



APPROVED 5/16/17

**NEVADA CONNECTIONS ACADEMY (NCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING**
Tuesday, April 11, 2017 at 6:30 p.m. PT

Held at the following location and via teleconference:
Nevada Connections Academy
555 Double Eagle Court, Suite 2000
Reno, NV 89521

I. Call to Order

Dr. Sanchez called the meeting to order at 6:33 p.m. when all participants were present and able to hear each other. The school was open for the public to attend the meeting.

Roll Call

At the request of the Board, this item was moved up on the agenda.

Board Members Present: Jafeth Sanchez, Scott Harrington, Kelly McGlynn and Tessa Rivera (via phone);

Board Members Absent: Marisa Delgado, Mindi Dagerman and Gene Stewart;

Guests Present: Steve Werlein, Principal (in person); Jamie Smith and Heather Enghardt, School staff; Brian Rosta, Josh Daniels, Brenda Little, Jay W. Ragley, Kelly Gatzke and Laura Coleman, Connections staff (via phone).

II. Review and Consideration of Potential Board Member: Naima Benjelloun

Ms. Sanchez reviewed Naima Benjelloun's background and experience with the Board. The Board reviewed Ms. Benjelloun's qualifications and discussed the consideration of her appointment. There being no further discussion, Dr. Harrington made the following motion and it was seconded by Ms. Rivera as follows:

RESOLVED, that the appointment of Naima Benjelloun to the Nevada Connections Academy Board of Directors, as a Class 3 Director, for a term to the 2019 Annual meeting, pending successful completion of necessary background checks and subject to all necessary notifications to the Nevada Department of Education, as discussed, is hereby approved.

The motion passed unanimously

III. Acceptance of Board Member Resignation: Gene Stewart

Ms. Sanchez reviewed Mr. Stewart's resignation with the Board. The Board expressed their desire to table Mr. Stewart's resignation until confirmation that Ms. Benelloun had completed all new Board Member requirements. There being no further discussion, Dr. Harrington made a motion and it was seconded by Ms. McGlynn that the acceptance of the resignation of Board member, Gene Stewart, as discussed, is tabled. The motion was approved unanimously.

IV. Roll Call

Roll call was conducted earlier in the meeting.

V. Public Comment

There were no public comments at this time.

VI. Routine Business

a. Approval of Agenda

Dr. Sanchez asked the Board to review the Agenda distributed prior to the meeting. There being no changes, Ms. McGlynn made the following motion and it was seconded by Dr. Harrington as follows:

RESOLVED, that the Agenda for the April 11, 2017 Meeting of the Board of Directors of the Nevada Connections Academy, as discussed, is hereby approved.

The motion passed unanimously.

VII. Oral Reports

a. School Leader's Report

i. Graduation Rate Improvement Plan and Nevada Charter Authority Update

Mr. Werlein reviewed the data within the Board meeting materials and provided the Board with an update on the ongoing efforts to improve the graduation rate and relationship with the Charter Authority. The Board discussed the continued importance of family and student support.

ii. Graduation Plans and End of Year Activities Update

Ms. Werlein advised the Board of the school's planning for the upcoming high school graduation ceremony and encouraged Board members to attend. He further reviewed recent student activities, including state testing.

iii. Telecommunication Services Update

Mr. Werlein reviewed the proposal for hosted Voice over Internet Protocol (VOIP) Services as included in the Board meeting materials. He further reviewed the benefits and budget effects of the communications upgrade, including eliminated costs and fees and increased mobility for staff. The Board expressed their support of the upcoming communications transition.

iv. School Calendar and Staff Communications Update

Mr. Werlein provided the Board with an update on this item. He reviewed the proposed school calendar for the 2017-2018 School Year, including the changes being made that will affect the allocation of personal days for school staff. Mr. Werlein further discussed that all proposed school calendar changes that affect staff member work schedules are outlined in the proposed revisions to the Employee Handbook.

b. Financial Report

Ms. Little reviewed the revenue and expense statement included in the Board materials. She reviewed the changes in the financials and the forecasted expenses since the previous Board meeting, enrollment funding, and specific expenses.

VIII. Consent Agenda

Dr. Sanchez asked the Board members whether there were any items from the Consent Items that they wished to have moved to Action Items for discussion, or tabled. There being no changes, Dr. Harrington made the following motion and it was seconded by Ms. Rivera as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the March 30, 2017 Special Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Case Management Invoice(s);
- d. Approval of Board Meeting Schedule for the 2017-2018 School Year;
- e. Approval of School Calendar for the 2017-2018 School Year;
- f. Approval of Staff Compensation Plan for the 2017-2018 School Year;
- g. Approval of Employee Handbook Revision(s); and
- h. Approval of Summer School Scholarship Offering to Students; are hereby approved.

The motion passed unanimously.

