

APPROVED MINUTES

CORAL ACADEMY OF SCIENCE LAS VEGAS REGULAR MEETING OF BOARD OF GOVERNORS

Meeting Information

Date: Saturday, April 6, 2019
Time: 11:00 a.m.
Location: 1051 Sandy Ridge Ave, Henderson NV 89052

Posting of Agenda:

This agenda was posted at the following locations:

Coral Academy of Science Las Vegas ("CASLV"), Green Valley Library, Enterprise Library, James Gibson Library, Paseo Verde Library, Whitney Library, CASLV website at www.caslv.org, and Nevada Public Notice website at <http://notice.nv.gov>.

Format / Procedures / Rules:

[See Agenda for information regarding format, procedure, and rules governing the meeting]

Agenda

Call to order Ms. Diggins called the meeting to order at 11:00 a.m.

Roll Call Present: Ms. Diggins, Ms. Hayman, Ms. Kazelskis, Dr. Warren, and Mr. Tandogan. Mr. Gibson and Mr. Zhang were absent.

Pledge of Allegiance

A. Public Comment (*Information*)

[Please see the Agenda for the procedures and rules regarding Public Comments.]

There were no public comments made at this time.

B. Consent Agenda

1. Approval of February 23, 2019 Regular Board Meeting Minutes

2. Approval of April 1, 2019 Finance and Facilities Subcommittee Meeting Minutes

Items recommended for approval by the Finance and Facilities Subcommittee Meeting public meeting on April 1, 2019:

3. Approval of Purchase of Textbooks for the 2019-20 School Year

The total amount not to exceed \$11,601.35

4. Approval of Solution Tree Conference Payment

The total amount not to exceed \$18,564.00

5. Approval of UNLV Dual Enrollment Payment

The total amount not to exceed \$21,410.57

Ms. Hayman motioned to approve the consent agenda with one time change to the Finance and Facilities Subcommittee Draft Meeting Minutes. The start time should be 4:04 pm, not 11:04 am, seconded by Mr. Tandogan.

ACTION: Motion unanimously carried.

C. Discussion/Possible Action Items

1. Finance and Facilities Subcommittee Meeting Items:

a. FY 2019-20 Tentative Budget

Mr. Nick reviewed the tentative budget with the board while answering various questions. He noted that the budget is based on conservative assumptions and estimates. The board will review the final budget at the June 1st board meeting. A financial update was also given to the board at this time. CSMC noted that the liquidity ratio is very good, as are other financial indicators.

Dr. Warren made a motion to approve the FY 2019-20 Tentative Budget, seconded by Ms. Kazelskis.

ACTION: Motion unanimously carried.

b. Discussion of New Playground for Centennial Hills Campus on adjacent lot

Mr. Serdar gave a presentation to the board providing information regarding the need for a proposed playground. To date, the parents have raised approximately \$33,000 in donations—to which the Board expressed its great appreciation.

Ms. Diggins noted the Finance and Facilities Subcommittee has reviewed this and requested to see a master plan for the Centennial Hills campus, to ensure that the school does not build amenities which would have to be torn down if a new building is built in a couple years' time. A master plan will be created and presented at the June 1st board meeting. Ms. Diggins also noted it would be great to involve parents in the master plan.

c. Central Office Lease Agreement

With Starting Base Rent amount of \$1.95/ft.²

Mr. Gardberg informed the board that the lease agreement is near complete but not final. He is negotiating one final issue.

Ms. Diggins motioned to approve the Central Office Lease Agreement with the stipulation that Mr. Gardberg and Mr. Ercan finalize the negotiations and Lease, seconded by Ms. Kazelskis.

ACTION: Motion unanimously carried.

d. Tamarus Campus Tenant Improvements

Mr. Ercan explained that the 2018 bond to purchase the Tamarus campus included a \$300,000 allocation for tenant improvements. The Tamarus campus is in need of new HVAC units and flooring. The Finance and Facilities Subcommittee recommends Johnson Controls for the replacement of the HVAC units, as they are the lowest bid, as well as a NJPA/Sourcwell approved vendor. NJPA/Sourcwell-approved vendors do not require the RFP process. The Finance and Facilities Subcommittee recommends Las Vegas Flooring for the new flooring. Johnson Controls is not to exceed \$108,125.00 and Las Vegas Flooring is not to exceed \$27,813.25.

