

**MINUTES**  
**of the meeting of the**  
**BOARD OF DIRECTORS of SOMERSET ACADEMY OF LAS VEGAS**  
**July 28 2015**

The Board of Directors of Somerset Academy of Las Vegas held a public meeting on July 28, 2015 at 5:30 p.m. at 50 North Stephanie Street, Henderson, Nevada 89074.

**1. Call to order and roll call.**

Board Chair Cody Noble called the meeting to order at 5:52 p.m. Present were Board Members Cody Noble, Will Harty, Eric Elison, and Eric Brady.

Board Members Amy Malone and Carrie Boehlecke were not present.

Also present were Principal Phillips, Principal Kelley, Executive Director Barlow, Principal Jefferson, Principal Denson, Principal Farmer, Principal Mayfield, and Principal Pendleton, as well as Academica Nevada Representatives Ryan Reeves, Bob Howell, Carlos Segrera, Jacob Smoot and Allison Salmon.

**2. Public Comments and Discussion.**

None.

**3. Review and Approval of April 9, 2015, April 13, 2015 and May 14, 2015 Board Meeting Minutes.**

**Member Noble Motioned for approval of the April 9, 2015, April 13, 2015, and May 14, 2015 Board Meeting Minutes. Member Brady Seconded. The Board unanimously Approved and the Motion carried.**

**4. Selection of New Board Legal Counsel.**

Ryan Reeves addressed the Board and stated that, unfortunately, Jeff Blanck, who had been counsel with Somerset since the beginning, had taken a job as the County Attorney in Humboldt County in the Redwoods area of Northern California, therefore, he would no longer have private clients including the charter schools. Mr. Reeves added that, as such, Academica had put out a request for firms interested in representing the schools. Mr. Reeves reviewed that the firm's responsibilities would include being on call to review any employee discipline issues, including termination; to review student discipline issues to verify compliancy with the due process rights of the students; special education rights; and contract review. Mr. Reeves stated that it is a wide breadth of responsibilities ranging from contract law to human resource law as well as education law and, while a single practitioner was great previously, Academica recommended a firm that has a variety of attorneys available to serve the firm. Mr. Reeves stated that they obtained three different proposals including one recommended by Jeff Blanck, Laurence Digesti, but he was, again, a sole practitioner based in Reno, which would make it more difficult for him to participate in person and he also lacked Mr. Blanck's wide range of expertise in overseeing charter schools. Mr. Reeves stated that the next proposal was from Wolfe and Wyman, who has represented charter schools in the past, but are mostly limited to a liability standpoint. Mr. Reeves stated that the final proposal was from Kolesar & Leatham, who had done defense work as well as reviewed public bidding issues and things of that nature for us in the past, adding that they also have a variety of attorneys to service the school.

Member Noble asked Mr. Reeves to clarify what the arrangement had been with Mr. Blanck, so that they might know how to compare. Mr. Reeves stated that the arrangement with Mr. Blanck was a \$500.00 retainer fee

paid every month regardless of whether you used his services or not, and for that price he would take phone calls, respond to emails, and do simple contract review. Mr. Reeves added that anything that required a specific appointment in person or on the phone or a more detailed contract would result in an hourly service rate. Mr. Reeves stated that it was a minimum of \$6,000.00 (for the retainer) per year plus additional hourly charges of about \$210.00 an hour as needed. Mr. Reeves explained that the three proposals before them had more of a traditional hourly billing rate based on experience, knowledge, and background. Mr. Reeves went on to say that there should not be a significant increase in legal fees per year because there would not be a retainer, and that legal fees would be incurred as needed.

Member Noble invited Mr. Alan Lefebvre from Kolesar & Leatham to address the Board stating that he did not have a specific question, but asked him to explain how his firm could fulfill the needs of the Board. Mr. Lefebvre addressed the Board stating that the needs were a little undefined, but that his firm was a full service law firm with about 35 lawyers with a range of services who could fit the needs of a charter school with its ongoing changes. Mr. Lefebvre further went on to state the specialties of some of the attorneys including government relations and business, adding that his firm had many unique capabilities and he was sure that they could handle any issue, even if some of the things Somerset might need were not defined at that point. Mr. Lefebvre assumed that many of the issues would be taken care of by their business department, but that they have a well of services to draw from. Mr. Lefebvre stated that he had personally worked at Kolesar & Leatham since 2007, however, he has practice law in Nevada for 35 years, and added that he had handled Special Education cases for the District in the past. Mr. Lefebvre stated that he would also be happy to attend Board Meetings quarterly and stated that it might be a benefit to have counsel attend in the event that pertinent information was raised, adding that he would be happy to provide that service at no charge. Mr. Lefebvre introduced his colleague, Jon Blum, and stated that Mr. Blum's specialty is education, and Mr. Blum added that he was very impressed with the whole set-up of the charter school and would like to be a part of it.

Member Harty asked if, being such a large firm, there would be one central contact. Mr. Lefebvre stated that he would be the contact, and if he wasn't available for some reason, Mr. Blum would be the contact. He stated that he would shepherd any issue through the whole process regardless of who in the firm took care of it. Member Harty asked Mr. Lefebvre to review the fee proposal. Mr. Lefebvre proposed a fee of \$375.00 per hour which, although higher than what Somerset was used to, was below market, and that they would not charge a retainer. Member Alison stated that the submitted letter stated a fee of \$350.00. Mr. Lefebvre confirmed that it would be \$350.00. Member Noble asked if the firm had anyone who specialized or worked principally in education. Mr. Lefebvre stated that there was not and that he did not know of anyone in Las Vegas with that specialty, however, he was one of the closest that could be found. Mr. Lefebvre added that he did work on an employment matter from several years ago. Further discussion ensued regarding Mr. Lefebvre's qualifications and specific cases he had worked on regarding education.

Member Noble asked if there was anyone from the other firms who wanted to speak to this agenda item. Mr. Reeves stated that one of the attorneys was in Reno and that Wolfe and Wyman asked who Academica would be supporting, and when Mr. Reeves stated that they would be recommending Kolesar & Leatham, they opted to not attend. Mr. Reeves explained that the reason they were recommending Kolesar & Leatham was due to their help with another agenda item #10, the final phase of Sky Pointe Campus (Mr. Blanck was no longer available). Kolesar & Leatham were able to help with bidding, etc., and helped save the school a lot of money. Member Harty asked if they could look at the fee proposal for Wolfe and Wyman. Mr. Reeves stated that it is in the support documents. Member Alison read aloud their proposal: \$295.00 per hour for partners and counsel; \$245.00 per hour for associates; and \$125.00 for paralegals and law clerks. Member Noble asked, besides their help in the above matter, what was the basis for their recommendation of Kolesar & Letham. Mr. Reeves stated that it was also based on their background and knowledge of schools that have legal needs as diverse as Somerset. Mr. Reeves had nothing negative to say about Wolfe and Wyman, except to say that venturing into schools would be newer for them. Member Harty asked if the other charters had used Mr. Blanck and if there would be a discount if they all choose the same attorney. Mr. Reeves did not know if the other charters would make the same choice,

however, the Charter School Authority would like to see different charters using different counsel. Mr. Reeves further stated that Academica does have legal counsel on hand for simple tasks, however, the schools should have their own firm to avoid conflict of interest and larger issues with increased liability that might arise.

