

**NOTICE OF PUBLIC MEETING**  
of the  
**Board of Directors of**  
**SOMERSET ACADEMY OF LAS VEGAS**

---

Notice is hereby given that the Board of Directors of Somerset Academy of Las Vegas, a public charter school, will conduct a public telephonic meeting on February 23, 2017, beginning at 4:00 p.m. The call-in information is as follows:

**Call-in Number: 1-866-244-8528**

**Access Code: 251188#**

Anyone who wishes to make public comment is welcome to attend the meeting at 6630 Surrey St., Las Vegas, NV 89119. The public is invited to attend.

Attached hereto is an agenda of all items scheduled to be considered. Unless otherwise stated, the Board Chairperson may 1) take agenda items out of order; 2) combine two or more items for consideration; or 3) remove an item from the agenda or delay discussion related to an item.

Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend or participate at the meeting. Any persons requiring assistance may contact Jennifer Alison at (702) 431-6260 or [jennifer.elison@academicnv.com](mailto:jennifer.elison@academicnv.com) two business days in advance so that arrangements may be conveniently made.

Public comment may be limited to three minutes per person at the discretion of the Chairperson.

# AGENDA

## February 23, 2017 Meeting of the Board of Directors of Somerset Academy of Las Vegas

---

(Action may be taken on those items denoted “For Possible Action”)

1. Call to order and roll call (For Possible Action)
2. Public Comment and Discussion (No action may be taken on 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)
3. Discussion and Possible Approval of a Curriculum Director for Somerset Academy, With Direction Given to the Executive Director to Determine Candidates for Any Subsequently Vacated Positions (For Possible Action)
4. Discussion and Possible Action Regarding Stephanie Campus Target Enrollment for the 2017-18 School Year (For Possible Action)
5. Member Comment (Information/Discussion)
6. Public Comments and Discussion (Discussion)
7. Adjournment (For Possible Action)

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:

- (1) 385 W. Centennial Parkway, North Las Vegas, Nevada 89084
- (2) 7038 Sky Pointe Drive, Las Vegas, Nevada 89131
- (3) 50 N. Stephanie St., Henderson, Nevada 89074
- (4) 4650 Losee Road, North Las Vegas, Nevada 89081
- (5) North Las Vegas City Hall, 2250 Las Vegas Blvd. North, North Las Vegas, Nevada.
- (6) Henderson City Hall, 240 South Water Street, Henderson, Nevada.
- (7) Las Vegas City Hall, 495 S. Main St., Las Vegas, Nevada.
- (8) Academica Nevada, 1378 Paseo Verde Parkway, Suite 200, Henderson, Nevada 89012

# SOMERSET ACADEMY OF LAS VEGAS

## Supporting Document

Meeting Date: February 23, 2017

Agenda Item: 3 – Discussion and Possible Approval of a Curriculum Director for Somerset Academy, With Direction Given to the Executive Director to Determine Candidates for Any Subsequently Vacated Positions (For Possible Action)

Number of Enclosures: 2

### **SUBJECT: Curriculum Director Position**

Action

Appointments

Approval

Consent Agenda

Information

Public Hearing

Regular Adoption

Presenter (s): John Barlow

Recommendation:

Proposed wording for motion/action:

Move to approve the hiring of \_\_\_\_\_ as the Curriculum Director for Somerset Academy, with the following direction given to the Executive Director regarding any vacancies which were created:

\_\_\_\_\_.

Fiscal Impact: N/A

Estimated Length of time for consideration (in minutes): 10-15 Minutes

Background: At the January 19, 2017 board meeting, the Board approved the creation of a Curriculum Director position and asked the Executive Director to bring a candidate before the Board for consideration. Executive Director John Barlow is recommending Gayle Jefferson for the position, whose résumé has been included in the support materials. If the Board approves the hiring of Ms. Jefferson, a principal vacancy will be created at Sky Pointe Elementary. The Board will then have the following options in selecting a new principal for Sky Pointe Elementary. Direct Executive Director John Barlow to:

1. Conduct an open principal search and bring the top candidates to the March 16<sup>th</sup> board meeting.
2. Work within the previous principal candidates to bring the top candidates before the board.
3. Work with a committee to bring forward one candidate to the board.

Submitted By: Staff



## Curriculum Director – *Duties and Details*

### College Prep Environment

Duties	Detail
Lead instructional coaches in the performance of their job responsibilities	Meeting times/dates to be approved by principals
Conduct classroom observations with coaches	As requested by site coach, approved by principal
Co-teach with coaches and teachers	As requested by site coaches, approved by teacher
Model lessons	
Organize and lead teacher trainings	Meeting times/dates/content to be approved by principals
Assist in the development of math interventions	
Assist in the development of ELA interventions	
Assist in the development science interventions	
Assist and support grade level meetings	As requested by principals
Plan and facilitate site based trainings	As requested by principals
Create a “Best Practice” repository	Make available for all Somerset staff

### Leadership Environment

Duties	Detail
Lead instructional coaches in the execution of their professional responsibilities	
Collaborate with RPDP and UNLV to create and facilitate professional development for coaches	
Provide over-site and leadership in the implementation of the Read By Grade 3 Grant	
Attend job fairs and college recruitment fairs in support of hiring teachers	
Assist in the organization of system-wide professional development days	Seek principal input and approval on topics
Serve as central contact for curriculum resources	



## Curriculum Director – *Duties and Details*

Assist with the collection and interpretation of school performance data	Core areas
Collaborate with principals in the evaluation of instructional coaches	As requested by principals
Assist grant writing in support of improving instructional practices	Thank you!