Ms. Hayman motioned to approve the Finance and Facilities Subcommittee recommendation for the HVAC and flooring repairs, seconded by Mr. Tandogan.

ACTION: Motion unanimously carried.

e. Cleaning Company Agreement

Mr. Ercan informed the board that CASLV held an open bidding process for the cleaning services and had each principal grade the proposals. After reviewing the bid grading, the Finance and Facilities subcommittee agreed that ATS is the best option.

Ms. Hayman motioned to approve the selection of ATS cleaning company and the agreement in the amount of \$245,940.00, seconded by Ms. Kazelskis.

ACTION: Motion unanimously carried.

f. Back Office Service Agreement

Mr. Ercan explained the school had some issues with CMSC, the current provider, which has provided CASLV with back office services the last three years. CSMC also is significantly raising its rates. CASLV held an open bidding process to find a new provider. DMS is the provider recommended by the Finance and Facilities Subcommittee for back office services. CASLV administration finalized the negotiation on pricing.

Mr. Karl Yoder, CFO with DMS, was in attendance at this board meeting to answer questions from the board. His company services 53 charters in California, and charters are its only client-base. It has been in existence for 17 years. Mr. Yoder confirmed the transition will be seamless for all CASLV staff. It was discussed that CMSC will transfer all information to DMS. Mr. Yoder also mentioned they have a good working relationship with CMSC. Ms. Diggins asked if DMS will be servicing CASLV from Sacramento and Mr. Yoder confirmed that initially, they will. He will ensure CASLV will receive excellent customer service and support. It was confirmed that other than a possible doubling of W2s during the first year, the change will have no impact on CASLV teachers and staff.

During this transition, CASLV will also transition to new purchasing software, effective July 1, 2019. Mr. Nick noted this will save the school \$12,000. Ms. Diggins asked Mr. Yoder if they intend to attend all CASLV board meetings and if they plan to charge us for travel. Mr. Yoder confirmed they would not be charging additional fees for their attendance at all future board meetings.

Ms. Diggins motioned to approve the DMS agreement based off of the Finance and Facilities Subcommittee Meeting, and pending Mr. Gardberg's review within the next 30 days of a draft-to-come, seconded by Dr. Warren.

ACTION: Motion unanimously carried.

g. Amendment of Consumable Material Fee Policy

Mr. Ercan and the CASLV head registrar have made changes as requested by the State Public Charter Authority to the Consumable Material Fee Policy. Mr.

Gardberg has shared the updated policy with the Authority and is waiting for their response.

During this discussion, Mr. Ercan noted CASLV intends to remove free uniforms and reduce the consumables fee moving forward. The board suggested Mr. Ercan reconsider this as the parents are accustomed to the free uniforms. It was agreed that the parents will be offered free uniforms if they pay the full consumables fee (subject to disadvantaged families getting financial aid).

Ms. Hayman motioned to conditionally approve the Amendment of the Consumable Materials Fee Policy pending Mr. Gardberg's negotiations with the State Public Charter Authority to obtain approval of an updated draft, seconded by Ms. Kazelskis.

ACTION: Motion unanimously carried.

h. Amendment of Licensed Teachers Salary Scale

Ms. Diggins noted the Finance and Facilities Subcommittee recommends the approval of the licensed teachers salary scale amendment. Mr. Ercan has reviewed the changes on the proposed salary scale amendment with the subcommittee. He explained that some teachers' salaries will be frozen next year (if they have reached the final step), and therefore three additional steps have been proposed to alleviate this.

Additionally, the subcommittee discussed the compensation for the excessive preps and the confusion it creates among the staff. Currently teachers with excessive preps, 3 and above, are compensated \$500 per additional prep. The CASLV administration proposed to eliminate this and increase the AP teachers' compensation for each AP class from \$500 to \$2,000.

Mr. Ercan also explained that each teacher contract requires six (6) daily hours of teaching time, which includes one hour for prep. Mr. Ercan proposed paying an additional 15% of base salary to teachers required to teach during their prep.

Ms. Hayman noted she highly agrees with this amendment.

Dr. Warren motioned to approve the amendment of the licensed teachers' salary scale, seconded by Mr. Tandogan.

