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APPROVED MINUTES

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

Meeting Information

Date: Wednesday, October 30, 2019
Time: 4:30 p.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 4:34 p.m.

Roll Call Present: Ms. Diggins, Ms. Hayman (joined the meeting at 4:48 p.m.), Ms. Kazelskis, Dr. Warren, Mr. Tandogan, Mr. Zhang (joined the meeting at 4:37 p.m.), and Mr. Gibson (joined the meeting via phone conference and left the meeting at 6:18 pm).

Pledge of Allegiances

A. Public Comment (*Information*)

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

Several members of the Sandy Ridge Robotics Club attended the meeting for public comment to thank the entire board and update the board about the progress they have made since the last board meeting. Y. Khan is their team captain and is in charge of all the financials. They were able to grow their budget through a grant and fundraising. Mr. Khan said they also would like to remind the board they are here to help the Coral family grow, and also thanked Mr. Ercan for all his efforts in contacting companies on their behalf.

Ms. Diggins thanked the team for coming and that the board appreciates having students speak at the board meetings. Ms. Diggins also noted that they look forward to hearing how they do in their competitions this year.

B. Discussion & Possible Action Items – Governance

1. Election of New Board Member to Fill Vacancy(ies) (*For Possible Action*)

Ms. Diggins informed the board that the new board member is a former, and much respected, past board member. The entire board is very happy to hear that Mr. Brin Gibson would like to rejoin the board. Ms. Diggins said the board does need to reelect Mr. Gibson, and asked Mr. Gibson if he thinks he will have time to fulfill the Vice President role as he did in the past. Mr. Gibson said he is happy to rejoin the board and serve in whatever capacity the board would like him to serve. Mr. Gibson added it is an honor to be a part of the board and his duty station with the governor’s office has been reassigned to Las Vegas.

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Ms. Diggins nominated Mr. Gibson to the board and to fulfill the role as Vice President, seconded by Dr. Warren.

ACTION: Motion unanimously carried.

C. Consent Agenda

1. **Approval of September 14, 2019 Regular Board Meeting Minutes (*For Possible Action*)**
2. **Approval of October 14, 2019 Academic Subcommittee Meeting Minutes (*For Possible Action*)**
3. **Approval of October 16, 2019 Finance and Facilities Subcommittee Meeting Minutes (*For Possible Action*)**

Ms. Diggins informed the board they would hear more information regarding the subcommittee meetings later in the meeting. This is for the approval of the subcommittee meeting minutes and the last regular board meeting minutes.

Ms. Kazelskis noted there is one typo in the Academic Subcommittee Meeting Minutes that will be edited. She also requested that Mr. Gibson's absence be listed at the end of the Finance and Facilities Subcommittee Meeting Minutes, and he abstained from voting on these items.

Dr. Warren made a motion to approve the consent agenda and all three meeting minutes, seconded by Mr. Tandogan.

ACTION: Motion unanimously carried.

D. Discussion & Possible Action Items – Policy

1. **Renewal of Henderson Chamber of Commerce Membership and Sponsorship (*For Possible Action*)**

Mr. Ercan said this is an annual membership and sponsorship and that the cost is within his limit, but because it involves a sponsorship he is bringing it to the board for approval. Ms. Diggins noted she is aware of the benefits this has brought to CASLV and that this is a great opportunity for Mr. Ercan to make connections with the Henderson business community.

Mr. Gibson made a motion to approve the renewal of the Henderson Chamber of Commerce Membership and Sponsorship, in the amount of \$3,500.00, seconded by Dr. Warren.

ACTION: Motion unanimously carried.

2. **Approval of CASLV School Performance Plan (*For Possible Action*)**

Mr. Gunozu informed the board that this is a requirement by the State Public Charter School Authority (SPCSA) and the Department of Education. We are required to fill in the template and submit this for each campus. Mr. Gunozu and his team have set the goals for each campus based on the needs of the academic framework along with a third goal on the campus needs. At this time, CASLV is preparing this for the board to review and we will then submit to the SPCSA.

Mr. Tandogan motioned to approve the CASLV School Performance Plan as presented, seconded by, Mr. Zhang.

ACTION: Motion unanimously carried.

