

PLEASE POST

**Sierra Nevada Academy Charter School**  
**Regular Meeting of the Board of Governance**  
**Agenda**  
**Wednesday August 8, 2018 @ 4:00 p.m.**

SNACS  
13880 Stead Blvd.  
Reno, Nevada 89506

**CALL TO ORDER**

**ROLL CALL** – Board Members: Melinda Whitney, Jayson Culbert, 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**

**A. AGENDA ACTION & DISCUSSION ITEMS**

**1. BOARD OVERSIGHT**

**Recommendations for the Board:**

- A. **Minutes:** To review and approve, with any changes as noted therein, the board meeting minutes for May 22, 2018.

**2. FINANCIAL OVERSIGHT**

**Recommendations for the Board:**

- C. **Current Financials:** The board will be 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 to June 30, 2018 to approve for filing using the new chart of accounts reporting system.
  - a. **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.

**3. CONTRACT OVERSIGHT**

**Recommendations for the Board:**

- A. **Certified Employee Contracts:** To offer 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 (see handout for listed personnel).
- B. **Annual Audit:** To review and approve Kohn and Associates to complete the annual audit as they have in previous years.

**Facilities:** To provide the board with an overview of activities related to the Stead and Fox sites including, but not limited to:

- A. **Bus/Van Lease Purchase Options:** To review and approve options for the use of a

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school van/bus to transport students and nutrition services between the Fox and Stead buildings.

- B. **Fox building:** To conduct 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.
- C. **Fox and Stead Facilities Plan:** To review and plan for approval facility options for the 2018-2019 school year. To provide the board 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.
- D. **Portable Classroom Updates:** To be 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.

## 4. POLICY OVERSIGHT

- A. **Financial Policies** – Student fees and tracking procedure. The policy is updated based on installing a payment option online and tracking accounts by student.
- B. **Debit Card Authorization** – To approve Katrin Snell-Dehl to place orders using the debit card ONLY on transactions as approved by the Chief Executive Officer. Mrs. Snell-Dehl 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.
- C. **School Improvement Plan** – Annual plan for improvement.

## 5. NEW BUSINESS – To consider any new business as necessary.

### Discussion:

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

- 1. **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 TBA.

**ADJOURNMENT** Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify Dr. Kimberly Regan, Executive Director, in writing at 13880 Stead Blvd., Reno, Nevada 89506, or by calling (775) 677-4500 prior to the meeting date.