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The following are the meeting minutes for the February 21, 2012 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 6:04 p.m.

**2. Roll Call (Action Item)**

Present were: Todd McBrayer, Lisa Duke, Jennifer Sher, Angie Story, and Edna Tondevold. A quorum of five members was determined. Also present were various administration and staff. At 6:16 p.m., Wendy Testa arrived to form a quorum of six members present.

**3. Pledge of Allegiance**

Those present completed the flag salute.

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

President McBrayer requested Agenda Item 5 be tabled until the next meeting when the November 2011, January 2012, and February 2012 meeting minutes can be approved. He noted the school has contracted with Trifox, LLC to transcribe the February 2012 meeting minutes.

Angie Story moved to approve the February 21, 2012 meeting Agenda as amended. Jennifer Sher seconded the motion. The motion carried.

**5. Approval of minutes from past Governing Board Meetings (Action Item)**

Todd McBrayer moved to table this item until the next meeting. Angie Story seconded the motion. The motion carried.

**REPORTS:**

**6. Administration Report – Dr. Dave Price**

- i. – v. Dr. Price was not in attendance to present a report on Agenda items i-v.

## **7. Campus Organization – Clark Price**

Clark Price reported OSHA visited school facilities this week and last week. He reviewed minor repairs, which need to be completed. He stated OSHA will return on March 5, 2012 for a second meeting, at which time the school will have thirty days to complete the repair work.

**i. Technology Status Update/Tech Policies/Tech Plan** - Mr. Price reported twenty computer notebooks were purchased. Ten notebooks will be distributed to each school site. Another room has been wired at the Mesa Vista site. Parents were being asked to set up Facebook accounts for students in some Math classes in order to track their progress working with Con Academy. Mr. Price noted Ms. Selig was using technology to teach the curriculum. He reported the school colors chosen were silver, black and blue and that students were competing in a drawing contest to select the school's mascot.

President McBrayer asked which repairs were landlord-related. Mr. Price stated there were no structural repairs needed.

Ms. Duke suggested using the free website, Zilladog.net to set-up an email account in a student's name to monitor email information rather than Facebook for more parental control.

**ii. Campus Organization/Development** – There were no items discussed under this Agenda item.

**iii. Other Items As Needed** – There were no items discussed under this Agenda item.

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

**i. Compliance Reports/State Coordination Items** - Lisa Bernauer reported the school continued to be in compliance. The annual performance audit will occur at the end of March, 2012. Live training will be held tomorrow with the State Charter School Authority. Submissions for review are due on March 5, 2012.

**ii. General School Development/Parent Interaction** - Dr. Dave Price and Clark Price continue to hold parent meetings on ways to obtain more parent school involvement.

**iii. Enrollment Status/Current Interest** - New enrollment started February 1, 2012 and is on-going. Approximately 109 students have submitted re-enrollment forms and approximately 90 students have submitted new enrollment forms between both campuses. They were still waiting on enrollment paperwork from returning families. There was interest in enrollment for next year by new families. Possible ways for marketing the school were being discussed.

**iv. Fundraising/Community Involvement Status** - There was no new items to report regarding fundraising. Ms. Bernauer stated she was researching a fundraiser to return cell phones and toner cartridges for a small amount of money. Art classes may be offered to students. The “First Friday” organization was approached to provide mentoring to students. A meeting will be held during the first part of March, 2012 to discuss mentoring possibilities. Parents were setting up an ambulance tour and safety instruction lesson for K-2 students and a CPR presentation for the older students with the possibility of a Friday CPR Certification class for students and staff.

**v. Other Items As Needed** – There were no items discussed under this Agenda item.

At this time, Wendy Testa arrived at the meeting.

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

**i. Budget Review** - Kristen Diasparra reported donations were used to purchase the twenty notebooks. A Capital Improvements Report will be due. There are no capital assets to report as no item has been purchased over \$5,000 to-date. Larger asset items to be tracked, such as computers, will be listed on the inventory. There was a \$1,500 refund expected for the water expense. The Modified Business Tax will be reimbursed once the school obtains its 501(c)3 status.

Ms. Testa asked how notebooks will be inventoried. Ms. Diasparra stated currently school labels are being placed on notebooks; however, an engraving device will be purchased to etch the school’s name on the notebooks.