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E. Discussion & Possible Action Items – Facilities; Academics

1. Nellis AFB Construction Update (*Information*)

Mr. Kevin Grant, the architect for the Nellis campus project, reviewed construction photos with the board so everyone can see the progress. Mr. Grant informed the board they started construction from the back moving towards the street, and therefore the middle school will be completed first. The current goal is for the middle school to be completed in three weeks. Each month following this, another wing will begin to open and they are on track to complete the entire project by February 3, 2020.

Mr. Gardberg asked what percentage they are currently at for completion and Mr. Grant said it is hard to say since it is done in phases, but that they are about 65% complete. Mr. Ercan noted we will be planning to stage what we can over the winter break to help with the move, and that after we take over the building on February 3rd, we are planning to have a ribbon cutting ceremony on February 11th.

Ms. Diggins said it would be great if the board can see the middle school when it is complete even before CASLV has occupancy. This will be optional but this is the first school CASLV has built and she would like to see how it is coming along. Mr. Grant agreed that will be great, and that the week of November 20th would be ideal.

Ms. Diggins said we do not need a formal motion for this and that the board will take a look at the date. If it doesn't interfere with anything they will make plans to attend the week of November 20th.

2. Nellis AFB Construction Change Order (*For Possible Action*)

Mr. Ram Janga, with Water Resources, explained that Poggemeyer Design Group is the civil engineering firm and C2K is the architect firm. Mr. Janga said both firms have stepped up and done a significant amount of work trying to resolve the gas line issues, the building footprint location, as well as the issues with the water connection. Mr. Ercan reminded the board that the unmarked gas lines required the relocation of the building. Mr. Ercan recommends that in the future C2K provide more details on the hours worked noting work (and therefore fees) on a date by date basis. Ms. Diggins asked what the totals are and Mr. Ercan said the fees from C2K are \$15,024.29 and Poggemeyer fees are \$18,704.

Mr. Janga confirmed they do not anticipate more design change orders. However, they are adding the Pre-K playground back to the project. Mr. Grant gave an overview of the playground needs and the schedule they are under. Mr. Janga informed the board that this will come as a \$51,000 change order in the coming weeks.

Mr. Zhang made a motion to approve the two expenses from Poggemeyer Design Group and C2K Architecture in the amount of \$33,728.90, seconded by Ms. Hayman.

ACTION: Motion unanimously carried.

3. Nellis AFB Utility Connection Fees and Contingency Budget (*For Possible Action*)

Mr. Zhang informed everyone that the Finance and Facilities Subcommittee would like an additional explanation of the utility connection fees so the board has a better understanding as well. Mr. Ram Janga explained that when they started this project, they understood that the water connection would be through either the Nellis water system or Hunt Housing water system since it is within a Hunt housing area. After reviewing the lease agreement, it was understood they would use the Nellis water

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system and there would be no connection fees. However, after doing the hydraulic analysis, Nellis said their system is overloaded and that the school will need to connect to the Hunt system. They started an agreement with Hunt, but after due diligence, Hunt determined it is actually the City of North Las Vegas' water system. Hunt acknowledged this after much exchange. Mr. Janga added whenever there is a city connection, there are connection fees, and that they knew all along (once Nellis and Hunt options were closed) that there would be a connection fee for this. He also mentioned this is why they have the contingency funds in place.

Ms. Diggins asked about other utility fees and Mr. Janga confirmed there would not be a connection fee for power or sewer since they will be using Nellis AFB's systems. Ms. Diggins asked if there are any other utility connection fees that will need to come out of the contingency budget. Mr. Janga said no not at this time. Mr. Zhang noted that the concern for the board is that \$78,000 is a large percentage of the \$300,000 contingency set aside. Mr. Janga said they anticipated the change orders so far and that at this time, they anticipate using what is left of the contingency for playgrounds. Mr. Ercan noted at this time we have used almost \$110,000 of the contingency, and that we will bring all pending or imminent change orders to the board at the next meeting.

Mr. Ercan informed the board there is one major change order coming, which is the Pre-K playground. He further explained at the time they cut the Pre-K playground, as CASLV was unsure the Pre-K program would be approved by the Governor. CASLV received final approval last September and now the school needs the playground to comply with Code.

