



**Honors Academy of Literature
Board of Directors Meeting Agenda
Monday, May 1st, 2016 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
Tierney Cahill- TC
Roger Helwig- RH
Rick Perdomo- RP
Andi Morency-AM
Julie Harpole- JH
Mark Midcalf- MM
Public: Melissa Molyneaux (by phone for agenda item), Christina Saenz (CSMC)
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.
3. Discussion and possible approval of prior meeting minutes **(For Possible Action)**
 - Motion: MM
 - 2nd: RP
 - Discussion: none
 - Approval: approved
4. Building Lease Update **(Information Only)**
Estimated Time: 5 min.
AM: Met with CFO and Controller to discuss possible lease continuation. Explained primary concerns with current facility, and explained that there is no room for growth in the current space to cover potential TIs.
Melissa: attended by phone. Discussed potential properties and zoning challenges. Explained that we will meet with the City Zoning committee to discuss potential zoning concerns and possible site approvals.
5. CSMC Back Office Service Agreement **(For Possible Action)**
Estimated Time: 5 min.
 - Motion: RH
 - 2nd: MM
 - Discussion: Christina Saenz opened up discussion for questions. RH: What goes into the set up process? CS: it is a 2-3 month process. Will look at chart of Accounts and try to match as seamlessly as possible. It will be a group effort to transition to map it out. At one point, a team will come out to meet and meet with members of the board and staff. RH: Is it an annual renewal? One time set up and then annual renewal less start-up fee. CS: Clarified CSMC will handle all fiscal reporting.
 - Approval: approved
6. Reports and Updates. **(Information Only)**
 - Administrator Update – Andi Morency See admin update
 - Teacher Representative Update– Julie Harpole
 - Champions Report – Andi Morency (for Rosa White) Gala tickets on sale now. Teacher**Estimated Time: 20 min**
7. Board Comment and Requests for Agenda Items **(Information Only)**
Estimated Time: 5 min.
AM: For Action: 2017-2018 Scholar Policy Manual and Progressive Discipline Plan, FY18 Final Budget, FY17 Budget Revision, Staff, Title IIA Grant Application.
8. Public Comment and Discussion. **(Information Only)** See details related to public comment in item No. 2 (above).
Estimated Time: 5 min.
9. Adjournment. The next Board of Directors meeting is scheduled for **6:00pm on Monday, June 5 th, 2017**

- Motion: MM
- 2nd: RH
- Discussion: none
- Approval: 6:30pm approved

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