

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 meeting on August 11, 2018 beginning at 8:00 a.m. at 4155 N. Rancho Drive #140 Las Vegas, NV 89130. 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 Elison at (702) 431-6260 or 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

August 11, 2018 Meeting and Retreat 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. Possible Action to Approve the Minutes from the July 26, 2018 Telephonic Board Meeting
4. Discussion and Possible Action to Approve a Policy and Procedure for Accepting Capital Donations (For Possible Action)
5. Discussion and Possible Acceptance of a Capital Donation from Webster Orthodontics to the Sky Pointe Campus (For Possible Action)
6. Discussion and Possible Approval to Submit an Amendment to the Somerset Academy Charter to Acquire the Lone Mountain Campus (For Possible Action)
7. Academic Report and Executive Director Update (For Discussion)
8. Evaluation of Executive Director John Barlow (For Possible Action)
9. Discussion and Possible Action Regarding Somerset Academy Strategic Planning (For Possible Action)
10. Member Comment (Information/Discussion)
11. Public Comments and Discussion (Discussion)
12. 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) 4491 N. Rainbow Blvd., Las Vegas, Nevada 89108
- (6) North Las Vegas City Hall, 2250 Las Vegas Blvd. North, North Las Vegas, Nevada.
- (7) Henderson City Hall, 240 South Water Street, Henderson, Nevada.
- (8) Las Vegas City Hall, 495 S. Main St., Las Vegas, Nevada.

SOMERSET ACADEMY OF LAS VEGAS

Supporting Document

Meeting Date: August 11, 2018
Agenda Item: 3 – Possible Action to Approve the Minutes from the July 26, 2018 Telephonic Board Meeting
Enclosures: 1

SUBJECT: Minutes Approval

- Action
- Appointments
- Approval
- Consent Agenda
- Information
- Public Hearing
- Regular Adoption

Presenter (s): Board

Recommendation:

Proposed wording for motion/action:

Move to approve the minutes from the July 26, 2018 telephonic board meeting.

Fiscal Impact: N/A

Estimated Length of time for consideration (in minutes): 1 Minutes

Background: A telephonic board meeting was held on June 26, 2018. As such, the minutes will need to be approved for this meeting.

Submitted by Staff

MINUTES
of the telephonic meeting of the
BOARD OF DIRECTORS of SOMERSET ACADEMY OF LAS VEGAS
July 26, 2018

The Board of Directors of Somerset Academy of Nevada held a public telephonic meeting on July 26, 2018, at 8:00 a.m.

1. Call to Order and Roll Call

Board Chair John Bentham called the meeting to order at 8:02 a.m. with a quorum present. In attendance were Board members Will Harty, Travis Mizer, Gary McClain, Sarah McClellan, and John Bentham.

Board members Carrie Boehlecke and Cody Noble were not present.

Also present were Principals Jenni Martinez, Elaine Kelly, Ruby Norland, Reggie Farmer, and Lee Esplin; as well as Academica representatives Crystal Thiriot, Marc Clayton, Michael Muehle, and Arthur Ziev.

2. Public Comment and Discussion

There was no request for public comment.

3. Consent Agenda

- a. Minutes from the June 12, 2018 Board Meeting**
- b. Approval of a Revision to the Progressive Discipline Policy**
- c. Acceptance of Title IVA Grant Funds**
- d. Acceptance of CCR-AP Grant Funds**
- e. Approval of Recommendations from the Finance Committee:**
 - 1. School Financial Performance**
 - 2. Approval of the use of Bond Funds up to \$28,000 for Improvements at the Losee Campus: Executive Director's Offices and Gymnasium Floor Logo**
 - 3. Approval of the use of Bond Funds up to \$6,175 for Improvements at the Stephanie Campus: Glass Partition and Doors**
 - 4. Approval of a Janitorial Contract between Dynamic Cleaning, LLC and the Sky Pointe Campus**

Member McClain moved to approve items a, c, d, and e on the consent agenda. Member McClellan seconded the motion, and the Board voted unanimously to approve.

