



**GOVERNING BOARD
MEETING MINUTES
February 18, 2014**

The following are the meeting minutes for February 18, 2014 held at the Hillpointe Campus, 8941 Hillpointe Road, Las Vegas, Nevada.

RECORD OF ACTION ITEMS AND ITEMS OF DISCUSSION:

1. Call to Order

Todd McBrayer, President, called the meeting to order at 6:12 p.m.

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

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

3. Flag Salute/Pledge of Allegiance

Mickey Cox led the Flag Salute/Pledge of Allegiance.

4. Recite School Motto

Board member Testa-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.

Wendy Testa-Hale moved to adopt the February 18, 2014 meeting agenda, as amended. Edna Tondevold seconded the Motion. Motion carried unanimously.

6. Approval of Minutes from Past Governing Board Meetings

Jennifer Sher moved to approve the October 15, 2013 meeting minutes. Wendy Testa-Hale seconded the Motion. Motion carried unanimously.

REPORTS

7. **Administration Report** – Clark Price reported the following information:

i. Staff Development/Staff Mentoring – Teachers were looking for development options and sharing best practices. Staff mentors completed site visits and have taken students on these site visits.

ii. Curriculum

iii. Policy and Procedure Development/Review – Curriculum and policy and procedure will be presented together later in the meeting to review language changes.

iv. Staff Evaluations/Staffing Changes/Updates – Two contracts need to be approved for mid-year staffing changes. Marisa Lopez completed her student teaching mid-year and joined the school replacing Ms. Byers. Lisa Bernauer has been moved from Office Manager to Teacher. DeAnna McBrayer is the new Office Manager.

v. Title I – This item is no longer needed on the agenda.

vi. Technology Status Update/Tech Policies/Tech Plan – The specific tech program established for eighteen weeks at each school has been successful. Mr. Price suggested establishing the program year-round when staffing is being considered next year. Ratios were being maintained through warranties.

vii. Campus Organization/Development – Enrollment was at maximum capacity for the Mesa Vista campus. Ideas for improving enrollment at the Hillpointe campus will be discussed later in the meeting.

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

8. **Office Manager** – DeAnna McBrayer reported the following information:

i. Compliance Reports/State Coordination Items – Compliance reports were being turned in on time and were doing well.

ii. Enrollment Status/Current Interest – At the Mesa Vista campus, there are 182 students currently enrolled; 161 students will be returning. Twenty-eight kindergarten students have been enrolled, with six students on the waiting list for kindergarten and thirty students on the waiting list for 1st thru 8th grades. At the Hillpointe campus, 176 students will be returning next year and 136 applications are on file. Spots will be filled contingent on the new lease. If the new lease was filled to capacity, there would be a possibility for 275 students and 30 students on the waiting list.

iii. Other Items as Needed – The student information system was changing over to Infinite Campus. Informational calls will begin this Thursday and training sessions will be set up.

9. Financial Officer – Kristen Diasparra

i. Budget Review

ii. DSA Funding Status/Updates

iii. Other Items as Needed

Kristen Diasparra stated she provided a copy of the auditor’s financial statement. There were no changes. Compliments were received for the NRS 383.387 report sent to the State. Preliminary budgets will be completed for the upcoming year. Revisions to the current year’s budget will be completed to accurately reflect student count day and expenditures based on student count day. The state is requiring a new quarterly report that keeps track of how the school is spending their money.

10. Parent Liaison – Angie Story

i. General School Development/Parent Interaction

ii. Fundraising/Community Involvement Status

iii. Other Items as Needed

Angie Story reviewed fund-raising activities that have been held. She stated parent meetings were held in the evenings to discuss common core and project-based curriculum. She commented on the “Life Cube” project.

10A. Teacher’s Report

Ms. Selig stated parent nights were facilitated to educate parents on common core curriculum and project-based curriculum with a live student presentation. New technology was being used in the classroom for students and teachers. Course themes were being selected for monthly staff meetings. Report cards were issued for both campuses.

UNFINISHED BUSINESS

11. NONE

NEW BUSINESS

12. Review and Possible Action for the Board to vouch that our curriculum reflects the Core curriculum (State AOIS submittal requirement) (ACTION ITEM) – President McBryer explained this item was to confirm that the school charter was adjusted to be in

line with state requirements. Clark Price stated schools beyond their third year need to re-submit and that this was the first step towards resubmission.

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

Member Testa-Hale commented that the report was well written and well detailed and cited some examples.

Wendy Testa-Hale moved that the school's core curriculum aligns with the Nevada State Standards of the Clark County School District guidelines. Jennifer Sher seconded the Motion. Motion carried unanimously.

It was clarified the school's core curriculum needs to align only with state NRS standards and not the Clark County School District.

Wendy Testa-Hale amended her motion to accept the school's curriculum that reflects the Nevada State academic content standards. Jennifer Sher seconded the Motion. Motion carried unanimously.

13. Review and Approval of various new employee contracts (ACTION ITEM) – Clark Price stated these two employee contracts were the staff replacements during mid-year.

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

Jennifer Sher moved to approve the new employee contracts. Wendy Testa-Hale seconded the Motion. Motion carried unanimously.

14. Review and Approval of the new lease for the Hillpointe Campus expansion (ACTION ITEM) – Clark Price commented the expansion will provide different opportunities and programs, but he cautioned about demand.

President McBrayer asked if the new expenditures from the expansion were included in next year's budget. Kristen Diasparra stated finances were reviewed and the numbers were positive. The attorney has also had the opportunity to review the lease. President McBrayer suggested signage for the expansion. He asked if fire inspections will need to be conducted again. It was stated corrections have been completed.

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

Member Sher asked if there would be additional expenditures if student enrollment exceeded projections. It was stated enrollment was still within the 500-student count listed in the charter. Staffing would be the only additional cost.

Edna Tondevold moved to approve the new lease for the Hillpointe campus. Wendy Testa-Hale seconded the Motion. Motion carried unanimously.

- 15. Review and Possible Action for the addition of one new Governing Board Member (ACTION ITEM)** – President McBrayer noted there were three candidates for the position. At this time, each candidate introduced themselves and discussed their commitment to the school and outside interests.

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

The Board discussed and decided to add all three candidates to the Board.

Edna Tondevold moved to approve all three candidates to the Governing Board. Wendy Testa-Hale seconded the Motion. Motion carried unanimously.

OTHER

- 16. Progress Towards Goals Report from Administration** – Clark Price stated the school was progressing towards its goals.

17. Board Member Comments

It was suggested signage for the expansion be set as a future goal. It was noted there were strict signage guidelines in Summerlin.

- 18. 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.

19. Response to Public Comments - None

- 20. Announcements and Agenda Planning** – The next Board meeting will be held on April 8, 2014 at the Mesa Vista campus.

21. Adjournment

There being no further business, the meeting adjourned at 7:15 p.m.

Jennifer Sher moved to adjourn the meeting. Wendy Testa-Hale seconded the Motion. Motion carried unanimously.