**Member Brady Motioned to hire the law firm of Kolesar and Leatham. Member Harty Seconded, the Board unanimously Approved and the Motion carried.**

## **5. Interview of Board Member Candidates.**

Mr. Reeves expressed his enjoyment in participating in this process because it gave him the opportunity to meet with some amazing parents in the Somerset community. Mr. Reeves stated that more than 30 parents applied for the position, and added that this was an open seat (not stipulated as requiring a particular professional or a licensed educator). Mr. Reeves explained that there was a committee of four tasked with the job of narrowing the field of candidates down to seven, and added that they had interviewed all seven candidates and believed that they would all make great Board members. Mr. Reeves stated that the committee brought back the top three candidates for the Board's consideration. Mr. Reeves stated that this agenda item was for the purpose of interviewing and advised the Board that they could ask all the candidates to leave the room while each was being interviewed. Member Noble stated that he preferred to treat this as an interview setting and asked the candidates to leave the room if they chose to do so.

**John Bentham:** Member Noble asked Mr. Bentham to introduce himself. Mr. Bentham addressed the Board stating that he moved to Las Vegas in 1999 and started his own business in 2003, and added that he currently worked in the entertainment industry. Mr. Bentham stated that he had five children who went to private school and that he had been interested in the charter school setting, adding that he and his wife had done a lot of research on which school their children could attend that could take them through completion of high school, and that was how they came across Somerset. Mr. Bentham stated that he produced shows on the strip and within communities, and that he also owns a ticketing firm and has done consulting around the country. Member Noble asked where he lived before he moved here. Mr. Bentham stated that he lived in Dallas until he graduated from college, and subsequently he had the opportunity to move to Las Vegas to work in the entertainment industry. Member Elison asked where Mr. Bentham's children currently go to school. Mr. Bentham stated that his children had attended Challenger and another private school, however, they had all been accepted to go to Lone Mountain in the fall. Mr. Bentham would have a 3rd and 1<sup>st</sup> grader and one child in Kindergarten.

Member Harty asked about the time commitment required of a Board member and whether his schedule would allow him time for the Somerset Board. Mr. Bentham stated that he sits on other Boards where he has had perfect attendance, and added that during the interview process he was asked the same question to which answered that he believes in the Somerset mission and that he would like to help serve out that mission. Member Noble asked why Mr. Bentham would want to sit on the Board. Mr. Bentham stated that with five kids he wants a great school that will take his children through all twelve years, adding that the Somerset mission is "a high quality, equitable education for all students," and that is something that Las Vegas desperately needs. Mr. Bentham further stated that Somerset obviously has something that has taken off with five campuses around the valley and a high rating, and to be able to offer this in a charter setting is something everybody deserves. Mr. Bentham noted that his goal as part of the Board would be to help Somerset maintain as high as possible academic standards coupled with adequate growth to meet the needs of the Las Vegas Valley. Member Noble asked what Mr. Bentham would bring to the Board. Mr. Bentham stated that he would bring managerial skills, adding that he has an accounting background, a management background, and a human resource background. Mr. Bentham further stated that while producing shows in the valley, he had not lost one show, which goes to prove his management skills and those of his company. Member Noble stated that it was not uncommon for their Board meeting to go until after the 10:00 hour to which Mr. Bentham answered that he is usually up until 2:00 a.m., not that he would try to prolong their meetings.

**Gary McClain:** Member Noble asked Mr. McClain to introduce himself. Mr. McClain addressed the Board and stated that he had been married for eight years and had three children, two of which were at Somerset. Mr. McClain stated that he was currently the Director of Operations for Mountain's Edge Master Association, which is a master planned HOA, adding that he mostly provided recommendations to a board for different kinds of maintenance (playground, asphalt, etc.). Mr. McClain stated that other responsibilities were running board meetings, taking minutes, dealing with the budget side of things, and overseeing the staff. Member Noble asked which campus his children attended and he answered that they have been going to Sky Pointe. Member Harty asked if Mr. McClain was aware of the time commitment associated with Board meetings. Mr. McClain stated that he would be fully committed to being present whenever necessary, and added that he was fortunate to work for an organization which supports things like this and that Somerset had been his only volunteer outlet and that he had enjoyed volunteering at Sky Pointe this year and it had been something they had been committed to as a family. Member Noble asked why he would like to be on the Board. Mr. McClain stated that when the announcement went out that they wanted someone with governance experience he thought he would be a good candidate that, coupled with what he can contribute with his expertise with playground equipment maintenance and asphalt, would make Mr. McClain a good Board member with knowledge that could help Somerset.

**Travis Mizer:** Member Noble asked Mr. Mizer to introduce himself. Mr. Mizer addressed the Board and stated that he was from a small town in Ohio and grew up on a farm until he graduated from college. Mr. Mizer added that when graduated from college he moved to Las Vegas and got involved in the insurance industry where he started as a trainee and worked his way up to management. Mr. Mizer had been in management for ten years, basically managing different states' claims adjusters, and he was currently the Director of Risk Management for MGM International dealing with all of their insurance issues. Mr. Mizer explained that a few years ago he and his wife left this area because they did not want their children to go through the school system here in Las Vegas, and when they came back for work they decided they would be heavily involved in their children's education and have been weekly volunteers at the North Las Vegas campus in an effort to make a difference. Member Harty asked if Mr. Mizer was aware of the time commitment involved with being on the Board. Mr. Mizer stated that MGM is really big on volunteer hours and that he had already spoken with them about this opportunity, adding that MGM was already heavily involved in the community and education. Mr. Mizer stated that he would like to make visits to the school campuses if given this opportunity. Member Noble asked if he understood the length of the Board meetings to which Mr. Mizer answered that he was used to sitting in meetings. Member Noble asked how many children he had at the North Las Vegas campus. Mr. Mizer stated that he has one entering 1<sup>st</sup> grade this year and one in preschool, and he further stated that being a Board member with younger children might bring a different perspective to the Board, adding that he would really love to be a part of helping Somerset keep a high rating. Member Brady asked what made him special or unique or what he could add to the Board. Mr. Mizer stated that, coming from an insurance background, he would be able to give the pros and cons in certain situations. Mr. Mizer stated that he could also bring in the liability perspective and he gave a personal example of how his insurance background can lend an important perspective.

