

**MINUTES OF THE MEETING OF THE
S.N.A.C.S
BOARD OF GOVERNANCE**

August 13, 2008

CALL TO ORDER

The Regular Meeting of the Board of Governance was called to order at 4:37 p.m. in the S.N.A.C.S. Main Building, Teacher's Lounge, 13880 Stead Blvd., Reno, Nevada.

ROLL CALL

Board Members Melinda Whitney, Karen Sheesley, Jayson Cullbert and Les Banks were present at roll call. Executive Director, Kim Regan, Education Director, Victor Schoenfeldt and Vickie Hale were also present.

ACTION TO ADOPT THE AGENDA

It was moved by Jayson Culbert, seconded by Les Banks **that the Board of Governance adopt the agenda as posted.** Motion carried unanimously.

DIRECTORS' REPORTS

The Executive Director presents her report to the board as follows:

With regard to marketing, the school was featured in an eight page center layout in Family Pulse magazine, as approved by the board on June 25, 2008. The school morning announcements will soon be broadcast on classroom monitors throughout SNACS and that the assignments from the smart boards will be posted to the new website, www.snacs.org. The billboard is expected to be up in the near future.

With regard to the special use permit, the City Planner met with the School Planner. Fees for the City of Reno increased from \$3,500.00 to \$ 19,000.00 to revise the special use permit. However, Jenny Bruckus, the City Planner assigned to this permit, in discussion with Paul Solaegui of Solaegui Engineers, Ltd., indicated SNACS should not need to amend the existing special use permit to increase capacity since zoning laws no longer applied. SNACS does however have to conduct a new parking analysis, which is expected to cost \$7500. The lesser will incur the costs of the analysis at this time with discussions in the future as to the cost being included in the lease fees for the facility.

SNACS made AYP this past school year, after an appeal to the state was approved. The School Improvement Plan focus this year will target increasing overall mathematics achievement as assessed on the CRTs via professional development, acquiring curriculum and manipulatives, math lab implementation with mandatory participation for those students not meeting the standard on CRTs, and school wide math program development such as in hosting Family Math Game Night.

With regard to the annual monitoring, out of 45 areas, we remained noncompliant in two areas. Special Education was deemed non-compliant due to three contracted speech IEP's not completed on time and in Human Resources where as one employee did not get her fingerprints done after several requests to do so. This employee was

terminated due to the lack of timely compliance.

Upcoming events: School starts on August 18 and open house will be August 27.

The Education Director presents his report to the board as follows:

Director Schoenfeldt took the board on a tour of the school to highlight all of the changes to the facility that were completed over the summer including reorganization, painting and moving rooms, new equipment and curriculum put into place, safety compliance, and general maintenance. The board made comments and discussed the summer beautification project's success.

AGENDA DISCUSSION ITEMS

1. none noted

AGENDA ACTION ITEMS

1. BOARD OVERSIGHT

- a. New board membership: the board of governance will discuss and determine positions of all board members for the 2008-2009 school year.
 - i. Background: Two board members, Linda Miller & Marv Newell have resigned after six plus years of service on the board. Both members are retiring to move on to other projects. Two new board members, Jayson Culbert and Les Banks, have been voted on by the board during the June meeting. Board members will determine who holds the positions of President, Vice President, and Secretary.

It was moved by Jayson Culbert **to approve Melinda Whitney to act as acting President due to the resignation of Marvin Newell and the absence of Julie Ann Frey as not all are present for voting purposes** with a 2nd from Les Banks. Motion carried unanimously.

2. FINANCIAL OVERSIGHT

- a. To review and approve a budget for the 2008-2009 school year. Background: The board approved to develop Sierra Nevada Achievers for Community Services (SNACS) to be the umbrella corporation for SNACS Preschool, SNACS Educare and other income generating programs to supplement the school as a non-profit corporation. This process is underway through SNACS Attorney, John Lewis, and Financial Auditor, Charles Morrison. In doing so, SNACS board will need to modify and adopt a new budget excluding the preschool operating costs and profits so current operations are within the new budget categories. The final budget for SNACS for the 2008-2009 school year may need to be modified again at the next board meeting

It was moved by Jayson Culbert **to approve a budget for the 2008-2009 school year** with a 2nd from Les Banks. Motion carried unanimously.

- b. The board will be provided with a Projected Year end statement for the 2007-2008 school year.
- c. The board will be provided with a list of current/summer expenses paid through August 1, 2008 including the most recent curriculum, instructional support, technology, contract and maintenance expenses.

It was moved by Jayson Culbert **to accept for filing the projected year end statement for the 2007-2008 school year and current/summer expenses paid through August 1, 2008** with a 2nd from Karen Sheesley. Motion carried unanimously.

