

Irvine International Academy

Meeting of the Board of Trustees

Tuesday, January 25, 2022, 6 p.m.

Board Meeting Agenda

1. CALL TO ORDER, ROLL CALL – 6:02 P.M.

At this time, members of the public may seek clarification about any item on the agenda or address the Board regarding any item to be considered on the Open Session Agenda, or comment on issues within the jurisdiction of the Board. The Board may not take action or discuss any subject that is not on the agenda, but wishes to allow time for public participation in its meeting

2. ROLL CALL

Brett Freeman - present

Doug Husen - present

Ethan Kay - present

Glenn Rogers - present

Ed Watson – present

Jolene Smith – absent

Miller Zhuang - present

3. PUBLIC COMMENTS

4. CLOSED SESSION

REPORT OUT OF CLOSED SESSION:

Hiring of Daytime custodian

Vote: Unanimous

Brett Freeman - yes

Doug Husen - yes

Ethan Kay - yes

Glenn Rogers - yes

Ed Watson – yes

Miller Zhuang - yes

Hiring of Nighttime custodian

Vote: Unanimous

Brett Freeman - yes

Doug Husen - yes

Ethan Kay - yes

Glenn Rogers - yes
Ed Watson – yes
Miller Zhuang - yes

Confirmation of HR Specialist

Vote: Unanimous
Brett Freeman - yes
Doug Husen - yes
Ethan Kay - yes
Glenn Rogers - yes
Ed Watson – yes
Miller Zhuang - yes

Director of Instruction and Curriculum

Vote:
Brett Freeman - yes
Doug Husen - yes
Ethan Kay - no
Glenn Rogers - no
Ed Watson - abstain
Miller Zhuang - yes
Passed

Public Employee: dismissal/discipline/release

B. Freeman reports on a third-party investigation on allegations against an employee of the school.

- a. Did Michael Scott misrepresent his degree, credentials or experience to the IIA board? Not sustained
- b. Did Michael Scott mislead the IIA board into increasing his stipend or salary to this PhD degree? Not sustained
- c. Did Michael Scott distribute misinformation regarding Covid 19 and the use of masks? Was any school policy broken? Sustained, though no known school policy was broken. Remediation and recommendation was made for Michael Scott not to distribute such information and will be noted in his annual evaluation.
- d. Did Michael Scott hire his son to work full-time at IIA? Yes
Was any school policy broken? There is an anti-nepotism policy in place but there was no policy broken as there was a supervisory modification put in place.

- e. Did Michael Scott request reimbursement for his daily commute and travel expenses from the PTO? Not sustained
- f. Did the Board ridicule parents during the public comment period on the August 31, 2021 Board meeting? Not sustained
- g. Did the Board's approval of an IIA contract with Thinkware violate applicable conflict of interest law? Not sustained
- h. Did the Board's approval of the contract of Glenn Severino break any applicable conflict of interest law? Not sustained
- i. Did the Board's approval of the contract of Sarah Dagley break any applicable conflict of interest law? Not sustained

5. PLEDGE OF ALLEGIANCE

6. APPROVE LAST BOARD MEETING MINUTES

Action: Motion – G. Rogers Second – B. Freeman

Vote: Unanimous

Brett Freeman - yes

Doug Husen - yes

Ethan Kay - yes

Glenn Rogers - yes

Ed Watson – yes

Miller Zhuang - yes

APPROVE NEXT MEETING'S PROCEDURES

Action: Motion – D. Husen Second – B. Freeman

Vote: Unanimous

Brett Freeman - yes

Doug Husen - yes

Ethan Kay - yes

Glenn Rogers - yes

Ed Watson – yes

Miller Zhuang - yes

APPROVAL OF TONIGHT'S MEETING AGENDA

Move forward despite a typographical error on website that states the year is 2021 instead of 2022, on the advisement of OCDE

Action: Motion – G. Rogers Second – E. Kay

Vote: Unanimous

Brett Freeman - yes

Doug Husen - yes

Ethan Kay - yes
Glenn Rogers - yes
Ed Watson – yes
Miller Zhuang - yes

7. UPDATE FROM MICHAEL SCOTT AND PRINCIPAL CHUANG

IUSD approved the IIA leasing of the campus site for another year according to Prop 39, adding four more classrooms.

Board member Ed Watson received his PhD from UCIrvine on dual immersion programs.

Annie Leung of the PTO received a grant for the school of \$340,000 to purchase chromebooks and provide each student access to a laptop with a hotspot. As a result, the technology committee was formed.

Hiring of Rachel Carrillo as HR Specialist from Capistrano School district
Principal Chuang introduced Ms. Sandy Small, kindergarten teacher, who announced Chinese New Year activity in school and invited everyone to come to the school’s special program on campus.