Member Noble then asked if there was anyone else who would like to address the Board and be considered. Mr. Steve Hardy addressed the Board and stated that he was one of the interviewed applicants, and added that during the interview process he was asked if he had ever attended a Board meeting and he had to say no, so he decided to attend this meeting. Member Noble stated that he was a friend of Mr. Hardy's and he had known Mr. Hardy had applied, and added that, seeing him at the Board meeting, Member Noble wondered if he wanted a chance to address the Board. Member Noble invited Mr. Hardy to introduce himself to the other Board members if he liked. Mr. Hardy stated that he had been married for twenty years and had five children ages 3-13 who were currently at the Losee campus. Mr. Hardy is currently a dentist who moved to Las Vegas about seven years ago, adding that his practice was doing really well and he was at a point where he would like to get involved. Mr. Hardy stated that he had never served on a Board before so this would be a new experience for him, and noted that that he would contribute well to the Board because he was a good communicator and listener. Mr. Hardy stated that after the initial interview a month or so ago, his wife asked him what the most difficult question was,

to which Mr. Hardy stated that it was when they asked what his best trait was. Mr. Hardy further stated that that was a difficult question because he does not tend to look inward, he looks outward. Mr. Hardy's stated that his wife told him that he should have said that he was very even keeled and didn't get too fired up about things. Mr. Hardy appreciated the opportunity to be interviewed. Member Hardy asked if he knew about the time constraints that were associated, to which Mr. Hardy replied that he would be there.

Member Noble stated that he wanted to hear from a couple of people who were on the search committee, possibly Gayle or Sheri, regarding what the process was, or how the candidates were narrowed down. Mr. Noble assumed that there must have been something said about a business background being necessary and that he did not know why that should be the case. Principal Jefferson stated that they interviewed each of the seven candidates for about 20 minutes and that they did not have a set list of questions to ask, adding that when it came down to narrowing the candidates it was more about differing experiences that could be brought to the table. Principal Jefferson further stated that was also about what would be expected of them as a Board member as opposed to somebody who would run the school. Principal Pendleton stated that they tried to determine if those with children at the school could look past their own child's experience to the whole of Somerset, and added that Bob Howell had counselled that they be cognizant of how many Board members from each school were on the Board, for instance there were currently several Board members who had students at Sky Pointe. Principal Jefferson stated that they interviewed a lot of great candidates and that she hoped if there was another opening on the Board in the future, they would consider taking someone from that pool. Member Noble asked if they interviewed Sarah McClellan. Principal Jefferson answered that she was interviewed in the first round. Member Noble stated that she was someone mentioned by Principal Jefferson the last time they needed a new Board member but she didn't have the right background. Principal Jefferson confirmed that they interviewed Ms. McClellan, but at that time they needed a licensed educator.

Member Noble stated that with all that said, they should move to agenda item #6. Member Harty answered that they had four great candidates and that he did not see any reason to postpone the election despite how they got to this point in eliminating the other 30 candidates. Member Elison stated that they should proceed and further stated that he thought they should go with Mr. Bentham as a parent from the Lone Mountain Campus. Member Brady stated that he would support either Mr. Bentham or Mr. Mizer. Member Noble asked why and Member Brady stated that Mr. Bentham had a lot of business experience and Mr. Mizer seemed like he would be very dedicated. Member Harty leaned more toward either Mr. McClain or Mr. Hardy, however, in order to get some campus diversity on the Board, maybe they should go with Mr. Hardy whose children go to Losee. Member Brady asked where Mr. Mizer had his kids and it was indicated that they were at North Las Vegas. Member Noble indicated that if they wanted to choose a candidate who did not have children at Sky Pointe, he thought along the same lines as Member Harty and would choose Mr. Hardy. Member Noble stated that knew Mr. Hardy and knew he would do a great job. Member Elison stated that, although he gave his opinion, he would support any of the candidates.

Mr. Reeves then stated that, procedurally, some things needed to be considered. Mr. Reeves stated that a charge was given to the search committee to narrow the field of candidates, and those top three candidates were asked to leave the room during the interviews. Mr. Reeves further stated that a fourth person was interviewed and that he remained in the room throughout the interviews. Mr. Reeves asked that the Board consider this when they make their deliberations. Member Noble asked Mr. Reeves to elaborate. Mr. Reeves went on to say that, whether it was a possible advantage or disadvantage to leave the room, all three original candidates were asked to leave the room, which they did, and although Mr. Hardy would make a great Board member, he had been allowed in the room throughout the interviews and had remained during the deliberation. Mr. Reeves further pointed out that administrators were given the task to narrow the field of candidates, which they did, and then it was decided to consider someone not from that narrowed field. Mr. Reeves stated that they may want to restart the process because it is unfair to the other three interviewed candidates who did not know they could show up tonight and interview and possibly be considered, which called into doubt the fairness of the procedure. Member Harty thanked Mr. Reeves for bringing that to light, even if he did disagree to some extent. Member Brady stated that,

while he appreciated Mr. Hardy's dedication in showing up tonight, he supported the group of administrators who narrowed the field. Mr. Reeves stated that it was up to the Board to make the determination, but that they may want to consider allowing the three (of the seven originally interviewed) to also have an opportunity to address the Board. Member Harty asked when, legally, they had to fill this Board position. Mr. Reeves stated that he believed that it was two Board Meetings. Mr. Reeves also stated that he was not hoping to prolong this process, but asked if he could invite the other three interviewees to come back in the room, to which Mr. Noble stated that it would be fine.

While Mr. Reeves retrieved the interviewees, the Board members discussed the merits of each candidate. When the interviewees reentered, Member Noble stated that the Board had been publically reprimanded and he explained to the three who had reentered the room that there was another person in the room who was allowed to interview and that they had been invited back in for the remainder of the discussion. Member Noble stated that the Board was essentially at an impasse. Member Noble further stated that they were differentiating on the different campuses where the children attend, even though Member Noble didn't personally think that should have much bearing on the decision. Member Noble stated that, despite all the wonderful qualities they all have, Member Elison would choose Mr. Bentham, Member Brady was split between Mr. Bentham and Mr. Mizer, and Members Noble and Harty would choose either Mr. McClain or Mr. Hardy. Member. Harty stated that he did think that where the candidates' children go to school was an important factor and that perhaps they should limit their discussion to Mr. Bentham and Mr. Mizer. Member Brady also agreed that it was a relevant matter.

## **6. Nomination and Election of Board Member.**

Member Elison nominated John Bentham as a Board Member. Member Brady asked Mr. Bentham to clarify whether or not he would be spread too thin with his job and his other community efforts. Mr. Bentham answered that he had staff that would be able to take care of things and that it would not be typical for him to be at a show every night. Mr. Bentham believed that attending the Board meetings would not be an issue. Member Noble asked Mr. Bentham what he would do if two Board meetings were scheduled for the same night. Mr. Bentham replied that his children were the most important thing to him and that he would choose the school Board. Member Noble stated that he believed that Mr. Mizer might add more to the Board with his insurance and liability background and he would bring a new perspective to the Board.