Consent Agenda item b was tabled.

4. Discussion and Possible Action to Approve the use of Bond Funds for Improvements at the Losee Campus: Dance Room and Middle School Multipurpose Room Flooring

Ms. Crystal Thiriot addressed the Board and reviewed the bids from FSI/Flooring Solutions of NV, Inc. for the two flooring projects at Losee Campus as presented in the support materials. Mr. Ziev stated that the flooring would be of superior quality with a 20+ year warranty. Member Bentham asked if Principal Farmer had approved the choice of flooring, to which Mr. Ziev replied in the affirmative. Member McClellan asked where the dance room would be housed, to which Ms. Thiriot replied that it would be located in the high school wing. Further discussion ensued regarding the estimated costs for the flooring projects.

Member Harty moved to approve the use of bond funds not to exceed \$115,000 for improvements at the Losee Campus: dance room and middle school multipurpose room flooring. Member McClain seconded the motion, and the Board voted unanimously to approve.

5. Discussion and Possible Action Regarding the Proposed Licensed Employee Evaluation and Discipline Policy

Mr. Michael Muehle addressed the Board and reviewed the proposed Licensed Employee Evaluation and Discipline Policy as presented in the materials. Principle Jenni Martinez stated her concern regarding the additional evaluation of probationary administrators; adding that there would be a conflict of interest should the person assigned to complete the second review be selected by a team that included the initial evaluator. Further discussion ensued regarding the wording of number 3, under the subsection “a” of section 2.3.1; adding that the wording would be changed to the following: Executive Director and post probationary administrator will mutually decide on the administrator to perform the observation. If it cannot be mutually agreed upon the Board will appoint an administrator to perform the observation.

Member McClain moved to approve the proposed Licensed Employee Evaluation and Discipline Policy with the included wording as discussed. Member McClellan seconded the motion, and the Board voted unanimously to approve.

6. Discussion and Possible Action to Approve a Sponsor for Sky Pointe’s Gymnasium Floor

Ms. Thiriot stated that Webster Orthodontics would like to make a \$120,000 donation to Sky Pointe’s athletic program; adding that the donation was contingent upon the company’s name being advertised on the gym floor. Member Harty asked if there were any legal issues associated with advertising the company’s name on school property that would need to be addressed before approving the donation, to which Mr. Muehle replied that he would look into the legal details and would write a proposal

addressing any issues. Member Harty asked Mr. Muehle that the proposal also include a specific time frame, a morality clause, and a compliance clause; adding that a letter of agreement would be needed before the company's name was added to the gym floor.

Member McClellan moved to approve the sponsor for Sky Pointe's gymnasium floor pending legal review. Member Harty seconded the motion, and the Board voted unanimously to approve.

7. Member Comment

Member McClain stated his appreciation to all the administrators and wished them luck for the coming school year, to which Member Bentham agreed.

Principal Elaine Kelly stated that she would be receiving the keys to the new building on August 11th, and asked for help getting the school ready for the first day of classes.

8. Public Comments and Discussion

There was no request for public comment.

9. Adjournment

This meeting was adjourned at 8:40 a.m.

Approved on: _____

**Secretary of the Board of Directors
Somerset Academy of Las Vegas**

SOMERSET ACADEMY OF LAS VEGAS

Supporting Document

Meeting Date: August 11, 2018 Agenda Item: 4 – Discussion and Possible Action to Approve a Policy and Procedure for Accepting Capital Donations Number of Enclosures: 0

SUBJECT: Capital Donation Policy and Procedure

<input checked="" type="checkbox"/> Action <input type="checkbox"/> Appointments <input type="checkbox"/> Approval <input type="checkbox"/> Consent Agenda <input type="checkbox"/> Information <input type="checkbox"/> Public Hearing <input type="checkbox"/> Regular Adoption

Presenter (s): Lee Esplin/Crystal Thiriot

Recommendation:

Proposed wording for motion/action:

Move to approve the Sponsorship Policy and Procedure for Somerset Academy.
--

Fiscal Impact: N/A

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

Background: In response to a recent large donation with accompanying sponsorship at Sky Pointe, it has become evident that a system-wide Capital Donation Policy and Procedure be created and put into place.