President McBrayer asked if bar codes were considered to keep track of school items. Ms. Diasparra replied no. Ms. Story explained how bar codes could be used to keep track of school inventory.

**ii. DSA Funding Status/Updates** – There was no discussion under this Agenda item.

**iii. Other Items As Needed** – There was no discussion under this Agenda item.

## **10. Student Council Reports**

**i. Hillpointe Campus** – It was reported the school is offering “Pizza Thursdays”, which is a mini, organic cheese or pepperoni pizza with a bottle of water which students may purchase for \$3.50 on Thursdays. The Student Talent Show and Family Picnic Spring Fling Event will be held on May 17, 2012. There was a \$10 buy-in for each act participating in the talent show.

**ii. Mesa Vista Campus** – Hannah McBrayer reported a student body government has been established and an election of student body officers was held. Meetings will be held on a weekly basis. She stated the student body government created “Spirit Week”,

assisted in choosing school colors, established a pizza fundraising event on Thursdays, and assisted in the selection process for the school's mascot, which is the owl. In the future, a 6<sup>th</sup>-8<sup>th</sup> grade dance will be held for both campuses, a garden behind the Mesa Vista campus will be voted on, a talent show will be held, and more fundraising activities will be established. They have also established a school newspaper.

Discussion was heard about putting the owl mascot on the current school logo.

## **UNFINISHED BUSINESS**

### **11. None**

## **NEW BUSINESS**

### **12. Workshop: Start discussions and establish procedures for applicable Charter document adjustments needed in preparation to request adjustments with the NSBE (NRS 386.527) (Information/Discussion/Action Item)**

President McBrayer asked for public comment on this item. There were no public comment requests.

Angie Story moved for the Board to start discussion and establish procedures for applicable Charter document adjustments needed in preparation to request adjustments with the NSBE. Lisa Duke seconded the motion. The motion carried.

The Board discussed the following:

- To identify sections in the Charter in need of adjusting, such as the curriculum.
- For staff to provide input on adjustments needed in written format and to begin providing input in early April.
- For changes to be presented at the May Board meeting for review and approval by the Board for submission to the State.

Todd McBrayer moved to instruct and advise the administration staff that, at the May meeting, the Board will entertain the needed adjustments to the Charter for Board approval with further direction to submit changes to the State for approval for the next school year. Jennifer Sher seconded the motion. The motion carried.

Ms. Story suggested having changes presented in June to allow staff to have until the end of May to discuss changes. It was decided to postpone the presentation in May, if needed.

### **13. Workshop: Start discussions for social media policy for review and approval at the next Governing Board Meeting (Information/Discussion/Action Item)**

President McBrayer asked for public comment on this item. There were no public comment requests.

Angie Story moved for the Board to start discussions for a social media policy for review and approval at the next Governing Board Meeting. Lisa Duke seconded the motion. The motion carried.

President McBrayer stated the school currently has a Facebook and Twitter account, but that, in his opinion, these accounts were not being used to their fullest capacity. The Board discussed:

- Using the accounts for marketing the school with a link to the school website
- To post school accomplishments with a block for negative responses.
- To obtain public and staff input on the policy.
- To establish a “gate keeper” to manage the school’s Facebook and Twitter accounts and to determine what information can be posted.
- To begin using accounts for marketing the school.
- For more research to be completed on this issue for presentation at the next Board meeting.

## **OTHER**

### **14. Board Member Comments**

Ms. Testa suggested the school’s mission statement be presented after the Pledge of Allegiance.

In response to questions about staffing for the possible increase in student enrollment next year, Mr. Price stated there would be discussions about staffing and teaching certification for the possible increase in student enrollment next year and for middle school students.

President McBrayer stated he wanted to recognize his son who was working on his Citizenship in the Community merit badge.

### **15. Public Comments**

There were no public comment requests.

### **16. Response to Public Comments**

None

### **17. Announcements and Agenda Planning**

The next scheduled Board meeting will be held on March 20, 2012 at the Mesa Vista Campus.

## **18. Adjournment**

There being no further business, the meeting adjourned at 7:20 p.m. Angie Story moved to adjourn the meeting. Lisa Duke seconded the motion. The motion carried.