**Member Noble Nominated Mr. Mizer and Member Elison Nominated Mr. Bentham. Member Elison voted for Mr. Bentham. Members Noble, Harty, and Brady voted for Mr. Mizer. Mr. Mizer was elected to the Board with the majority vote.**

Principal Mayfield thanked the Board for choosing someone to represent the North Las Vegas campus. The Board members thanked the candidates for their time. Member Noble welcomed Member Mizer to the Board.

## **7. Review of School Financial Performance.**

Mr. Carlos Segrera from Academica addressed the Board and reported on the financials for Somerset through May 2015. Mr. Segrera stated that Somerset had a surplus of \$1,925,336.00, the variance between that amount and what was in the approved budget (\$1,184,703.00) could be explained by the enrollment being calculated at 95% and the fact that the schools achieved full enrollment. The categories that operated under budget were: debt services, insurance, SPED contracted services, and the lease break for the Stephanie and Losee campuses. Payroll was slightly over budget, but that had been corrected for next year's budget. Mr. Segrera stated that they had to make an accrual adjustment of about \$98,000.00 because the teachers work for about a month in the summer and they are paid over a 12 month period, however, that amount did not hit cash, it was simply an entry restricting funds. Mr. Segrera stated that there were copier overages system wide of about \$54,000.00 and computer purchases totaled about \$306,000.00 throughout the year. Mr. Segrera also stated that the schools were

slightly over in maintenance and janitorial supplies combining to about \$57,000.00, and added that the LED light project at North Las Vegas accounted for about \$18,000.00. Member Harty asked if the Board approved the computer purchase to which Mr. Segrera replied that yes, the Board did approve the computer purchase as well as the LED light project, although they were not budgeted for in the original budget.

Member Harty asked what we could do about the copier overages going forward. Mr. Segrera stated that many teachers were using their individual classroom printers, which turns out to be more expensive than printing from the large machines. Mr. Segrera stated that it would be a matter of informing administrators that the teachers need to print one copy in their classroom and then go to the large copier for the remaining copies where it would be significantly cheaper. Member Noble asked the principals if the teachers were at all discouraged from making copies. Principal Farmer replied that he thinks that because they were ordering less workbooks, the teachers were required to make more copies and that this does save money in the long run. Member Noble then asked if the teachers just need to be trained or do they feel like they should not be making copies in a copy room. Principal Jefferson stated that they have a copy team at Sky Pointe and the teachers put in requests and someone takes care of it for them. Principal Mayfield stated that she does not have a copy team, but that she did not feel like it was something that was abused by the teachers. Allison Salmon addressed the Board stating that she helped put the copy bids together and explained that the biggest hit to the copy budget was when a teacher prints a copy in his or her classroom at a cost of \$0.025 per sheet, versus printing at the large copier at a cost of \$0.00557, which is a huge difference. Ms. Salmon further stated that they would not be violating copyright laws by copying workbooks and that they should be encouraged to print copies from the workbook so that Somerset can get those savings. Ms. Salmon stated that she was in the process of compiling information for Somerset from the past three months so that administrators could see where most of the copies are being made and then educate their teachers. Ms. Salmon did this for of the other charters and it made a huge difference. Member Noble stated that he does not want this to be a constraint on the teachers, but if it was just a training issue, educating them would be great. Ms. Salmon stated that she understood that, and added that they are bound by contracts with the copier services for certain pricing and they want to make sure it stays a competitive price.

Mr. Segrera noted that in the past PTO days have not been accrued for, and added that the prior auditors did not find sufficient information at that time to accrue for the employees, and he further explained that, until the teacher has returned the following year to that same system, the money was not necessarily owed to them. Mr. Segrera stated that this year they will be accruing for PTO days and once that entry is made, it will be effective in the month of June. Mr. Segrera stated that it will be close to \$180,000.00 in terms of accruing for PTO days, adding that, again, it will not hit cash, however it will show on the balance sheet. Mr. Segrera stated that the excess for June will offset that amount, however, he wanted to bring to the Board's attention that the surplus by year's end should be more like \$1,750,000.00-\$1,800,000.00. Member Harty asked if there was anything to be concerned about as far as the ratios go. Mr. Segrera stated that there were not any concerns and that he would have the state matrix ready for the next Board meeting and it will be reported as of June 30, 2015, once they close the fiscal year. Mr. Segrera stated that, because of the bond deal, Somerset would have to have the books finalized by August 14, 2015 and he would then be able to give a copy to the Board, assuming they did not meet again before September.

Mr. Segrera stated that on the balance sheet were several more accounts than what they may had been used to seeing, and added that these were different accounts regarding the bond deal. Mr. Segrera stated that the biggest account was the bond obligated operating fund which, as of May 31, 2015 held about 3.1 million, while the Nevada State Bank account held about 8.5 million. Mr. Segrera further stated that, effective June 30, 2015, all but the required cash on hand was forwarded to the operating account. Member Noble asked what the required cash on hand amount was, to which Mr. Segrera replied that it was 1.6 million. Mr. Segrera continued, stating that the biggest asset continued to be the DSA receivable which was all caught up to date, and that the biggest liability continued to be accrued payroll, adding that there also was a current and long term liability for the Centennial playground, however, that was taken care of with the bond issue so that liability was no longer on the books.



Principal Jefferson asked for clarification on whether the \$25,000.00 given to the principals for personnel use would be there every year, or if it was meant to be a one-time bonus. Member Harty stated that, as a Board, they have to approve the budget every year, so it is approved for the 2015/2016 school year, not necessarily for the following years, however he added that it would not be the Board's intention to cut salaries.

Mr. Segrera stated that they had spoken with several administrators and called the Department of Education as well as the Charter School Authority and they had not received a number for the next school year as far as the revenue increase in funding. Mr. Reeves stated that it had never gone this long before. Member Elison asked if there was any indication when that might land, to which Mr. Reeves responded that no, there was not, however, the only real indication was that the district had frozen teacher salaries and reduced take-home pay to account for the increase in PERS. Mr. Reeves further stated that Academica hoped that the District's reaction was very pessimistic and not a true indication of what was to come, adding that the unknown would be local revenue. Mr. Reeves stated that the increase appeared to be given to the rural areas, so we may not expect the boon we had previously hoped for, and further stated that the DSA payments were comprised of two components: a state-funding number that was \$5,500.00; and a low-funding number that was around \$1,000.00; adding that they were hoping to see an increase in the low-funding number. Member Harty asked for clarification regarding the amount budgeted for and wanted to know if it was based on last year's numbers, to which Mr. Reeves replied, yes. Member Noble asked if they were expecting the number to go down. Mr. Reeves replied that the state number would go down, and the hope was that the low-funding number would be big enough to both supersede and go beyond what was lost from the state. Member Noble asked if it was possible that there would be a decrease in the budget. Mr. Reeves responded that anything was possible, but that he did not think they would see a huge move in either direction.

