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The following are the meeting minutes for October 15, 2013 held at the Mesa Vista Campus, 3883 Mesa Vista Way, Las Vegas, Nevada.

**RECORD OF ACTION ITEMS AND ITEMS OF DISCUSSION:**

**1. Call to Order**

Todd McBrayer, President, called the meeting to order at 6:15 p.m.

**2. Roll Call/Establishment of a Quorum (Action Item)**

Present were: Todd McBrayer (President), Jennifer Sher, and Wendy Hale. A quorum of three members was determined. Also present were various administration and staff.

**3. Flag Salute/Pledge of Allegiance**

Those present completed the Flag Salute/Pledge of Allegiance.

**4. Recite School Motto**

Board member Hale recited the following school motto: *“Discovery Charter School’s mission is to promote a safe, nurturing environment which fosters student success through community involvement, progressive educational practices and innovative use of technology.”*

**5. Adoption of Agenda (Action Item)**

President McBrayer requested the Teacher’s Report be added to the agenda as item 10A.

Jennifer Sher moved to adopt the October 15, 2013 meeting agenda as amended. Wendy Hale seconded the Motion. Motion carried unanimously.

**6. Approval of Minutes from Past Governing Board Meetings**

The following correction was noted: a) to change “Price Clark” to Clark Price wherever noted.

Wendy Hale moved to approve the August 20, 2013 meeting minutes as amended. Jennifer Sher seconded the Motion. Motion carried unanimously.

## REPORTS

### 7. Administration Report – Clark Price

**i. Staff Development/Staff Mentoring** - Clark Price announced that progress reports were being reviewed for redesign. He requested input from the Board on: the design; on having standard report cards; and, on having student input on their evaluation.

Discussion followed commending the narrative reports versus grades and test scores, because the narrative reports provide more information on the areas where a student is struggling.

President McBrayer stated, in his opinion, it is important to also have a standard report card for consistency and organization, but with ample room for comments. He stated students need to understand their grades and teacher comments.

Board member Hale noted that there is a need for students to understand their goals, for self-reflection, and personal responsibility in their own education.

**ii. Curriculum** – Clark Price commented on the pressure for the implementation of the core curriculum. He stated the charter will need to be re-worked to reflect this implementation. They were also applying for grant funding for staff development in the area of core curriculum.

**iii. Policy and Procedure Development/Review** – Clark Price stated the charter will need to be rewritten for policy and procedure changes.

President McBrayer asked about a timeline for changes to be completed. Clark Price stated the core curriculum needs to be implemented by April, 2014. Campus organization and development should have a more aggressive timeline.

**iv. Staff Evaluations/Staffing Changes/Updates** – Clark Price stated the first round of staff evaluations will need to be completed by December 1, 2013.

**v. Title I** – There was no information to report. Clark Price stated the school was no longer a Title 1.

**vi. Technology Status Update/Tech Policies/Tech Plan** – Clark Price reported the school bought thirteen surfaces and will purchase five chrome books.

**vii. Campus Organization/Development** – Clark Price stated meetings were held at the Hill Pointe campus to review leasing the entire site for more open

space. A meeting was also held with Zappos to begin the downtown educational project.

President McBrayer explained the project would be for Discovery and other charter schools to provide educational activities to children in the downtown area.

**viii. Other Items as Needed** – Clark Price reported the Student Body Government election was held. He suggested the student governing bodies of both campuses meet for more coordination between the campuses.

## **8. Office Manager – Lisa Bernauer**

**i. Compliance Reports/State Coordination Items** – Lisa Bernauer stated the school is compliant with AOIS.

**ii. Enrollment Status/Current Interest** – Lisa Bernauer stated this year, Count Day was completed through the Department of Education’s (DOE) Big Horn System. The school matched the system with 368 students, which is a non-weighted number. Count Day documents will be certified this Friday and submitted to the State. Currently, 367 students are enrolled and there are solid waiting lists at both campuses.