ACTION: Motion unanimously carried.

i. Charter Amendment

Mr. Ercan explained that he submitted a letter of intent to amend the CASLV Charter for expansion, and the application deadline is April 15th, 2019. Mr. Ercan informed the board that the waitlist number from the March 1st lottery is over 5,000 students. CASLV has received more than 600 new applications since the March 1st Lottery and this number continues to increase. This proposed expansion will respond to the community's demand.

Mr. Ercan noted that school's new Grant Specialist, Mr. Eygoren has been working on the application and was available to answer questions from the board.

The State Public Charter Authority will most likely be reviewing the application at their June meeting. Mr. Ercan explained this would be a similar process to the Eastgate expansion, as CASLV did not have a location determined at the time we submitted our application. (Having said that, Mr. Ercan noted at least two possible locations for expansion in the near future.)

Ms. Hayman motioned to approve the Amendment of the CASLV Charter for expansion, seconded by Ms. Kazelskis.

ACTION: Motion unanimously carried.

D. Discussion/Possible Action Items

1. Charter Contract between the State Public Charter School Authority and CASLV (renewal)

Mr. Ercan noted that CASLV has received the contract renewal from the Authority. Mr. Ercan requested minor corrections from the Authority, which have been completed. Mr. Gardberg has also requested corrections, and CASLV is awaiting the Charter Authority's response. CASLV has no final document.

This item was tabled until the June 1st CASLV board meeting.

2. Work-Based Learning Application

Ms. Wendy Hopper presented the Work-Based Learning Application to the board and answered various questions pertaining to it. Ms. Hopper explained the Department of Education requires board approval of the application for the students to receive credit for the internship. Students will receive one (1) credit for the student's internship that compliments the student's classes or direction.

Ms. Hopper also informed the board there is accountability and they report weekly to Ms. Hopper to discuss learning objectives. This is available for students 16 years or older in 11th and 12th grade.

Mr. Tandogan motioned to approve the Work-Based Learning Application, seconded by Ms. Hayman.

ACTION: Motion unanimously carried.

3. 2019-2020 School Year Board Meeting Calendar

The board reviewed the proposed 2019-2020 school year board meeting calendar drafted by the Executive Assistant.

Ms. Diggins motioned to approve the calendar with the correction of the calendar days of the week update, seconded by Mr. Tandogan.

ACTION: Motion unanimously carried.

4. Lottery Policy

Mr. Ercan explained this is an existing internal policy for CASLV which is aligned with Nevada State Revised Statutes (NRS). Mr. Ercan asked that this policy be also

approved by the governing board and in effect to ensure clarity of the NRS regarding the lottery for all potential students.

Ms. Diggins motioned to approve the lottery policy, subject to subsequent clarifications and input from Mr. Gardberg, seconded by Mr. Tandogan.

ACTION: Motion unanimously carried.

5. Distance Education Renewal Application for 2019-2020 School Year

Mr. Ercan explained the Department of Education sent us a reminder of this renewal, which will be for 3 years. Mr. Gunozu confirmed the information is exactly the same. The CASLV information has not changed.

Ms. Diggins motioned to approve the Distance Education Renewal Application for the 2019-2020 School Year, seconded by Ms. Hayman.

ACTION: Motion unanimously carried.

6. iboss Cyber Security Agreement

Mr. Ercan explained the current firewall is inadequate. CASLV requires a strong firewall to prevent students from accessing unauthorized websites. This is for a 3-year agreement for all five campuses.

Dr. Warren motioned to approve the iboss invoice in the amount of \$31,920, seconded by Ms. Hayman.

ACTION: Motion unanimously carried.

7. Executive Directors Financial Limits for Unilateral Decision Making

Mr. Ercan requested the board consider increasing the Executive Director's financial spending limit (without Board pre-approval) from \$10,000 to \$25,000, given the increase in the school's size. This change will expedite payments for time-sensitive purchases. Mr. Ercan will provide a report of these payments to the board on a regular basis. If approved, Mr. Nick will update the school's accounting policies accordingly.

Ms. Hayman motioned to approve the Executive Director's Financial Limit from \$10,000 to \$25,000 with the understanding that he will report the expenses above \$10,000 back to the board at the next Board meeting, seconded by Mr. Tandogan.

ACTION: Motion unanimously carried.