3. CONTRACT OVERSIGHT

- a. **To offer contracts for a new mathematics teacher for the 2008-2009 school year.**

There is no new to contract to offer at this time. This will be revisited at the October 22 meeting. In the meantime, Mr. Schoenfeldt will be the math teacher while a new teacher is sought.

- b. To review and approve a contract with Yesco sign company for acquiring signs on the SNACS buildings.
 - i. Background: SNACS has been in operation for 10 years. There have been multiple banners utilized as temporary signs on the buildings. One of the biggest marketing obstacles for SNACS is that people don't know where SNACS is located. Signs will help the local community to know where we are located and for interested persons to find us.

Karen Sheesley motions **to accept the contract with Yesco for financing a lease option with zero % financing for all 3 buildings for signage at \$ 338.92 per month with a \$40.00 a month maintenance fee and pay a \$ 677.00 deposit** with a 2nd from Jayson Culbert. Motion carried unanimously.

- c. To review and approve or disapprove the contract with WCSO Nutrition Services for the 2008-2009 school year.
 - i. Background: SNACS has contracted with WCSO Nutrition Services for the previous 10 years. Lunches have increased in costs during the last few years. The district charges our school the same amount of money as they charge their students to drop off lunches, not including personnel to serve lunches. We had to switch to cold lunches due to the increasing costs. It was too costly for personnel to heat lunches. To date, SNACS

has been able to run the program serving lunches at minimal expense as administration staff has shared the responsibility of preparing cold lunches and delivering them to classrooms. WCSD notified SNACS the lunches will increase from \$2.50 per lunch to \$2.65 and increase of \$.15. Previously, reimbursements for free/reduced lunches were \$2.49 for free and \$2.04 for reduced. Administration served lunches through the 2007-2008 school year to defray the cost of personnel to serve lunches. However, reimbursement rates remain the same for the 2008-2009 school year. This will mean free/reduced students will cost SNACS \$.61 per reduced and \$.16 per free lunch served resulting in approximate costs to the school of \$18 per day and \$3240 per year for food drop off costs. Additional costs to complete paperwork will be incurred at approximately \$2,000 for the year. SNACS regular students were charged \$3.00 per lunch to offset the cost of the program during the 2007-2008 school year. SNACS students would need to pay approximately \$3.50 per lunch to offset the costs to maintain the program without a deficit. SNACS board will discuss options and determine appropriate action for the 2008-2009 school year.

Les Banks motioned to **accept the contract with WCSD Nutrition Services for the 2008-2009 school year which will be revisited at the October 22 meeting to review the financial status of the program** with a 2nd from Karen Sheesley. Motion carried unanimously.

4. POLICY OVERSIGHT

- a. To review and approve the amended policy regarding a CAP increase on the amount of the monthly expense incurred by SNACS for employees' health insurance from \$425 to \$500.
 - i. Background: SNACS insurance is contracted through St. Mary's Health First Plans. Insurance will increase from \$481.13 to \$547.99 per employee and dental coverage remains the same to date at \$36.45 totaling \$584.44. SNACS previously adopted a CAP of \$425, which was \$24 higher than the WCSD CAP of \$406. WCSD has increased their CAP to \$483.76. Health insurance continues to be an ongoing concern for SNACS employees and effects morale. It would be in the best interest of the school to provide quality health care coverage to employees and their dependents, making SNACS a more attractive place to work. The current budget allows for a CAP of \$500 per employee where SNACS would absorb \$16 total cost over the WCSD CAP and full time insurance eligible employees would absorb \$42.22 per pay period which is an increase of \$14.22 per pay period. SNACS must minimally follow the WCSD CAP per negotiated agreement salary schedules.

Jayson Culbert motions to **tentatively approve the amended policy regarding a CAP increase on the amount of the monthly expense incurred by SNACS for employees' health insurance from \$425 to \$500 until presentation of the final budget** with a 2nd from Les Banks. Motion carried unanimously.

PUBLIC COMMENT – Comments from the public are invited at this time on topics not specifically addressed elsewhere in the agenda. A "Citizen's Request to Speak" card should be filled out and submitted to the Board President before speaking during the Public Comment section. The Board is precluded from discussing or acting on items raised by Public Comment, which are not already on the agenda.

BOARD REPORTS/REQUESTS (Information Only/No Action)

Brief updates and notices from the Board regarding school activities, conferences, and/or action on requests by Board members for information or agenda items.

ANNOUNCEMENT OF MEETINGS

The Board will meet at their regularly scheduled quarterly meeting on August 13, 2008.

ADJOURNMENT

There being no further business to come before the members of the Board in public meeting, Acting President, Melinda Whitney declared the meeting adjourned.

President, Melinda Whitney

Kimberly Regan, Executive Director