



**Honors Academy of Literature
Board of Directors Meeting Minutes
Monday, September 14, 2015 at 6:00p.m.
School Library - 195 Arlington Ave., Reno, NV**

1. Call to order and roll call at 6:00 pm by Tierney Cahill on September 14, 2015.
 - Matt Smith, Mark Medcalf, Tierney Cahill, Kathy Walen, and Rick Perdomo were in attendance. Quorum was present.
 - J-Lynn Van Pelt and Andi Morency were present as ex-officio members. Ms. Harpole was present in her capacity as teacher representative. Rosa White was present on behalf of Champions.
 - Public attendance – (Enter)
2. Public Comment and Discussion
 - ___ provided input on the dress code. On this point, ___ indicated that certain sweat items that are not within the dress code are more durable and comfortable than twill pants.
3. Discussion and possible approval of the August 3, 2015 meeting minutes
 - Mr. Medcalf made a motion to approve the August 3, 2015 meeting minutes. The motion was seconded by Ms. Cahill. The motion carried by a vote of 4-0.
4. Committee Reports.
 - Champions – Ms. Van Pelt informed the Board that Champions is looking into dates and locations for Basket Bingo.
 - Administrator Update – Ms. Van Pelt informed the Board that the School's administrators engaged in a parent training at the McKinley Arts Center. The School is currently completing count and IEP's for children with special needs. Currently 21% of the School's population is special needs. The middle school is going on their first field trip, which will be to the Discovery Museum. The School will have a University of Nevada student teach a practicum related to sports. The School has started its own after school program. There are currently more than 40 students in the program. The program is making a profit for the School. Ms. Morency informed the Board that the Title II(A) grant was approved for teacher training on blended classrooms in a digital platform. The School is encouraging 5th graders to participate in a 3-day and the middle school to participate in a 5-day program at Sierra Nevada Journeys in the spring.
 - Parent Representative – Ms. Walen informed the Board that moral is high among parents.
 - Teacher Representative – Ms. Harpole informed the Board that there is a scuba diving field trip scheduled. Ms. Harpole informed the Board that moral is down among teachers because they have incurred a 10% pay cut due to low student numbers. Ms. Morency indicated that administration incurred a 15% pay cut. The Board engaged in discussion regarding recruitment of new students.
 - Executive & Evaluation Committees – Mr. Smith informed the Board that he received a recommendation for a third-party evaluator to conduct administrator evaluations. However, the evaluator is located entirely on the east coast. Mr. Smith indicated that he is seeking recommendations for evaluators that are located on the west coast.
5. Discussion and possible approval of revisions to the Scholar Policy Manual
 - Discussion on issues related to the School uniform. The School is trying to limit ambiguity in the dress code related to uniform bottoms. The Board engaged in discussion about potential wording changes to the policy related to this issue. The item was tabled until next month.
6. Discussion and possible formation of the Crisis Management sub-committee – Mr. Smith informed the Board that a statutory requirement exists requiring the School to have a Crisis Management committee. Mr. Smith sought a motion to create a sub-committee to consider this issue.

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- Ms. Cahill moved to create the sub-committee. Ms. Walen seconded the motion. The motion carried by a 4-0 vote.
7. Discussion and possible approval of revisions to the 2015-2016 school budget – This item was tabled to the October Board meeting.
 8. Discussion and possible approval of the core administrator evaluation framework
 - Mr. Medcalf made a motion to approve the core administrator evaluation framework. Ms. Cahill seconded the motion. Mr. Smith provided background about how the evaluation framework was developed. Mr. Smith also informed the Board that if the framework is approved the Board will move forward with setting aside money and hiring an outside evaluator. Ms. Cahill indicated that the Board should give direction to the evaluator as to the use of the framework. The motion carried by a vote of 4-0.
 9. Board Vision Planning – The Board discussed potential student recruitment ideas. The Board discussed opening a conversation with the Washoe County District about encouraging students to attend the School. There was further discussion regarding recruitment ideas including providing incentives for current students to engage in recruiting.
 10. Requested agenda items for upcoming meetings and Board comments – None.
 11. Public Comment and Discussion – None.
 12. Adjournment – Ms. Walen made a motion to adjourn the meeting. Ms. Cahill seconded the motion. The meeting adjourned at 8:07 pm.