### Character Development Environment

Duties	Detail
Attend and support school sponsored events as they relate to curriculum	Science, math and literacy nights
Coordinate and facilitate Somerset New Teacher trainings	Beginning of the year, <a href="#">dates/times/content approved by principals</a>
Support new teacher mentoring activities across campus	As requested by principals
Assist in the support of system competitions	Battle of the Books, spelling Bs
Assist in the implementation of Leader-In-Me initiatives	As requested by principals

### Rendering Service Environment

Duties	Detail
Sustain and create meaningful connections with community resources	UNLV, RPDP, NDE, NASSP, NAESP, Somerset Florida, and other national organizations over specific curricular content areas
Assist with UNLV's Rebel Academy	Coordinate with James Kenyon
Support parent training initiatives	As requested by principals
Serve as a resource to schools seeking curriculum dealing with rendering service	Conduct research on available curriculum and inform

# Gayle Jefferson

8600 Raindrop Canyon Avenue  
Las Vegas, NV 89129  
702.219.1299  
Gayle.jefferson@somersetnv.org

## Work Experience

Somerset Academy of Las Vegas – Sky Pointe Campus  
(2013 – present) *Elementary Principal*  
Somerset Academy of Las Vegas – North Las Vegas  
(2011 – 2013) *Founding Principal*  
Carl Elementary School (2010 – 2011) *Assistant Principal*  
Goynes Elementary School (2008 – 2010) *Assistant Principal*  
Bilbray Elementary (2004–2008) *Literacy Specialist*  
Bilbray Elementary (2003–2004) *2nd Grade*  
Richard Bryan Elementary (1997–2003) *2nd Grade*  
Christensen Elementary (1996–1997) *2nd Grade*  
Ronzone Elementary (1992–1996) *3rd, 4th, and 5th Grades*  
Madison Sixth Grade Center (1990–1992)  
*6th Grade Core (Language Arts)*

## Education

Jones International University Centennial, CO  
Master's Degree (2007)  
*School Leadership and Administration*  
University of Nevada, Las Vegas Las Vegas, NV  
Master's Degree (1994)  
*Curriculum and Instruction (Reading, Mathematics,  
and Technology)*  
Northern State University Aberdeen, SD  
Bachelor's Degree (1990)  
*Elementary Education/Mathematics*

## Related Experience

Member of AdvancEd Accreditation Auditing Team  
Member of State Support Team for Struggling Schools  
Member of CCSD DIBELS Training Team  
Nevada Testing Coordinator  
Fundraising and Grant Writing (Award recipient)  
RTI and Three Tier Reading Model Instructor  
GRIP-K Facilitator and PDE Instructor  
CCSD New Teacher Orientation Presenter  
Professional Development Presenter  
Trainer for Thinking Maps  
80+ Hours Training from Math & Science for Educators focused  
the Investigations Math Program

# SOMERSET ACADEMY OF LAS VEGAS

## Supporting Document

Meeting Date: February 23, 2017  
Agenda Item: 4 – Discussion and Possible Action Regarding Stephanie Campus  
Target Enrollment for the 2017-18 School Year  
Number of Enclosures: 1

### **SUBJECT: Target Enrollment for Stephanie Campus**

Action  
 Appointments  
 Approval  
 Consent Agenda  
 Information  
 Public Hearing  
 Regular Adoption

Presenter (s): Kristie Fleisher

Recommendation:

Proposed wording for motion/action:

Move to approve the change in maximum enrollment for Somerset Stephanie 4<sup>th</sup> grade from 100 to 125.

Fiscal Impact: N/A

Estimated Length of time for consideration (in minutes): 5-10 Minutes

Background: After a review of budget needs and applications received, staff is recommending a change in maximum enrollment for Somerset Stephanie 4<sup>th</sup> grade to be increased from 100 to 125.

Submitted By: Staff



<b>Somerset Stephanie</b>							
Grade	2017-2018 Projected	Recommitted Students	Transfer Requests	Applications received	Wait list or shortage.		If transfers granted
K	100			341	241.00		241.00
1	100	99	0	131	130.00		130.00
2	100	97	2	91	88.00		86.00
3	100	100	2	65	65.00		63.00
<b>4</b>	<b>125</b>	<b>100</b>	<b>2</b>	<b>53</b>	<b>28.00</b>		<b>26.00</b>
5	125	119	1	69	63.00		62.00
6	120	117	1	70	67.00		66.00
7	90	93	1	12	15.00		14.00
<u>8</u>	<u>60</u>	<u>64</u>	<u>2</u>	<u>11</u>	15.00	-	<u>13.00</u>
<b>Total</b>	<b>920</b>	<b>789</b>	<b>11</b>	<b>843</b>	<b>712</b>		<b>701</b>