

**AGENDA
BOARD RETREAT
BOARD OF DIRECTORS**

Nevada Virtual Academy

Friday – May 12, 2017

5:00pm

NVVA Blended Learning Site

4801 S. Sandhill

Las Vegas, NV. 89121

*Persons wishing to attend via conference call may do so by calling the Nevada Virtual Academy Office **24 hours in advance** at 702-407-1825 for phone number and passcode. Posted on 05/9/2017 on the internet at nvva.k12.com, on www.notice.nv.gov, and at physical locations of 5175 E Tropicana Ave, Las Vegas, NV 89122, 4801 S. Sandhill, Las Vegas, NV 89121, 3521 N. Durango, Las Vegas, NV 89129, and 1 E. First Street, Reno, NV 89501.*

**INSTRUCTIONS FOR PRESENTATIONS TO
THE BOARD BY PARENTS AND CITIZENS**

The Nevada Virtual Academy (“School”) welcomes your participation at the School’s Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided.

1. Agendas and supporting documents are available to all audience members at the door to the meeting, by requesting the agenda from the Karen Richardson, Secretary to the Board (702-407-1825 ext. 7016) or on the School’s website at: <https://nvva.k12.com>.
 - a. Presentation materials discussed during the meeting may be viewed by using the following link and access code: <https://join.freeconferencecall.com/nvvaboard> Online meeting ID: nvvaboard
2. “Requests to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Oral Communications.” Speakers may also request to be placed on “Speakers List” by calling the School’s Office (702-407-1825 ext. 7016) seventy two hours in advance of the meeting.
3. The “Oral Communications” portion is set-aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not take action. These presentations are limited to three (3) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
4. With regard to items that are on the agenda, you may specify that agenda item on your request form and you will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item. Written public comments can be provided to Karen Richardson up to two hours prior to the scheduled meeting via email to krichardson@nvvacademy.org.
5. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
6. Citizens may request that a topic related to school business be placed on a future agenda by submitting a written request at least seventy-two (72) hours in advance of any regular meeting. Once such an item is properly agenzed and publicly noticed, the Board can respond, interact, and act upon the item.
7. Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

I. PRELIMINARY

Call to Order; Roll Call; Pledge of Allegiance

II. PUBLIC COMMENT #1

ORAL COMMUNICATIONS/PUBLIC COMMENTS: No individual comment shall be for more than three (3) minutes. Board members may respond to comments however no action can be taken. The Board may give direction to staff following comment.

III. INFORMATION ITEMS

A. BOARD AND HEAD OF SCHOOL TRAINING Provided by Dr. Brian Carpenter, PhD & Associates, LLC

Topics for discussion include:

1. The Four Key Differences between Governing and Managing
2. Implementing my easy-to-use ongoing board development/self-assessment program
3. Five critical ways in which charter school governance differs from ordinary non-profit governance
4. How to systematize the board's work
5. How to meaningfully evaluate the performance of both board and management
6. How to preserve institutional memory so that future boards can learn from you
7. What it means to speak with one voice to management and why it's critical that the board does
8. The board's role in fraud prevention
9. The role of the audit committee
10. The proper role of the board treasurer
11. Three key policies every school needs: (1) internal controls policies, (2) a four-step separation of duties policy (authorizing, executing, recording, safeguarding), (3) a whistleblower policy
12. Preventing debit card/credit card fraud
13. Criminal background check/bonding/insurance
14. The three ways to assess compliance with all key policies
15. Applying the 80/20 Principle and the 1:60 Rule to the board's work
16. Developing and safeguarding a mutually respectful board relationship with the school leader
17. Responding to stakeholder complaints
18. Board culture
19. Robert's Rules

IV. CLOSING PROCEDURES

A. PUBLIC COMMENTS #2

No individual comment shall be for more than three (3) minutes. Board members may respond to comments however no action can be taken. The Board may give direction to staff following comment.

B. ADJOURNMENT