



**GOVERNING BOARD
MEETING MINUTES
September 20, 2011**

The following are the meeting minutes for the September 20, 2011 held at the Mesa Vista Campus, 3883 East Mesa Vista, Las Vegas, Nevada.

Record of Action Items and Items of Discussion:

1. Call to Order

Todd McBrayer, Acting Board President, called the meeting to order at 6:05pm.

2. Roll Call

Present at the meeting were Todd McBrayer, Angie Story, Wendy Testa, and Edna Tondevold. A quorum was established.

Also present was various administration staff.

3. Pledge of Allegiance

Those present completed the flag salute.

4. Adoption of Agenda

A motion was made by Angie Story to adopt the agenda, which passed unanimously.

REPORTS:

5. Administration Report

Dr. Dave Price reported the various numbers of the different locations broken down by levels with a total of 187 students total. We are still actively taking in students. He anticipated our weighed number for count day will be about 177 to 179 or so. Once the official final count is completed by the State an updated budget will be completed reflecting actual funds to be received from the state DSA. Kristen Diasparra updates the budget for Dr. Price on a daily basis. Our funding will cover our expenses for the year but we will still need to be creative with how we develop the school. He indicated that numerous parents are interested in helping the school out in time and potential dollars. Dr. Price has a good feeling about the work and offers for help, etc. from parents to further the cause of the school.

Todd McBrayer echoed Dr. Price's comments that it will not be "plush" the first year and stated that we are like a first year business and will need to get creative, have some growing pain, etc. but can be flexible with how we deliver our program.

Dr. Price also mentioned that State's Charter School Authority is seeking nominations for board members if we know of any parents that might be interested.

6. Curriculum Chair

Dr. Dave Price mentioned that we have project-based teachers and that we are actively training the new teachers in the project based learning. He mentioned that many parents are willing to come in and model project-based learning also. He is open to various ideas about project-based learning. The administration is working to get the students moving on their first project.

Todd McBrayer mentioned that we need to reach out to our parents to use them as resources for our project based learning.

7. Site Preparation/Organization

Clark Price reported that both sites are up and running. He is working on some staffing issues and teacher ratios. For now he is using subs in one area until we find a good advisor that works and a full time position will be offered. He is working to also find the best solution for the special education program and provide the best and most flexible situation for the students needing these services.

Wendy Testa agreed with Clark's assessment of the special education program and mentioned that every student has his or her own education plan in one form or another. We need to meet their needs regardless of what their "label" is.

8. Technology Status Update

Clark Price is working to get a computer lab completed at both locations with at least 22 stations. For now the labs will be connected wirelessly. He has some parents willing to help do the final setup, wiring, and configuration. There will be some additional equipment needed to make things work, which he will have a better feel for once he meets with these other volunteers. These purchases will fall within the already established budgets.

9. Office Manager

Lisa Bernauer reported that most of the recent time spent was to get Power School up and running (the system required by the State). Lisa reported that all our currently enrolled students have been input into the system and have been assigned to their courses. Our electronic count day is September 22, 2011 and our physical count day is Monday, September 26, 2011. We are looking to start a contract with a janitorial service for the school. She will be contacting the two competitively bidding companies tomorrow to see what items they can further offer to "put a cherry on top of the offer". The Fresh & Easy Shop For School fundraising program has been started to benefit the school. Lisa is coordinating this program/fundraiser. She is also reviewing the possibility for applying for a \$5,000.00 grant for specific purposes at the school. She has also had some parent volunteers to help with the paperwork and other items.

10. Financial Officer

Kristen Diasparra reported that our budget has been input in the QuickBooks program for tracking. The most current profit and loss and check registry was provided to the Board for reference/review. We are good with our numbers.

Our next disbursement will be in October some time and will be the same as the first one. We have requested that the adjustment amount from the original DSA and our final count numbers be completed earlier and she anticipates having the adjustment amount in the second quarter. She generally reviewed how QuickBooks will track our budget line items, etc. Once count day numbers are in we will adjust the budgets to reflect actual income, expenses, etc. and once completed it will be presented to the Board.

