



APPROVED 03/05/2019

**NEVADA CONNECTIONS ACADEMY (NCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING**
Tuesday, January 15, 2019 at 6:30 p.m. PT

Held at the following location and via teleconference:
Nevada Connections Academy
555 Double Eagle Court, Suite 2000
Reno, NV 89521

I. Call to Order

Dr. Harrington called the meeting to order at 6:33 p.m. when all participants were present and able to hear each other. The school was open for the public to attend the meeting.

II. Roll Call

Board Members Present: Scott Harrington (in person); Amy Cook, Kelly McGlynn, Mindi Dagerman, Morgan Jackson and Kevin Arnold (via phone);

Board Members Absent: Naima Benjelloun;

Guests Present: Chris McBride, School Leader; Tom Ap Simon and Anne Parnley, Pearson Online & Blended Learning (POBL) staff (in person); Amy Taylor, School staff; Brian Rosta, Josh Daniels, Megan Holston and Laura Coleman, POBL staff (via phone).

III. Public Comment

There were no public comments at this time.

IV. Routine Business

a. Approval of Agenda

Dr. Harrington asked the Board to review the Agenda distributed prior to the meeting. There being no changes noted, Dr. Cook made the following motion and it was seconded by Mr. Arnold as follows:

RESOLVED, that the Agenda for the January 15, 2019 Meeting of the Board of Directors of the Nevada Connections Academy, as presented, is hereby approved.

The motion passed unanimously.

V. Oral Reports

a. School Leader's Report

i. School Activities Update

Dr. McBride discussed with the Board recent and upcoming school activities, including staff and learning coach trainings.

ii. School Updates

Dr. McBride advised the Board that the School Principals will be present at future Board meetings to give regular updates on their focus areas and grade levels.

iii. Points of Contact Update

Dr. McBride reviewed with the Board the number of various contacts staff have made with students thus far this school year.

iv. Nevada Charter Authority Update

Dr. McBride provided the Board with an update on the upcoming meeting with the Nevada Charter Authority.

1. Site Evaluation Update

Dr. McBride further provided the Board with an update on the upcoming Nevada Charter Authority site evaluation and reiterated the importance of Board member participation.

b. Financial Report

Ms. Holston reviewed the financial materials included in the Board materials. She reviewed the changes in the financial and forecasted expenses since the last meeting's statements in detail. She further reviewed the balance sheet and the school's revenue statements with the Board.

i. Cash Deposits Update

Ms. Holston reviewed with the Board the cash deposits to date for the current school year, as included in the meeting materials. The Board discussed the cash deposits report with Ms. Holston and requested additional check receipt information on future reports.

ii. Board Support Update

Ms. Holston provided the Board with an update on support services and personnel provided to the school and Board by Pearson Online & Blended Learning (POBL). She advised that Ms. Tracey Gianoni would be transitioning into the role of School Financial Services representative for the Board.

VI. Consent Agenda

Dr. Harrington asked the Board members whether there were any items from the Consent Items that they wished to have moved to Action Items for discussion, or tabled. There being no changes, Ms. Dagerman made the following motion and it was seconded by Dr. Cook as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the November 13, 2018 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Connections Education Invoices for November and December;
- d. Approval of Credit Memo(s) for June 2018;
- e. Approval of LiveSpeech Invoice(s);
- f. Approval of the 2019-2020 School Year General School Handbook; and
- g. Approval of the 2019-2020 School Year State Specific School Handbook, are hereby approved.

The motion passed unanimously.

VII. Action Items

a. Ratification of Charter Amendment

Dr. McBride reviewed with the Board the process completed to date on the draft Charter Amendment, including himself, Mr. Daniels and Dr. Harrington as Board Designee. Dr. McBride reviewed the areas the Charter Amendment was revised based on the Board's discussion at the previous meeting, including the conversion of college course credit to high school credit and how charges will be processed. Mr. Daniels reviewed the process and expected timeline for final approval by the sponsor. There being no further discussion, Ms. Dagerman made the following motion and it was seconded by Dr. Cook as follows:

RESOLVED, that the Charter Amendment, is hereby ratified.

