



**NEVADA CONNECTIONS ACADEMY (NCA)
BOARD MEETING
AGENDA**

Pursuant to the Nevada Open Meeting Law, notice is hereby given to the members of the NCA Board and the general public that the NCA Board will hold a meeting open to the public on:

Date and Time:

Tuesday March 16, 2010 at 6:30 p.m. PT

Held at the following locations:

Nevada Connections Academy
5690 Riggins Ct, Suite B
Reno, NV 89502

And via teleconference:

800-504-8071; 184-9889#

Below is an agenda of all items scheduled to be considered. Unless otherwise stated, items may be taken out of the order presented on the agenda at the discretion of the Chair.

Reasonable efforts will be made to assist and accommodate persons with a disability. Please contact Jerry Krummel at (775) 826-4200. Requests should be made as early as possible to arrange the accommodation; no later than twenty four (24) hours prior to the meeting.

BOARD AGENDA

- I. Call to Order – J. Castle
- II. Roll Call – J. Castle
- III. Public Comment:

The Board welcomes participation by the members of the public both in-person and telephonically. To address an item on the agenda, before the scheduled start of the meeting, an individual must write their name and a short description of the agenda item on which they wish to comment on the card provided and submit this to the Chair, along with any materials they want to have distributed to Board. Individuals who wish to address the Board telephonically must contact the School Principal by phone or by email at least twenty four (24) hours before the scheduled start of the Board meeting. If the individual wants to provide any written materials to the Board, these should be emailed to the School Principal at least twenty four (24) hours before the scheduled start of the meeting.

The total time for any individual to present, either in person or via telephone, on an item on the agenda shall not exceed three (3) minutes, unless the Board grants additional time.

Individuals desiring to make a formal presentation to the Board on an item not on the agenda but desiring it be placed on the agenda must provide notice and written submissions detailing the subject of the presentation to

the School Principal at least fourteen (14) days prior to the meeting, Any such presentations shall not exceed fifteen (15) minutes in duration, unless otherwise permitted by the Chair.

To view the Board Public Comment Policy, visit the school's "About Us" page at www.connectionsacademy.com

- IV. Routine Business
 - a. Approval of Agenda – J. Castle
- V. Introduction of Susan Stagner (attached) – J. Castle
- VI. Oral Reports
 - a. Principal's Report (MSR attached) – J. Krummel
 - i. Count Day Audit Status
 - ii. Annual Charter School Evaluation
 - iii. Accountability Report Card
 - b. Principal and Assistant Principal Recruitment – J.Castle/S. Stagner
 - c. Financial Report (attached) – T. Ochs
 - i. State Financial Condition
 - ii. Draft 2010-2011 Budget Status
- VII. Audit Committee, Committee of the Entire Board
 - a. Approval of Audit Firm for the 2009-2010 School Year Annual Financial Audit (attached) – T. Ochs
- VIII. Consent Agenda
 - a. Approval of Minutes from the January 26, 2010 Meeting (attached)
 - b. Approval of Minutes from the February 8, 2010 Special Meeting (attached)
 - c. Approval of Staffing Report (attached)
 - d. Approval of the 2010-2011 School Year State Specific School Handbook (attached)
 - e. Approval of Offering Summer School to Students (attached)
 - f. Approval of Updated Adjunct Faculty Offer Letter (attached)
- IX. Action Items
 - a. Ratification of Connections Academy of Nevada Invoice for January (attached) – K. Mitchell
 - b. Approval of Connections Academy of Nevada Invoice for February (attached) – K. Mitchell
 - c. Approval of Graduation Expenditure (attached) – J. Krummel
 - d. Approval of Summer School Expenditure – J. Krummel
 - e. Approval of Student Outreach Plan for the 2010-2011 School Year (to follow) – S. Fancher
- X. Information Items
 - a. Legislative and Department Non-Regulatory Guidance Update – C. Butz
 - b. Count Day Audit – Staff Bonus – J. Krummel
 - c. Board Evaluation of Connections Academy of Nevada, LLC – J. Castle
- XI. Confirmation of Next Meeting and Adjournment – April 20, 2010 at 6:30 p.m. PT.

Notices of this meeting have been appropriately posted as required by the Nevada Open Meeting Law N.R.S 241.020(2) on or before 9:00 a.m. on the third working day before the meeting at the following locations:

- (1) Lionel Sawyer & Collins, 1100 Bank of America Plaza, 50 West Liberty Street, Reno, NV 89501
- (2) Nevada Connections Academy, 5690 Riggins Court, Suite B, Reno, NV 89502
- (3) Downtown Reno Library, 301 S Center Street, Reno, NV 89501
- (4) Save Mart, 195 W Plumb Lane, Reno, NV 89509
- (5) Washoe County Law Library, 75 Court Street, Reno, NV 89501

Further in compliance with NRS 241.020, this Agenda has been posted on the official website for the Nevada Connections Academy, www.connectionsacademy.com

AUDIT COMMITTEE ITEM

a. Approval of Audit Firm for the 2009-2010 School Year Annual Financial Audit

PRESENTER IF MOVED TO ACTION ITEMS: Ted Ochs

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Provided in the Board package for Board review and approval is the engagement letter from L.L. Bradford for the annual financial audit for the year ended June 30, 2010 for fees estimated to be \$14,500. This is the same accounting firm engaged for the annual financial audit for the 2008-2009 school year and last year's fees were estimated to be \$14,000 for the audit plus the cost of travel. Board approval to engage this firm as per the terms of the engagement letter is requested.