E. Closed Session

1. Expulsion of Student A (Informative, Discussion)
2. Expulsion of Student B (Informative, Discussion)
3. Expulsion of Student C (Informative, Discussion)
4. Expulsion of Student D (Informative, Discussion)
5. Pursuant to NRS 241.015(3)(b)(2), re. Certain Legal Matters (Information, Deliberation)

The closed session took place from approximately 11:37 pm. - 1:24 p.m., 1:30pm. - 1:53 pm, and 3:19pm - 3:33pm.

F. Discussion/Possible Action Items

1. **Expulsion Recommendation for Student A (re: item E (1))**

Ms. Diggins motioned that Student A be expelled, seconded by Dr. Warren.

ACTION: Motion unanimously carried.

Ms. Diggins also made a motion that the board determines that the expulsion of Student A is in compliance with the Federal IDEA Act 20 U.S.C.1400 et seq, seconded by Ms. Hayman.

ACTION: Motion unanimously carried.

2. Expulsion Recommendation for Student B (re: item E (2))

Ms. Diggins motioned that Student B be expelled, seconded by Dr. Warren.

ACTION: Motion unanimously carried.

Ms. Diggins also made a motion that the board determines that the expulsion of Student B is in compliance with the Federal IDEA Act 20 U.S.C. 1400 et seq, seconded by Dr. Warren.

3. Expulsion Recommendation for Student C (re: item E (3))

Ms. Diggins motioned that the board uphold the recommendation by CASLV's Administration to expel Student C, seconded by Ms. Kazelskis.

ACTION: Motion unanimously carried.

4. Expulsion Recommendation for Student D (re: item E (4))

Ms. Diggins motioned that the board determined there are significant mitigating circumstances, which require a 10-day suspension. The recommendation will be revisited after the 10-day suspension by CASLV's Discipline Committee and referred to the board again, seconded by Dr. Warren.

ACTION: Motion unanimously carried.

5. Potential Action(s) re. legal matters heard during the Closed Session (re: item E(5)).

There was no action for this item.

G. Executive Director's Update (*Information*)

Mr. Ercan informed the board that CASLV placed #1 in Best Public Elementary Schools, Best Public Middle Schools and Best Charter Schools in Nevada by Niche for 2019. Mr. Ercan announced the Southern NV Regional Science Fair winners from all six campuses. The NV Science Olympiad Competition winners from CASLV's Windmill campus were also announced.

Mr. Ercan informed the board that Ritvik Janamsetty received the book award from The George Washington University for his academic excellence. Mr. Ercan shared an image from CASLV's Tamarus campus wishing their students the best of luck on their SBAC Tests. Mr. Ercan noted congratulations to Samuel Grant for receiving The White House President's Volunteer Service Award.

Mr. Ercan informed the board that there are only two Intel ISEF Finalists from Clark County and again one of them is a CASLV Sandy Ridge Campus Student. He also explained CASLV middle school debate teams at Eastgate and Sandy Ridge have dominated in the local tournaments, placing 1st in almost all of the events. Mr. Ercan shared an image of a recent High School FIRST robotics competition which was held at UNLV Thomas & Mack Center and discussed the success CASLV robotics teams have had.

Mr. Ercan also gave congratulations to CASLV Sandy Ridge Campus Math Team and Coach Mr. Hikmet for receiving 2nd place at the MATHCOUNTS State Final Competition. Mr. Ercan showed the board a news clip that featured CASLV Centennial campus on News 8 promoting NV reading week. He also gave another congratulation to CASLV Speech and Debate Team as they did an outstanding job and won prestigious medals at the State Championship tournament along with the second placement in State.

Another congratulation was given to CASLV Sandy Ridge Science Olympiad Team for winning prestigious medals at the 2019 Science Olympiad Competition. Mr. Ercan gave final congratulations to Claire Binfield as she has been honored with a certificate of Excellence and the President's Volunteer Service Award for her exemplary volunteer service.

Mr. Ercan also shared with the board an image from CASLV job fair and data from our 2019 parent survey results (reporting a satisfaction rate above 90%).

Mr. Ercan noted that a discipline report would be presented at the June 1st meeting.

H. Public Comments (*Information*)

Please see the procedures and rules referenced in item A above.

I. Adjournment (*Action*)

Ms. Diggins made a motion to adjourn, seconded by Ms. Hayman.

Action: Motion unanimously carried.

The meeting was adjourned at 3:32 p.m.