Ms. Diggins said she is concerned that the board is going to have to make some hard decisions as we get closer to the completion. In the future some type of funding should be set-aside for utility connections. Ms. Diggins also respectfully requested that we discontinue negotiating deals with Hunt Housing. Mr. Janga confirmed that at this time, we do not anticipate having to deal with Hunt housing with the exception of Mr. Gardberg sorting through the gas line issues with them.

Ms. Diggins added that she and Mr. Zhang did approve this expenditure at the subcommittee meeting since it was time sensitive, but they wanted to bring this in front of the entire board as a formality. Ms. Diggins made a motion to approve the resolution of the Utility Connection fees in the amount of \$78,000.00, at the full board level, seconded by Mr. Tandogan.

ACTION: Motion unanimously carried.

4. Report of Academic Subcommittee Meeting (*For Possible Action*)

Ms. Hayman gave the board a report of the Academic Subcommittee meeting. She noted that Ms. Hanna expressed concerns regarding staffing needs and gave an overview of the open positions, which are mostly at the CASLV Nellis campus. Mr. Ercan added that the CASLV Executive Team is working on a proposal for the salary scale at all campuses. Mr. Ercan also noted since these positions are very important and hard to fill, they are working on additional incentives.

It was indicated there is a shortage of SpEd staff members and this is an ongoing problem in the State of Nevada. Ms. Hanna added she is networking with universities and has some interest in procuring student teachers. Ms. Hayman also noted that Ms. Hanna is monitoring SpEd minutes to ensure school is in compliance. She is also working on an audit of UTS expenditures. Ms. Hanna will look into possible collaboration with the hospital at Nellis and will report back at the next meeting.

PLEASE POST

Mrs. Hayman added at the subcommittee meeting that Mr. Gunozu presented a breakdown of CASLV's achievements through the Nevada School Performance Framework. For elementary education, all of our campuses received 4 stars with the exception of our Nellis campus which received 2 stars. Mr. Gunozu explained the reasons for the Nellis ratings. The first is due to the high rate of absenteeism. An action plan has been provided to the subcommittee, as well as other plans to improve this campus. Regarding middle school and high school education, all 5 campuses received 5-star ratings, with CASLV Nellis campus receiving the highest score. Nellis was also third highest among all Nevada Middle Schools. Sandy Ridge High School also received 5 stars.

Ms. Diggins asked that the board receive an update regarding Nellis Elementary at each board meeting moving forward and that the principal attends the next board meeting if he can.

No action: Information only

5. **Special Education Services Update (For Possible Action)**

Ms. Hanna explained that CASLV received a complaint. She has been working with Mr. Gardberg regarding the complaint. The Department of Education (DOE) has also investigated. The DOE has come back with the findings of its investigation. Mr. Ercan noted most of the corrective action items are for staff trainings. Ms. Hanna will be conducting a training this Friday, and the State Public Charter School Authority (SPCSA) has scheduled additional trainings for our staff. There was nothing student specific or monetary fines. Ms. Hanna noted the corrective action plan would be submitted to the SPCSA for approval. It will then return to the board. One major focus throughout this school year will be improving the service logs and record keeping.

Ms. Diggins made a motion that we have received both a written and verbal report about the action plan regarding a SpED complaint and that it now goes to the SPCSA for their review and approval. Seconded by Ms. Hayman.

ACTION: Motion unanimously carried.

6. **Report of Facilities and Finance Subcommittee Meeting and Facility for a new campus (For Possible Action)**

Mr. Zhang explained that the committee met with a gentleman from Campus 2020 regarding a potential opportunity for CASLV. It would involve many non-profit organizations. Mr. Gardberg did research on each non-profit and that information was shared with the board. Mr. Zhang added that the developer's plan is impressive and they will have a full soccer field, stadium, auditorium, and gym.

Mr. Ercan said the ground lease is in 20-year increments. Mr. Ercan will check with our bond counsel, as 20 years might be a challenge given the more traditional 30 year bond terms, however if they can do 20 plus 20 that might help us. We are awaiting further information regarding all of the costs and fees that would be associated with this project. The board agreed that as long as the numbers work out, this potentially could be a great opportunity for the school.