#### **8. Approval of Auditor for the 2014/2015 Annual Audit.**

Mr. Reeves stated that Trevor Goodsell helped with the process of selecting auditor candidates, but that Member Harty also assisted, and Mr. Reeves asked Member Harty to speak to the process. Member Harty stated that, although the past auditor had been fine, it was a suggestion from the management company that they go out for bid, which they did. They went down to an RFB and there were a number of good ones to be had, adding that they realized that there was an economy of scale to be had among the charter schools: Doral, Somerset, Mater and Pinecrest. Member Harty explained that if they all chose the same auditor it would reduce the amount of things to do and the overall cost. Mr. Harty stated that Academica asked the treasurer from each charter's Board to get together and discuss choosing one of the auditing teams. Mr. Harty explained that they interviewed the applicants and narrowed it down to two firms: BDO and LLB, adding that they were both really good and very capable firms. Mr. Harty spoke with the treasurers of the other charters before the board meeting so that they could all be on the same page, and stated that the consensus was BDO, mainly because BDO had a lower fee schedule and it was more of a fixed rate and would save some money. Member Noble asked if there was a cost comparison between LLB and BDO. Member Brady pointed out that LLB was \$17,000.00 and BDO was \$21,000.

Mr. Reeves stated that there were other issues with LLB. Member Noble asked for someone to speak to those issues to which both Mr. Reeves and Member Harty stated that they did not know the particulars, however, Mr. Reeves did state that there was a finding by the Auditing Association against LLB that factored in to the final decision. Member Reeves did know that it did not affect a particular auditor that they had worked with at LLB, but the firm as a whole did have some auditors suspended. Mr. Goodsell additionally found that some statements were missing as well as some assurances that should have been present in LLB's previous audit with Somerset. Member Noble stated that it seemed that we were raising costs instead of lowering them. Member Harty asked if LLB had been the auditor for the charter schools in the past, to which Mr. Reeves answered that they were, except for Mater, who had not had an audit. Member Harty clarified that when he spoke of economy of scale, it would be more expensive if each charter chose a different firm. Member Noble asked if we stayed with LLB it be \$17,000. Member Harty stated that if we went on our own without the other charters, it would be that much. He



also stated that BDO gave them a flat rate that would be divided evenly between the schools, however, some of the schools were unhappy because they are smaller and do not have all the bond issues. Member Harty explained that the argument was that Somerset would pick up a little bit of Mater's part for this year at a total cost of \$24,250.00 to Somerset, and that next year it would be split evenly.

Mr. Reeves stated that one thing they should consider when making a decision was that they had a choice, should they choose to take action on this item: one would be to choose a firm outright, and the other would be to authorize and delegate a Board member to take action because it was a specialized service and fell within the approved budget. Member Harty stated that the search team did go back to McGladrey and McGladrey lowered their price to \$28,000.00. Member Elison asked where he could find that summary and Member Brady replied that it was in the support documents (page 147), but that it did not reflect the change in price. Member Harty stated that he believed they should go with the company that the management company was recommending because of some improprieties on the part of the current company, and that it would be worth a few thousand dollars to have a strong financial firm, especially when it was such a small percentage in the whole scheme of things. Member Noble then stated that he was not sure for himself that we should make a move, but that our management company was and then asked Mr. Reeves for a confirmation of that fact. Mr. Reeves stated that there were two main concerns: first was that there were things that could have been done to improve our past audit, and second was that there were issues within their firm, although they were completely unrelated to our audit. Member Harty stated that this was a time sensitive issue because our audit needs to be completed by October 31, 2015. Mr. Reeves reiterated that these were all good firms, but that there were important details to consider in a timely manner. Member Noble asked Mr. Reeves for clarification of his disapproval of LLB. Mr. Reeves responded stating that the Public Accounting Oversight Board sanctioned five auditors in April of 2015 and found that auditor rotations and cooling off periods did not take place, meaning that auditors were sent out to audit too soon, adding that LLB also provided bookkeeping and audit services to the same client, in addition to some other violations which resulted in suspensions. Mr. Reeves further stated that they also found some general lack of institutional oversight that could reflect negatively on entities that continued to use them for audit.

Member Harty suggested that, because it appeared that the Board had some concerns, they should delegate a Board member to make the decision in the interest of time, perhaps Member Brady. Member Brady stated that he agreed with Member Harty that they should go with BDO. Member Noble stated that they should have just taken a vote, but noted that he did not see any reason to leave LLB. Member Brady brought up the fact that during an audit we were not just dealing with one auditor, but that one or two partners needed to sign off on the audit. Some discussion ensued regarding the pros and cons of LLB. Member Noble opened the floor to a Motion. Member Harty stated that if they were going to vote to keep LLB, he would vote nay on that, but he would have supported electing a member to look more into the situation. Member Elison asked if they should be able to make an informed decision that night or if they still needed more information. Member Harty stated that one thing to be considered was that it might not look favorably for our bond if we went with an auditing firm with LLB's issues. Member Noble stated that he did not see any reason to leave LLB, especially to save the other charters money, except that he did not realize it could affect the bond.

Mr. Bob Howell addressed the Board and stated that Mr. Goodsell was uncomfortable with the letter from the state regarding LLB, and that the state was uncomfortable, and that he would not like to explain to a bond person why we continued with LLB, adding that he did not think that we necessarily needed to subsidize another charter, but that there could be a perception problem with LLB. Mr. Howell pointed out that this opinion was coming from our CFO who knows these firms and was an auditor himself, and that Mr. Goodsell found that there were things missing from our audit that should be in a good audit, and he felt like we were not getting all we needed in an audit. Member Noble asked why that would make a difference for us. Mr. Howell restated that there could be a perception problem, and added that when an accounting firm gets written up like that and bond holders become aware of that, it makes everyone nervous. Mr. Howell further stated that this was something that needs to get done and that, as the management company, they would work closely with the auditor, adding that, even though there was some concern with the price, coming from Academica's CFO you should get more bang for

your buck. Member Harty stated that the price was really insignificant considering what it could do to our bond rating. Mr. Howell reiterated that he did not think Somerset should have to help Mater. Discussion ensued regarding the flat rate versus the tiered rate.

**Member Brady Motioned that they hire BDO as the auditing firm for Somerset Academy for the 2014/2015 annual audit at a rate of \$21,250. Member Elison Seconded the Motion and the Board unanimously Approved and the Motion carried.**

## **9. Discussion and Approval to Form Somerset Academy of Las Vegas Foundation.**

Mr. John Barlow addressed the Board stating that part of his job description was, among other things, to seek additional resources for Somerset, adding that he hoped for the Board's support in forming the Somerset Academy of Las Vegas Foundation, which would be similar to the foundation that Doral Academy has. Mr. Barlow explained that it would be a non-public foundation where funds would be collected for the purposes of awarding scholarships, purchasing testing materials, helping high schools with testing, and replacing equipment over time, adding that if there were special projects that the principals wanted to undertake they could approach the foundation board and request financial support. Mr. Barlow reiterated that it would be a non-public foundation with a body consisting of seven or more members, two of which would come from the Somerset Board, with the Executive Director and at least four other members of the community. Mr. Barlow stated that all pertinent information was contained in the packet and that he would like to see it become a 501 (C) (3) and operate under those parameters with its own governing body.

