



**Honors Academy of Literature
Board of Directors Meeting Agenda
Monday, November 4th, 2019 at 6:00 p.m.
School Library, 195 N. Arlington Ave., Reno, NV 89501**

Pursuant to NRS 241.020 § 6.02 (1) Items may be taken out of the order listed on the agenda;
(2) Agenda items may be combined for consideration; and (3) Items may be delayed or removed at any time.

1. Call to order and roll call.

Estimated Time: 2 min

Called to order at 6:06 pm

Tierney Cahill-TC

Roger Helwig-RH

Karissa Bell-KB

Terri Strickland-TS

Scott Burnett-SB

2. Public Comment and Discussion. (Information Only)

No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Public comment may be limited three minutes per person.

Estimated Time: 5 min.

None

3. Discussion and possible approval of the August 12, 2019 meeting minutes (For Possible Action)

Estimated Time: 2 min.

Motion: RH- Motion to approve

2nd: TS

Discussion: none

Vote: approved

4. Revised Scholar Policy Manual (For Possible Action)

Estimated Time: 10 min

Motion: RH- Motion to accept the policy revisions as presented by the school.

2nd: TS

Discussion: SB- clarify that a student cannot be suspended even for fighting. TC- Suspension has not been shown to be effective in changing the behavior. There are still consequences for misbehavior. TS- Have you looked at policy to address this new law. AM- the policy has been updated in the scholar policy that was provided as backup documentation for the meeting. AM-offered to pull up manual for the specific language. SB- not needed. TS- Can a student still be removed from a class for a break? AM- we offer breaks for students as needed, but that is an accommodation and so is not reflected in the policy manual because the policy manual includes a list of possible consequence. SB- I think this is going to be tough, I'm sure there are examples from the past you can think can of that would be really hard with this. TC- I think there is a lot of value in the restorative process. It is about the victim and the victim getting a chance to say how they were impacted. JH- it isn't always a punishment for a student, I had a student who came back and said it was the best day ever. I got to sleep in and play video games all day. SB- It seems like it is putting the school in as the role of parent.

Vote: 4 in favor 1 abstention- approved

5. Authorize individual or group to make and implement disciplinary decisions (For Possible Action)

Estimated Time: 10 min

Motion: SB- I motion to allow the principal to be the principal

2nd: RH

Discussion: This is also in response to AB168- this is to allow the principal to make disciplinary decisions on the school site? Yes, this would allow the principal to be able to respond to a behavior as opposed to the board reviewing the information and making a decision about how to respond to the behavior.

Vote: approved

6. FY19 Audit Acceptance (For Possible Action)

Estimated Time: 10 min

Motion: TS- Motion to approve the audit

2nd: SB

Discussion: We were working in QuickBooks until FY2018, at which point we outsourced it to a back office. The school was not happy and so moved it back in house with a more sophisticated accounting software. The audit yielded audit exceptions- the most impactful

being that we overspent by \$90k which is in violation of our fiscal policy manual. We have put into place some new procedures and are developing check list and process to make sure that the board is provided with accurate financial information.

Vote: approved

7. Q1 Financial Overview (Information Only)
Estimated Time: 10 min
Q1 Report of financial statements provided. In Q1 received \$410k in revenue and had \$437k. Net change in assets for Q1 is (\$26853.17). This is expected for 1st quarter because DSA is generated off of Q4 ADE and we have greater start-up costs at the beginning of the year.
8. Read by Grade 3 Scope of Work Presentation (Information Only)
Estimated Time: 10 min
Presented Scope of Work for Read by 3
9. Review of Board Policy and Procedures (Information Only)
Estimated Time: 10 min
Provided a copy based on the SPCSA interview where some board members indicated that they were unaware of the Board Policy and Procedure.
10. OCR Complaint update (Information Only)
Estimated Time: 5 min
Met the October 1, 2019 due date to provide the OCR a draft letter to the parent. Waiting for response from the OCR for next step. We will be doing a staff CIP training this coming Friday. This was not a stipulation on the voluntary resolution. We have elected to do this to be proactive on preparing staff to be able to respond to a student in crisis.
11. Open Meeting Law Training Share Out (Information Only)
Estimated Time: 10 min
Shared out highlights from the presentation. The slides were provided as documentation for this meeting.
12. Reports and Updates. (Information Only)
 - Administrator Update – Andi Morency
 - Teacher Representative Update– Julie Harpole
 - Parent Report- Terri Strickland
 - Champions Report – Karissa Bell**Estimated Time:** 20 min
13. Board Comment and Requests for Agenda Items (Information Only)
Estimated Time: 5 min.
 - Revised FY20 Budget
 - Q2 Financial statements
 - Revised fiscal policy and procedures
14. Public Comment and Discussion. (Information Only) See details related to public comment in item No. 2 (above).
Estimated Time: 5 min.
DS- Walking quorum- can happen through email and text, so be aware about communication you are all on
15. Adjournment. The next Board of Directors meeting is scheduled for **6:00pm on Monday, February 3, 2020.**

This notice and agenda has been posted on or before 9 a.m. on the third working day before the meeting at the following locations:

Meeting Site
Honors Academy of Literature: School Office
195 Arlington Ave., Reno, NV

Nevada Department of Education
700 E. Fifth St., Carson City, NV

Washoe County Downtown Library
301 S. Center St., Reno, NV 89501

Washoe County South Valleys Library
15650 Wedge Parkway, Reno, NV

If you need physical assistance getting to the meeting, accommodations at the meeting, or meeting support materials please contact Andi Morency at 775-737-4084, 195 N. Arlington Ave., Reno, NV 89501