

MINUTES
of the meeting of the
BOARD OF DIRECTORS of PINECREST ACADEMY OF NEVADA
December 9, 2014

The Board of Directors of Pinecrest Academy of Nevada held a public meeting on December 9, 2014 at 5:30 p.m. at 1360 S. Boulder Highway, Henderson, Nevada 89015.

1. Call to order, roll call.

Board Chairperson Candace Freidmann called the meeting to order at 5:35 p.m. Present at the meeting were Member Candace Freidman, Member Ellen Herring, Member Randal Walker, Member Trevor Goodsell, Principal Carrie Buck, Vice Principal Jessica LeNeave, Academics Nevada staff Ryan Reeves, Bob Howell, Clayton Howell, Corinne Wurm, Carlos Segrera and Jake Smoot.

Board Members Kacey Thomas, Travis Keys and Jeff Cahill were not present at the meeting.

2. Public Comment.

No member of the public requested to comment at this time.

3. Approval of the Minutes of the October 28, 2014 Meeting.

This agenda item was tabled.

4. Review of School Financial Performance.

Mr. Segrera address the Board and referenced the Financial Summary and advised that the State reduced the per pupil funding by \$16.00 per student. Mr. Segrera added that this reduction is something that will be made-up at the end of the year with outside revenue adjustment.

Mr. Segrera advised that Pinecrest has received \$94,704.48 in Special Education Part B funding and \$41,546.70 in Special Education discretionary units.

Mr. Segrera stated that effective July 1, 2015, the PEERS contribution rate will increase from 25.7% to 28% for employees that are 100% PEERS and from 13.25% to 14.5% for employees that are 50/50 PEERS. Member Walker asked if the employee has to take a reduction in pay of half the increase if there are 100% PEERS paid. Mr. Segrera stated that in the past it has been done through salary increase so that their base wages are not affected. Discussion was had with regard to how this works for CCSD. Member Walker stated that we need to verify how this should be done so that as to comply legally and Mr. Segrera agreed. Further discussion was had as to how this increase is dealt with as it pertains to employee salaries.

Mr. Segrera advised that year-to-date, there is a surplus of \$39,710.53. Mr. Segrera stated that the deficit is due to the large initial expenses incurred at the beginning of the year in the amount of \$60,000.00 for consumables and renewable materials. Mr. Segrera added that the variance is \$47,752.72. Mr. Segrera noted that the support materials provided include a chart that breaks down the items purchased with that \$47,752.72. Mr. Segrera noted the detail of cash expenditures so far this year and stated that about \$100,000.00 was approved by the Board and others were for necessary purchases.

Mr. Segrera made reference to the Balance Sheet included in the support materials which shows the case position as of November 30, 2014 to be \$1 million. Mr. Segrera stated that Pinecrest's largest asset is the DSA funds and the largest liability is the accrued payroll.

Mr. Segrera noted that the net income is different from the surplus because expenditures made through the Student Generated Funds (SGF) account show on the balance sheet, but not on the budget breakdown. Mr. Segrera added that \$56,000.00 in SGF funds has been spent. Mr. Segrera stated that the remaining documents are supporting documents for the figures found on the Financial Summary and that a copy of the letter regarding the PEERS increase is attached as well.

Member Walker asked about the budget item labeled Maintenance Reserve and noted that nothing was budgeted for this area, however, there has been \$44,000.00 spent. Mr. Segrera advised that this was for the build out expenditures for the two rooms renovated over the summer. Mr. Segrera further noted that in order not to throw off the actual Maintenance budget, this expenditure was placed under the Maintenance Reserve line item.

Mr. Reeves spoke with regard to the budgeted incentive line item and noted that in past years, Christmas gifts have been given out to teachers and staff. Mr. Reeves added that this has already been approved/budgeted for by the Board, as incentive amounts are included in the approved budget. Mr. Reeves advised the Board that the total amount of incentives will be \$7,050.00. Mr. Reeves added that the Board is invited to come to the school for the presentation of these gifts.

10. Review and Approval of Participation in Nevada Energy's Smart School Program.

Jake Smoot addressed the Board and advised that Isaac Moubarek of Nevada Energy and Dave Rusk of Integrity Electric approached Pinecrest regarding an energy rebate program. Mr. Smoot explained that this program includes the retrofit of all the lights in the school with LED lights. Mr. Smoot advised that this retrofit will help save on energy costs, heating costs and maintenance costs for the lights, which in turn saves money for the school.