The motion passed unanimously.

b. Approval of Funded Enrollment Target for the 2019-2020 School Year

Dr. McBride reviewed the proposed enrollment target for the 2019-2020 school year of 3,400 students and sought Board input in regards to the number. He further advised this was a good target to set for the upcoming school year based on anticipated growth, staffing and budget. There being no further discussion, Dr. Cook made the following motion and it was seconded by Mr. Arnold as follows:

RESOLVED, that funded enrollment target for the 2019-2020 school year, as discussed, is hereby approved.

The motion passed unanimously.

VIII. Information Items

a. State & Strategic Client Relations Update

Mr. Daniels updated the Board on the recent legislative activities in Nevada, which may impact the school.

i. Pearson Online & Blended Learning Statement of Agreement and Charter Renewal Timeline Update

Mr. Daniels provided the Board with an update on the upcoming Agreement renewal with POBL, as well as the timeline and process for the renewal.

ii. Board Support Update

Mr. Daniels provided the Board with an update on support services and personnel provided to the school and Board by Pearson Online & Blended Learning (POBL). He announced his recent resignation and advised they would have a new State & Strategic Client Relations representative for the Board in the near future. The Board thanked Mr. Daniels for his work with the school.

b. Partner School Leadership Team (PSLT) Update

Dr. Rosta presented an update to the Board on behalf of POBL Partner School Leadership Team.

i. School Operations Metrics

Dr. Rosta presented the quarterly School Operations Metrics to the Board. He reviewed the data included in the Board materials, highlighting the school's performance as compared with other Pearson Online and Blended Learning's (POBL) partnering schools of similar size and years in operation. The Board discussed the metrics in detail with Dr. Rosta.

c. Board Recruitment Update

Dr. Harrington provided the Board with an update on the continued search for a new Board member. Board members discussed the current composition, as well as their preferred background and credentials for the next candidate for the Board.

d. Budget Development Process

Mr. Daniels reviewed the 2019-2020 budget development process with the Board, as well as potential long-term financial planning options. He reminded the Board that the process, while ongoing, is significantly aided by the Board's approval of a funded enrollment target as completed earlier in the meeting. Mr. Daniels reminded the Board of the approximate timeline and those involved heavily in the process, including the Board Treasurer, School Leader and POBL. Dr. Harrington requested Board members send their priorities to Mr. Daniels and Ms. Coleman for discussion at the next Board meeting.

IX. CLOSED SESSION: Pursuant to NRS §241.030(1)(a), a closed session will be held for the purposes of discussion of the character and professional competence/mid-year performance of Chris McBride

The Board entered into Closed Session at 7:46 p.m. upon a motion being made by Mr. Arnold seconded by Ms. Jackson and confirmed via a roll call vote of all Board members present, pursuant to NRS 241.030(1)(a), for purposes of the discussion of the character and professional competence/mid-year performance of Chris McBride. Board members in attendance to begin the session were: Scott Harrington, Amy Cook, Kelly McGlynn, Mindi Dagerman, Morgan Jackson and Kevin Arnold. Guests invited by the Board to attend were: Tom Ap Simon, Anne Parmley, Brian Rosta and Laura Coleman. All others left the meeting at this time.

[Mr. Arnold left at 7:47 p.m.]

[Mr. Arnold rejoined at 7:53 p.m.]

The Board ended the Closed Session and resumed open session at 8:11 p.m. upon a motion being made by Dr. Cook, seconded by Ms. McGlynn and confirmed via roll call vote of all Board members present. No action was taken during Closed Session.

[Ms. McGlynn left at 8:11 p.m.]

X. Public Comment (as detailed previously in agenda)

There were no public comments at this time.

XI. Adjournment and Confirmation of Next Meeting and Training – Tuesday, February 19, 2019 at 6:30 p.m. PT

Dr. Harrington noted that the Board was at the end of its agenda and that the next meeting is scheduled for Tuesday, February 19, 2019 at 6:30 p.m. There being no further business, Dr. Cook made a motion, seconded by Mr. Arnold and carried unanimously, the meeting was adjourned at 8:14 p.m.