Submitted By: Staff

SOMERSET ACADEMY OF LAS VEGAS

Supporting Document

Meeting Date: August 11, 2018
Agenda Item: 5 – Discussion and Possible Acceptance of a Capital Donation
from Webster Orthodontics to the Sky Pointe Campus
Number of Enclosures: 1

SUBJECT: Sponsorship Policy and Procedure

Action
 Appointments
 Approval
 Consent Agenda
 Information
 Public Hearing
 Regular Adoption

Presenter (s): Lee Esplin/Crystal Thiriot

Recommendation:

Proposed wording for motion/action:

Move to approve the Sponsorship Policy and Procedure for Somerset Academy.

Fiscal Impact: N/A

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

Background: In response to a recent capital donation at Sky Pointe, an MOU has been created specifically for this situation.

Submitted By: Staff

**MEMORANDUM OF UNDERSTANDING
BETWEEN SOMERSET ACADEMY OF LAS VEGAS – SKY POINTE CAMPUS AND WEBSTER
ORTHODONTICS**

This Memorandum of Understanding (“MOU”) is made on _____ of _____, 2018, by and between Somerset Academy of Las Vegas – Sky Pointe Campus (“Sky Pointe”), located at 7058 Sky Pointe Dr. Las Vegas, NV 89131, and the Webster Orthodontics (“Webster”) (collectively the “Parties”), for the purpose of achieving the various aims and objectives set forth below.

WHEREAS, the Parties mutually agree to the following:

1. Webster will make a one-time capital donation of \$120,000 to Sky Pointe, and will receive naming rights for the High School Gym for the length of 10 school years commencing with the 2018-19 school year and ending with the 2027-28 school year.
2. Signage shall be placed on the front of the gym bearing the name of Webster.
3. Webster’s logo shall be placed in two areas determined by Sky Pointe on the High School gym floor.
4. The logo for Webster shall be placed on the refreshments trailer used for Sky Pointe athletic events.
5. Webster shall be named in all Sky Pointe athletics paper sports programs held in the Sky Pointe gym.
6. Sky Pointe shall hold a ribbon cutting ceremony to commemorate the naming of the Webster gymnasium. Las Vegas City Council members and newspapers shall be invited to the ribbon cutting ceremony.
7. Sky Pointe may immediately terminate this MOU at any time, upon written notice to Webster, if Webster, its employees, or owners, become the subject of public disrepute, contempt or scandal that affects Webster’s image or good will. If Sky Pointe terminates this MOU pursuant to this provision, Sky Pointe is entitled to keep the entire one-time donation of \$120,000.00.
8. Sky Pointe shall not have any other advertisements for Orthodontists for the period of the 2018-19 school year through the 2027-28 school.
9. After this MOU expires, the terms of this MOU may be renewed on a year to year basis subject to the approval of Sky Pointe. If the MOU is renewed, Webster will pay Sky Pointe \$5,000.00 per year, due on July 1, 2028 and on July 1 of each subsequent year the MOU is renewed.
10. This MOU does not give Webster any rights to access the gym, use the gym, or other Sky Pointe facilities.
11. Unless notified to the contrary, all notices will be sent to the Parties at the addresses below:

Somerset Academy of Las Vegas - Sky Pointe Campus
7058 Sky Pointe Dr.
Las Vegas, NV 89131

Attention: Lee Esplin

Webster Orthodontics
7603 Grand Teton Dr. #110
Las Vegas, NV 89131
Attention: Richard Webster