IX. Action Items

a. Approval of Connections Academy of Nevada, LLC Invoice for February and March

Ms. McGlynn reviewed in detail the Connections Academy invoices for the months of February and March as drawn from the financial report reviewed earlier in the meeting and included in the Board materials. She noted that she had reviewed the invoices and found them to be in order. She also asked the Board members whether they had any questions on the invoices or if any items required further explanation. There being no further discussion, Dr. Harrington made the following motion and it was seconded by Ms. Rivera as follows:

RESOLVED, that the Connections Academy of Nevada, LLC invoices for the months of February 2017, in the amount of \$1,802,512.68, and March 2017, in the amount of \$1,566,815.28, as presented, are hereby approved.

The motion passed unanimously.

b. Approval of Board Chair as Board Designee to Negotiate, Finalize and Execute all Proposed Cures with the State Public Charter School Authority (SPCSA)

Mr. Werlein discussed with the Board the need for the Board to appoint the Board Chair as a designee to negotiate, finalize and execute all proposed cures with the State Public Charter School Authority (SPCSA). The Board expressed their support of the Board Chair acting on their behalf in manners relating to the SPCSA between Board meetings. There being no further discussion, Ms. Rivera made the following motion and it was seconded by Ms. McGlynn as follows:

RESOLVED, that the Board Chair, is appointed as Board Designee to negotiate, finalize, and execute all proposed cures with the State Public Charter School Authority (SPCSA), as discussed, is hereby approved.

The motion passed unanimously.

c. Hearing on 2017-2018 Tentative Budget prepared in accordance with NAC 387.720 and Submitted to the Department of Education and Adoption of the Tentative Budget for the 2017-2018 School Year

Mr. Werlein opened the hearing and reviewed this item with those in attendance. He reviewed the Tentative Budget in detail with the Board, including the state funding, student-teacher ratios, payroll and non-payroll related expenses. Ms. Little further reviewed Title I and IDEA estimates and the statutory requirement for the Tentative Budget presentation and advised that she will give a more detailed presentation during their May meeting when they consider the final proposed budget. There being no further discussion, Ms. Rivera made the following motion and it was seconded by Ms. McGlynn as follows:

RESOLVED, that the Tentative Budget prepared in accordance with NAC 387.720 and submitted to the Department of Education and adoption of the Tentative Budget for 2017-2018 school year, as presented, is hereby approved.

The motion passed unanimously.

X. Information Items

a. State Relations Update

Mr. Daniels updated the Board on the recent legislative activities in Nevada, which may impact the school.

[Ms. Gatzke joined the meeting at 7:22 p.m.]

b. Partner School Leadership Team (PSLT) Update

Mr. Rosta presented an update to the Board on behalf of Connections' School Leadership Team.

i. School Operations Metrics

Mr. Rosta reviewed the data included in the Board materials, highlighting the school's performance as compared with other Connections' partnering schools of similar size and years in operation.

c. Curriculum for the 2017-2018 School Year

Mr. Rosta reviewed the 2017-2018 Curriculum and Instructional Programming Memo as included in the Board materials, as well as the recent Curriculum Town Hall presentation hosted by Connections. Mr. Rosta further advised the Board on upcoming enhancements to the curriculum based on performance indicators. Board members discussed the curriculum plans in detail.

[Ms. Englhardt left the meeting at 7:40 p.m.]

d. Outreach Plan for the 2017-2018 School Year

Ms. Gatzke reviewed the school's proposed Outreach Plan for the upcoming school year, as included in the Board materials. She highlighted current and projected enrollment numbers, as well as planned activities for student recruitment. Board members had discussion on the outreach plans and specific activities.

e. Board Planning for the 2017-2018 School Year

Ms. Coleman discussed the planning for the 2017-2018 school year that Connections Academy has been working on with the school.

i. Board Composition

Ms. Coleman discussed with the Board the current composition, including board member terms and officer positions that would be up at this year's annual meeting, and encouraged Board members to discuss their intentions regarding terms and renewal with the Board Chair.

f. Board Member Background Check Update

Ms. Coleman provided the Board with an update on recent changes to Nevada Law which requires all newly appointed and reappointed Board members, excluding licensed teachers, to receive background checks.

[Mr. Smith left the meeting at 7:54 p.m.]

XI. Closed Meeting with Board Counsel Relating to State Public Charter School Authority's (SPSCA) Issuance of Notice of Closure

There being no need for the Board to meet with Board Counsel, Dr. Harrington made a motion and it was seconded by Ms. Rivera to table the closed meeting and subsequent action of actions necessary based on the closed meeting. The motion was approved unanimously.

XII. Approval of Action(s) Necessary Based on Closed Meeting with Board Counsel

This item was tabled.

XIII. Public Comment (as detailed previously in agenda)

There were no public comments.

XIV. Adjournment and Confirmation of Next Meeting – Tuesday, May 16, 2017 at 6:30 p.m. PT

Dr. Sanchez noted that the Board was at the end of its agenda and that the next meeting is scheduled for Tuesday, May 16, 2017 at 6:30 p.m. A motion was made by Dr. Harrington, seconded by Ms. McGlynn and carried unanimously to adjourn the meeting at 7:55 p.m.