandra Ramirez and Pamela Moye) and Kindergarten and 1<sup>st</sup> grade teachers to be test administrators and sign security affidavits. Testing will be complete before Spring Break.

EL Students Report

- EL students continue to receive designated ELD support- K-5: 8-8:30 daily and 6-12 EL advisory. Teachers communicate with parents through quarterly progress reports and semesterly report cards and complete EL folders.

Reclassified Students Report

- Teachers completed first quarter and first semester monitoring of RFEP'ed students.

We have held our last ELAC meeting on Monday, February 12<sup>th</sup>. Our next regular meeting will be on Monday, April 9<sup>th</sup>.

J. Action:

a. Approval of Minutes for January 25, 2018 Regular Meeting

On a motion by Janet Danaher and second by Janay Bailey, the motion carried by a unanimous 5-0 vote.

K. Action:

a. Approval of Minutes for January 31, 2018 Special Meeting

On a motion by Janay Bailey and second by Janet Danaher, the motion carried by a 4-0 vote. Alison Geld abstained as she was not present for the January 31 Special Meeting.

L. Action:

a. Approval of Minutes for February 05, 2018 Special Meeting

On a motion by Leslie Vanderpool and second by Janay Bailey the motion carried by a 4-0 vote. Farbood Majd abstained as he was not present for the February 05 Special Meeting.

- M. Action:
- a. Approval of January 2017 Financial Statements prepared by Yvette Brown, CSMC School Business Manager  
Yvette Brown (CSMC) shared her prepared documents for the board and clarified a few questions from board members concerning the registrar. Following a brief discussion about the budget on a motion by Janet Danaher and second by Leslie Vanderpool, the motion carried by 5-0 unanimous vote.

- N. Action:
- a. Approval of the 2017-2018 2<sup>nd</sup> Interim Report prepared by Yvette Brown, CSMC School Business Manager  
Yvette Brown (CSMC) read from her prepared 2<sup>nd</sup> Interim Report and provided a brief explanation.

On a motion by Janay Bailey and second by Farbood Majd the motion carried by a 5-0 unanimous vote.

- O. Action:
- a. Approval of Contract for Vicenti Lloyd & Stutzman LLP for 2017-2018 Audit  
Joe Herzog, Executive Director shared with the board the terms of contract and scope of services for Vicenti Lloyd & Stutzman to conduct Ivy Academia independent audit.

On a motion by Janay Bailey and second by Leslie Vanderpool, the motion carried by a 5-0 unanimous vote.

- P. Discussion/Action:
- a. Approval of Compliance Monitoring and Certification of Board Compliance Review 2017-2018 for Los Angeles Unified School District  
Joe Herzog, Executive Director, reviewed the LAUSD Compliance Monitoring and Certification of Board Compliance checklist form. He informed the board that items on the form are very similar to years in the past, but this year required an additional submission during the first semester as well as again in March, 2018. Mr. Herzog explained the purpose of the form, which is to be sure we have everything in place to operate smoothly and to take care of our kids. Lastly, Mr. Herzog informed the board that this form will be submitted in December beginning next school year. Mr. Herzog asked the board if there were any questions concerning the form, or the process after reviewing each item and there were none. On a motion by Janet Danaher and second by Janay Bailey, the motion carried by a 5-0 unanimous vote.  
Board Chair, Allison Geld signed the form to be submitted by Joe Herzog to

LAUSD Charter Division the following day.

Q. Discussion/Action:

a. Approval of Safe School Plan prepared by Marissa Russo

Marissa Russo provided a complete review of Ivy's inclusive Safe Schools Plan. She highlighted the need for stakeholders input in developing the plan and signed off by school site council, local law enforcement and first responders. While safe school plans include emergency operations, it also includes strategies to reduce bullying, increase attendance and alternatives to suspension in relation to restorative justice. It also focuses on maintaining a safe and orderly environment at school and safe ingress and egress regarding the parking lot.

On a motion by Janay Bailey and second by Leslie Vanderpool, the motion carried by a 5-0 unanimous vote.

R. Discussion/Action:

a. Approval of Copier Contract

Joe Herzog, Executive Director shared with the board a side by side comparison of copier contracts for Cannon and Ricoh. Each proposal was less than the current expense, but Mr. Herzog pointed out that Ricoh's proposal was for more significant. Total term savings for Cannon is \$20,535 while Ricoh is \$41,928. Mr. Herzog noted that the Ricoh machines are new refurbished machines but can't be sold as new which is why there is significant savings. The service agreement is also more inclusive with Ricoh and copier volume can be averages to account for July and offer a bit more flexibility.