12. This MOU shall be governed by Nevada law.
13. If this MOU becomes the subject of dispute, the prevailing party shall be entitled to reasonable attorney's fees.
14. Any amendments to this MOU must be signed in writing by both Parties.
15. The partial or complete invalidity of any one or more of the provisions of this MOU will not affect the validity or continuing force and effect of any other provision. The failure of a Party hereto to insist in any one or more instances upon the performance of any of the terms, covenants or conditions of this MOU or to exercise any right herein, will not be construed as a waiver or relinquishment of such term, covenant, condition or right with respect to further performance.
16. This MOU is intended solely for the benefit of the Parties hereto, represents the entire, integrated agreement between the Parties, and supersedes all prior negotiations, representations, or agreements, written or oral.

The Parties agree to the above Memorandum of Understanding on the _____ day of _____, 2018. Signatures below.

Somerset Academy of Las Vegas – Sky Pointe Campus
Orthodontics

Richard Webster, Webster

SOMERSET ACADEMY OF LAS VEGAS

Supporting Document

Meeting Date: August 11, 2018

Agenda Item: 6 – Discussion and Possible Approval to Submit an Amendment to the Somerset Academy Charter to Acquire the Lone Mountain Campus

Number of Enclosures: 1

SUBJECT: Charter Amendment to Acquire the Lone Mountain Campus

Action

Appointments

Approval

Consent Agenda

Information

Public Hearing

Regular Adoption

Presenter (s): Crystal Thiriot

Recommendation:

Proposed wording for motion/action:

Move to approve submission of an amendment to the Somerset Academy Charter to acquire the Lone Mountain campus.

Fiscal Impact: N/A

Estimated Length of time for consideration (in minutes): 3-5 minutes

Background: It is necessary to submit an amendment to the Somerset Academy Charter in order to move forward in the bond process for the Lone Mountain campus.

Submitted By: Staff



SOMERSET ACADEMY
OF LAS VEGAS
6630 Surrey St.
Las Vegas, NV 89119

July 9, 2018

State Public Charter School Authority
Attn: Patrick Gavin
1749 North Steward Street, Suite 40
Carson City, Nevada 89706

Re: Amendment Request for Somerset Academy of Las Vegas for the acquisition of the Lone Mountain campus

Dear Mr. Gavin,

Below is the summary for Somerset Academy of Las Vegas to amend their charter contract with the SPCSA to acquire the Lone Mountain campus:

Somerset Academy of Las Vegas proposes to amend their charter contract with the SPCSA to acquire the Lone Mountain campus. In August of 2015, Somerset Academy of Las Vegas entered into their current lease which has a purchase option window of 3-5 years. If this option is not exercised, the school will be locked into the lease schedule which contains an escalator over the next 30 years. A bond will allow for the school to minimize their facility costs as a percentage of their operating budget.

Somerset Academy of Las Vegas requests that the Authority approve Somerset's campus acquisition amendment request.

Sincerely,

Somerset Academy of Las Vegas, Board Chair

SOMERSET ACADEMY OF LAS VEGAS

Supporting Document

Meeting Date: August 11, 2018
Agenda Item: 7 –Academic Update and Executive Director Report
Enclosures: 5

SUBJECT: Executive Director Report/Update on Academic Performance

Action
 Appointments
 Approval
 Consent Agenda
 Information
 Public Hearing
 Regular Adoption

Presenter (s): John Barlow

Recommendation:

Proposed wording for motion/action:

Fiscal Impact: N/A

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

Background:

Submitted By: Staff

Superintendent Self-Evaluation Form

User Information

Name: John Barlow (1)	Title: Executive Director
Building: Somerset Academy of Las Vegas	Department: None
Grade: None	Evaluation Type: Executive Director
Assigned Administrator: Not Assigned	Evaluation Cycle: 08/21/2017 - 06/30/2018
Submitted By: Barlow, John	Date Submitted: 06/07/2018 1:25 am EDT
Acknowledged By: N/A	Date Acknowledged: Unacknowledged
Finalized By: N/A	Date Finalized : Unfinalized

Directions: The executive director should use this form annually to reflect on the effectiveness and adequacy of his/her practice based on each performance standard. Please refer to the performance indicators for examples of behaviors exemplifying each standard.