Mr. Barlow gave an example stating that Mr. Farmer asked for help with a new teacher induction program that will be taking place on August 13. Mr. Barlow did seek some funds for that purpose, but the question was where do you put these funds? Mr. Barlow explained that if they are placed in the SGF account they would be subject to certain restrictions, however, if Mr. Barlow were to seek funds that would be governed by the guidelines of this foundation there would be different parameters. Member Noble noted that the two Somerset Board members that would serve on the foundation board would be a minority. Mr. Barlow replied that they would ask that either the President or the Vice President and the Treasurer serve. Member Noble asked if, under the bylaws, this money could go anywhere but Somerset. Mr. Barlow replied that it would have to go to Somerset Academy of Las Vegas.

Member Harty stated that he thought this would be a necessary thing, but that he would like it not to touch the Somerset Board at all, and asked if the Somerset Board would be able to give any direction on where the foundation's funds go. Mr. Barlow responded that the foundation board would determine where those funds go, not the Somerset Board. Mr. Barlow noted that the current bylaws were in draft form and that draft came straight from Doral's foundation, but that he thought changes could be made if the Board deems it necessary. Member Harty asked how foundation money would factor in to the budget and whether or not those funds would help subsidize the annual budget. Mr. Barlow replied that part of the purpose would be to provide funding for Somerset "programs and other educational pursuits which have not previously been funded or which can no longer be funded through the regular school budget." Member Noble confirmed that this would not be funding that could be built into the budget. Mr. Barlow reaffirmed that this would be for special projects and principals could approach the committee in order to receive these funds. Member Noble asked if the bylaws could be modified. Mr. Barlow stated that they could be modified. Member Noble asked if they could change the bylaws to state that some entity other than Somerset could receive these funds. Mr. Barlow stated that he did not know the answer to that question, but that the possible approval would be based upon the current documents and they would move forward according to the article and guidelines set forth. Mr. Barlow then briefly reviewed the items in the bylaws, articles, and amendments.

Member Noble asked how many people would be on the board, to which Mr. Barlow repeated that there would be two from the Somerset Board, the Executive Director, and four members of the community for a total of seven, but they could add additional members. Member Noble expressed concern that a change to the bylaws could be made with a 2/3 majority, adding that with only three of the members tied to Somerset, his main concern was the fear that some outside group could take over the foundation and would use the funds outside of Somerset. Mr. Colin Bringhurst addressed the Board and stated that, by statute, only two members of the Somerset Board could be on the foundation board, clarifying that no foundation can have more than two members from the governing board. Member Noble proposed changing to a necessary unanimous vote to make a change rather than the 2/3, that way there would always be the support of a Somerset Board member and it would not be possible for six of the board members to band together and divert the money elsewhere. Member Noble further stated that it might be a farfetched scenario, however, it should be a concern and he stated that he would like to have the language in the bylaws changed to avoid any similar scenario.

Member Harty asked what they needed to specifically approve and if they could stipulate a change in the language, adding that felt that there was general support, however, he wondered if they could work out the details of the language later. Mr. Barlow asked what more details they would like to have. Member Noble stated that he did not need more details, he just needed to read through all the information. Mr. Bringhurst stated that they were not looking to ratify the bylaws, the foundation board needs to do that, adding that this was a possible draft that the board, once formed, would then make any changes to and ratify. Member Harty asked what exactly they were needing to approve. Mr. Bringhurst stated that they would approve the formation of the foundation as a 501 (C) (3) with the Somerset name and Mr. Reeves added that they would also approve two of the Somerset Board to serve on the foundation board. Member Noble stated that he would like to see the foundation begin with just three members (two from the Somerset Board and Mr. Barlow), who would then set forth the language in the bylaws and apply for exemption, adding that they could then expand the board once the application was approved and governance was in place. Mr. Barlow confirmed that Member Noble was stating that they would approve with the stipulation that the board begin with no more than five members. Member Noble reiterated that he would feel comfortable with a beginning board of three members. Member Harty asked for verification that the Somerset Board could not determine the bylaws but that the foundation board would do that, and Member Noble stated that it was true, but that two of the foundation board members will be from the Somerset Board.

**Member Noble Motioned to Approve the formation of the Somerset Academy of Las Vegas Foundation with the stipulation that it begin with three members (two from the Somerset Board and the Executive Director) and expand after ratifying the bylaws. Member Brady Seconded the Motion and the Board unanimously Approved and the Motion carried.**

#### **10. Update Regarding Development of Final Phase of Somerset Academy Sky Pointe Campus and Hiring of Project Manager and Architect. (For Possible Action.)**

Mr. Barlow expressed excitement over the fact that they were entering the final phase of the Somerset Sky Pointe Campus project. Mr. Barlow further stated that they had been waiting for the city of Las Vegas to give them a waiver regarding a petition that would allow them seven parking spaces per classroom as opposed to nine per classroom in order to accommodate the full size gymnasium, stage, and classrooms that will be needed for the high school, adding that the Zoning Commission agreed to that waiver, giving access to build out that campus and to accommodate all the programs. Mr. Barlow continued to state that because he will be transitioning out, Dr. Denson will be taking over some of the planning. Mr. John Lopeman, architect, addressed the Board and took several minutes to present and describe the plans. Member Noble asked Mr. Barlow if he assisted with some of the design. Mr. Barlow replied that he met with Arthur and Mr. Lopeman and had a few suggestion in regard to sports, mostly assuring that there would be room for growth. Member Noble asked Dr. Denson if the classrooms looked adequate to accommodate the needs of the school. Dr. Andre Denson addressed the Board and stated that he had looked at the plans and found them to be what they need and stated that the plans allow for growth in the

future, adding that they suggested a few changes mostly regarding electrical outlets and storage space, but overall it was a very good design.

Mr. Howell clarified that this was budgeted as part of the bond issue (8 million dollars) which should be plenty to get this done, adding that it will not only finish out the building, but it will also finish out the soccer field where they will be installing turf because the kids have been killing the grass. Mr. Howell further stated that, with the parking, it will allow enrollment to go up to 2,300, making it an 1,100 student high school. Member Noble asked for clarification on the parking situation. Mr. Lopeman replied that Clark County requires nine parking stalls for every classroom, whether or not those classrooms are occupied, and this number varies depending on whether a school is in Las Vegas, Clark County, or Henderson. Mr. Howell further clarified by stating that this waiver would allow Sky Pointe to house 2,300 students rather than 2,000. Member Brady wondered if this would cause a parking issue, to which Mr. Howell replied that it would not. Mr. Howell predicted that there will be plenty of parking mainly due to the fact that most parents of charter school students drive their students to school. Mr. Howell stated that there should be plenty of parking for students and teachers, probably about the same ratio there was currently. Mr. Howell further stated that it never seems that there is enough parking, but this would be very functional and would work well. Mr. Barlow added that most schools set up a system which allowed parking spots to be allotted, so he and Dr. Denson have discussed how that might look going forward, whether it would be through purchase fundraising or an honor program, that will be up to his committee to decide how that will be done. Mr. Howell stated that he would vote for purchasing spots. Mr. Barlow stated that some schools will sell spots as part of a senior class fundraiser where the senior class would give a portion back to the school as a gift or they would use it for a senior trip.