CONSENT ITEMS

The Chair will ask members what items, if any, they want removed from the consent agenda for discussion. If any member asks that an item be moved, it will be moved to the Action Items. After any items have been removed, the Chair will read out the remaining consent items and ask for their adoption in one motion if there is no objection.

a. Approval of Minutes from the January 26, 2010 Meeting

PRESENTER IF MOVED TO ACTION ITEMS: Heather Woodward

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The minutes from the meeting of the Board of Directors are being presented for approval.

b. Approval of Minutes from the February 8, 2010 Special Meeting

PRESENTER IF MOVED TO ACTION ITEMS: Heather Woodward

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The minutes from the meeting of the Board of Directors are being presented for approval.

c. Approval of Staffing Report

PRESENTER IF MOVED TO ACTION ITEMS: Jerry Krummel

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The staffing report as provided with the Board materials outlines the candidates that are recommended for hire. The staffing report includes each candidate's name, area for hire, compensation rate, bonus potential and start date. The Staffing Report also provides information on departing employees, the reasons for their departure, as well as any promotions, for Board review and approval.

d. Approval of the 2010-2011 School Year State Specific School Handbook

PRESENTER IF MOVED TO ACTION ITEMS: Jerry Krummel

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Each year the Board is required to review and approve the State Specific School Handbook that sets out any state specific school policies that supplement the General School Handbook. The memo attached to the State Specific Handbook outlines all changes made to the document since the Board approved the previous version. The State Specific Handbook has been reviewed by the Board designee, school Principal/Director and CA staff. In order to make sure we are ready in time for the commencement of enrollment for the 2010-2011 school year, we are bringing the final version to the Board for formal approval.

e. Approval of Offering Summer School to Students

PRESENTER IF MOVED TO ACTION ITEMS: Ted Ochs

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Last year the Board authorized National Connections Academy, a private school program run by Connections Academy to work with the school's leader to review the enrolled students that could benefit from taking Summer School courses through National Connections Academy. The memo outlines the benefits of the program and seeks Board approval for the school leader to work with National Connections Academy to communicate the details about the summer school opportunity to the school's students and families.

f. Approval of Updated Adjunct Faculty Offer Letter

PRESENTER IF MOVED TO ACTION ITEMS: Jerry Krummel

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Included in the Board materials is an updated offer letter in which the school the school would like to clarify certain terms of the employment relationship. Board approval is requested.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

ACTION ITEMS

a. Ratification of Connections Academy of Nevada Invoice for January

PRESENTER: Kirsten Mitchell

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Mitchell will review the ratification of the invoice as payment has been made to Connections Academy in accordance with the Board of Directors' prior approval and direction concerning the advancing of funds for payment of Connections Academy of Nevada invoice by the Treasurer. She will review the support for payment of the invoice. Ratification of this payment is being requested.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

b. Approval of Connections Academy of Nevada Invoice for February

PRESENTER: Kirsten Mitchell

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Mitchell will review the invoice for the month derived from the financial report provided earlier in the meeting. She will request approval of the invoice and authorization to make payment based upon availability of funds.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

c. Approval of Graduation Expenditure

PRESENTER: Jerry Krummel

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Enclosed in the Board materials is an outline of the school's graduation plans and projected budget allocation for the graduation event. Board review and approval is requested.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

d. Approval of Summer School Expenditure

PRESENTER: Jerry Krummel

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Mr. Krummel will discuss with the Board establishing an allocation of \$50,000 for the school leader to work to identify students who will benefit from scholarships from the school paid summer school program offered through National Connections Academy.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

e. Approval of Student Outreach Plan for the 2010-2011 School Year

PRESENTER: Susan Fancher

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Fancher will review in detail the 2010-2011 Outreach Plan included in the Board package with the Board, along with the budget allocated for implementation of the plan, and will seek Board approval of the Outreach Plan. The live and recorded LiveLesson® session offered by CA provided detailed information on the Outreach Plan. The Board will review and approve the budget allocation at a later time upon approval of the 2010-2011 school year budget. Board approval of the Outreach Plan will be requested at the meeting.

Motion: _____ Second: _____

Ayes: _____ Nays: _____