Mr. Smoot advised that per the proposal from Integrity Electric, the upfront cost to Pinecrest would be \$12,979.75, which is for the cost of the lights. Mr. Smoot further advised that the rebate received from Nevada Energy for this retrofit would go to Integrity Electric to cover the labor costs associated with retrofitting the lights. Mr. Smoot referred to the provided support materials noting the savings to be had by the school. Mr. Smoot advised that there are 400+ light fixtures and that each fixture would be reduced from four lights down to two LED lights. Mr. Smoot further advised that the LED lights last much longer than a regular light bulb.

Member Walker asked if the new lights have been tested to see if the two bulb light fixture gives off enough light. Clayton Howell addressed the Board and advised that this same type of retrofit was done at the Somerset North Las Vegas campus and that the reduction in the number of bulbs still meets the required health code. Member Walker asked if the reduced lighting is adequate. Mr. Howell advised that it is. Mr. Howell also stated that he took a tour of Toro University, who has also had this retrofit done at their campus and saw that they do produce a lot of light and are easy on the eyes as the lighting is more natural. Mr. Howell stated that at the Somerset North Las Vegas campus there is plenty of light for the kids to read and complete their activities.

Member Herring asked for clarification of the proposal, as it shows the cost of \$12,979.75, however, it is left open for equipment rental, changes, modifications, etc. Member Herring asked what the estimate is for those line items. Dave Rusk addressed the Board and stated that there are no costs for those items as there is nothing in the school that would require this type of additional expense. Mr. Rusk further noted that if a lift is needed, that cost would be covered by the utility company.

Isaac Moubarek addressed the Board and provided his background and noted other businesses/schools that he has worked with for this type of retrofit. Mr. Moubarek spoke with regard to the rebate and the specifications required in order for Nevada Energy to issue a rebate for a retrofit. Mr. Moubarek further noted that when tested, the lights exceed the code requirements and that noted that LED lights do not fade after a few years, like regular bulbs do.

Member Herring sought to confirm that the retrofit cost will only be \$12,979.35, that the rebate will be given to Integrity Electric in exchange for the labor costs of the retrofit and that after two to three years, Pinecrest will start to see the savings associated with the retrofit. Mr. Rusk confirmed that the rebate will go to Integrity Electric and also stated that the return on investment is about two years. Discussion was had regarding how often regular light bulbs need to be changed out versus LED lights and the costs associated with both.

Member Freidmann asked where in the budget this expense would come from and Mr. Reeves noted that this is not currently budgeted for and would need to be added/approved and would in turn lessen the year's surplus amount.

Member Walker Motioned to approve Pinecrest Academy's participation in the Nevada Energy Smart School Program. Member Goodsell seconded the Motion and the Board unanimously approved.

5. Discussion and Action Regarding the Establishment of the Pinecrest Academy Inspirada Campus.

Mr. Reeves noted that in previous meetings, an Inspirada campus had been presented to the Board with a possible 2015/2016 school year opening, along with that St. Rose campus. Mr. Reeves stated that it is believed that Pinecrest has the infrastructure for the opening of two new schools.

Mr. Reeves explained to the Board that this property was originally given to CCSD at no cost, however, CCSD has stated that they do not wish to build on this property and are not currently in a position to build a facility. Mr. Reeves further explained that because the Builder in the Inspirada development has expressed a desire to have a school in this area, they have been in contact with CCSD and the Henderson City Counsel to have this piece of land returned by CCSD so that the land could be given to another public school entity to build a school on the site.

Mr. Reeves explained that this project is dependent on CCSD agreeing to give the land back to the Builder. Mr. Reeves further explained that CCSD has gone before the Henderson City Counsel and advised that they will return the land, however, this will still need to be approved by the CCSD Board at their upcoming meeting. Mr. Reeves stated that once returned, the land would then be given to the Turner Agassi Fund for the development of a school. Mr. Reeves stated that based on the Turner Agassi model, the savings on the land will be passed through to Pinecrest in lease payments and purchase price. Discussion was had regarding this campus and Mr. Reeves confirmed for the Board that Turner Agassi is interested in working with Pinecrest to fund this campus.

Mr. Reeves referenced the support materials regarding the campuses location and noted that this campus will be bigger than the St. Rose campus as the Inspirada parcel is about 6.5 acres. Discussion was had regarding the exact location of the campus. Member Goodsell asked if the road to this property is in yet and Mr. Reeves stated that the roads still need to be put in. Additional discussion was had regarding the campus location.