Date: 6/7/2018

1. Mission, Vision, and Goals

The executive director works with the local board to formulate and implement the school system's mission, vision, and goals to promote student academic progress.

1. Areas of strength:

In working with the Somerset Board of Directors throughout the 2018-18 school year, I have provided updates at each Board meeting regarding system progress toward goals. A clear focus on the system's mission, vision and goals helped to provide content at each meeting especially when asked direct questions from Board members. In order to provide ready and ongoing communication with the Board regarding these items, I regularly sought school action steps from principals and assistant principals taken in reaching the four tenants of the school system's vision of creating a college prep environment with an emphasis on leadership, character and service.

Additionally, I listened to and responded to individual Board members concerns and questions relating to school climate and culture. I worked collaboratively with principals in executing the Board's desires to improve school culture especially in the areas of student discipline and behavior. As a system, we're not perfect, however steps are being taken to more robustly address negative student behavior.

1. Areas needing work/strategies for improving performance:

I will increase the communication from my office regarding school events, progress towards goals, and providing insight regarding singular events/happenings occurring in each of our system's schools. I will produce a monthly calendar listing all school activities and publish a monthly newsletter to impart to the Board members. Additionally, I'll create a weekly Board Member Update email that will provide timely information regarding school happenings.

2. Planning and Assessment

The executive director strategically gathers, analyzes, and uses a variety of data to guide planning and decision-making consistent with established guidelines, policies, and procedures that result in student academic progress.

2. Areas of strength:

In order to more fully understand the academic progress of the students within the Somerset family of schools, I lead the initiative to implement the MAP assessment system. Three assessments were administered to students beginning in the fall of 2017 and ending in May of 2018. For the first time in the system's history, all campuses used the same assessment tool to look at student growth over time and to develop action plans to address students' strengths and weaknesses.

Other data points include each high school's graduation rates, credits earned, and scholarships received. Additional data points include results from the SBAC State assessment, WiDA assessment results, attendance patterns, student discipline incidents, and fiscal resources aligned with each school's Performance Plan.

2. Areas needing work/strategies for improving performance:

More effort will be provided in calibrating matriculation and graduation requirements in practice at each of the two high schools. There appears to be practices that may be in conflict with the Somerset Academy of Las Vegas Charter which need to be vetted with school stakeholder groups.

Additionally, more discussion surrounding the interpretation of the MAP data is needed in order to more purposefully affix student progress data to teacher/admin summative evaluations. A committee of teachers and administrators will be formed to look into establishing a collaborative decision on how the student progress rates will be applied to the system's evaluations.

My office will support teachers at each site to become experts in the administration, analyzation, and use of MAP assessment results. By doing so, each campus will have experts other staff members may go to in order to better understand the actions needed to address individual student needs.

3. Instructional Leadership

The executive director fosters the success of all teachers, staff, and students by ensuring the development, communication, implementation, and evaluation of effective teaching and learning that leads to student academic progress and school improvement.

3. Areas of strength:

Support was given to three campuses at the beginning of the year in the implementation of the Mylearningplan.com platform for conducting classroom observations, archiving teacher artifacts, and providing feedback regarding professional interactions between teachers and supervisors. I provided on-site trainings to teachers and administrators and reviewed the steps in uploading and recording information. Although not all schools use the same platform in the evaluation and supervision of their teachers, I use it for all principal evaluations. I asked that principals use it in providing supervision for their assistant principals.

