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The following are the meeting minutes for November 29, 2012 held at the Mesa Vista Campus, 3883 E. Mesa Vista Way, Las Vegas, Nevada 89120.

**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. President McBrayer announced, for the record, that Chad Bouwhuis has moved out of the area and was no longer on the Board.

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

Present were: Todd McBrayer (President), Jennifer Sher, and Edna Tondevoid. 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 members 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)**

Jennifer Sher moved to adopt the November 29, 2012 meeting agenda as presented. Edna Tondevoid seconded the Motion. Motion carried unanimously.

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

Jennifer Sher moved to approve the minutes from the past Governing Board meeting. Edna Tondevoid seconded the Motion. Motion carried unanimously.

## REPORTS

### 7. Administration Report – Clark Price

- i. Staff Development/Staff Mentoring**
- ii. Curriculum**
- iii. Policy and Procedure Development/Review**
- iv. Staff Evaluations/Staffing Changes/Updates**
- v. Other Items as Needed**

Clark Price reported Erika Selig gave a presentation before the Thanksgiving break regarding technology and how technology was used in the classroom that has been very helpful. Policy and procedures have been reviewed and were being revised. Staff evaluations will be scheduled tomorrow and will take place between now and the winter break. Staff was focusing on student and parental input and goals for the remainder of the year. Information for Title One has been submitted to the State and was being reviewed.

### 8. Campus Organization – Clark Price

- i. Technology Status Update/Tech Policies/Tech Plan**
- ii. Campus Organization/Development**
- iii. Other Items as Needed**

Clark Price reported ten Kindle Fire tablets have been purchased as part of a pilot program for each school site to determine how useful they are and if more tablets should be purchased. A grant was also being submitted for the purchase of ten I-pads. Mr. Price stated there was a discrepancy in the 6-year contract lease for the Hillpointe campus and that there was a request for the school to sign an additional six-year lease minus the 3% increase for every other sixth year. The progressive discipline policy has been submitted to the State. Next year, the State will require Board action on the policy. Mr. Price requested the policy be agendaized for the next Board meeting for approval.

### 9. Office Manager – Lisa Bernauer

- i. Compliance Reports/State Coordination Items**
- ii. Enrollment Status/Current Interest**
- iii. Other Items as Needed**

Lisa Bernauer reported there was a successful count day with 293 students (weighted). The enrollment and student audit was held the last part of October. No exceptions were found. Several suggestions were made on how the school can improve their system. Suggestions have been already implemented into the school's system. Currently, 324 students are enrolled. There were still openings for K-6 at the Hillpointe campus and a waiting list at the Mesa Vista campus. Re-enrollment was to begin on January 7, 2013. New enrollments for 2013-2014 would be open during the first part of February based on openings.

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

- i. Budget Review**
- ii. DSA Funding Status/Updates**
- iii. Other Items as Needed**

Kristen Diasparra reported she issued the reconciliation summary to Board members. The next set of DSA funding was deposited in November. Currently, the budget was being revised so it accurately reflects the school's weighted count. The revised budget will be submitted to the Board for approval at the next meeting.

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

- i. General School Development/Parent Interaction**
- ii. Fundraising/Community Involvement Status**
- iii. Other Items as Needed**

Angie Story reported they were working on improving communications by issuing newsletters every two weeks and updating information on the school's website. A text-reminding system for parents has also been established. Ms. Story reviewed school and donation events being held at the Hillpointe campus and the Mesa Vista campus; \$400 has been raised for art supplies for the students. The Emergency Arts building has been donated for the student art gallery event that will be held on February 9, 2013 from 1:00 p.m. to 5:00 p.m.

## **UNFINISHED BUSINESS**

- 12. None for this meeting.**

## **NEW BUSINESS**

- 13. Review and Possible Action for EMO evaluation per NAC 386.405** – Dr. Dave Price explained his job was as overseer. He commented on the good relationship the school was building with the State. He cautioned that the Charter School Authority was trying to establish the school as part of the school district, but that the school should try to maintain its uniqueness. Discussion followed regarding the success of student growth at the school.

Jennifer Sher moved to approve the EMO evaluation as positive. Todd McBrayer seconded the Motion. Motion carried unanimously.

- 14. Review and Possible Action for Audited Financial Statements for FYE June 30, 2012 per State compliance requirements** – Kristen Diasparra reported a meeting was held earlier in the year with the independent auditor, as suggested. Some suggestions by the auditor were implemented. The auditor was also consulted at the end of the year when

financial statements were completed. The audit has been concluded. Digital copies of the audit have been submitted to the Board. Discussion was heard regarding the success of the school.

Jennifer Sher moved to accept the audited financial statements for FYE June 30, 2012. Edna Tondevold seconded the Motion. Motion carried unanimously.

## **OTHER**

### **15. Board Member Comments**

President McBrayer announced there were two vacancies on the Board. He reviewed requirements for Board members.

### **16. 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.)**

Clark Price commented on a school representative needed for the Charter School Authority of Nevada (CSAN) Board, which would be the best way to provide input regarding charter schools. Angie Story and a few students appeared on Channel 13 regarding the recycling project. The students were interviewed and presented themselves well.

### **17. Response to Public Comments**

None

### **18. Announcements and Agenda Planning**

The Board discussed and decided the next Board meeting will be tentatively scheduled for Tuesday, January 15 or Tuesday, January 22, 2013.

### **19. Adjournment**

There being no further business, the meeting adjourned at 6:50 p.m.

Jennifer Sher moved to adjourn the meeting. Todd McBrayer seconded the Motion. Motion carried unanimously.