

**Approved Minutes
REGULAR BOARD MEETING
BOARD OF DIRECTORS**

Nevada Virtual Academy

Tuesday – May 30 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 05/25/2017 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>.
Presentation materials discussed during the meeting may be viewed by using the following link: <https://sas.illuminate.com/m.inlp?password=M.88713B5DA314A96659A75C63C66A68&sid=559>
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

Meeting was called to order at 5:08 PM.

Roll Call

Member	Title	Term	Present In Person OR Telephone	Absent	In	Out
Dr. Anne Mendenhall	President	2017	T			
Mr. Mauricio Molina	Vice President	2018		X		
Mrs. Samantha Morris	Secretary/Treasurer	2017	T			
Mr. Richard Gordon, Esq.	Member	2018	T		5:25	
Mrs. Sarah Hoffman	Member	2018	T			
Mr. Mark Makley	Member	2018	T			
Mr. Kade Miller, Esq.	Member	2018	T			

Pledge of Allegiance

II. PUBLIC COMMENT

Public Comment #1: 2017-2018 Budget

- ORAL COMMUNICATIONS/PUBLIC COMMENTS ON PROPOSED 2017-2018 SCHOOL BUDGET: 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.
- That a tentative budget has been prepared in such detail as prescribed by the Dept. of Education on forms prescribed by the Department of Taxation. A tentative budget was submitted to the State Department of Education as prescribed by law.
- The governing body shall indicate changes, if any, to be made in the tentative budget.
- NVVA staff will record the session and note any comments for review at the general board meeting on May 30, 2017 and to approve and submit the school budget SY2017-2018.

There was no public comment.

Public Comment #2: General Comments

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.

There was no public comment.

III. STANDARD ORDER OF BUSINESS

A) Previous Board Meeting Minutes

Review and possible approval of the minutes from the April 25, May 2, 2017 regular board meetings and the May 12th Board Training Session.

Motion by Mrs. Morris to approve the minutes of April 25, May 2, and May 12th as prepared and presented. Second by Mrs. Hoffman. Motion passed unanimously.

Member	Motion	Aye	No	Abstain	Absent
Dr. Anne Mendenhall		X			
Mr. Mauricio Molina					X
Mrs. Samantha Morris	M	X			
Mr. Richard Gordon Esq					X
Mrs. Sarah Hoffman	2nd	X			
Mr. Mark Makley		X			
Mr. Kade Miller, Esq.		X			
Motion	Carried ()	Not Carried ()	Vote, (A) (N) (AB)		Tabled ()

B) Reports of Officers and Standing Committees

a. Board President

- i. Resignation of Mr. Richard Gordon, Esq.
 1. Mr. Gordon has submitted his resignation effective with this meeting. He has served since July 2007 and has been a very valuable member of the board of the year.
- ii. Brief recap of board training; changes in board agenda items and HOS report
 1. Dr. Carpenter’s training was very valuable with many items for the board to discuss in order to move from a school management to a school compliance oversight position. Changes will be implemented over the next several months as they are discussed and ready to implement.
- iii. Discussion on committees: Governance Committee; Internal Controls
 1. With the focus on compliance governance the board needs to be focused on internal controls and by creating a governance committee the board will be better able to stay on top of critical components in the operations of the school with a new compliance tracking calendar.
- iv. Vendor payments
 1. Part of the new changes will be a review of vendor payments. Further clarification will be obtained from Dr. Carpenter as to what this will look like in future meetings.
- v. Monthly Board Training – 7-minute podcast “Where the Heck are We?” by Dr. Brian Carpenter
 1. Dr. Mendenhall shared that board assessments will be created and completed in future meetings. She went on to share that

board members who do not have the passwords to the training website provided by Dr. Carpenter can obtain those codes directly from her via text message or phone call as she will not be mailing out the codes for security reasons.