My office supported principals and school leaders in better understanding the Charlotte Danielson FFT by conducting professional development during the beginning of the school year, conducting school based classroom calibration sessions at each site, and by encouraging schools in sending staff to various content trainings and middle level education conferences in order to gain insight to trends associated with school improvement. My office also supported the curriculum director to work directly with schools in review of the Charlotte Danielson FFT specifically in Domains 2 and 3 - classroom instruction and classroom environment.

Plans have already been set to provide ongoing training in the next school year starting on June 27th and 28th as school leaders and instructional coaches participate in a book study called [You Don't Have to Be Bad to Get Better](#). Scheduled dates have been calendared to visit campuses with teams of administrators to once again conduct calibration activities aligned to the Charlotte Danielson FFT and the Advanc-ED Educational Learning

3. Areas needing work/strategies for improving performance:

I will be establishing a more systemic protocol in visiting campuses to include more classroom visits. It is my intent to be much more specific on what information I will be gathering as I visit classrooms.

4. Organizational Leadership and Safety

The executive director fosters the safety and success of all teachers, staff, and students by supporting, managing, and evaluating the district's organization, operation, and use of resources.

4. Areas of strength:

As executive director, I was able to observe procedures established on each campus relative to school safety, classroom management, and overall school operations. Conversations with school leaders lead to much reflection on current operational practices and suggestions offered to help support conditions as well as make improvements as needed.

4. Areas needing work/strategies for improving performance:

Utilize clear and specific school data to create action plans in addressing operational needs in support of student growth and achievement.

5. Communication and Community Relations

The executive director fosters the success of all students through effective communication with stakeholders.

5. Areas of strength:

I held regular monthly meetings with administrators, office manager, and counselors. I also met bi-monthly with assistant principals, registrars and other charter leaders. I served as the chair of the Nevada Choice Schools Activities Association and facilitated the hiring of a new sports management company to serve our schools beginning in the fall of 2018.

I responded to emails from administrators and parents in a timely manner and provided feedback as requested. It was my pleasure to supporting principals in parent meetings throughout the school year and recommending strategies in support of strengthened communication between stakeholders.

5. Areas needing work/strategies for improving performance:

I would like to strengthen and improve on my communication with the Somerset Board members by creating a weekly communication update and listing all campus based student activities.

6. Professionalism

The executive director fosters the success of teachers, staff, and students by demonstrating professional standards and ethics, engaging in continuous professional development, and contributing to the profession.

6. Areas of strength:

I participated in many and varied conferences and trainings in support of system goals and actions. The Executive Director's Office provided certificates of appreciation to the Somerset parents who completed 30+ hours of volunteer hours. Additionally, the Executive Director's Office provided teachers with certificates of appreciation for completing an additional year as a Somerset teacher/employee. In all cases, parents who contact my office were responded to in a professional demeanor with resolutions to their concerns provided.

6. Areas needing work/strategies for improving performance:

Seek opportunities to present at national conferences.

7. District-wide Student Progress

The executive director's leadership results in acceptable, measurable district-wide student progress based on established standards.

7. Areas of strength:

I promoted the effective use, analysis, and application of the MAP assessment data.

7. Areas needing work/strategies for improving performance:

I will seek additional knowledge in the application of system based data through collaboration with Somerset Florida and by creating a specific data dash for all stakeholders within the Somerset Academy of Las Vegas family of schools. I have engaged in conversations with the Somerset Florida representative in establishing a framework of data to help guide principals and teachers to better understand student data.

Somerset Academy of Las Vegas - Year End Executive Director Survey 2017-18

The executive director...