Mr. Howell stated that as part of the Motion the Board had the architect's contract in front of them as well as the project manager's contract. Mr. Howell stated that they were thinking of having Boyer do the project management, but Mr. Lopeman had stated that he was already going to do the work and that they might not need a separate project manager. Mr. Howell added that this would be under Mr. Lopeman's fee, which is around 5% of the project, saving about 2.5% that would have gone to a project manager. Member Noble asked when the project should be completed to which Mr. Howell responded that it should be finished by the start of school next year (2016/2017) Mr. Lopeman stated that it is an aggressive schedule, but they are on schedule and he didn't see any issues. Member Brady asked if Mr. Lopeman has managed a project like this before, to which he replied that he had managed the other Somerset schools and all the Doral campuses from a construction standpoint: reviewing all the change orders and the contractors' work. Mr. Howell stated that this was basically what Mr. Lopeman had done on previous projects because Boyer relied on him to do that. Mr. Lopeman clarified that he would not be full time on-site, but that he would visit once per week and do a full walk through, which, in his opinion, would be sufficient for this type of project. Mr. Barlow stated that there have been many times when he had visited Mr. Lopeman at his office to go over plans or talk about changes. Member Harty requested verification that this motion was to approve the architect contract which includes project management to which Mr. Howell stated, yes.

**Member Harty Motioned to Approve the Architect Contract as proposed. Member Brady Seconded the Motion and the Board unanimously Approved and the Motion carried.**

Mr. Reeves pointed out that the support documents contained a drawing for the Sky Pointe signage and he wanted the administration to be aware that it was out for bid and would be completed as part of this project.

## **11. Discussion Regarding Disclosure of Conflicts of Interest.**

Mr. Reeves stated that he had drafted a letter to the State Public Charter School Authority disclosing three possible conflicts regarding Board members and either a vendor or a school employee, and added that this was a result of Academics requesting information from principals and taking an internal look at contracts regarding any

employees or vendors pursuant to NRS 332.800: a person described in this paragraph may serve on the governing body if the person has entered into a contract with the governing body to provide goods or services to the charter school without profit or at no cost to the charter school. The governing body shall maintain documentation of the terms of such a contract. Mr. Reeves further stated that the three situations that affect Somerset could be found in the support documents on page 307, and Mr. Reeves proposed that the letter be sent to the Charter School Authority with the Board's approval adding that it would then be up to the Authority to either consent to these conflicts or potentially ask the Board member to step down. Member Noble asked if the Authority would be determining the outcome of this disclosure. Mr. Reeves stated that they are the authority on such matters, but there have been instances where the Authority had consented and everybody moved on.

Member Harty brought up conflict #2 regarding Eric Brady being related by blood to the ownership of Brady Supply Company, stating that he believed that when the Board approved Brady Supply as a vendor, Member Brady abstained from the vote. Mr. Reeves confirmed that he noted in his letter that Member Brady was not at all involved in the selection process, stating that the process began before he joined the Board. Mr. Reeves hoped that the letter was written in such a way that it would be clear to anyone who read it that there was no evidence of improper conduct. Member Noble expressed his desire to not lose any of the current Board members and stated that he was certain that there was nothing problematic going on, and added that he saw the need to disclose the information, but he would not support any disqualification of any of our Board members short of the Authority requiring it. Mr. Reeves confirmed that he thought it would be better to disclose and get their consent rather than sit on the information. Member Noble asked Member Brady and Member Elison to comment because they were affected. Member Brady stated that he did not know that, in reference to conflict #1, they were being paid for those services and recommended that they, in future, not be paid for that service and that conflict #1 be removed from the letter. Mr. Reeves requested a Motion from the Board to approve the letter minus the language in section #1. Member Brady asked if he and Member Elison should abstain from the vote to which Mr. Reeves replied that they should not because there was not any conflict with submitting the letter.

**Member Noble Motioned to Approve the submission of the letter after removing conflict #1. Member Harty Seconded the Motion, and the Board unanimously Approved and the Motion carried.**

## **12. Proposed Adoption of Board Member Handbook and Grievance Policy.**

Mr. Reeves stated that he came across a practice that he thought would be a good addition to the current practices and that it would be the addition of a Board Member Handbook. Mr. Reeves explained that the Handbook outlines what is expected of a Somerset Board member by way of an orientation, and added that there was a need to maintain what is in the bylaws regarding attendance, maintenance of professional development, and things of that nature. Mr. Reeves further explained that the Handbook contains an organizational chart, governance outlines, and responsibilities and duties of a Board member. Mr. Reeves recommended the adoption of the document stating that it would be a good handbook to give new or prospective Board members, adding that the appendix contained the Articles of Incorporation, the Bylaws, and a link to all the previous board meeting minutes. Mr. Reeves stated that the second attached document was the Grievance Policy. Mr. Reeves stated that basically the policy outlined steps that a person should take if they have an issue, and that addressing the Board with the problem should not be the first step in the process. Mr. Reeves further stated that, using this outline, anyone with a grievance should be able to address a grievance by following the fewest amount of the four steps, adding that both of these documents could be a positive improvement to the current policies.

Member Noble asked when this policy would come into play. Mr. Reeves gave an example where a parent came to the Board upset about changes to the after-school program. In a situation like this, where it was a decision that was made at the principal level, the Board could then ask the parent if they have already addressed the situation with the principal, if they had not, the Board could then request that they go back to the principal and get a response in writing and try to address it with the person who directly controlled the situation. Mr. Reeves

explained that if they still were not satisfied with the response, they could submit the problem in writing to the Board to have the Board decide if the item should be added to a future Board meeting agenda. Member Noble asked if the Executive Director would have any role in the policy, to which Mr. Reeves responded that it had been considered to add the Executive Director, but that it might put him at odds with the principal when his main role was to support the principal, but that the Executive Directory definitely could play a role in facilitating that this process happens.

