



**REGULAR MEETING
MINUTES**

**BOARD OF DIRECTORS
IVY ACADEMIA CHARTER SCHOOL**

**July 26, 2018
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

August 23, 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 _____.

The Vice Chairperson called the meeting to order 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 July 26, 2018.

On a motion by Janet Danaher and second by Diane Krehbiel the board unanimously approved the agenda

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 Oral Communications on Closed Session Agenda Items

II. CLOSED SESSION

The Board entered into Closed Session at 6:15 PM to discuss the following items:

A. PUBLIC EMPLOYEER PERFORMANCE EVALUATION

- Title: Executive Director
- Title: Deputy Executive Director

III. OPEN SESSION

The Board returned to Open Session at 6:35 PM
The vice Chair of the Board announced that no action was taken during Closed Session

F. 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__	_____

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.

There were no Oral Communications

I. Action:

- a. Approval of Minutes for June 25, 2018 Special Meeting

On a motion by Diane Krehbiel and second by Janet Danaher the board unanimously approved the minutes for June 25 Special Meeting

J. Action:

- a. Approval of Minutes for June 28 Regular Meeting

On a motion by Diane Krehbiel and second by Farbood Majd the Board unanimously approved the minutes for June 28 Regular Meeting

K. Action:

- a. Approval of Parent, Teacher, Student Handbook

On a motion by Diane Krehbiel and second by Janet Danaher, the Board approved the Parent, Teacher, Student Handbook by a unanimous vote

L. Action:

- a. Approval of Personnel Handbook

Mr. Herzog shared that there were minor changes to the Personnel Handbook which reflect the recent UTLA-Ivy Academia changes during negotiations.

On a motion by Farbood Majd and second by Janet Danaher, the Board approved the Personnel Handbook by a unanimous vote

M. Discussion/Action:

- a. Discuss Draft of 17-18 End of Year Financials and Approval of June 2018 Financial Statements prepared by Yvette Brown, CSMC School Business Manager

Yvette Brown, CSMC shared her prepared financial reports concerning budget to actuals, check register, balance summary and cashflow for the month of June. In addition, Ms. Brown informed the board that she would complete June 30 end of year report to be shared

at the next meeting.

On a motion by Janet Danaher and second by Diane Krehbiel the board unanimously approved the June Financial Statements.

- N. Action:
- a. Approval of Authorization of Funds Distribution (approving distribution of funds from Los Angeles County Office of Education to UMB Bank per Lease Blocked Account Agreement.

On a motion by Janet Danaher and second by Diane Krehbiel the Board unanimously approved the Authorization of Funds Distribution to UMB per Blocked Account Agreement as noted in the transaction agreement to purchase the new property.

- O. Action:
- a. Approval of Board Authorization (EC 44256(b) for Katrina Daneshmand to teach students for HS Chemistry, and AP Biology for 2018-2019 school year; David Dombroski to teach students for HS Physics for 2018-2019 school year; Pamela Moye to teach students for HS Spanish I for 2018-2019 school year.

On a motion by Janet Danaher and second by Diane Krehbiel the Board unanimously approved the authorization for Katrina Daneshmand to teach students for HS Chemistry, and AP Biology and for David Dombroski to teach students for HS Physics during the 2018-2019 school year.

- P. Action:
- a. Approval of Certified Accessibility Plan. LAUSD is requesting that all charter schools not located on district sites submit a Certified Accessibility Plan which outlines the transition at the school site to eliminate barriers to program accessibility. The transition plan needs to be completed prior to the start of the 2018-2019 school year.

Mr. Herzog, Executive Director, informed the Board of the new requirement to certify a plan to address ADA needs on non LAUSD property. The 2018-2019 plan to address ADA is to relocate to new property. A comprehensive plan will be developed alongside the three phases of improvements at the new location to be shared and approved at a later date.

On a motion by Diane Krehbiel and second by Farbood Majd the Board unanimously approved/certified the plan to address ADA needs not located on LAUSD property.

- Q. Action:
- a. Approval of Homeless and Foster Youth Board Policy. As part of LAUSD oversight in the 2018-2019 school year, each charter school will be asked to provide evidence of their school's board-adopted policy, in accordance with AB 699.

On a motion by Diane Krehbiel and second by Farbood Majd the Board unanimously approved Board Policy concerning Homeless and Foster Youth per AB 699 and LAUSD

compliance.

- R. Action:
a. Approval of Local Control Accountability Plan (LCAP) Federal Addendum

No action as the Local Control Accountability Plan federal Addendum has been postponed.

- S. Discussion/Action:
a. Annual Nomination Vote and Approval of Officer Positions (Chairperson, Vice Chairperson, Secretary, Chief Finance Officer) and Approval of Certification of Signatures

The Board discussed the need for consistence while Ivy is transitioning to new property and recommended that all current Board positions remain the same.

On a motion by Diane Krehbiel and second by Janet Danaher the Board unanimously approved Board Officer Positions.

- T. Discussion/Action:
a. Designation of 2018-2019 Adjunct Board Committees

Tabled for the next Regular Board Meeting on August 23, 2018

- U. Report of Deputy Executive Director
a. Staff Schedule, new teacher orientation, student orientation and marketing

The Deputy Executive Director explained the scheduling process and shared orientation information for the new school year.

- V. Report of Executive Director
a. Update provided on facilities, projected enrollment and 5975 Shoup Project

Executive Director shared that architecture plans for the new site have been completed and that the Conditional Use Permit was recently submitted to the City of Los Angeles for approval. The CUP application was accepted and logged for fast processing which would take approximately 6 months from submission. Enrollment remains the same as last school year and Mr. Herzog has asked for proposals to be submitted from Marketing firms to enhance identity to attract more students, promote a positive neighborhood presence and to promote interest for future staffing needs.

IV. ADJOURNMENT

The meeting was adjourned at 7:53 PM