Wendy Testa reviewed the three check system with Lisa for approval of purchases and other items. A purchase order system has been established. She asked the question about the \$28.00 Starbucks entry on the check registry. She was informed it was for the staff meetings and that is was an approved expense. No other questions were asked.

11. Fundraising

No fundraising report was provided. However, Dr. Price did mention that Alan T. is working on the signage for Hillpointe and mentioned that instead of spending \$800.00 or so custom letter from a sign company we simply purchase the 9 inch letters for the signage from The Home Depot and affix them ourselves (about \$80.00) (in place of the existing signage already in place, which will be removed and stored for the owner). The school kids would paint the letters.

12. DCS Foundation

Todd McBrayer announced that DeAnna McBrayer has resubmitted the paperwork to the State for final approval. The name is DCS Foundation. Clark will work with Kristen on the needed budget for the Foundation for submittal of the final 501(c)3 paperwork to the IRS. This Foundation will help the school gain access to funds, services, etc. that the “public school” cannot get. Once the paperwork is established we can use a “pending” status while our paperwork is being processed. The paperwork is being written to cover all aspects of the school including the arts, technology, etc., in addition to the core functions of the school. Once established, this will allow us to receive funds, donations, etc. that others want to provide for the school.

NEW BUSINESS:

13. Additional insurance for Mesa Vista

Kristen Diasparra reported that the original insurance policy for the Mesa Vista building was priced with the assumption that the building has a fire sprinkler system installed. It does not so a new bid was received, which was presented for approval by the Board. This policy is a requirement of the lease agreement. The new amount of the policy (based on competitive bids with three being received) was \$3,785.00. After some discussion on the policy, a motion was made by Angie Story to approve the new policy amount, which was unanimously approved.

14. Review, nomination, and adjustment of the Governing Board positions (President, Vice-President, etc.)

Due to the recent resignations, the Board needs to be reorganized. The following changes were discussed and motions made to organize the Board:

Todd McBrayer, Board President (moved up to president position from vice-president due to the past president resignation).

Todd McBrayer made a motion to have Angie Story be Vice-President, motion was approved unanimously. Angie was in agreement.

Motion was also made to have Edna Tondevoid be the Board Secretary in place of Chad (due to his work load and other time requirements). The motion was unanimously approved. Edna was in agreement. Todd will work with her.

The other open position will be filled once the other two board positions are filled, as well as the parent representative. Two of the potential Board members were present at the meeting. The advertisement is open until October 1, 2011.

Dr. Price recommended that V. Wilson be brought in for Board training once the Board was fully established again. He is well versed in Charter Schools (one of the founders of Odyssey Charter School), and Board training, as well as other qualifications.

OTHER:

15. Public Comments

Clark Price mentioned that he will start having an informal meeting with parents each Monday morning around 8:15am to allow for good communication between parents and administration.

He also mentioned that it's time to start think about a PTA/PTO for the school. There are many opportunities for parents to serve to help out the school. Angie presented her idea of a strong central president with a vice-president for each campus, which will help to eliminate the "competition" factor between the campuses and help with the unification of the two campuses.

Angie is meeting with two school photography companies for pricing and will make recommendations to administration once all the information is received.

Todd McBrayer mentioned that the handbooks for the staff and the students are in process by Dr. Price and Clark for initial review. These need to be reviewed and ready for potential Board action at the next Board meeting in October. Input from staff, parents, students, etc. is being requested. Draft copies will be provided to the

State per their requirements by October 1st, with a final copy there after. The handbooks will be flexible to best meet the students and school.

16. Response to Public Comments

Comments were addressed by part of item number 15.

17. Announcements and Agenda Planning

Next scheduled Board Meeting to be October 18, 2011, 6:00pm, Hillpointe Campus

Meetings are to be scheduled for the third Tuesday of the month and alternate between campuses.

It was also mentioned that it was Wendy's birthday today and the Board wished her a happy birthday.

18. Adjournment

The meeting was adjourned at 6:50pm.