Mr. Herzog pointed out that the total term amount doesn't require board authorization but asked for approval nonetheless. On a motion by Janet Danaher and second by Janay Bailey the motion carried by a unanimous 5-0 vote.

S. Public Hearing:

a. Ivy Academia Entrepreneurial Charter School's

Initial Proposal for bargaining a collective bargaining agreement with United Teachers Los Angeles.

Mr. Herzog, Executive Director, shared a memo addressed to the Board concerning public disclosure of Ivy Academia's initial proposals for 2018-2019 negotiations with UTLA. Ivy will negotiate the following articles:

Article 6 – Hours, Duties and Work Year: Ivy may propose changes to clarify and/or modify certificated duties and the scheduling of activities, both during and outside of regular school hours and school days, to ensure the short-term and long-term economic sustainability of Ivy, and to address shortfalls in revenue due to declining enrollment. Ivy may also propose changes to the school calendar bell schedule and changes to the contract to improve and expedite annual scheduling.

Article 9 – Evaluation: Ivy may propose changes to the evaluation criteria and procedure as well as alternative methodologies for evaluation.

Article 14 - Compensation: Ivy may propose possible cost saving measures which may include furlough days, reduction in planning time, a change to stipends and possibly other measures.

Article 15 – Health Benefits: Ivy may propose changes to current health and welfare plans as part of its annual review of the costs and coverage of the plans.

- T. Public Hearing:
  - a. Public Hearing: United Teachers Los Angeles’ Initial Proposal for bargaining a collective bargaining agreement on behalf of certificated employees of Ivy Academia Entrepreneurial Charter School.

Mr. Herzog shared with the board a letter from UTLA to enter negotiations. The letter announced that UTLA intends to negotiate over the following terms and conditions of employment:

Salary  
Health and Welfare Benefits,  
Hours, Duties, and Work Year.  
Professional Development

- U. Discussion:
  - a. Wellness Policy and Annual Update prepared by Maria Gennaro  
Draft #1 of the 18-19 Wellness Policy was presented by Maria Gennaro. Discussion followed. The Wellness Policy will also be presented and approved by the School Site Council.
- V. Discussion:
  - a. LAUSD Oversight Report  
Mr. Herzog, Executive Director reviewed the oversight report from LAUSD and pointed out areas to work on for next year. Additionally, Mr. Herzog shared with the board that this year’s report of all 4’s and one 3 was the best Ivy has received to date. Mr. Herzog suggested while we are pleased with the outcome, we always have room for improvement,
- W. Report of Deputy Executive Director
  - a. Update provided on petition intake meeting with LAUSD and Quarter 2/Semester 1 Data with Quarter 3 Benchmark Information.  
Dr. Murphy shared out that he will give the board an update of the mid-year benchmark results from NWEA during the March meeting. Dr. Murphy discussed Ivy’s participation at the February West Hills Neighborhood Council and the Conditional Use Permit (CUP) at the Valley Circle campus, collocated with

Shomrei Torah Synagogue. Dr. Murphy also stated that the Charter Petition has been submitted to LAUSD and we are currently working on any revisions that the Charter School Division (CSD) has sent to us. Ivy will be presenting at the April 3<sup>rd</sup> LAUSD Board meeting.

X. Report of Executive Director

a. Update provided on facilities, attendance and enrollment.

Mr. Herzog shared that he will be attended a prop 39 meeting with LAUSD on March 6<sup>th</sup> to understand requirements for developing a facilities accessibility plan prior to the 2018-2019 school year. He pointed out that the plan isn't expected to be fully ADA compliant at the start of the year, but all students shall have access to programs offered, and that there is a plan to address areas concerned in years to come. Mr. Herzog shared with the board that open enrolment status has improved since we improved our digital print to make ivy more visible. Current new student interest was 170 with 140 showing interest in the elementary school. Returning student information is currently being accepted and will close at the end of March. Attendance continues to be below our expectations and site leadership continues to plan rewards for positive attendance. Mr. Herzog acknowledged the positive relationship administration has with UTLA and thanked Mrs. Guss for he thoughtful comments during oral communications.

IV. **ADJOURNMENT**

The meeting was adjourned at 8:15PM.