

ICDA High School Board of Directors

**MEETING MINUTES**

February 11th, 2016 \* 5:30 P.M.  
ICDACHS ▪ 1195 Corporate Blvd., Reno NV 89502

- I. Call to Order – Michel Fike calls the meeting to order at 5:37 p.m.
- II. Roll Call
  - a. Board Members Present: Michel Fike, Jessica Rodriguez, Wendy Liebler
    - i. Absent: Lisa Fitzpatrick, Keeli Rodriguez
  - b. Staff Members Present: Dawn Gilmore, Tony Nitz, Harlene Sheperd, Gustin Gondoras
  - c. Guests: Jerome Martinez
- III. Pledge of Allegiance: Led by Michel Fike
- IV. Public Comment: None  
**Comments from the public are invited at this time. The Board is precluded from discussing or acting on items raised by public comment, which are not already on the agenda. Comments cannot be restricted based on viewpoint. Public comments are limited to three minutes per person.**
- V. Routine Business:
  - a. Approval of Agenda: Wendy Liebler moves to adopt the meeting agenda, Jessica Rodriguez 2nds, motion carries
- VI. Oral Reports:
  - a. Student Representative Report - None
  - b. Board Member Activity Reports
    - i. Wendy Liebler presents sitting in on position interviews and praises the process
    - ii. Michel Fike presents that she and Dawn Gilmore conducted and complete business in regard to ICDA's bank.
  - c. Principal and Assistant Principal Reports
    - i. Assistant Principal Report
      1. Testing took place this week (2/8/16) (HSPEs)
        - a. Future testing and test dates presented
      2. Facilities Audit took place and ICDA is compliant
      3. A random health inspection occurred on 2/11/16 – also compliant
    - ii. Principal Report
      1. Get well cards for staff and board members are presented and passed around to be signed
      2. ICDA's performance audit will take place over the next two weeks (2/8 – 2/19/16)
      3. Update on the ICDA's audit of the graduation vs. dropout rate is presented
      4. Data showing that ICDA has had consistent enrollment is presented
      5. A new template for the Charter Renewal has been provided and presented
      6. Performance plan for monitoring is presented
      7. Participation in the HSPE is presented – the communication to distance students is discussed
      8. The professional development day for teachers is discussed. The informational program was on drug use and signs/symptoms of student use.
        - a. Jerome Martinez presents more in-depth information on the program
        - b. Current there is an effort to create a peer led presentation program
          - i. Jessica Rodriguez discusses the possibility of the students to be ICDA students
          - ii. Jerome Martinez discusses the possibility of the Leadership program
      9. Interviews for Math and English positions have taken place.
        - a. A math permanent substitutes has been hired
        - b. An English teacher has been hired

10. A youth correctional institution from Washington state has requested a visit to ICDA to examine our robotics and drone program (potentially on February 24<sup>th</sup> or 25<sup>th</sup>)
11. A new online program is presented. IXL-online is aligned with current standards and will be used for hybrid classrooms
12. 2 Dietary positions are discussed for the school
13. Met with the board student representative during the week to discuss a potential Spring Fling Dance.

d. Financial Report

i. Harlene Sheperd

1. discusses the upcoming HR audit
2. The Financials audit will follow in the upcoming weeks
3. The tentative budget for FYI 16/17 must be completed before April 15<sup>th</sup>, 2016
4. Current Financials are presented and are discussed
  - a. Jessica Rodriguez motion to approve the financials for January and February 2016, Wendy Liebler 2nds, motion carries

VII. Consent Agenda:

a. Approval of January 21<sup>st</sup>, 2016 meeting minutes

i. Jessica Rodriguez motions to approve the minutes with the following edits:

1. Section V, a. "cancellation"
2. Section VII, c., 10. – add "was"
3. Section IX, d., I – wording to "current"
4. Section XII, a. – February

Wendy Liebler 2nds, motion carries

VIII. Discussion and Possible Action Items

a. District Discipline Matrix Presentation

- i. Tony Nitz Presents the matrix to the board
- ii. No discussion or possible action taken as the Discipline Committee has yet to meet

b. Crisis Committee response plan adoption

- i. Jerome Martinez Presents the emergency response matrix that is being adapted from last years
- ii. Incident drills are discussed
- iii. No discussion or possible action taken as the Crisis Committee has yet to meet

c. Charter Renewal

- i. Dawn Gilmore is presently completing the data portions of the renewal
- ii. 2<sup>nd</sup> meeting is upcoming and open to the Board to sit in
- iii. Changes to the renewal are necessary
- iv. Jessica Rodriguez motions to table the discussion until renewal is completed, Wendy Liebler 2nds, motion carries

d. Board Evaluations –

- i. Survey will be distributed to members to review before next meeting.
- ii. No action is needed

e. Principal Evaluations –

- i. Dawn Gilmore presents the principal evaluation platform on *newleaders.org*
- ii. McRel Leadership training is presented
- iii. I-aspire training/ evaluation for teachers for next year is discussed
- iv. Questions that should and/or be added must include:

1. Communications plan
2. Data collection

v. Timeline for completion is June 1<sup>st</sup>, 2016

IX. Information Items

- a. None

X. Public Comment: (As detailed previously in the agenda)

- a. None

XI. New Business – Next Meeting Planning

- a. Board evaluations survey creation
- b. Financials
- c. Discipline committee

- d. Crisis committee
- e. Fundraising for Washington Trip
- f. Alarm System update
- g. Community Dances
- h. Career readiness classes
- i. Social Media presentation
- j. Marketing Committee

XII. Next Meeting Confirmation & Adjournment

- a. Wendy Liebler motions to adjourn and reconvene on March 17<sup>th</sup> 2016 at 11:00 a.m., Jessica Rodriguez 2nds, motion carries
- b. Michel Fike adjourns the meetings at 7:00 p.m.

MEMBERS OF THE PUBLIC WHO ARE DISABLED AND REQUIRE SPECIAL ACCOMMODATIONS OR ASSISTANCE AT THE MEETING ARE REQUESTED TO NOTIFY GUSTIN GONDORAS BOARD ASSISTANT, AT 1195 CORPORATE BLVD, RENO, NEVADA 89502 OR BY CALLING (775) 857-1544 PRIOR TO THE MEETING DATE.

**This agenda posted at the following locations:** ICDA Charter High School: 1195 Corporate Blvd. Reno NV / ICDA website: [icdachs.com](http://icdachs.com) / Washoe County School District Administration Offices: 425 East Ninth Street Reno, NV / TMCC Meadow Mall Campus 5270 Neil Rd, Reno, NV, 89502