Newsletter regularly distributed from Michael Scott and Principal Chuang will be launched after the Chinese New Year break

8. FISCAL AND BUSINESS UPDATE

E. Kay introduced Peter Shih, parent representative for the Finance Committee. He reported that the school is projected to be in good financial standing. Expenses on books and supplies have exceeded the budget but they are not concerning. Committee is monitoring personnel and hirings to make sure they are properly accounted for in the budget. Committee is tracking revenue sources such as grants and donations, PTO, and after school program to make sure that the budget is balanced. Overall, the school is in good standing.

9. BOARD AGENDA

9.1 The Board heard and discussed E. Kay and the Facilities Committee’s findings on installing doors to limit sounds in the classroom. Parents will meet with him to discuss concrete plans to install the doors. Committee will then meet with IUSD on the next steps after this capital campaign process.

9.2 The Board clarifies that the Technology Committee is not a standing Committee. B. Freeman explains that it is the Executive Director’s sub-Committee on project-based initiatives. First initiative was the purchase of Chromebooks.

Next will be the school website redesign and will invite everyone's input in the process. Goal is transparency and the project will be a team effort.

9.3 The Board approved the quotation that was submitted by STS, the chromebook supplier for the ECF Funding.

Action: Motion – B. Freeman Second – E. Kay

Vote: Unanimous

Brett Freeman - yes

Doug Husen - yes

Ethan Kay - yes

Glenn Rogers - yes

Ed Watson – yes

Miller Zhuang - yes

9.4 The Board accepts \$71,296 from the Larry and Helen Hoag Foundation.

Action: Motion – M. Zhuang Second – G. Rogers

Vote:

Brett Freeman - recuse

Doug Husen - yes

Ethan Kay - yes

Glenn Rogers - yes

Ed Watson – yes

Miller Zhuang - yes

9.5 The Board approved the payment for Dr. Michael Scott and Principal Chuang's salary for work done during May and June of 2021 from the General Fund.

Action: Motion – D. Husen Second – G. Rogers

Vote: Unanimous

Brett Freeman - yes

Doug Husen - yes

Ethan Kay - yes

Glenn Rogers - yes

Ed Watson – yes

Miller Zhuang - yes

9.6 The Board voted to modify Michael Scott's title from Executive Director/Superintendent to solely Executive Director. In the context of IIA and school communication, the leader is an Executive Director and not Superintendent, which implies supervision of several schools.

Action: Motion – D. Husen Second – G. Rogers

Vote: Unanimous

Brett Freeman - yes

Doug Husen - yes

Ethan Kay - yes

Glenn Rogers - yes

Ed Watson – yes

Miller Zhuang - yes

9.7 The Board moved to table Internal Complaint Procedures to the next board meeting from the Employee Handbook in order to modify and rework the language of IIA internal complaint procedures to either involve a third-party like a law firm and/or governance committee or have a chain-of-command procedure.

Action: Motion – D. Husen Second – B. Freeman

Vote: Unanimous

Brett Freeman - yes

Doug Husen - yes

Ethan Kay - yes

Glenn Rogers - yes

Ed Watson – yes

Miller Zhuang - yes

9.8 The Board affirmed and approved Irvine International Academy's Independent Study policy to confirm that the school is a classroom-based school. It cannot offer any remote learning beyond 14 days.

Action: Motion – B. Freeman Second – D. Husen

Vote: Unanimous

Brett Freeman - yes

Doug Husen - yes

Ethan Kay - yes

Glenn Rogers - yes

Ed Watson – yes

Miller Zhuang - yes

9.9 The Board approved the Board policy for allowable and unallowable expenses. IIA is adopting a first-time policy adopted according to IUSD and IRS policies.

Action: Motion – D. Husen Second – E. Watson

Vote: Unanimous

support operational policy procedures (expenses, health and safety, etc). E. Kay strongly recommends the Education committee be set up as soon as possible. Board member E. Kay recommends not to deviate from the original mission of mandarin immersion.

Michael Scott announces that IIA is legally responsible for social media platforms and liable for anything that is posted, including comments. The school has turned off the comments section to prevent possible litigation from false statements.

7. ADJOURNMENT

Meeting adjourned at 9:32 p.m.

Action: Motion – B. Freeman

Second – G. Rogers

Vote: Unanimous

Brett Freeman - yes

Doug Husen - yes

Ethan Kay - yes

Glenn Rogers - yes

Ed Watson – yes

Miller Zhuang - yes

Posted By: Marybeth Chen

Date: January 25, 2021

Link to the record video: <https://www.youtube.com/watch?v=bTsoc3MvxII>