

## ICDA Charter High School Board of Directors

### Meeting Minutes

April 22, 2015 6:30 P.M.

ICDA Library – 1195 Corporate Blvd., Reno, NV 89502

#### **I. Routine Business**

- a. Call to Order- Meeting was called to order by the President Bill Penn at 6:32pm.
- b. Roll Call- **Board Members present**- Bill Penn, Reva Rindy, Michel Fike, Staci Griffus, and Jessica Rodriguez. **Staff Members present**- Dawn Gilmore, Tony Nitz, Gina Adams, Stephanie Carlisle, Shannon Morgan, Harlene Shepherd came into the meeting tardy at 6:41pm.
- c. Pledge of Allegiance- Led by the President Bill Penn
- d. Action to adopt the April 22, 2015 Regular Meeting Agenda (Items may be called out of order; two or more items may be combined, and items may be removed from agenda or delayed at any time) Michel Fike motions to approve the Agenda for April 22, with the added changes to section V. adding panel discussion, annual board report as items and the language of Ve. Section III a. and d. needs to be combined as well as the language of III e needs to be changed. Reva Rindy seconds the motion and is carried by the rest of the board.

#### **II. Public Comment**

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.

#### **III. Oral Reports & Information Items**

- a. Principal Reports- Dawn Gilmore – Reported on the accreditation for today and how the accreditation team loved the school environment, staff and students. She also stated we are compliant with the performance audit and that she will send out the audit report to the board members once it is complete.
- b. Assistant Principal Report- Tony Nitz- Reported Testing is coming up next week, HSPE for graduating students and the ACT for all juniors. Mr. Nitz also reported there are 67 juniors in total. He also stated that end of the year course exams start at the beginning of May for freshman and sophomore students.
- c. Presentation, discussion and approval of March financial statements and ledger- Harlene Shepherd- Reva Rindy asks a couple questions about the check register. Tony Nitz also explains what the \$4,111.25 was for that was paid to Empire

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

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

Construction. Empire construction installed some storage cabinets in the art room as well as some other house keeping things around the school building. Reva Rindy makes a motion to approve the financial statements for the month of March. Staci Griffus seconds and is carried out by the rest of the board.

**IV. Consent Agenda**

- a. Approval of the March 25, 2015 Meeting Minutes- Staci Griffus motions to approve meeting minutes from March 25, 2015 with the added corrections to the language of section III b. and changing going to doing in the public comment section. Reva Rindy seconds and is carried out by the rest of the board.
- b. To approve removal of board member, Lynn Gilbert- Staci Griffus motions to approve the removal of Lynn Gilbert from the board. Jessica Rodriguez seconds the motion and is carried out by the rest of the board.

**V. Discussion and Possible Action Items**

- a. To approve application form and letter/announcement of recruitment for new board members – Reva Rindy talks about board application, how it should be kept simple. She also states that parts of the board application should be a consent agenda to background check, the application, finger prints in which members should be reimbursed for paying for them. In addition to providing information on the different places to where members could get them processed. Reva Rindy also states that she will take the lead on organizing the application process and procedures. Dawn Gilmore also states that she has a meeting with a potential board member this upcoming week. Bill Penn volunteered to create a letter to go out to potential board members in the community in which will be completed by May 10, 2015.
- b. Open Meeting Law –Bill Pen- NRS 241.035- Bill Penn states that minute should be kept generic and the posting procedures. He also went over the specifics of the closed sessions and how rules and regulations are to be followed and kept between board members.
- c. Advertising Ideas- Jessica Rodriguez states different ideas about advertising ideas that she has talked with her daughter Keeli Rodriguez who is a student at ICDA. She is willing to take the lead on coming up with new innovative ideas about recruiting new students and advertising for ICDA.
- d. Review status of WSCD sponsor’s Performance Audit for the 2014-2015 SY
- e. Panel discussion- Reva Rindy requested new teachers attend at least one board meeting so that the board gets a chance to meet them. Dawn Gilmore will inform the board about new teachers and inform them about coming to a board meeting. Bill Penn, Reva Rindy, Harlene Shepherd, and Dawn Gilmore with have the panel discussion

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meeting Monday May 4<sup>th</sup>, 2015 at 5pm in Harlene Shepherd's office at ICDA Charter High School.

f. Annual Board Progress report- Michel Fike will form a report on the board of Directors progress and will be Meeting with Dawn Gilmore throughout the process.

**VI. Closed Session**

a. To discuss and address concerns sent via e-mail by Steve L. Funk on March 25, regarding teacher conduct.

**VII. Public Comment-** (as previously detailed in agenda) - Stephanie Carlisle, the history teacher at ICDA spoke about the different recruitment activities that her daughter participated in while she attended ICDA Charter High School. Gina Adams the librarian and teacher of Pilates reported on the different advertisement ideas that are coming up before the school year ends.

**VIII. Potential Agenda Items**

- a. New Officers
- b. Student Representative
- c. Review Board Goals
- d. Board Goals for next year.
- e. Budget Approval.

**IX. Next Meeting Confirmation & Adjournment**

a. Wednesday, May 20, 2015 (Annual Meeting) - Staci Griffus motions confirm the next meeting date for May 20<sup>th</sup>, 2015 at 6:30 pm, Reva Rindy seconds and is carried out by the remainder of the board.

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