



**NEVADA CONNECTIONS ACADEMY (NCA)  
SPECIAL 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 December 1, 2009 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.

**REVISED BOARD AGENDA**

- I. Call to Order – J. Castle
- II. Roll Call – J. Castle
- III. Public Comments and Discussion. Public comment may be limited to ten minutes per person at the discretion of the Chair. Action may not be taken on matters considered during this period until specifically included on the agenda as an action item.
- IV. Routine Business
  - a. Approval of Agenda – J. Castle
- V. Oral Reports
  - a. Principal's Report (MSR attached) – J. Krummel
    - i. Count Day Audit Status
    - ii. NAAS Accreditation Pursuit
    - iii. Update on Testing
  - b. Financial Report (attached) – T. Ochs

- VI. Consent Agenda
  - a. Approval of Minutes from the October 20, 2009 Meeting (attached)
  - b. Approval of Staffing Report (to follow)
  - c. Approval of Revision to the 2009-2010 School Year General Handbook – Teacher Grading Policy (attached)
  - d. Approval of Agreements for Student Enrollment for 2010-2011 School Year: Regulatory Program Description, Parent /Legal Guardian (Caretaker) Acknowledgement, Designated Learning Coach Agreement and Eligible Student Agreement (to follow)
  - e. Approval of Pursuing Accreditation Application through NAAS and Expenditure for the Accreditation (attached)
  - f. Approval of Out of State Field Trip (attached)
  
- VII. Action Items
  - a. Consideration and Approval of the Connections Academy of Nevada Invoice for October (attached) – K. Mitchell
  - b. Approval to Advance Funds for Payment of Funds for CA Invoice by Treasurer – T. Ochs
  - c. Review and Acceptance of the 2008-2009 Fiscal Audit (attached) – T. Ochs
  - d. Approval of Board Governance and Administrative Policy Manual (attached) – L. Granier/H. Woodward
  - e. Consideration and Approval of Additional Assistant Principal Position (attached) – J. Krummel
  
- VIII. Information Items
  - a. Discussion of Curriculum Plan for the 2010-2011 School Year (attached) – S. Guttentag/ P. Hoge
  - b. Fast Forward Program – J. Krummel
  - c. Legislative Update – C. Butz
  - d. 2009-2010 Board Approval Calendar (attached) – H. Woodward
  - e. EMO Evaluation Tool (to follow) - J. Castle/H. Woodward
  
- IX. Confirmation of Next Meeting and Adjournment – January 19, 2009 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](http://www.connectionsacademy.com)

## 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 October 20, 2009 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 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.

**c. Approval of Agreements for Student Enrollment for 2010-2011 School Year: Regulatory Program Description, Parent /Legal Guardian (Caretaker) Acknowledgement, Designated Learning Coach Agreement, and Eligible Student Agreement**

**PRESENTER IF MOVED TO ACTION ITEMS:** Heather Woodward

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The Parent Agreements, consisting of the Regulatory Program Description, Parent /Legal Guardian (Caretaker) Acknowledgement (PLCA) and Designated Learning Coach Agreement for the 2010-2011 school year are being presented for Board approval. These have not changed in substance from the forms approved by the Board for the 2009-10 school year, but merely update the school year and contain minor format and typographical corrections. Board approval of these Parent Agreements and the new Eligible Student Agreement, the same form as the PLCA, but for students who are over 18 or emancipated, is requested.

**d. Approval of Revisions to the 2009-2010 School Year General Handbook – Teacher Grading Policy**

**PRESENTER IF MOVED TO ACTION ITEMS:** Jerry Krummel

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The Teacher Grading Policy has been as redlined and included in the Board materials and the school leader is seeking approval of such policy.

**e. Approval of Pursuing Accreditation through NAAS and Expenditure for the Accreditation**

**PRESENTER IF MOVED TO ACTION ITEMS:** Jerry Wilks

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The school would like to pursue obtaining accreditation through Northwest Association of Accredited Schools (NAAS). The process is expected to take several months and result in an expenditure of \$100 for the application and upon accreditation the cost would be \$450 per year plus \$0.17 per student enrolled. Board approval to pursue the accreditation and the expenditure of funds for the accreditation is requested.

**f. Approval of Out of State Field Trip**

**PRESENTER IF MOVED TO ACTION ITEMS:** Jerry Krummel

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The school is requesting Board approval to offer a field trip to the Hoover Dam as per the attached document. No school expenditure is requested for this trip.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**ACTION ITEMS**

**a. Consideration and Approval of Connections Academy of Nevada Invoice for October**

**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: \_\_\_\_\_

**b. Approval of Board Treasurer Advancing Funds for Payment of CA Invoice**

**PRESENTER:** Ted Ochs

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Mr. Ochs will discuss the Board authorizing the Board Treasurer to advance funds for payment of the routine CA invoice when there is not a Board meeting for a month. The Board is requested to authorize the Board Treasurer to review the invoice in the interim and to advance payment to CA. Approval of such action does not imply approval of the invoice by the Board in its entirety, however, confirms the Board Treasurer's review of the substantiating detail and recommendation for ratification at the next regularly scheduled Board meeting. If approved, the Board would review and ratify the invoice at the next regularly scheduled Board meeting, at which time, if there are any questions or discrepancies, proper discussion and adjustments may be made.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**c. Review and Acceptance of the 2008-2009 Fiscal Audit**

**PRESENTER:** Ted Ochs

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Mr. Ochs will review the draft June 30, 2009 year ended audit report and will seek Board acceptance thereof.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**d. Approval of the Board Governance and Administrative Policy Manual**

**PRESENTER:** Laura Granier/Heather Woodward

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Standard Board governance policies have been developed and organized into a manual for Board review and consideration for approval. These ensure that the Board has set adequate policies for effective governance. This is a start of the Board creating a Policy Manual. The establishment and updating of the policies are based on the review of national corporate governance standards. These policies govern the Board operations, those in the School Handbook govern the school and the students, and those in the Employee Handbook govern the school staff. The policies have been reviewed by Board Counsel and are being presented for approval.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**e. Consideration and Approval of Additional Assistant Principal Position**

**PRESENTER:** Jerry Krummel

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Mr. Krummel will request the Board consider the posting for and recruitment of a second Assistant Principal for the school. Board approval will be sought.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_