



## Girls Athletic Leadership Schools Las Vegas

### DRAFT Board Meeting Minutes

Meeting Date Held: 5/18/2020

Time: 6:00 – 7:20 pm

Location: Meeting Held Via Teleconference (CORVID-19)

#### 1. Call to order, Roll Call

The meeting was called to order by Board President, Jules Schoolmeester at 6:00 pm. Present were Barbara Wiggins, Karen Vaughan, Lisa Windom, Rosiland Bivings and Gina Castillo. Tara Meierkord was absent.

Also present was non-voting participants, Jennifer McCloskey (Executive Director) and Krista Yarberry (Head of School).

#### 2. For Action (Last Month's Meeting Minutes)

Ms. Vaughan made a motion to approve last month's minutes; Ms. Bivings seconded the motion. The motion carried unanimously.

#### 3. Information (CORVID -19)

Executive Director McCloskey provided an update that school planning is underway preparing for either a hybrid (on-line and 50% in person attendance) and a 100% distance approach. Staff are also monitoring CCSD to see if there will be a change to the school start date.

Ms. Yarberry provided an update on enrollment. We lost a few that had previously signed up and replaced those individuals. We have 11 registrations currently and a number of leads we are pursuing. We were just able to resume "social distancing tours" and this is helping us gain better traction. We are also working to enlist current families as recruiters.

#### 4. Action (amendment to add 7<sup>th</sup> grade)

Ms. Vaughn presented the staff's work to add 7<sup>th</sup> grade next year. She shared that there will be no material financial or staffing impact based on this decision. Our existing teaching staff will need to prepare materials for both grade levels and we will need to purchase additional teachers manuals at an estimated cost of less than 2k. This change increases the opportunity to find and attract students to GALS. A motion for to approve staff's recommendation to apply for a charter amendment to add 7<sup>th</sup> grade was made by Ms. Vaughn. A second was made by Bivings. The motion carried unanimously.

5. For Information and possible Action (Employee Manual)

Additional comments were received on this document and another review will be made. This item was postponed to the next board meeting.

6. For Action (CMO Agreement)

The CMO agreement with GALS Inc. was presented by Ms. Yarberry. There will be a 5% charge each year for the agreement. 2% will go to licensing and branding and 3% will be used for general guidance from GALS. This agreement will serve as a valuable resource for our school. The contract is for a 6-year timeframe but can be terminated by either party with a 30-day notice. Ms. Bivings made a motion to approve the CMO Agreement. Ms. Vaughan seconded the motion. The motion carried unanimously.

7. Action (Credit card application)

Ms. McCloskey presented staff's recommendation to apply for an AMEX credit card with no annual fee and a small cash back advantage to the school. Ms. McCloskey and Ms. Yarberry would be assigned the cards. Ms. Vaughan made a motion to approve the staff's recommendation to apply for a credit card. Ms. Wiggins seconded the motion. The motion carried unanimously.

8. Information (Facilities Update)

Ms. Windom thanked everybody for their responses to the request this month to enter in the LOI on our long-term property. This LOI is now fully executed. Work is underway to prepare our draft lease for BGC who is very busy bringing operations back on line. She encouraged everybody to schedule a visit to see both of our sites (with proper social distancing precautions).

9. Action (Student Handbook)

Ms. Vaughn provided an overview of the Student Handbook and her process to review it in depth. Ms. Castillo made a motion to approve the GALS Student Handbook. Ms. Vaughn seconded the motion. The motion carried unanimously.

10. Action (Contracts over \$5,000)

Ms. McCloskey reviewed the following contracts for board approval:

- AptFund – Accounting software –For this contract, a motion made by Ms. Bivings, Ms. Vaughn seconded the motion and the board unanimously approved award of this contract.

For the following three contracts, Ms. Vaughn made a motion to approve, Ms. Bivings seconded the motion and the board unanimously approved.

- Independent recruiter contractors
- I/T vendors per staff recommendation
- Special Education Staffing Services LLC

11. Information (ED Status Report)

Ms. McCloskey updated the board on the financial and recruiting status of our school. Budget cuts maybe between 5 and 14% next year. Ms. McCloskey prepared a budget reflecting a 10% cut.

501 C3 application is still pending. The IRS is closed so this information is not available to us. Ms. McCloskey sent a letter last month requesting contact and a status.

Revolving Loan Application was approved at the SPCSA meeting on April 24<sup>th</sup>.

Three Square has suspended service to charter schools. Staff are working to identify who can serve as an FRL meal vendor in their place.

Ms. Vaughn agreed to serve on the school's Safety Committee. She will work with Ms. Yarberry to prepare and review the School Safety Plan. To protect the safety of staff and students this document is not a public document.

#### 12. Information and Action (Current Financial Report)

Ms. McCloskey provided this report in Ms. Meierkord's absence. To date we have spent \$60,000 of the 333,000 CSP grant and \$2,000 of our opportunity 180- grant. Plans are developed to fully spend those grants prior to their deadlines.

Ms. McCloskey briefed on the 2020/2021 budget. It is based on the Tentative budget approved at the March board meeting. The budget has been revised to incorporate actuals where known, reduce revenues by 10% and enrollment was increased to 130 to balance the budget. An email will be sent to the board once Ms. Meierkord's review is complete for board approval. The final budget will be submitted to the NDE by June 8, 2020.

#### 13. Next Board Meeting

The next board meeting will be June 15, 2020, 6:00 to 7:30 at 4220 S. Maryland Parkway if possible. If not, the meeting may be held via teleconferencing because of COVID-19 conditions.

#### 14. Adjournment

The meeting was adjourned at 7:20 pm.