**iii. Other Items as Needed** – No additional items were reported.

## **9. Financial Officer – Kristen Diasparra**

**i. Budget Review**

**ii. DSA Funding Status/Updates**

**iii. Other Items as Needed**

Kristen Diasparra stated the budget will be revised to reflect the Count Day information and the increase in PERS and DSA funding, but it will not be a drastic revision. Information was being submitted to the auditor for the audit to be completed. Kristen Diasparra stated this year the State is requiring that quarterly financial statements be submitted.

## **10. Parent Liaison – Angie Story**

**i. General School Development/Parent Interaction** - Angie Story stated the school year began well. She is keeping parents informed through emails, newsletters, and parent voice meetings. At Hill Pointe, the meetings are now being held in the afternoon. There has been an increase in participation.

**ii. Fundraising/Community Involvement Status** – Angie Story stated the Book Fair was held and raised \$3,000. Hill Pointe students also visited a nursing home,

at the beginning of the month, to assist seniors in packing lunches for the homeless.

**iii. Other Items as Needed** – There were no additional items to report.

### **10A. Teacher Report**

Ms. Selig commented on the increase in cross-collaboration between the Mesa Vista and Hill Pointe campuses. A daily choir program was started. The fall play “Elfin Magic” was in production. Tutoring services were available.

## **UNFINISHED BUSINESS**

### **11. NONE**

## **NEW BUSINESS**

### **12. Plan for Progressive Discipline – Annual Review and Revision of Discipline Plan and Approval of Plan by Governing Board (ACTION ITEM)**

Clark Price stated it is guaranteed by law that students are allowed to go through a progression of discipline, with opportunities for them to correct themselves. He reviewed the Five-Step Discipline Program at the school.

At this time, President McBrayer opened discussion to public comment.

Parent Elizabeth Hayes stated she has been at the Hill Pointe campus every day for the last week-and-a-half and she has never seen teachers discipline this way; she is very pleased with the program.

Seeing and hearing no further public comment requests, President McBrayer closed public comment.

Jennifer Sher moved to approve the Progressive Discipline Plan. Wendy Hale seconded the Motion. Motion carried unanimously.

### **13. Annual Audit Report, Review and Possible Action (ACTION ITEM)**

It was reported this item was still being worked on. President McBrayer tabled this item.

Wendy Hale moved to table item 13. Jennifer Sher seconded the Motion. Motion carried unanimously.

### **14. Special Education Memorandum of Understanding, Review and Possible Action (ACTION ITEM)**

Clark Price stated it was recently redefined that the Charter Authority will serve as the LEA officially for all charter school special education programs. He will be the LEA assigned for the school, but the Charter Authority will be the overall LEA for all charter schools. They have also provided schools with the option of budgeting \$20,000 for lawsuits or obtaining their own insurance. He expressed concern with having all schools under one financial “blanket”.

President McBrayer asked how many students will be affected. Mr. Price stated it would be under ten students.

At this time, President McBrayer opened discussion to public comment. Hearing and seeing no public comment requests, President McBrayer closed public comment.

Jennifer Sher moved to adopt the Special Education Memorandum of Understanding. Wendy Hale seconded the Motion. Motion carried unanimously.

## **OTHER**

### **15. Progress Towards Goals Report from Administration**

President McBrayer stated that goals have been discussed and were being met. Clark Price commented that the 5<sup>th</sup> day of Student Week for planning is effective in continuing to reach goals.

### **16. Board Member Comments**

None

### **17. Public Comments – (Comments may be limited to three minutes per person. Action will not be taken on the matters considered during this period until specifically included on an agenda as an Action Item.)**

There were no public comment requests.

### **18. Response to Public Comments**

None

### **19. Announcements and Agenda Planning**

The next meeting was tentatively scheduled for February 18, 2014 at the Hillpointe Campus unless a board meeting is needed in December to handle any school business.

### **20. Adjournment**

There being no further business, the meeting adjourned at 7:08 p.m.