	Strongly Agree	Agree	Disagree	Strongly Disagree	Cannot Judge	Total							
Provides effective leadership	50.00%	3	50.00%	3	0.00%	0	6	3.50					
Promotes the effective use of human resources in coordinating instructional coaching, mentoring, and curriculum alignment	16.67%	1	66.67%	4	16.67%	1	0	0.00%	0	6	3.00		
Maintains visibility	16.67%	1	50.00%	3	33.33%	2	0	0.00%	0	6	2.83		
Demonstrates effective communication skills	16.67%	1	83.33%	5	0.00%	0	0	0.00%	0	6	3.17		
Develops and communicates a vision for the school system	83.33%	5	16.67%	1	0.00%	0	0	0.00%	0	6	3.83		
Promotes the effective use of human resources in support of schools' NSLP implementation	50.00%	3	16.67%	1	0.00%	0	0	0.00%	0	33.33%	2	6	3.75
Encourages the use of community resources and volunteer services	16.67%	1	33.33%	2	0.00%	0	0	0.00%	0	50.00%	3	6	3.33
Is approachable and accessible	66.67%	4	33.33%	2	0.00%	0	0	0.00%	0	0.00%	0	6	3.67
Is a positive ambassador for the school system	66.67%	4	33.33%	2	0.00%	0	0	0.00%	0	0.00%	0	6	3.67
Handles crises in a calm and effective manner	83.33%	5	16.67%	1	0.00%	0	0	0.00%	0	0.00%	0	6	3.83
Uses sound financial management practices	0.00%	0	33.33%	2	16.67%	1	0	0.00%	0	50.00%	3	6	2.67
Provides for two-way communication	50.00%	3	50.00%	3	0.00%	0	0	0.00%	0	0.00%	0	6	3.50
Is sensitive to the needs of all constituencies in our community	50.00%	3	50.00%	3	0.00%	0	0	0.00%	0	0.00%	0	6	3.50
Demonstrates a professional demeanor	83.33%	5	16.67%	1	0.00%	0	0	0.00%	0	0.00%	0	6	3.83
Promotes continuous student achievement and school improvement	16.67%	1	83.33%	5	0.00%	0	0	0.00%	0	0.00%	0	6	3.17
Comments:												3	3.42



Superintendent Survey Summary Form

User Information

Name: John Barlow (1)	Title: Executive Director
Building: Somerset Academy of Las Vegas	Department: None
Grade: None	Evaluation Type: Executive Director
Assigned Administrator: Not Assigned	Evaluation Cycle: 08/21/2017 - 06/30/2018
Submitted By: Barlow, John	Date Submitted: 06/07/2018 1:26 am EDT
Acknowledged By: N/A	Date Acknowledged: Unacknowledged
Finalized By: N/A	Date Finalized : Unfinalized

Date: 6/1/2018

Directions: The executive director should tabulate and analyze the client surveys and provide a summary of the results. This may be included as part of the executive director's documentation.

1. How many surveys did you distribute?

A total of seven surveys were distributed.

2. How many completed surveys were returned?

A total of six surveys were completed and submitted for this report.

3. What is the percentage of completed questionnaires you received:

I received a total of 86% of the completed surveys.

Client Satisfaction Analysis

4. Describe your survey population(s).

Principals and the curriculum director within the Somerset system received the surveys.

5. List factors that might have influenced the results.

Factors influencing the results may include daily/weekly communications with system leaders, on-site campus visits, attendance at various school events, as well as in the resolution of conflicts with individual school staff and community members.

6. Analyze survey responses and answer the following questions:

A) What did clients perceive as your major strengths?

The areas upon which the Somerset system administrators most strongly agreed were in the development and communication of a vision for the school system, handling crisis in a calm and effective manner, and demonstrating a professional demeanor. All of these areas scored 83.33% (strongly agree) and 16.67% (agree) for a total of 100%. The next strengths administrators scored at a 66.67% (strongly agree) and 33.33% (agree) were in the areas of approachability and serves as a positive ambassador for the school system.

B) What did clients perceive as your major weaknesses?

The area scoring a 33.33% rating in the disagree category was in maintaining visibility.

C) How can you use this information for continuous professional growth?

