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# APPROVED MINUTES

## CORAL ACADEMY OF SCIENCE LAS VEGAS EMERGENCY MEETING OF BOARD OF GOVERNORS

### Meeting Information

Date: Monday, March 16, 2020  
Time: 4:30 p.m.  
Location: 8965 Eastern Avenue, Suite 280 Las Vegas, NV 89123

### **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](http://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 4:32 p.m.

**Roll Call** Present: Ms. Kazelskis. Joined via conference call: Ms. Diggins, Ms. Hayman, Dr. Warren, Mr. Tandogan, Mr. Gibson, and Mr. Zhang.

### **Pledge of Allegiance**

#### **A. Public Comment (*Information*)**

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

No public comments.

#### **B. Information/Discussion/Action Items**

##### **1. COVID-19 Update and Coral Academy of Science Las Vegas' Response Plan (*For Possible Action*)**

Ms. Diggins explained she wanted to proceed with the meeting, although the school closure was announced March 15, 2020. She offered support to Mr. Ercan, his team, the teachers, and students on behalf of the board. Ms. Diggins also requested Mr. Ercan to give the board an update.

Mr. Ercan noted he has been communicating all details with Ms. Diggins directly. After the Governor's announcement on March 15, 2020, the executive team had a conference call with the State Public Charter School Authority (SPCSA) and received details regarding the school closure.

This is not a vacation for our staff or students, and instruction will continue during the school closure according to the approved calendar. Starting today, Monday, March 16, continuing through Friday, March 20, we will use this time to prepare for online virtual programs. Beginning Monday, March 23, we will start distance learning. The next two weeks will be online instruction. Spring break will remain as scheduled for students and staff the week of April 6th-10th.

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Mr. Ercan informed the board that Friday, March 13, was a scheduled professional development day for all campuses in one location. However, the executive team made the decision the evening of Thursday, March 12, to cancel the group training for safety reasons. The company providing the training will either reimburse CASLV or reschedule training for a future date. The staff and teachers used this day to prepare for possible school closure and distance learning.

The executive team and principals met the majority of the day today, March 16 (some via conference call, to keep the room attendance down to a minimum). We discussed the schedule for the next two weeks.

We also finalized all of the communications and created groups for staff members to identify their work schedules. Mr. Ercan gave a thorough review of the schedules during the school closure for all staff for the board.

All in-school activities and tutoring have been cancelled. Mr. Ercan explained we did receive a request from our after-school care program provider, Champions, asking to use our campuses for full daycare. After discussing all aspects and since there could be a liability issue, the executive team voted not to have Champions provides daycare services during the school closure. We informed Champions and our parents accordingly. The board agreed this was a good decision.

Regarding pay, there will be no layoffs and we are paying all full-time employees. If an employee is part-time and has an annual employment agreement, then we are also continuing to pay them. There will not be any interruption to full-time employee benefits including PERS.

We have communicated the school closure to the cleaning company. Also, each principal has been instructed to have special areas of concern cleaned at this time. We will relay this information to the cleaning company and they will revise their agreement.

Additionally, we had planned for the Nellis AFB ribbon cutting and grand opening event for March 31. Mr. Ercan communicated with Nellis AFB regarding postponing the event. They informed him that is a wise decision and they would like to postpone it to August 2020. We have cancelled all similar events, with the exception of the end-of-year-staff party planned for May 15th. Administration will reevaluate this event date in April. We also had a teacher recruitment fair scheduled for Saturday, March 21<sup>st</sup> and an ad scheduled on KNPR, both of which have been canceled.

As far as Free and Reduced Lunches (FRL), we do not want parents in need to be without meals. When we contacted the Department of Agriculture, we were informed that because we have less than 50% FRL we do not qualify for "grab and go" meals. We are in contact with the SPCSA and CCSD to find out if we can direct our parents to the fifteen CCSD "grab and go" meal sites. We do not think we will have many parents to direct here but if we do, our plan is to direct them to the CCSD grab and go meal locations. We have reached out to Three Square in case the CCSD locations are not an option, and the board agreed that we would need to have a plan in place for this either way.

We are attending conference calls twice a week with the SPCSA. The SPCSA announced they will be working remotely and communicating via email.

Mr. Ercan added that all parents were surveyed regarding home internet services and technology devices for their student(s) to participate in online instruction. Mr. Ercan reviewed the results of the survey with the board; only approximately 11 of our 3,750

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students lacked a device. For those that need a technology device, CASLV will lend a chromebook to students.

Regarding Special Education (SpEd), our SpEd Director is working with our SpEd teachers and our third-party partner, UTS, to provide the required minutes to those students and remain in compliance. We will do our best to provide all services virtually. Ms. Diggins asked if some of these students will have issues with virtual learning, and Mr. Ercan said we are unaware of any such problems at this time but we can update the board with this information as soon as Mr. Ercan receives an update from the SpEd Director.

Mr. Ercan informed the board these are all the updates he has at this time, and so far all of our parents expressed happiness with the decision of the school closure.

Ms. Hayman asked what online platform was being used; Mr. Ercan said it is mostly Google Classroom.

Ms. Diggins asked about mandated testing and Mr. Ercan replied we are still waiting on an answer from the SPCSA and NDOE regarding state testing.

Ms. Diggins asked Mr. Ercan if there is anything else he needs from the board to take action on now, other than the Internet services and Three Square meals. Mr. Ercan requested additional expenditure authorization in the event of an emergency after spring break. Ms. Diggins asked for the board's input on this and they all agreed this is appropriate.

Ms. Diggins made a motion that the school ensure the continuity of meals to our families that qualify for FRL and that the board will grant Mr. Ercan the authority to explore vendor options including CCSD, Three Square, or other vendors if necessary, to ensure families in need are still receiving meals, seconded by Ms. Hayman. Mr. Ercan noted that he was informed by SPCSA during this Board meeting that CASLV families can get "grab and go" meals from CCSD's distribution centers.

**ACTION:** Motion unanimously carried.

Ms. Diggins made a motion to give Mr. Ercan authority to work with the families who report they do not have a device and/or internet access in order to participate in the online instruction and that the board authorizes the expenditures to allow them to receive a device and/or basic internet package to make their education accessible, seconded by Dr. Warren.

**ACTION:** Motion unanimously carried.

Ms. Diggins made a motion that given the state of emergency in Nevada due to the pandemic, that there be a temporary exception to the school's accounting and governance policies so that Mr. Ercan can make emergency actions. This includes expenditures over his usual amount during this time, as long as he consults with the board chair and board treasurer and receives approval to proceed. Seconded by Mr. Tandogan.

**ACTION:** Motion unanimously carried.

### **B. Public Comments** (*Information*)

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

No public comment.

### **C. Adjournment** (*Action*)

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Ms. Diggins made a motion to adjourn the meeting, seconded by Dr. Warren.

**ACTION:** Motion unanimously carried.

The meeting was adjourned at 5:22 p.m.