Member Noble stated that this policy was needed because the Board does receive emails that they do not always know how to deal with, therefore this procedure could be beneficial for all parties involved. Member Harty also stated that he thought this would be a positive addition to procedures, but he wanted to clarify that this would not prohibit anyone from speaking during the public comment portion of the board meetings. Mr. Reeves assured the Board that the right to a public comment in an open meeting trumps any school policy, but it will allow the Board to direct people to this policy as opposed to engaging their concerns so that we can get to the point where the meetings are more efficient. Member Harty stated that he assumed we could still speak to members of the Somerset community about issues, but as far as being a Board member we can direct them to this policy to which Mr. Reeves replied in the affirmative. Member Noble stated that, even though he had not read the handbook in full yet, he did like the idea of having guidelines set forth. Member Mizer concurred stating that he, as a new Board member, would appreciate the information. Member Brady supposed that they could make changes in the future if they needed to, and Mr. Reeves agreed.

**Member Brady Motioned to Approve the Board Member Handbook and Grievance Policy as outlined. Member Alison Seconded the Motion, the Board unanimously Approved and the Motion carried.**

### **13. Discussion Regarding Charter School Association of Nevada Conference, Proposed to Take Place November 2, 2015 at Somerset Academy's Losee Campus.**

Member Harty asked Mr. Reeves to define professional development. Mr. Reeves stated that this next agenda item would be the perfect opportunity to explain. Mr. Barlow stated that the Charter School Association would be hosting a Nevada Conference which would take place on November 2, 2015 at the Losee campus (paired with the schools' Staff Development day), adding that as part of this conference the Charter School Association would have the opportunity to see Somerset in operation and see our professional development taking place as a system. Mr. Barlow invited the Board to attend as well as there would be some sessions that the Board may want to attend. Mr. Barlow stated that he would be working with the Losee staff and that Bethany Farmer would be facilitating the conference and putting the agenda together. Mr. Barlow and Ms. Farmer would also be working on some ideas for parking because there will be over 500 teachers plus administrators on the campus.

Mr. Reeves stated that he had been a member of the Board for the Charter School Association of Nevada (along with one other attorney and three principals) and that they were instrumental in changing the bylaws in order to allow private companies to become members of the association and not just schools because schools do not have the money to fund the organization, adding that this conference will be a big part of that. Mr. Reeves stated that Somerset agreed to host the conference, which will change the dynamic of the whole conference. Mr. Reeves explained that one multi-purpose room will be filled with vendors and other support agencies, and the other multi-purpose room will be used for large group sessions, and additionally the classrooms will be used for break-out sessions. Mr. Reeves further stated that among those will be planned Board break-out sessions, making this a true charter school conference, even though the majority of the classes will be focused on teachers. Mr. Reeves pointed out that Member Alison had had the opportunity to attend similar conferences before and asked him to give an example of one of the sessions he had attended. Member Alison stated that there was a session specifically about Board governance. Mr. Reeves stated that attending these conferences would be the easiest way to get those professional development hours that were committed to in the Member Handbook and the Bylaws, adding that he hoped that the Board could mark their calendars and plan to attend. Mr. Reeves thanked all the

people who will be making this happen. Member Noble asked if the required professional development hours were required by statute or just by the bylaws. Mr. Reeves responded that they were required by the bylaws, but that the state would frown upon a charter that does not require professional development by its Board, noting that it is only a half of a day each year that the Board can spend learning how to be a better Board member. Member Noble asked who would be tracking the professional development hours, to which Mr. Reeves replied that up until now they had not been tracked, but henceforth Academica would track them. Mr. Reeves also mentioned that the handbook stated that if a Board member missed three board meetings, they effectively resign, so they will track that as well.

#### **14. Executive Director and Principal Reports.**

Mr. Barlow stated that the usual practice was to allow the principals to come forward to make a report, and now with seven principals scattered over five campuses it would add a great deal of length to the meetings. Mr. Barlow further stated that he spoke with all the principals and they have agreed that, as part of his duties, Mr. Barlow would compile a newsletter of the goings-on at the campuses and any issues the principal might have and these would become part of the support documents, adding that if the Board would like to further discuss items on the newsletter they could contact the principals or add that item to the agenda of a future board meeting. Mr. Barlow stated that the principals had all agreed that this practice would be acceptable to them if the Board agreed. Mr. Barlow stated that for this meeting, however, the principals did have something prepared individually and would hopefully move forward with the newsletter at the next meeting. Member Noble stated that he liked the idea of having items that they might not have time to discuss down in writing, adding that he would welcome the idea of knowing what is going on at the campuses. Principal Jefferson stated that there can be times when you hear the same thing from five different elementary campuses, so this way they could put more thought into it and make it more specific to each campus. Mr. Reeves added that the handbook also stipulates that there be a Board campus visit day. Mr. Barlow stated that he had been working with Bethany Farmer to consolidate the updates for the newsletter and the result was included on page 320 of the support documents.

Principal Farmer stated that all was going well and that they had just hired their third special education teacher and that there was one opening for a fifth grade teacher. Mr. Farmer introduced his new APs, Dr. Lorig and Ms. Norland and stated that they had been working hard on getting ready for a new year.

Principal Kelley stated that they had a new room built out for the special education teachers and that they were looking forward to the upcoming new teacher training that would be held at the Losee campus in August.

Principal Jefferson stated that they had been getting ready for the new school year and that they were fully staffed.

Principal Mayfield stated that the painting at the North Las Vegas campus looked great and that the floors were almost ready, adding that she was fully staffed until she very recently found out that they would be losing a math teacher. Principal Mayfield stated that they received a grant that was fully funded so they would be doing CHAMPS training for the entire staff. Principal Mayfield further stated that they would also be having a back to school bash.

Principal Pendleton stated that they would be having a Family Night sponsored by their PTO; the band director would be having a “try your instrument out” night at Family music so that the students could try out their instruments; and they would be having a Middle School orientation. Principal Pendleton also stated that Dr. Jacobi would be coming to town to work with the K-3 teachers and that they were also evaluating those middle school students who requested advanced math. Principal Pendleton added that they had tentatively scheduled their teacher meet and greet, but would have to wait to finalize it when they got occupancy.



Principal Phillips thanked Ms. Salmon for helping get the furniture for the high school and stated that they were almost fully staffed save one part-time English teacher. Principal Phillips stated that they would be a little tight on space until they could move the high school students to their space in January, but they were very happy about the expansion and hoped the field would also be complete.

Principal Denson stated that they were fully staffed save one resource teacher for which he did have some good candidates. Principal Denson stated that they had summer school beginning and they were starting a two week orientation for their incoming 6<sup>th</sup> graders: Catch the Wave. Principal Denson congratulated the Advanced Placement teachers and stated that they would be growing that program to add three additional classes for next year.

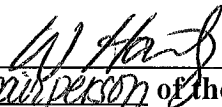
**15. Public Comments and Discussion.**

None.

**16. Adjournment.**

**Member Elison Motioned to adjourn the meeting at 9:04 p.m. Member Brady Seconded the Motion and the Board unanimously approved. The Meeting was adjourned.**

Approved on: November 4, 2015

  
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*Vice Chairperson* of the Board of Directors  
Somerset Academy of Las Vegas