

ICDA High School Board of Directors

MEETING MINUTES

June 16th, 2016 * 5:30 P.M.

ICDACHS ▪ 1195 Corporate Blvd., Reno NV 89502

- I. Call to Order – Michel Fike calls the meeting to order at 5:38pm
- II. Roll Call-
Present Board Members – Michel Fike, Jessica Rodriguez, Lisa Fitzpatrick, Wendy Liebler, Keeli Rodriguez (Student Representative)
Present Staff Members – Dawn Gilmore, Diana Benincasa, Gustin Gondoras
Absent Staff Members - Harlene Shepherd
- III. Pledge of Allegiance – Led by Michel Fike
- IV. Public Comment
 - a. Michel Fike would like to thank Jessica Rodriguez for standing-in and delivering a great speech at graduation
 - b. Lisa Fitzpatrick would like to commend the Senior Awards Dinner

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. Jessica Rodriguez motions to adopt the June 16th, 2016 Meeting Agenda. Wendy Liebler 2nds – motion carries
 - b. Wendy Liebler motions to amend the date of “June 17th” to “June 16th”. Lisa Fitzpatrick 2nds – motion carries
- VI. Oral Reports:
 - a. Student Representative Report
 - i. Keeli Rodriguez thanks the board for the opportunity to be the Student Representative of the Board and for her scholarship she received
 - ii. Michel Fike present to Keeli a Letter of Recommendation for her pursuits
 - b. Board Member Activity Reports
 - i. Jessica Rodriguez reports on graduation and thanks the board for the opportunity to be the keynote speaker
 - c. Principal Reports
 - i. Dawn Gilmore reports on graduation
 1. Graduation was a success
 2. 13 to 17 students will be graduating over summer
 3. 26 students (thus far) have signed up for summer classes
 4. Letters of Intent and Teacher Evaluations have been completed
 5. 1 employee will not be returning
 6. There are several reports and grants being worked on for the 2016-2014 SY
 7. Performance Framework is being researched
 8. A “Charter Fair” with other charter schools; as an information session is presented as a potential event
 9. Attendance strategy for tardy students is discussed
 10. ICDA attended the Kite Festival for recruitment purposes
 11. Keeli Rodriguez’s commercial for ICDA is being run currently
 - d. Financial Report
 - i. None
 - ii. Jessica Rodriguez would like to relinquish her stipend from ICDA
 1. Dawn Gilmore thanks Jessica and asks to please write a letter with that request to Mrs. Shepherd
 - e. Committee Report(s)
 - i. None

- VII. Consent Agenda:
- a. Jessica Rodriguez moves to approve the May 19th, 2016 Meeting Minutes with amendments.
Lisa Fitzpatrick 2nds – motion carries
- VIII. Discussion and Possible Action Items
- a. Approval of the Charter Renewal Contract
 - i. Dawn Gilmore discusses and presents the Charter Renewal contract. Jessica Rodriguez motions to approve the Charter Renewal Contract, Wendy Liebler 2nds – motion carries
 - b. Modified Self-evaluation for Board Members
 - i. Dawn Gilmore presents a self-evaluation on Open Meeting Law - all board members and staff present partake. Mrs. Gilmore discusses results
 - ii. Mrs. Gilmore present descriptions of the Board positions
 - iii. The Board and staff complete their individual evaluations
 - iv. In-group discussion of ratings and evaluation questions is conducted after the survey is completed
 1. Mrs. Gilmore steps out of the room at 6:15pm so that the Board and staff can conduct item **VIII c and d** as well.
 2. The Board takes a break from this item and completes the Principal Evaluation
 3. Mrs. Gilmore returns to the meeting at 6:40pm
 - v. Mrs. Gilmore conducts a group evaluation/discussion of each item that averages the ratings of each question
 - vi. The evaluation, now completed, will be formalized and presented at a future meeting
 - vii. Wendy Liebler motions to accept/adopt the 2015-2016 ICDACHS Board Self-evaluations.
Jessica Rodriguez 2nds – motion carries
 - c. Principal Evaluation
 - i. Dawn Gilmore presents the Principal Evaluation to the members and staff after the presentation of the self-evaluation
 - ii. Mrs. Gilmore steps out of the room as the evaluation is being completed. 6:15pm
 - iii. The members and staff discuss their rating after all of the evaluations have been completed
 - iv. Wendy Liebler motions to accept the completed 2015-2016 school year Principal Evolution of Dawn Gilmore. Jessica Rodriguez 2nds – motion carries
 - d. Marketing
 - i. Jessica Rodriguez presents marketing materials and proposed events to the board
 - ii. The board discusses information and the formation of a Marketing Committee
 1. Mr. Gondoras steps out of the room at 6:38pm
 2. Mrs. Gilmore and Mr. Gondoras return 6:40pm
 - iii. An action plan will be created
 - iv. A timeline will be created
 1. Jessica Rodriguez steps out at 7:00pm
 2. Jessica Rodriguez returns at 7:03pm
 - v. Wendy Liebler and Jessica Rodriguez volunteer to form a marketing committee
 - vi. Wendy Liebler motions to form ICDACHS's Marketing Committee. Lisa Fitzpatrick 2nds-
motion carries
 1. The board returns to item **VIII b**
- IX. Information Items
- a. Marketing Committee Report
- X. Public Comment: (As detailed previously in the agenda)
- a. None
- XI. New Business – Next Meeting Planning
- a. Next meeting will be 7/21/16 at 5:30pm
 - b. Board Applicants will be reviewed
 - c. Marketing Committee will present
 - d. Contracts for 2016-2017 School Year will be discussed
 - e. Financials reports
 - f. Board Member binders
- XII. Next Meeting Confirmation & Adjournment
- a. Wendy Liebler motions to adjourn at 8:05pm and reconvene on 7/21/16 at 5:30pm. Jessica Rodriguez 2nds- motion carries

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 / Washoe County School District Administration Offices: 425 East Ninth Street Reno, NV / TMCC Meadow Mall Campus 5270 Neil Rd, Reno, NV, 89502