The responses provided via the survey will serve as a backdrop as I look for ways to increase the visibility at various school functions across all campuses. This may be through attendance at executive director/superintendent conferences, leadership conferences and by seeking input from school administrators.

Additionally, I will continue honing my skills in effective strategies for communicating with school leaders, promoting a positive system image, and working more closely with school based administrators in problem solving and creating strategies that better support school needs.



Somerset Academy of Las Vegas

2017-18 MAP Assessment Data

Campus	Math Achievement Percentile	Math Growth Percentile	Math Average	Reading Achievement Percentile	Reading Growth Percentile	Reading Average	Overall Percentile for the Campus
Lone Mountain	65	59	62	73.5	53	63.25	62.6
Losee	43	46	44.5	51	50	50.5	47.5
North Las Vegas	37	54	45.5	48	50	49	47
Sky Pointe	63	51	57	70.6	49	59.8	58
Stephanie	73	60	66.5	82	54.5	68.25	67
System-Wide Average Achievement/Growth Percentiles							56.42

- 76-99 Highly Effective
- 51-75 Effective
- 26-50 Minimally Effective
- 1-25 Ineffective

Somerset Academy of Las Vegas

2017-18 Principals Council/Expulsion Recommendation Hearings

1. Expulsion Recommendations

The Principals' Council convened 11 times throughout the 2017-18 school year for the purposes of conducting expulsion hearings for five of the six Somerset Academy schools. The table below lists the schools and contains the number of referrals from each site:

Recommending School	Number of Referrals to Council
Lone Mountain	1
Losee ES	0
Losee MHS	6
North Las Vegas	1
Sky Pointe K-12	1
Stephanie	2

2. Number of Incidents by Type

Battery on an employee	0	Threatening an employee	0	Misuse of technology	1	Habitual Discipline Problem	1
Weapon possession – non firearm	3	Illegal substance	5	Threatening other students	4		

3. Expulsions Upheld

A total of 6 out of the 11 recommendations were upheld. The remaining five recommendations were reduced to suspension time served. Of the total number of reductions, two families chose to withdraw their children.

4. Expulsion Recommendations Not Contested

In all cases, the administration of schools and the office of the Executive Director worked with the families of those students whose recommendations were upheld. As a result, no appeal hearings were scheduled with the Somerset Board of Directors.

SOMERSET ACADEMY OF LAS VEGAS

Supporting Document

Meeting Date: August 11, 2018
Agenda Item: 8 – Evaluation of Executive Director John Barlow
Number of Enclosures: 1

SUBJECT: Evaluation of Executive Director John Barlow

Action
 Appointments
 Approval
 Consent Agenda
 Information
 Public Hearing
 Regular Adoption

Presenter (s): Board

Recommendation:

Proposed wording for motion/action:

Fiscal Impact: N/A

Estimated Length of time for consideration (in minutes): 20 minutes

Background:

****Board Chair: Please read the attached Receipt of Copy into the record before beginning the evaluation.****

Submitted By: Staff

RECEIPT OF COPY

Receipt of Copy of the Notice of Evaluation is hereby acknowledged this 6th day of August 2018 via hand delivery to the following:

John Barlow



John Barlow

SOMERSET ACADEMY OF LAS VEGAS

Supporting Document

Meeting Date: August 11, 2018

Agenda Item: 9 – Discussion and Possible Action Regarding Somerset Academy Strategic Planning

Number of Enclosures:

SUBJECT: Strategic Planning Discussion

Action

Appointments

Approval

Consent Agenda

Information

Public Hearing

Regular Adoption

Presenter (s): Crystal Thiriot/Board Members

Recommendation:

Proposed wording for motion/action:

This item will be tabled.

Fiscal Impact: N/A

Estimated Length of time for consideration (in minutes): 2 hours

Background:

This portion of the board meeting retreat will mostly entail a discussion regarding strategic planning for Somerset Academy. A detailed agenda for this particular item, as well as additional support materials, will be forthcoming.

Submitted By: Staff