

**Wednesday, August 8, 2018**

**CALL TO ORDER** – The regular meeting of the Board of Governance was called to order @ 4:35 pm in the SNACS MS building, 13880 Stead Blvd., Reno, Nevada by presiding President Whitney.

**ROLL CALL** – Board Members present included: Melinda Whitney, Jayson Culbert, Karen Sheesley, Jon Wilson & Maria Rogers. Administrators present were: Dr. Kimberly Regan & Victor Schoenfeldt. Members Absent: None

**ACTION TO ADOPT THE AGENDA –**

**A motion to adopt the flexible agenda was made by Jayson Culbert and seconded by Jon Wilson. The motion carried unanimously.**

**BOARD OVERSIGHT**

**Minutes:** The Board reviewed to approve, with any changes as noted therein, the board meeting minutes for May 31, 2018.

**A motion to table approval of June 21, 2017 minutes was made by Jayson Culbert and seconded by Maria Rogers. The motion carried unanimously.**

**FINANCIAL OVERSIGHT -**

**Current Financials:** The Board was provided with a Profit and Loss Budget to Actual July 1, 2017 through June 30, 2018 and a list of transactions from April 1, 2018 through June 30, 2018 to approve for filing using new chart of accounts reporting system.

**A motion to approve Year End Financials and Transactions and July 1, 2016 through June 30, 2017 as presented was made by Jayson Culbert and Seconded by Jon Wilson. The motion carried unanimously.**

**CONTRACT OVERSIGHT –**

**Certified Employee Contracts:** The Board was offered contracts for regular certified positions for the 2018-2019 and to review 1 year only positions for the school year pending enrollment and budget projections. Handout for listed personnel was provided.

**A motion to approve Certified Employee Contracts was made by Jayson Culbert and seconded by Jon Wilson. The motion carried unanimously.**

**Annual Audit:** The board reviewed to approve Kohn & Associates to complete the annual audit as they have in previous years.

**A motion to approve Annual Audit was made by Jayson Culbert and seconded by Jon Wilson. The motion carried unanimously.**

**Facilities:** The Board was provided an overview of activities related to the Stead and Fox sites including, but not limited to:

**Bus/Van Lease Purchase Options:** The Board reviewed to approve options for the use of a school van/bus to transport students and nutrition services between the Fox and Stead buildings.

**A motion to approve continued use of church van as needed and up to \$20,000 to purchase a van/bus was made by Jayson Culbert and seconded by Jon Wilson. The motion carried unanimously.**

**Fox Building:** The Board conducted a working conference with Larry Reider, Developer on the construction timeline, budget review, and budget and project compliance for the budget and bank requirements, etc. regarding the new building.

**No motion on Fox Building was made, discussion only.**

**Fox and Stead Facilities:** The Board reviewed and planned for approval facility options for the 2018-2019 school year. The Board was provided with updates on the current enrollment and projected enrollment, review lease and facility agreements, timelines for construction, the loan, and moving (past and present), and long-term options.

**No motion on Fox and Stead Facilities was made, discussion only.**

**Portable Classroom Updates:** The Board was provided with updates associated to portable classrooms, the City of Reno permits, location, etc. as necessary for the delivery of approved mobile classrooms for the 2018-2019 school year.

**No motion on Portable Classroom Updates was made, discussion only.**

#### **POLICY OVERSIGHT –**

**Financial Policy:** The Board was presented with student fees and tracking procedure. The policy is updated based on installing a payment option online and tracking accounts by student.

**A motion to Table discussion of Financial policies was made by Jayson Culbert and seconded by Maria Rogers. The motion carried unanimously.**

**Debit Card Authorization:** The Board was presented with the request to approve Katrin Snell-Diehl to place orders using the debit card ONLY on transactions as approved by the Chief Executive Officer. Mrs. Snell-Diehl often orders curriculum workbooks, office supplies, and picks up online orders. Authorizing her own debit card will allow her to complete orders without taking one of the administrator's cards.

**A motion to approve Debit Card Authorization for Katrin Snell-Diehl with a spending limit of \$1000 was made by Jayson Culbert and seconded by Maria Rogers. The motion carried unanimously.**

**School Improvement Plan:** The board was presented with an annual plan for improvement.

**A motion to table discussion of the School Improvement Plan was made by Jayson Culbert and seconded by Jon Wilson. The motion carried unanimously.**

**NEW BUSINESS:** The Board considered any new business as necessary.

**A motion to approve a cash purchase of up to \$6,000 for purchase or lease of mobile office was made by Maria Rogers and seconded by Jayson Culbert. The motion carried unanimously.**

#### **AGENDA DISCUSSION ITEMS**

**Chief Executive Officer Discussion:** The Board was updated on the topics related to the Chief Executive Officer Position not already discussed.

**No comments noted**

**Chief Education Officer Discussion:** The Board was updated on the topics related to the Chief Education Officer Position not already discussed.

**No comments noted**

**PUBLIC COMMENT**

**No additional comments noted.**

**BOARD REPORTS/REQUESTS**

**No comments noted.**

**ANNOUNCEMENT OF MEETINGS** The next regularly scheduled meeting date is September 5, 2018 @ 4:30 pm.

**ADJOURNMENT:** Jon Wilson motioned for the Board of Governance to adjourn the meeting at 7:00 pm. Maria Rogers seconded the motion, which carried unanimously. There being no further business to come before the members of the board in public meeting, President Whitney adjourned the meeting at 7:00 pm.