

ICDA High School Board of Directors

**MEETING MINUTES**

January 21, 2016 \* 5:30 P.M.  
ICDACHS ▪ 1195 Corporate Blvd., Reno NV 89502

- I. Call to Order- Meeting called to order at 5:38pm by Michel Fike
- II. Roll Call-
  - a. Board Members Present: Michel Fike, Jessica Rodriguez, Lisa Fitzpatrick, Wendy Liebler
  - b. Staff Members Present: Dawn Gilmore, Tony Nitz, Harlene Sheperd, Gustin Gondoras
  - c. Student Representative Present: Keeli Rodriguez
  - d. Guests Present: Shannon Morgan
- III. Pledge of Allegiance
  - a. Lead by Michel Fike
- IV. Public Comment:
  - a. Dawn Gilmore – Offering praise for Shannon Morgan on her service to the school. Shannon will be leaving ICDA and will be missed by staff and students.
  - b. Shannon Morgan – Thanks the board and the school for everything she has experienced since being here.

**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 Makes a motion to add the cancelation of the last meeting(s) due to medical emergency to the agenda, to change the Agenda date to read “January 21<sup>st</sup>, 2016” and to adopt the meeting agenda. – Liza Fitzpatrick 2nds – carries.
- VI. Recognition:
  - a. Close Up Washington D.C. Program Presentation by Stephanie Carlisle
  - b. The future Close Up trip is briefly discussed and sign-ups will begin in February 2016
- VII. Oral Reports:
  - a. Student Representative Report - Keeli Rodriguez – Several ideas for the school and attendance are discussed for future agenda items:
    - i. Multiple spirit weeks, Prep rallies/events, mural for the school, Valentine’s Dance – several dances instead of just prom
  - b. Board Member Activity Reports – no reports at this time
  - c. Principal and Assistant Principal Reports
    - i. Dawn Gilmore – Principal –
      1. Communications plan and additional resources for communications with parents and community presented
      2. New Health 101 digital magazine presented
      3. ICDA Twitter page is up and running
      4. Term 3 student’s enrolled: 146 on grounds, 81 at distance
      5. Career Readiness classes are being added
      6. Team work classes for 2 students are being added for the dance program
      7. Community Dance will be held on January 29<sup>th</sup> @7pm
      8. Crisis Response will be an action item that Mr. Nitz will address
      9. Robotics and animation courses are offered and growing
      10. Alarm system permit suspension is due to the number of alarms set off in the allotted amount of time – addressed with the alarm company and a plan of action will be presented to the board
      11. Charter monitoring plan has been presented to the district
      12. Charter review is still being processed, while monitoring has begun

- ii. Tony Nitz – VP-
  - 1. Testing schedule is presented to the board
    - a. February 8<sup>th</sup> 2016 – HSPEs, March 1st ACT, April HSPE, make-up, May-June will be the EOCs
  - 2. Ground and facilities have no major issues
  - 3. Discipline events have been minor
- d. Financial Report
  - i. Harlene Sheperd-
    - 1. Present financials for December 2015 through January 2016
      - a. Certain funds have been moved to justify/address issues in certain cost centers
      - b. Jessica Rodriguez asks what check 9217 is for – Cleaning crew
    - 2. Jessica Rodriguez motions to approve the December 2015 to January 2016 Financials, Lisa Fitzpatrick 2nds, motions carries

VIII. Consent Agenda:

- a. Approval of November 19th, 2015 Meeting Minutes
    - i. Jessica Rodriguez motions to edit the following sections:
      - 1. IIa – “Liebler”
      - 2. Va- November
      - 3. VIIa- Spaghetti
- Lisa Fitzpatrick 2nds, motion carries

IX. Discussion and Possible Action Items

- a. Charter Renewal
  - i. Tabled for next until new template is released
- b. Board Evaluation Checklist
- c. Progressive Discipline Plan
  - i. Progressive District Plan Matrix for ICDA will follow in response to cyber bullying and Sparks incident of last year
    - 1. Michel Fike asks if it will be publicized for general use – will be available on website and within handbook
  - ii. Wendy Liebler motions for a committee review of the matrix so that it is in-line with the districts, Jessica Rodriguez 2nds, motion carries
- d. Critical Shortage – Dawn Gilmore presents that there is a critical needs position at ICDA in the media department – there was a 3 year plan in place and certain requirements are still met for the position
  - i. Jessica Rodriguez motions to agree that the media position is still a critical need position and that the teacher fulfills the requirements, Wendy Liebler 2nds, motion carries
- e. Review and Approval of Crisis Response Committee
  - i. Tony Nitz presents the protocols and positions for the Crisis Response Committee
  - ii. Jessica Rodriguez offers to volunteer for the committee
  - iii. Dawn Gilmore presents the in-house element form to the board to be review and submitted on February 21<sup>st</sup>, 2016
  - iv. Wendy Liebler moves to adopt the Crisis Committee: Jessica Rodriguez, Jerome Martinez, Dawn Gilmore, Dianna Benincasa and Tony Nitz to review the plan, Lisa Fitzpatrick 2nds, motion carries
- f. Open Meeting Law Training
  - i. Wendy Liebler motions to address and remove item 10a from the December 10<sup>th</sup> 2015 agenda due to emergency medical condition of a board member cancelling the training, Jessica Rodriguez 2nds, motion carries
  - ii. Dawn Gilmore presents and trains on Open Meeting Law
- g. Closed Session – Wendy Liebler requests a closed session

X. Information Items -none

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

- a. None

XII. New Business – Next Meeting Planning

- a. Next meeting will be February 11<sup>th</sup> at 5:30pm due to personal scheduling
- b. Charter Renewal
- c. Board evaluations

- d. Principal Evaluation
- e. Jessica Rodriguez motions to move the regular February 18<sup>th</sup> 2016 Board meeting to February the 11<sup>th</sup> 2016 at 5:30pm, Lisa Fitzpatrick 2nds, motion carries

XIII. Next Meeting Confirmation & Adjournment

- a. Michel Fike calls meeting back into session after the closed session at 8pm
- b. Wendy Liebler motions to adjourn meeting at 8:01 pm, 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](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