

MINUTES
of the meeting of the
BOARD OF DIRECTORS of SOMERSET ACADEMY OF LAS VEGAS
September 12, 2017

The Board of Directors of Somerset Academy of Nevada held a telephonic public meeting on September 12, 2017 at 4:00 p.m.

1. Call to order and roll call

Board Chair John Bentham called the meeting to order at 4:02 p.m. with a quorum present. In attendance were Board members Cody Noble, Will Harty, Travis Mizer, Carrie Boehlecke, Eric Brady (4:20) and John Bentham.

Board member Sarah McClellan was not present.

Also present was a teacher from Somerset Losee Ms. Jenny Sauter, Director of SESS Nancy Fitzgerald, Executive Director John Barlow, as well as Academica representatives Kristie Fleisher, Trevor Goodsell, Ryan Reeves, and Crystal Thiriot.

2. Public Comments and Discussion

Jenny Sauter, a teacher from Somerset Losee, addressed the Board and stated that she was proud to report the success and completion of the Somerset Garden at the Losee campus; adding that 90 students from K-12 participated in a seed planting party, and over 300 community members were in attendance. Ms. Sauter thanked everyone for their continued support.

Member Bentham stated that he had seen the garden and that it was very rewarding to see how much it had grown; adding that he appreciated Ms. Sauter's commitment to the garden project.

Member Mizer asked if there was an answer in regards to insurance for the garden. Member Bentham replied that insurance was in place and they were in full compliance. Mr. Ryan Reeves addressed the Board and stated that utilizing the garden within the school had been approved; adding that he was still waiting for a response in regards to providing food from the garden outside of the school. Mrs. Sauter stated that a producer's certificate had been obtained and would have it verified and delivered to the Board by the end of the week.

3. Approval of Minutes from August 5, 2017 Board Meeting and Retreat

Member Noble motioned to approve the minutes from August 5, 2017 board meeting and retreat. Member Boehlecke seconded the motion, and the Board voted unanimously to approve.

4. Review and Approval of the Somerset Academy Special Education Policies and Procedures Manual

Executive Director John Barlow addressed the Board and stated that the State Public Charter School Authority requested that the school create a policy to include how SPED services were rendered. Executive Director Barlow further explained that items to be presented specifically were the documentation of student progress, administering IEPs assessments of new students, and a description of SPED staff responsibilities; adding that the Somerset Policies and the SPCSA requirements had been combined as presented in the materials.

Ms. Nancy Fitzgerald addressed the Board and explained in detail items found in the SPED Policy and Procedure Manual.

Member Noble motioned to approve the Somerset Academy Special Education Policies and Procedures Manual. Member Harty seconded the motion, and the Board voted unanimously to approve.

5. Review and Approval of the Special Education Corrective Action Plan

Executive Director Barlow asked if the Corrective Action Plan was derived because of fault by Somerset. Ms. Fitzgerald replied that it was not; however, there was a submission of students for compliance review; adding that there was a Corrective Action Plan derived from a file that was not from Somerset; the situation was corrected and as a result the SPCSA requested that a campus wide training in SPED Policies and Procedures be conducted. Discussion ensued in regards to implementing the SPED Policies and Procedures Manual and training.

Executive Director Barlow stated that the principals held a meeting to discuss implementing a strategy to train staff in the SPED Policies and Procedures; adding that a complete system training would be held on November 3, 2017.

Member Noble motioned to approve the Special Education Corrective Action Plan. Member Harty seconded the motion, and the Board voted unanimously to approve.

6. Report on High School Enrollment and Adjustment of High School Enrollment Targets

Executive Director Barlow stated that an extensive outreach was conducted to reach enrollment targets; adding that it would be up to the Board to make adjustments to fill available seats in the 11th and 12th grade classes.

Ms. Kristie Fleisher addressed the Board and stated that the lottery and the law stated that if there was a target enrollment and the school was under it in any grade level with a wait list, those seats must be filled; adding that the Board may choose to lower target enrollment or decide to accept and fill the available seats.

Executive Director Barlow stated that when a student was enrolled and was behind in grade level credits, the school would be laden and responsible of bringing the student to grade level; adding that a large percentage of students transferring to Somerset in 11th and 12th grade were in such a deficit that achieving grade level credits in the allotted time frame was not feasible, and as a result it would affect the overall graduation rate and might overwhelm staff.

Member Harty asked how this year was different from any other year, to which Executive Director Barlow replied that in the past there had not been an increase in seats available, and this was the first year that it has been challenging to achieve the student enrollment target at the two high schools.

Member Harty asked how many seats are open at this time. Ms. Fleisher responded that at Somerset Losee the 11th grade had 18 seats, 12th grade had 5 seats; and at Sky Pointe 11th grade had 13 seats, and 12th grade had 18 seats available.

Member Harty asked what the financial impact would be if they lowered enrollment targets. Mr. Reeves stated that the overall numbers based on current enrollment was at less than 1 percent; adding that, as a result, there would be no significant financial impact. Discussion ensued regarding the overall impact of lowering enrollment targets.

Member Noble motioned to approve enrollment and adjustment of high School enrollment targets by – 5 in every case (78 for 11th and 46 for 12th grade at Losee campus; and 132 in the 11th grade and 97 in the 12th grade at Sky Pointe campus). Member Mizer seconded the motion, and the Board voted unanimously to approve.

6. Discussion and Possible Action Regarding Disclosure of Conflicts of Interest

Ms. Crystal Thiriot addressed the Board and stated that Megan Mizer (wife of Member Mizer) was working as a long term substitute in Kindergarten at Sky Pointe Elementary; adding that it was necessary for Mrs. Mizer to be in the classroom because of the hiring shortage. Mr. Reeves added that this was not an unprecedented event and that other schools had not encountered any issues, and that documents would be sent out to SPCSA for approval.

Member Brady motion to approve the disclosure of conflicts of interest regarding Megan Mizer. Member Noble seconded the motion, and the Board Voted unanimously to approve, with Member Mizer abstaining from the vote.

7. Discussion and Possible Action to Accept Funding From the Following Awarded Grants:

- a. Title II**
- b. Social Worker**
- c. Nevada 21**

Executive Director Barlow stated that there had been a request for \$54,000 for the Title II grant, and three campuses would each receive \$6,000; and another three campuses would receive \$9,000; adding that there was also the Social Worker grant that would pay sufficiently to keep five social workers on campus. Executive Director Barlow added that the Nevada 21 grant had been awarded as well, and asked the Board to approve the Read by 3 grant if awarded.

Member Brady motioned to accept funding from the awarded grants. Member Noble seconded the motion, and the Board voted unanimously to approve.

8. Executive Directors Report

Executive Director Barlow stated that the focus at the campuses was with leadership teams in regards to aligning with the Every Student Succeeds Act, adding that all staff is working toward doing all things possible to support student academic growth. Executive Director Barlow further explained there had been a decline in academic progress from the 5th to 6th and 8th to 9th grade transition; adding that a transition program with best practices would be put in place to assist student achievement. Executive Director Barlow stated that strategic planning would be the focus and would be presented at the October board meeting.

9. Member Comment

Member Bentham stated that he noticed that there was a need for a shade structure at the Sky Pointe campus for the pick-up and drop off line; adding that he would appreciate staff looking into acquiring the shade structure.

10. Public Comment

There is no request for public comment

11. Adjournment

The meeting was adjourned at 5:03 p.m.

Approved on: 10-12-17



Secretary of the Board of Directors
Somerset Academy of Las Vegas