The subcommittee wanted to bring this to the board and get everyone's feedback on moving forward with this project. Mr. Ercan added some of the pros of this partnership include; (1) the area of town this project will be located in, which is across from the South Point Hotel & Casino; (2) the great community partnership opportunities with the

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non-profits; and (iii) the close proximity to Three Square for volunteer opportunities and lunch deliveries.

Ms. Diggins expressed concerns that our plan to date has been to add a high school to absorb our middle school graduates. Mr. Ercan explained that this campus would start as a K-8 school, but there would be an opportunity to expand to a high school in the coming years; there is remaining open space in the development. Ms. Diggins said that in whatever agreement we have with the developers down the road, it will be very important to get their buy-in for a high school down the road, and for what the timeline this would be.

Mr. Zhang made a motion for the executive team to continue this discussion and gather more information to work out the numbers and report back to the board, seconded by Mr. Tandogan.

ACTION: Motion unanimously carried.

F. Discussion & Possible Action Items – Finance

1. Annual Audit to comply with NAC 387.775 (*For Possible Action*)

Mr. Ercan explained that as of today we have not received the audit report. This year the State of Nevada required that we choose from only a select few approved auditors. Mr. Ercan was told they should be sending financials to review on October 31st and he will provide these financials to the board as soon as he receives them from the auditors. The board is required to review and approve the audit within 30 days. Therefore, we will need to schedule another board meeting before the end of November 2019.

No action: Information only.

2. Report to the Board re. the School's Options in Funding School Clubs [follow up to discussion at Sept. 2019 meeting] (*For Possible Action*)

Mr. Ercan informed the board he requested the budget with fundraising and expenses from the Robotics club at Sandy Ridge. He reviewed the information with the board. Mr. Ercan explained we have over 100 clubs with most of them being at our Sandy Ridge campus. CASLV cannot use DSA funds for these clubs. Mr. Ercan explained that the Robotics club is more expensive than most of the other clubs. Right now, the club needs \$5,900 and Mr. Ercan is proposing that CASLV contributes \$2,000 from our donations account, specifically from Champions. Hotel and meal costs will be requested from parents. Mr. Ercan reviewed donations received last year and to date this year.

Ms. Diggins made a motion that we approve \$2,000 from Champions donations to support this club as a start up club, for this first year only, and this is not a reoccurring subsidy we will be providing; this is just to help get them off the ground. Seconded by, Dr. Warren.

ACTION: Motion unanimously carried.

G. Information/Discussion Items

1. Eastgate Tenant Improvement Amortization through Monthly Rent [follow up to discussion at Sept. 2019 meeting] (*Information*)

Mr. Ercan explained this was requested at the last board meeting about the Eastgate Tenant Improvement Amortization report. The board was questioning possible double

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payments listed for playground fencing and structure. Mr. Ercan gave further explanation of the playground fencing fees and confirmed there are no double payments.

2. First Quarter Discipline Suspension Report (*Information*)

Ms. Hanna reviewed the discipline suspension report with the board, marked by campus as well as by grade. Ms. Hanna noted higher incidents at the middle school level, as well as cyber bullying. Ms. Hanna recommends that the 6th and 7th grades be monitored at certain campuses. The administration is also working on a safety plan, which Ms. Hanna thinks will help. Impulse control, which is a middle school problem, might be hard to control at this stage.

Ms. Diggins requested more information in the future regarding any incidents with weapons. Ms. Hanna added there is a new amendment to the law NRS 392.467 that states students 10 years old or under should not be expelled unless in very specific circumstances. This is a new regulation coming from the Department of Education.

3. Financial Update by CASLV's current third-party back-office service provider, DMS (*Information*)

Mr. Andy Silvert with DMS informed the board that they are still in the process of getting their accounting system, dashboard, and processes set up to handle their first Nevada client. Recently they received data from CASLV's previous back office service provider. They are still working on cleaning up the account coding from the beginning of the year and should have it cleaned up by the next board meeting. DMS is in the process of rebuilding our chart of accounts in their system.

Mr. Silvert reviewed CASLV financials while answering various questions from the board.

