

Sierra Nevada Academy Charter School

Annual Meeting of the Board of Governance Agenda

Thursday, September 15, 2022 @ 9:30a.m.

SNACS

13880 Stead Blvd.
Reno, Nevada 89506

Zoom: 580 364 7927

CALL TO ORDER

ROLL CALL – Board Members: Melinda Whitney, Karen Sheesley, Jon Wilson, & Maria Rogers Officers: Dr. Kimberly Regan & Victor Schoenfeldt.

ACTION TO ADOPT THE AGENDA – Items may be taken out of order based on priority.

AGENDA PRESENTATION & DISCUSSION ITEMS

BOARD OVERSIGHT - Recommendations for the Board:

- A. **Minutes:** To review and approve, with any changes as noted therein, the board meeting minutes for June 2022 (FOR POSSIBLE ACTION).
- B. **Annual Board Elections:** To review and approve the election of officers and directors (FOR POSSIBLE ACTION).
- C. **Board Affidavits:** The district is requesting the board submit annual affidavits for their board service. (FOR DISCUSSION)
- D. **Personnel:** Administrator Evaluations: The Board of Governance meets annually to evaluate the performance of the school administrators in accordance with NRS 391.312(2). The Board will review and evaluate the administrators based on the 2021-22 school year. Background: Per NRS 391.3127(2), the Board of Governance is responsible to conduct a yearly evaluation of each administrator in writing at least once per year. The board will review and finalize the evaluations to determine the “satisfactory” rating. Per NRS 391.3127(2) for Dr. Kimberly Regan and Mr. Victor Schoenfeldt. The SNACS Board of Governance convenes to discuss and evaluate the administrators in written form per NRS 391.312(2). The board will reconvene to approve the final evaluations for administrators as designated in NRS 391.312(2).

FINANCIAL OVERSIGHT - Recommendations for the Board:

- E. **First Independent Bank:** To review and approve the transition to a new bank account

based on suspected fraud on the previous account.

1. **Background:** SNACS experienced two fraudulent checks submitted for payment in Spring 2022. The FIB Account Manager caught the questionable checks and contacted Dr. Regan. Dr. Regan froze the account and the accounting team had to review and approve each transaction. SNACS moved to Positive Pay as recommended by FIB account manager. This requires Dr. Regan and SNACS financial assistant to review and approve every transaction at multiple times per day. However, the system ejected multiple payments to vendors and payroll, resulting in urgent financial situations. After discussion with the FIB account manager and emergency board president approval, a new account was opened and we are transitioning to the new account to ensure accurate and timely approval of all transaction.

F. Current Financials: To review and approve current financials, including a Profit and Loss Budget to Actual July 1, 2022 through August 31, 2022 and a list of transactions from July 1, 2022 through August 31, 2022, to approve for filing using the NDE chart of accounts reporting system (FOR POSSIBLE ACTION).

1. **Background:** The first report provides the board with budget to actual comparisons and the percent of budgeted amounts incurred to date. The second report includes a list of all transactions as classified under the new chart of accounts system.

G. Budget Augmentation: To review and approve the Budget Augmentation for the 2022-2023 school year. (For possible action)

1. **Background:** The tentative budget for the 2022-23 was submitted to the Department of Education on/or before April 15th. Budget hearings are held during the 2nd or 3rd week in May. The board will adopt a final budget by June 8th for submission to the department. The budget is augmented in Fall 2022 pending enrollment and DSA funding.

H. Grants: To review and approve as necessary grants for the 2022-2023 school year including but not limited to: Title 1, ESSERS GEERS MHP, ESSERS 2, ESSERS 3, SPED IDEA.

CONTRACT OVERSIGHT – Recommendations for the Board:

I. Certified Contracts: To offer contracts for regular certified positions for the 2022-2023 and one-year only positions for the school year pending enrollment and budget projections (FOR POSSIBLE ACTION).

J. Signing Bonus: To offer signing bonuses for regular certified positions for the 2022-2023 and one-year only positions for the school year pending enrollment and budget projections if contracts are signed and returned within the 10-day timeframe (FOR POSSIBLE ACTION).

K. Facilities: To review the Stead and Fox leases, enrollment and financial projections as they pertain to the lease, and portable research for the 2023-24 school year (FOR POSSIBLE ACTION).

L. Professional Services: To review and approve contracts related to nursing, special education (counseling, speech, nursing, and psychology), and other professional services for the 2022-23 school year (FOR POSSIBLE ACTION).

- M. WCSD Nutrition Services Agreement:** The board will be presented with the WCSD Cooperative Agreement for Meal Service based on the program objectives for the Food Service and Nutrition Program for the 2022-2023 school year. (FOR POSSIBLE ACTION).

POLICY OVERSIGHT – Recommendations for the Board:

- N. Emergency Operations Plan:** The review and approve the annual Emergency Operations Plan as it pertains to both campuses.
- O. Discipline Policy:** Annual plan for Progressive Discipline with updated behavior matrix, interventions, staffing students, procedures for refocus, reinforcing Personalized Learning Success Plans.
- P. School Improvement Plan:** Annual plan for improvement with three main goals for 2022-23 school year: to focus on literacy, math, and SEL (social emotional learning) within a high-quality classroom environment conducive for choice -based centers, teacher-led small-groups, small-group work assigned by the teacher, and 1:1/independent work targeting opportunities for growth as SBAC and Map data identify. The model limits whole group instruction for increased student engagement, achievement, and growth.

NEW BUSINESS – To consider any new business as necessary. Discussion:

- A. Chief Executive Officer Discussion**
- B. Chief Education Officer Discussion**

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 on requests by Board members for information or agenda items.

ADJOURNMENT

ANNOUNCEMENT OF MEETINGS

The Board will meet at their regularly scheduled quarterly meeting on TBA. Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify Dr. Kimberly Regan, Chief Executive Officer, in writing at 13880 Stead Blvd., Reno, Nevada 89506, or by calling (775) 677-4500 prior to the meeting date. This agenda has been posted at the following locations on/by September 9, 2022: Washoe County School District Administration Building; SNACS Main Office; Nevada Department of Education Main Office; North Valleys Library; North Valleys Post Office and online at www.snacs.org.