Member Freidmann asked what the closes school would be to this campus and it was noted that Wolf is the closest school. Mr. Reeves added that this is why the City of Henderson has been involved in the return of the land, because they recognize the need for additional school in Henderson. And, given that CCSD does not have the funds to build facilities at this time, Pinecrest is being looked at to help fill a need in the Henderson area.

Member Herring Motioned to move forward with continued interest to open the Pinecrest Inspirada campus for the 2015/2016 school year. Member Walker seconded the Motion and the Board unanimously approved.

6. Discussion and Action to Approve Grade-Level Enrollment Targets for All Campuses and Initial Enrollment Dates for the 2015-2016 School Year.

Mr. Reeves spoke regarding the proposed numbers for enrollment for each Pinecrest campus. Discussion was had regarding the current enrollment numbers and the growth for the next school year.

Member Walker asked why the 6th and 7th grade enrollment numbers are being capped at a lower number if there is the possibility that there will be enough students enrolled to fill those grades to capacity. Member Walker asked Vice Principal LeNeave if it is harder to fill a junior high than an elementary and if there is a reason to cap the 6th and 7th grades at sixty students per grade, if there are students to fill more slots. Member Walker acknowledged that it was difficult to fill those grades when the Horizon campus was first opened. Vice Principal LeNeave stated that if the demand is there, the enrollment could be increased, however, it would just become a staffing and equipment issue. Discussion was had regarding the size of the building and what maximum capacity will be. Bob Howell stated that the school will be built for one hundred per grade in Kinder – 5th grade and one hundred and twenty five per grade for 6th – 8th grade. Member Walker stated that while he does not realistically believe there will be an interest of one hundred and twenty five students for grades 6th and 7th, however, he believes that if we can house that many, why cap the enrollment numbers at sixty per grade.

Discussion was had regarding middle school scheduling and how that would be impacted with one hundred and twenty five students. Mr. Reeves stated that once a cap has been set, you cannot accept less than that number. Member Walker stated that if the cap is set to low, then you cannot accept more, even if the enrollment support more seats. Mr. Reeves further discussed reasoning for keeping the initial enrollment numbers low. Member Walker spoke with regard to the issues that came up with having a middle school with lower numbers that did not allow for certain things.

Discussion was had as to how middle school scheduling is done and how the number of students can affect the schedule and staffing. Member Freidmann asked if the numbers are set in stone once voted on and Member Walker confirmed that they are. Member Walker further spoke regarding the problems that arose out of the middle school classes being too small. Mr. Howell added that the issues from three years ago will not be the same, as the systems are in place. Vice Principal LeNeave also stated that a lot was learned from year one.

Mr. Reeves added that the numbers are kept lower to help keep things simpler for the principal the first year. Additional discussion was had regarding the student demand and the numbers to look at for each grade. Mr. Reeves asked if the Board wants to open to 8th grade and the Board stated that they did not wish to do that.

Member Walker suggested adding thirty seats to the 6th grade and sixty seats to the 7th grade to equal one hundred and twenty students per 6th and 7th grade. Member Freidmann asked how many teachers they were able to hire from out-of-state job fairs and Vice Principal LeNeave stated that in the end, only one teacher came to Pinecrest, however, other schools had hired more.

Discussion was had regarding teacher hiring both in state and out-of-state. Member Goodsell asked if the middle school grades typically fill up fast and do not have students trickling in. Mr. Reeves stated that typically, enrollment fills up in January and February, maybe a few into March, however, after that time frame, the enrollment numbers are smaller, if any. Mr. Reeves noted that the Administration would have solid enrollment numbers to plan for come spring time.

Member Walker Motioned to set enrollment targets as one hundred students per grade for Kinder – 5th grade and one hundred and twenty students per grade for 6th and 7th grade for the open enrollment period. However, once the open enrollment time frame is closed, the 6th grade enrollment number will be capped at the number enrolled or ninety, whichever is high and 7th grade enrollment number will be capped at the number enrolled or sixty, whichever is higher. Member Goodsell seconded the Motion and the Board unanimously approved.

7. Review and Approval of Revised Mission Statement, Revised Vision Statement and Core Values.

Vice Principal LeNeave stated that input received from the Board, teachers and parents was used to draft a new mission and vision statement. Vice Principal LeNeave advised that the purpose for making these changes is to simplify and unite for easy reference by students.