- b. **Academic Committee Report** – Dr. Mendenhall stated that testing is completed, need board member to attend the Reno graduation on June 15th. Mr. Miller volunteered to attend.
- c. **Finance Committee Report** – Mrs. Morris shared that the discussions on the 17-18 school budget were held with Mr. Mazzarella and several items were modified. A full report will be shared during the open voting discussion on the budget.
- d. **Policy Committee Report** – Mr. Gordon stated that the K12 contract has been signed and Mr. Mazzarella confirmed that K12 has counter-signed and the he has a fully executed copy. Mrs. Hoffman stated that ongoing work is being conducted on the Safety Manual with meetings being scheduled soon.
- e. **Recruitment Committee Report** – Dr. Mendenhall shared that with the resignation of Mr. Gordon the board has a vacancy to fill and requested that all members consider who they know that would be a great fit to fill the vacancy. The Head of School will also send out notice to school parents to see if anyone would be interested from that sector.
- f. **School Report** – Dr. Yolanda Hamilton
 - i. **Testing Update** – 3-8th Grades: ELA testing had a participation rate of 96%; Math was also at 96%; Science 5th Grade was 95%; and, 8th Grade Science was 97%. High School: End-of-Course ELA and Math had a 98% participation rate; 10th Grade Science was 95%. The target to hit was 95% which we were able to meet that goal.
 - ii. **Apex Fun Run** – K8 students raised about \$6,800 which will be used for school beautification.
 - iii. **All Staff Professional Development** – all NVVA staff participated in a day of activities and came up with the vision statement *At Nevada Virtual Academy we will make a difference by meeting the unique needs of our diverse students, preparing them for college or career in the 21st Century through high quality instruction in our virtual platform.*
 - iv. **FAST Update** – FAST successfully closed 455 referrals with 139 currently active; displayed some of the highest Post BOT growth plan for Phase 2 schools in the last month; increased school culture and parent communication with weekly newsletters and activities such as move/game night, school beautification outing, making cards for senior home and the Apex fun run; provided community resources to families who lost homes, went through divorce, had financial difficulties, needed food pantries, lost loved ones, and had mental health issues.

V. **CONSENT AGENDA ITEMS**

(Information/Possible Action/Public Comment – If discussion is needed on any item then it shall be placed in Scheduled for Action VI).

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless

specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Head of School recommends approval of all consent agenda items.

- Licensed Contracts for SY2017-2018
 - High School: Nestor Pineda, Science Academic Coach; Gabriel Correa, Math
 - K-5: Janice Walsh
- Salary Scale for SY2017-2018

Motion to approve Mr. Gordon Second Mr. Makley. Motion passed unanimously.

VI. SCHEDULED FOR POSSIBLE ACTION

(Information/Possible Action/Public Comment on the following voting items)

A. BUSINESS

20170530-01_IV-BDRPT (for possible action) Consideration and Possible Approval of the 2017-2018 School Budget.

Mr. Paul Mazarella, K12, presented the 2017-2018 budget report. **Motion** by Mrs. Morris to approve the SY2017-2018 Budget. Second by Mr. Gordon. Motion passed unanimously.

Member	Motion	Aye	No	Abstain	Absent
Dr. Anne Mendenhall		X			
Mr. Mauricio Molina					X
Mrs. Samantha Morris	M	X			
Mr. Richard Gordon Esq	2nd	X			
Mrs. Sarah Hoffman		X			
Mr. Mark Makley		X			
Mr. Kade Miller, Esq.		X			
Motion	Carried (X)	Not Carried ()	Vote, (A 6) (N) (AB)		Tabled ()

0170530-02_IV-BDRPT (for possible action) Consideration and Possible Approval for Payment to K12 for Products & Services Provided.

Motion by Mr. Gordon to approve the April 2017 Payment to K12 for Products & Services Provided. Second by Mrs. Hoffman. Motion passed unanimously.

