

IvyTech Charter School

REGULAR MEETING OF THE GOVERNING BOARD

Tuesday, April 11, 2023

4:00 p.m.

REGULAR MEETING LOCATION

IvyTech Charter School
6591 Collins Dr., Suite E2
Moorpark, CA 93021
www.ivytechcs.org

AGENDA

1. OFFICIAL OPENING OF THE MEETING

- a. Call to Order - 4:03 pm
- b. Roll Call -

	Present	Absent
Steven Collazo	x	
Jenny Elias	x	
Jaki Gardner		x
Kimberly Garcia	x	
Marla Kengen	x	

2. CONSENT AGENDA ITEMS

Actions proposed for the Consent Agenda are items consistent with adopted policies and approved practices of IvyTech Charter School and are deemed routine in nature. The Board will be asked to approve all of the Consent Agenda items by a single vote unless any member of the Board or the Public asks that an item be removed from the Consent Agenda and considered and discussed separately.

- a. Motion to Approve the Minutes for March Board Meeting, 2022
- b. Consideration to approve the ITCS updated check register from the previous meeting.

Public Comment: **None**

Motion to: **Approve**

Made by: **Jenny Elias**

Seconded by: **Marla Kengen**

Motion is: **Approved 4-0**

3. ORGANIZATIONAL

Reports will be moved ahead of discussion items.

4. PUBLIC COMMENTS

- a. Citizens who would like to address the Board on any item on the Agenda may do so now or when the President requests comments from the Public as the Board is considering the item. This portion of the Annual Board meeting is set aside for audience members to make comments or raise issues that are not specifically on the agenda. These presentations, both during open and agendized topics, are limited to three (3) minutes per presentation and the total time allotted to non-agenda items will be at most fifteen (15) minutes.

None

5. INFORMATION AND DISCUSSION ITEMS

Information items are presented to the Board for information only and are not subject to action at this meeting and may be added to a future meeting for action by the Board. Discussion items are presented for this meeting and are subject to action.

Information Item

- Edjoin Postings
The school has posted three positions to help support Middle School expansion efforts.

Discussion Items

- 23-24 Salary Schedules
Salary schedules have been created that average rates between the highest-paid district in the county (Oxnard) and the school's chartering agency (Moorpark). The classified pay schedule separates and differentiates office worker rates from paraeducators.
- One-Time Stipends
Annual one-time stipends based upon employee performance reviews. Reviews are used as a tool to plan out future professional development goals.
- P-2 Attendance
IvyTech had a slight drop in attendance from P-1 to P-2 as is normal for the school. 22-23 P-2 numbers are higher than 21-22 indicating a rise in overall enrollment.
- Eide Bailly Contract Renewal
Annual contracting with an auditing agency as an accounting best practice and in line with CDE guidelines and Ed Code requirements.
- Employee Handbook
Annual update to Employee Handbook which changed all language to being gender neutral, defined duties of Director of Operations, and added the position to communication chains. Additions were made to the employee benefits section to codify the traditional practices of the school.

6. REPORTS

- Financial Report - Erik Okazaki (EdTec)
Review of 2nd Interim Financial Report and highlighted adjustments to security costs and instructional materials. Analysis of the 22-23 balance sheet leads to the conclusion that IvyTech maintains a strong cash balance and there is no need for financing.

7. ACTION ITEMS

- a. Review, Discussion, and Approval of updated Employee Handbook.

Public Comment: None
Motion to: Approve
Made by: Kim Garcia
Seconded by: Jenny Elias
Motion is: Approved 4-0

- b. Review, Discussion, and Approval of the 23-24 Salary Schedules.

Public Comment: None
Motion to: Approve
Made by: Marla Kengen
Seconded by: Jenny Elias
Abstentioned: Kim Garcia
Motion is: Approved 3-0

- c. Review, Discussion, and Approval of 2022-23 One-Time Stipends.

Public Comment: None
Motion to: Approve
Made by: Jenny Elias
Seconded by: Steven Collazo
Abstentioned: Kim Garcia
Motion is: Approved 3-0

- d. Review, Discussion, and Approval of P-2 Attendance data.

Public Comment: None
Motion to: Approve
Made by: Marla Kengen
Seconded by: Kim Garcia
Motion is: Approved 4-0

e. Review, Discussion, and Approval of Eide Bailly Contract Renewal.

Public Comment: **None**

Motion to: **Approve**

Made by: **Steven Collazo**

Seconded by: **Jenny Elias**

Motion is: **Approved 4-0**

8. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

At this time, any member of the public may address the Board concerning the closed session items. A person addressing the Board is urged to use no more than three (3) minutes.

9. CLOSED SESSION

- Conference with Labor Negotiators: Jaqueline Gardner, Teacher

10. RECONVENE TO OPEN SESSION: PUBLIC ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

Approval of labor agreement for Jacqueline Gardner.

AYES: Steven Collazo, Jenny Elias, Kimberly Garcia, Marla Kengen

NAYS: None

ABSTENSION: Jaki Gardner

11. FUTURE AGENDA ITEM

These items are presented by the Board and are not subject to action at this meeting. These items may be added to a future meeting for action by the Board.

LCAP Approval, Employee Contract Approval, EOY Attendance Approval, Vendor Contract Renewals

12. ADJOURNMENT: 4:53 pm