Vice Principal LeNeave stated that the core values are who Pinecrest sees themselves as, specific to the Horizon campus.

Member Herring Motioned to approve the mission and vision statement and the core values for submission to the State for final approval. Member Goodsell seconded the Motion and the Board unanimously approved.

8. Discussion and Action Regarding the Hiring of a Principal(s) for the Proposed Pinecrest Academy Campus(s).

Mr. Reeves spoke regarding the two new campuses that will be opening and noted that Academica has been looking for Administrators to run these new campuses, and have found two candidates that are eager to join the Pinecrest team. Mr. Reeves stated that he is seeking the Board's direction to either seek out additional Principal candidates or if the Board is comfortable with the candidates presented by Academica and Principal Buck, and contracts can be entered into with these candidates.

Mr. Reeves stated that the two candidates are Lucy Keaton and Yolanda Hamilton and that each of their resumes are attached with that support materials. Mr. Reeves added that these two candidates have met with Principal Buck and Vice Principal LeNeave, toured the school and have met with Board members and are highly qualified to add to the Pinecrest team. Mr. Reeves noted that unfortunately, Ms. Keaton and Ms. Hamilton could not be present at the meeting. Mr. Reeves further stated that Academica is always looking for Principal candidates, as there are several other Charter campuses opening next school year and that in this Principal search, Academica came upon Ms. Keaton and Ms. Hamilton. Mr. Reeves stated that Academica believes that Ms. Keaton and Ms. Hamilton will be a good fit at Pinecrest.

Member Walker noted that the hiring for the Inspirada campus would be contingent upon the Board's final approval for this campus. Member Walker asked that at what point Pinecrest has enough campuses that a main leader / executive director is brought on. Mr. Reeves stated that Somerset Academy of opening a fifth school in the 2015/2016 school year and are going to be discussion this topic. Mr. Reeves further stated with four campus, one of which is a Kinder – 12th grade, this would be the time to consider this.

Member Walker stated that the Board needs to be in charge of the schools as the management company should not take on this role, however, with three Principals that might become difficult without just one person overseeing things. Member Freidmann noted that she is able to be at the Horizon campus to see what is going on, however, she will not be able to do that with three campuses. Bob Howell suggested talking to Judy Marty, the Board Chairperson of Pinecrest Florida, when she is here for the next Board meeting. Member Walker noted that as vacancies occur on the Board, maybe those spots should be filled by individuals that lie in the area of the new campuses.

Member Herring Motioned to hire Lucy Keaton for the Pinecrest St. Rose campus and Yolanda Hamilton for the Pinecrest Inspirada with that contingency that the Inspirada campus obtaining final approval to open. Member Goodsell seconded the Motion and the Board unanimously approved.

Mr. Reeves stated that while contracts are not officially in place, with that Board's approval these two proposed Principals will be announced to the public with that announcement of the new campuses.

Member Walker asked how these new campuses will be marketed and if neighborhood meetings will take place. Mr. Howell stated that a similar process will be taken as with that Horizon campus. Mr. Howell further added that the websites and marketing materials are currently being designed and that in January 2015, open houses will be held for both campuses. Mr. Howell stated that each campus will be marketed to different zip codes. Member Walker asked if mailers are being sent out and Mr. Howell confirmed that mailers will be sent out.

9. Discussion and Approval of Sub Lease Agreement(s) for Pre-Kindergarten Rooms to be Located in the Proposed Pinecrest Campus(s).

Mr. Reeves stated that the Board is being presented with an option that is currently being used at Doral Academy. Mr. Reeves further explained that Academica has created a pre-kindergarten program to help develop students to enroll seamlessly into the schools kindergarten programs. Mr. Reeves stated that space is leased from the school and is a money generating opportunity for the school. Mr. Reeves added Doral Academy currently has this program running at two campuses and that Somerset Academy is not currently running the program at any of their campuses. Mr. Reeves further added that Doral Academy likes this program and that it adds between \$25,000.00 and \$26,000.00 into their budget each year.

Mr. Reeves clarified that there is no priority enrollment given to a pre-kindergarten student for kindergarten, as the pre-kindergarten is a private fee-based program. Mr. Reeves stated that this information is disclosed to parents, nevertheless, parents still want to be on campus. Mr. Reeves added that if the pre-kindergarten student already has a sibling enrolled at the school, they will already have a priority for seating into kindergarten.

