

East Las Vegas Campus:  
3975 S Sandhill Rd  
Las Vegas, NV 89121  
(702) 489-9350

Summerlin Campus:  
8941 Hillpointe Rd.  
Las Vegas, NV 89134  
(702) 240-0359



Website: [www.dcsv.org](http://www.dcsv.org)

**Draft Minutes for Discovery Charter School Board Meeting**  
**DCS Board Meeting**  
**Thursday, November 10 · 8:30 – 9:30am**  
**Google Meet joining info**  
**Video call link: <https://meet.google.com/heq-kqxd-sft>**  
**Or dial: (US) +1 385-999-6291 PIN: 879 751 874#**

Present: Members Bonnie Coffey, Jackie Salas, Emil Pehlivanov, Bryan Weeks, Flynn Stern, Martha Sandoval

Administrators: Tricia Wilbourne, Denise Koch

1. Flag Salute/30 Seconds of Silence
  - a. Chair Stern called the meeting to order at 8:35. Members stated names for attendance.
  - b. Chair Stern called for Flag salute followed by 30 seconds of silence.
2. Public Comment and Discussion (*No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.*)
  - a. None
3. Approval of Minutes from 9-22-2022 and 10-21-22
  - a. Chair Stern asked for a review of minutes. Member Coffey made the motion to approve the minutes. Member Pehlivanov seconded. Minutes have been approved.
4. Approval of NSLP (For Discussion and Possible Action)
  - a. Admin Wilbourne had a phone call with the department of agriculture. The school has to lease a warmer from them which is **\$500 a month** for each campus, totaling \$1000 for both. We have to install a volt for this as well so is an additional cost. Every student receives a free lunch, we submit a payment, then they pay us back. SH may have breakfast served as well. Revelation

Foods merged with Better Foods and is a larger state approved food vendor. We could eventually own the ovens and then would not have to pay the monthly payment. This could start as early as December 1.

- b. Member Weeks said that his daughter does lunch duty at their school and is a part of a grade, so we could implement that at HP possibly.
- c. Member Pehlivanov said that parents could volunteer to help as well.
- d. Admin Wilbourne will check with Health Department and verify guidelines on Health department website.
- e. Member Pehlivanov made a motion to approve NSLP and Member Weeks seconded. Motion passed.

#### 5. Sandhill Lease (For Discussion and Possible Action)

- a. We are waiting on a few things and then get approval with our bond to make sure that we can do this.
- b. Member Weeks mentioned it is a 25 year lease and does not want it to make us be in a position that would hinder the bond. He will be updating the models and how it affects their cash flow.
- c. Admin Wilbourne says that the big obstacle is that the Charter Authority has to approve it in December.
- d. Member Weeks says that the free lunch program and things we are doing will set forth that the amendment can be approved.
- e. Admin Wilbourne mentioned that attorneys look at everything before submitting and approving.
- f. Chair Stern tabled this item for a future meeting.

#### 6. Request for Charter Renewal (For Discussion and Possible Action)

- a. Admin Wilbourne mentioned that there is a website [notice.nv.gov](http://notice.nv.gov) where we are supposed to be posting agendas for board meetings. The previous meeting did not count since the agenda was not posted there. Therefore, we have to redo our vote so that we can submit the charter renewal and submit a Good Cause Exemption letter to say why we are late with the renewal.
- b. Member Weeks made a motion to approve, Member Salas seconded the motion, and motion passed.

#### 7. Request to submit Charter Renewal Application (For Discussion and Possible Action)

- a. Chair Stern asked for a motion to submit the charter renewal application. Member Pehlivanov made a motion and Member Coffey seconded the motion, and motion passed.

#### 8. Preliminary Organizational Performance Ratings, School Year Ending June 2022 (For Discussion and Possible Action)

- a. Admin Wilbourne and Chair Stern are meeting with Michael Dang on Tuesday morning. She submitted a grants handbook and did not receive

- any feedback. She does all the grants and Admin Koch does all billing.
- b. Member Weeks mentioned that the budget says that it was late and the tentative budget was late. Admin Wilbourne says that she will check on those items to verify.
  - c. Admin Wilbourne mentioned that we will be receiving another site evaluation and is supposed to be every 3 years. They just came here in April so unsure if this is accurate. Last spring they lifted our financial concern.
  - d. Chair Stern asked for further discussion. None was needed.

9. Open Board Secretary Position (For Discussion and Possible Action)

- a. Admin Wilbourne mentioned that the position should be filled. Admin Koch and Wilbourne can take the minutes if need be but sometimes the secretary has to sign documents.
- b. Member Coffey offered to fill the position of Secretary.
- c. Chair Stern asked for a motion for Member Coffey to be the secretary. Member Weeks made a motion, Member Pehlivanov seconded the motion. Motion passed. Member Coffey is now secretary.

10. Public Comment and Discussion: *(No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.)*

- a. None

11. Adjournment

Member Pehlivanov made a motion to adjourn the meeting. Chair Stern adjourned the meeting at 9:06 a.m.

PUBLIC COMMENTS:

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Speakers wishing to speak during public comment period for this meeting may sign up

via the chat box on Go To Meeting once they have joined the virtual meeting. Speakers will be unmuted in the order which they signed up. No one may sign up for another person or yield their time to another person. Generally, a person wishing to speak during the comment period will be allowed two (2) minutes to address the Leadership team. Speakers may also submit additional comments in writing. It is asked that speakers be respectful to each other, the administrative team and school staff. Speakers that are disruptive will be muted and asked to leave the meeting. Depending on the length of the meeting, ten speakers will be guaranteed an opportunity to speak. Additional speakers may be called on if time permits.