



APPROVED 10/16/2018

**Nevada Connections Academy, Inc. (NCA)
MINUTES OF THE BOARD RETREAT
Tuesday, September 18, 2018 at 8:30 a.m.**

**Held in person at the following location and via teleconference:
Renaissance Reno Downtown Hotel
One South Lake Street
Reno, NV 89501**

I. Breakfast and Introductions

The retreat began at order at 8:43 a.m. when the Board members were present and all able to hear each other.

Board Members Present: Scott Harrington, Amy Cook, Naima Benjelloun, Kevin Arnold and Morgan Jackson (in person);

Board Members Absent: Kelly McGlynn and Mindi Dagerman;

Guests Present: Chris McBride, School Leader; Laura Grainer, Board Counsel; Josh Daniels, Brenda Little, Megann Arthur and Laura Coleman, Pearson Online & Blended Learning (POBL) staff (in person); Brian Rosta and Heather Woodward, POBL staff (via phone).

II. Board Relations Overview and Alphabet Soup

Ms. Coleman led the introductions and icebreaker exercise for all present. She further provided the Board with an overview of the Board Relations services provided to them by Pearson Online & Blended Learning (POBL), as well as reminders of open meetings law requirements in Nevada.

III. Financial Overview

Ms. Little provided the Board with a presentation on School Financial Services (SFS). Ms. Little reviewed with the Board the financials support team, annual budget development process, financial monitoring and oversight, and revenue and expense analysis. Board members discussed funding sources and significant expenses in detail.

Break

The Board took a break from 10:22 a.m. – 10:33 a.m.

[Dr. Rosta joined at 10:33 a.m.]

IV. The School Leader's Role

Dr. Rosta provided the Board with a detailed review of the School Leader's role and responsibilities. He further reviewed the differences between the overall governance of the school versus the day-to-day management of the school. Dr. Rosta also provided brief examples of the ways the Program Manager and PSLT positions within POBL support the school leader.

[Dr. Rosta left at 11:05 a.m.]

V. A Day in the Life

The Board discussed with Dr. McBride potential ways to further engage learning coaches, and hold them more accountable for outcomes, with the goal of furthering student engagement and success.

Break

The conference line had a technical glitch and ended at 11:33 a.m. The Board took a break from 11:33 a.m. – 11:36 a.m.

A Day in the Life Continued...

The Board continued discussion on student and family engagement with Dr. McBride, reviewing potential factors affecting family engagement, including electricity or internet access and language barriers. The Board requested Dr. McBride provide more information on his daily and weekly duties during the regular Board meeting within his School Leader's report.

[Ms. Granier joined at 12:00 p.m.]

Break

Board took a break from 12:04 p.m. – 12:10 p.m.

VI. Working Lunch – Successful Charter School Governance

Ms. Granier reviewed with the Board the importance of open meeting laws compliance and best practices of non-profit board governance. She advised the Board of their fiscal responsibilities as Board members, as well as additional responsibilities involved in charter school board membership and the maintenance and oversight of public funds.

[Ms. Granier left at 12:56 p.m.]

[Ms. Woodward joined at 12:57 p.m.]

VII. Connections 101, Review of Relationships and Introduction to Strategic Planning

Ms. Woodward provided the Board with an overview of the potential benefits to the school and Board for completing a strategic planning process, and offered facilitation assistance to the Board, if they wished to pursue. The Board expressed an interest in developing a strategic plan.

[Ms. Woodward left at 1:30 p.m.]

Mr. Daniels presented Connections 101 to the Board, an overview of products and services provided to the school under the Agreement with POBL, as well as additional services available based on school community need and enrollment. He further reviewed departments within POBL, and their various roles serving the Board under the Educational Products and Services Agreement (EPSA). Mr. Daniels provided the Board with an overview of State Relations services provided to them by POBL, including legislative monitoring on curriculum, governance and accountability regulations, as well as charter and funding advocacy.

VIII. Break

The Board took a break at 2:36 p.m.

IX. Board Meeting

The Board began the regular Board meeting at 3:00 p.m. Separate minutes were kept for the regular Board meeting