Member Freidmann asked what age group this would serve and if there is room for this program at the campuses. Mr. Reeves stated that as long as half day kindergarten is being offered, there will be room for the pre-kindergarten program. Mr. Reeves further added that the only contingency to put on this would be if the State decides to go to full day kindergarten funding across the Board, space would then become an issue. Mr. Reeves stated that this program would be for four year olds, the year before kindergarten.

Member Freidmann sought to confirm that parents would pay for tuition for this program and Mr. Reeves confirmed this. Member Walker asked how many full day kindergarten classes there are now. Vice Principal LeNeave asked if this would also be for the Horizon campus and Mr. Reeves stated that it would not be. Vice Principal LeNeave advised that there are two full day kindergarten and two half day kindergarten classes. Principal Buck added that there is no extra room at the Horizon campus for a pre-kindergarten program.

Discussion was had regarding the State going to full day kindergarten. Member Herring asked when the State will make a decision and Mr. Reeves stated that this will be decided during the Legislative session that begins in February 2015, however, a decision would not be known for 120 days, when the session ends.

Additional discussion was had regarding whether there is enough space in the new campuses. Member Walker asked if the lease is a one year lease and Mr. Reeves stated that it is currently drafted as a two or three year lease, however, that can be altered. Discussion was had regarding the monetary benefit of having the pre-kindergarten program at Pinecrest.

Mr. Reeves stated that action is not required at this time and that the new Principals could be present at the next meeting to further discuss this option with that Board. The Board agreed that they would like to hear from the new Principals. Mr. Reeves noted that this was brought to the Board to put it on their radar as an option.

Member Walker Motioned to table this item until the next Board Meeting. Member Herring seconded the Motion and the Board unanimously approved.

11. Principal Report.

Principal Buck reported that they applied for a STEAM Title II grant and have received \$72,000.00 of the \$85,000.00 requested. Principal Buck added that this grant will be used to help the campus become STEAM/STEM certified. Principal Buck further added that Pinecrest will be the first school to be certified through STEMfinity. Principal Buck stated that STEMfinity will come out in the summer to work with the teachers. Member Walker asked if this is a recommended certification and Principal Buck stated that the State recommends this certification.

Principal Buck reported that they are looking to improve professional development through engagement strategies with students by using cooperative learning structures where kids can discuss the Fred Factors and students can build those relationships with that staff. Principal Buck further noted that they are continuing on with CHAMPS as well.

Principal Buck reported on staffing and advised that the first round of preliminary evaluations have been completed. Principal Buck stated that they have six master teachers, thirty two effective teachers, four developing teachers and two ineffective teachers. Principal Buck further stated that one of the ineffective teachers has left Pinecrest and that they are working with all teachers that were not evaluated as effective to gain additional skills.

Principal Buck reported on Blended Learning and noted that teachers are incorporating more technology, however, are not replacing good instruction. Principal Buck further explained how the teachers are breaking down class time between instruction, group work, technology, etc. Principal Buck added that the middle school is rolling out centers and that they want students to be engaged 100% of the time.

Principal Buck stated that they have lowered the Blended Learning goals from the original instructional model, as they were a little bit lofty. Principal Buck noted that the leadership team met and lowered the goals, however, they will continue to evaluate the progress and are very excited about the progress to date.

Principal Buck reported on Accelerated Reader and noted that about twelve students have passed an entire grade level. Principal Buck also reported that they will be celebrating their first Study Island graduate. Principal Buck noted the importance of Blended Learning and how it allows for all students to work at their level, while allowing teachers to have the ability to work with students that might need more instruction and achieve 100% engagement.

Member Walker asked if a child is two years ahead, what they do during the day while other students are being taught at grade level. Principal Buck stated that the teacher will challenge the accelerated student with higher level work, however, these types of situations are difficult and challenging. Principal Buck added that it is much easier to adapt to that type of situation in middle school because the 5th grade is part of the middle school group and accelerated students can be placed in advanced classes. Principal Buck added that they try to be flexible to accommodate accelerated students and noted that they do have a 1st grader that goes to 3rd grade math. Principal Buck noted that they do make sure the student is proficient in their grade before moving them to a higher level, as to make sure there are no learning / knowledge gaps when moving to the next grade level.