Member	Motion	Aye	No	Abstain	Absent
Dr. Anne Mendenhall		X			
Mr. Mauricio Molina					X
Mrs. Samantha Morris		X			
Mr. Richard Gordon Esq	M	X			
Mrs. Sarah Hoffman	2nd	X			
Mr. Mark Makley		X			
Mr. Kade Miller, Esq.		X			
Motion	Carried (X)	Not Carried ()	Vote, (A 6) (N) (AB)		Tabled ()

20170530-03_IV-BDRPT (for possible action) Consideration and Possible Approval of Mr. Kade D. Miller as a General Member of the Board, Filling the Vacancy of Mr. Richard Gordon. Term will expire June 30, 2018.

Motion by Mrs. Hoffman to approve Mr. Kade D. Miller as a general member of the board replacing resigning member Richard Gordon. Second by Mr. Gordon. Motion passed unanimously.

Member	Motion	Aye	No	Abstain	Absent
Dr. Anne Mendenhall		X			
Mr. Mauricio Molina					x
Mrs. Samantha Morris		X			
Mr. Richard Gordon Esq	2nd	X			
Mrs. Sarah Hoffman	M	X			
Mr. Mark Makley		X			
Mr. Kade Miller, Esq.		X			
Motion	Carried (X)	Not Carried ()	Vote, (A 6) (N) (AB)		Tabled ()

20170530-04_IV-BDRPT (for possible action) Consideration and Possible Approval of Mr. Kade D. Miller to Serve as Chair of the Policy Committee.

Motion by Mrs. Hoffman to Appoint Kade D. Miller as Chair of the Policy Committee. Second by Mr Makley. Motion passed unanimously.

Member	Motion	Aye	No	Abstain	Absent
Dr. Anne Mendenhall		X			
Mr. Mauricio Molina					X
Mrs. Samantha Morris		X			
Mr. Richard Gordon Esq					
Mrs. Sarah Hoffman	M	X			
Mr. Mark Makley	2 nd	X			
Mr. Kade Miller, Esq.		X			
Motion	Carried (X)	Not Carried ()	Vote, (A 5) (N) (AB)		Tabled ()

20170530-05_IV-BDRPT (for possible action) Consideration and Possible Approval of Renaming the Finance Committee to the Audit Committee.

Motion by Mrs. Hoffman to Rename the Finance Committee to the Audit Committee. Second by Mrs. Morris. Motion passed unanimously.

Member	Motion	Aye	No	Abstain	Absent
Dr. Anne Mendenhall		X			
Mr. Mauricio Molina					X
Mrs. Samantha Morris	2nd	X			
Mr. Richard Gordon Esq					
Mrs. Sarah Hoffman	M	X			
Mr. Mark Makley		X			
Mr. Kade Miller, Esq.		X			
Motion	Carried (X)	Not Carried ()	Vote, (A 5) (N) (AB)		Tabled ()

20170530-06_IV-BDRPT (for possible action) Consideration and Possible Approval of Disbanding the Personnel and Title Committee.

Motion by Mr. Makley to Disband the Personnel and Title Committee. Second by Mr. Miller. Motion passed unanimously.

Member	Motion	Aye	No	Abstain	Absent
Dr. Anne Mendenhall		X			
Mr. Mauricio Molina					X
Mrs. Samantha Morris		X			
Mr. Richard Gordon Esq					
Mrs. Sarah Hoffman		X			
Mr. Mark Makley	M	X			
Mr. Kade Miller, Esq.	2nd	X			
Motion	Carried (X)	Not Carried ()	Vote, (A 5) (N) (AB)		Tabled ()

VII. CLOSING PROCEDURES

A. PUBLIC COMMENTS #3

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.

There was no public comment.

B. BOARD DISCUSSION - SUGGESTIONS FOR FUTURE AGENDA ITEMS

Creation of a Governance Committee

School Vision Statement

School Issued Student Computers – Policy Committee to review prior to meeting

C. ADJOURNMENT

Motion to adjourn the meeting by Mrs. Hoffman. Second by Mrs. Morris.

Meeting was adjourned at 6:35 PM.