4. Report of Purchases and Expenses Between \$10,000 and \$25,000 (*Information*)

Mr. Ercan explained this is a report of his expenditure approvals between \$10,000 and \$25,000. An explanation and spreadsheet were given to the board for review as well as the supporting documents for each item. Ms. Diggins said these are straightforward and the board did not have any questions.

5. Executive Director's Progress Report (*Information*)

Mr. Ercan discussed the below CASLV accomplishments and important information regarding students and school clubs with the board.

- Mr. Ercan provided recent Nellis construction photos showing their progress.
- Mr. Ercan reviewed current enrollment numbers and discussed new applications for 2020-2021 will start November 1st.
- CASLV senior student, Y. Khan attended the Henderson Chamber of Commerce Expo at the end of August with Work Based Learning Coordinator, Mrs. Hopper. Mr. Khan was able to make wonderful connections to the business community.
- Coral Academy Sandy Ridge Students V. Greene and H. Weisman discussed the impact of Speech and Debate on their lives at the CSAN conference to the other charter schools' educators.

PLEASE POST

- The *Review-Journal's* Best of Las Vegas awards announced Coral Academy of Science Las Vegas received the 2019 Silver Best Charter School.
- NSPF Star Ratings for each campus were presented along with details about Tamarus Elementary School receiving highest points for the "Total Index Score"
- Due to the two-star rating at Nellis, CASLV received a Notice of Concern from SPCSA. Ms. Diggins and Mr. Ercan presented the action plan for Nellis Campus at SPCSA's October 4th board meeting.
- CASLV team met with Nellis AFB Wing Commander, Col. Cavan Cradock and his team on October 7, 2019. They discussed CASLV's academic performance, NSPF, CASLV Nellis Campus' action plan, construction progress, and collaboration with base resources. Nellis AFB continues to offer us resources and assistance in improving that campus.
- US Senator Catherine Cortez Masto joined a panel at the Sandy Ridge campus led by High School students.
- CASLV Speech and Debate Team got 5th place at Big Schools Sweepstakes at the 1st Tournament.
- CASLV Speech and Debate Team got 4th place at Big Schools Sweepstakes at the 2nd Tournament.
- CASLV Falloween Festival was a great success.
- CASLV Eastgate Quiz Bowl won all 3 rounds at their first tournament.
- Windmill campus girl's volleyball team ended the season as an undefeated team and brought the championship trophy home.
- Centennial Hills Lady Falcons JV team made the play-offs.
- Our Falcon runners did an amazing job and worked hard at their first meet at Desert Breeze Park last night. Once again, 3rd grade student C. Branton came in 3rd place.
- Mr. Ercan reviewed photos of the Centennial Hills completed Sport Court with students having cross country practice and their basketball tryouts.
- Nellis AFB Campus Obstacle Fun Run was a hit, and the school received over \$43K in pledges.
- Training for Cyber Robotics Coding Competition & Internet Safety lab open.
- Nellis AFB New Campus Ribbon Cutting Ceremony is scheduled for February 11th, 2020.
- The Central Office participated in a pumpkin-decorating contest that the property management hosted at their building with the entire facility and won 1st place with their CASLV decorated pumpkin.
- Smith's Inspiring Donations and Amazon will donate 0.5% of every eligible purchase made by supporters to the Organization that the customer has linked to their rewards card. CASLV shared this fundraising opportunity with its parents and staff.

PLEASE POST

- The next Board Meeting, which will replace the December 15th, 2019 meeting, will be scheduled on November 20th, 2019 at 4:30 pm at the Central Office.

H. Privileged & Confidential Attorney/Client Conference with CASLV Legal Counsel pursuant to NRS 241.015(3)(b)(2) (Information, Deliberation). Note: per the Open Meeting Law ("OML"), this constitutes a non-public meeting that is statutorily exempt from OML.

The Attorney/Client Conference took place from 7:15 p.m. to 7:20 p.m.

I. Potential Action(s), if any, re. the legal matters heard during the Closed Session (Item G). (***For Possible Action***) There was no action.

J. Public Comments (*Information*)

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

No public comments.

K. Adjournment (*Action*)

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

ACTION: Motion unanimously carried.

The meeting was adjourned at 7:22 p.m.