Principal Buck reported that they have formed a partnership with Junior Achievement. Principal Buck explained what this program is about and added that the 8th graders will be going to finance park as part of this program. Principal Buck stated that the 8th graders will have twelve finance lessons regarding balancing a check book, insurance costs, childcare costs, etc. Principal Buck further explained the field trip and invited the Board to attend as chaperones if they are available. Principal Buck added that this will be a great experience for the students.

Principal Buck spoke regarding the internet security training that was offered to parents and added how eye opening of an experience the training was. Principal Buck further stated that they are looking to hold some different finance workshops for the parents to help with financial literacy.

Principal Buck spoke regarding the before and after school programs and noted that they have about two hundred and fifty students attending. Principal Buck added that there is something going on at the school from 6:00 a.m. to 6:00 p.m. every school day. Principal Buck noted the different programs going on and new ones coming soon. Principal Buck further spoke regarding the 21st Century grant and how the program is running and the successes they have had so far. Principal Buck also reported on the sports happening at the campus.

Principal Buck stated that she had been looking for a bus to transport students for field trips during the summer and other events throughout the year. Principal Buck advised that Pinecrest had been offered a 2013 Ford Bus that seats 10 with 30,000.00 miles from the Salvation Army for \$5,000.00. Principal Buck stated that the Kelley Blue Book value for the van is \$10,100.00. Principal Buck stated that the van was purchased with Student Generated Funds and that this purchase will cut down on needing to rent a bus. Principal Buck stated that they have not used the bus yet and offered for the Board to take a look at the van after the meeting.

Member Freidmann asked if a special license was needed to drive the van and Principal Buck stated that because the van holds less than fifteen passengers, a special license is not needed. Member Walker asked if anyone checked with the insurance company to find out if this will be covered under the current policy and Mr. Smoot stated that this is being looked into. Mr. Reeves stated that the school is aware that the bus cannot be driven yet and that Academica is putting together an annual budget of costs for Board approval. Principal Buck added that the bus also has a hydraulic lift with handicap access. Principal Buck further advised that the bus will need new tires, as the tires currently on it are the original tires and added that the bus is in great working condition. Principal Buck stated that when she did preliminary checks on the cost of insurance, the cost would be about \$2,000.00.

Principal Buck noted that performance dates and times for Mulan and invited the Board to attend any scheduled events.

Mr. Reeves added that for all other Academica managed schools, additional funding is being requested to purchase computers to accommodate the upcoming SBAC testing, however, this is not the case with Pinecrest. Mr. Reeves further added that this team has gotten the grants / funding in order to be ready.

12. Public Comment and Discussion.

Jacalyn Poff addressed that Board regarding ST Math. Ms. Poff stated that her son had come home telling her that if he did not bring his ST Math score up by 5%, he would not be able to attend the class Christmas party. Ms. Poff asked why the kids are being threatened to do more or they cannot attend a party and why are the parents not being told instead of the students. Member Freidmann asked if this was from the teacher and Ms. Poff stated that it was from the teachers, which got it from the Principal.

Member Goodsell stated that he saw a flyer come home that stated that students had to have an 85% to attend the achievement award pizza party. Ms. Poff stated that she has not seen that notice in anything sent home, however, she had spoken with other parents of 2nd graders and their kids said the same thing about not being able to attend the Christmas party. Ms. Poff asked why the Administration cannot come to the parents instead of telling the kids. Member Walker asked what party the students would not be able to attend and Ms. Poff stated that it is the class party. Principal Buck stated that this is not the case and that each class will have a party, which all students will be able to attend, however, there is an additional incentive for students to meet their goals to attend a Polar Express Party.

Principal Buck reiterated that all students will get to attend their class Christmas party that this other party is an incentive for Kinder – 2nd grade. Ms. Poff asked if this information has gone out to everyone, as she has not seen anything. Principal Buck stated that the teachers were responsible for advising everyone. Member Walker stated that the issue is how this was communicated, since it is for Kinder – 2nd grade and suggested adding this to the weekly email, etc. to make sure all are informed. Principal Buck agreed and Member Freidmann thanked Ms. Poff for bringing her concern to the Board.

10. Adjournment.

Member Herring Motioned to adjourn the meeting at 7:02 p.m. Member Goodsell seconded the Motion and the Board unanimously approved. The Meeting was adjourned.

Approved on: _____

**Secretary of the Board of Directors for
Somerset Academy of Las Vegas**