MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

A meeting of the Explore Knowledge Academy Charter School Board of Trustees was held on Thursday, September 16th, 2021 over teleconference and in person at 5871 Mountain Vista Street, Las Vegas, NV.

Board president Michelle Alarie calls the regular meeting to order at 4:00PM

I - GENERAL

Roll Call and adoption of agenda: A quorum is established with the following board members present:

Michelle Alarie – President - Present
Michael (Mike) Robison – Vice President - Present
Tracy DiFillippo – Secretary - Present
Rachael O'Leary – Treasurer - Absent
Pam Tarkanian - Trustee - Present
Open - Trustee
Open - Trustee

Ms. Alarie presents a declaration of posting of board meeting agenda.

II - PUBLIC COMMENTS

Public Comments I: No public comments are given.

III - AGENDAS AND MINUTES

Adoption of Agenda: Tracy DiFillipo moves to approve the adoption of agenda as presented. Mike Robison seconds the motion. Michelle Alarie calls for a vote. The vote is unanimous and the motion passes.

Approval of Minutes: Mike Robison moves to approve the board minutes from May 12th, 2021 as amended with a notation that there was a physical location held for the meeting**.** Pam Tarkanian seconds the motion. Michelle Alarie calls for a vote. The vote is unanimous and the motion passes.

IV - ORGANIZATIONAL

Community Council: Abbe Mattson explains that the Community Council met in August to discuss the start of the year, but did not have a September meeting, therefore they did not review the budget being presented at this meeting.

Administration: Abbe Mattson updates the board on enrollment numbers and how much the state is paying the school according to enrollment. Abbe Mattson also goes over the Pupil Centered Funding Plan for the current school year. Abbe Mattson explains the financials margins from FY20. She then goes over legislative updates and where the school is with updated legislative policies. Abbe Mattson then explains about the changes to discipline policies and the new Restorative Justice meetings that are taking place on campus.

Finance: The board members ask about the check registers. Lori Rogers answers questions regarding the spending for the months of May, June, July and August.

Advisors: Kyle Dammeir, a secondary teacher, introduces himself and gives a summary of what each grade level is working on.

Board Members: No reports are given.

V - BUSINESS

New Board Member Selection: Michelle Alarie discusses possible new candidates to be members of the board of trustees. There are 3 candidates with only 2 seats available. Mike Robison suggests leaving the board in order to give all 3 candidates an opportunity to join. Tracy DiFillippo explains the process of needing to vote in 2 members, and waiting until the next term to allow Mike Robison to resign and vote to bring on the third candidate. Mary Stella and Kenneth Retzl are present and a motion will be held to vote them in.
Tracy DiFillippo moves to approve Mary Stella as a member of the board. Pam Tarkanian seconds the motion. The vote is unanimous, and the motion passes.
Tracy DiFillippo moves to approve Kenneth Retzl as a member of the board. Pam Tarkanian seconds the motion. The vote is unanimous, and the motion passes.

Board Officer Elections: Abbe Mattson and the board discuss assignments for board members for the school year.
Pam Tarkanian moves to approve the election of Michelle Alarie for president of the board. Tracy DiFillippo seconds the motion. The vote is unanimous, and the motion passes.
Pam Tarkanian moves to approve the election of Tracy DiFillippo as Vice president. Mike Robison seconds the motion. The vote is unanimous, and the motion passes.
Tracy DiFillippo moves to approve the election of Pam Tarkanian as Secretary. Mike Robison seconds the motion. The vote is unanimous, and the motion passes.
Tracy DiFillippo moves to approve the election Kenneth Retzl as Treasurer. Pam Tarkanian seconds the motion. The vote is unanimous, and the motion passes.

4th QTR FY 22 Financials: Abbe Mattson discusses the purchasing of school supplies and how certain funds were spent. Michelle Alarie explains how the reserve account is used. Tracy DiFillipo moves to approve for the 4th QTR FY 22 Financials as presented. Mike Robison seconds the motion. The vote is unanimous, and the motion passes.

FY 22 Amended Final Budget: Abbe Mattson discusses minor changes to the document for the board's approval. Abbe answers questions related to enrollment. Mike Robison moves to approve for the FY 22 Amended Final Budget as amended. Tracy DiFillippo seconds the motion. The vote is unanimous, and the motion passes.

FY 22 Contracts Evaluation: No discussion is held since the board has already reviewed the motion. Pam Tarkanian moves to approve for the FY 22 Contracts Evaluation as presented. Tracy DiFillippo seconds the motion. The vote is unanimous, and the motion passes.

FY 22 Staffing: Abbe Mattson explains the board has been sent an updated list of recent hires since the last meeting. All members of EKA are employed and have passed their background checks. Tracy DiFillippo moves to approve for the FY 22 Staffing as presented. Pam Tarkanian seconds the motion. The vote is unanimous, and the motion passes.

FY 22 Contractors Evaluation: Abbe Mattson explains that no vendors have been changed and the board just needs to acknowledge and approve the evaluation that the school performed. Tracy DiFillippo moves to approve for the FY 22 Contractors Evaluation as presented. Pam Tarkanian seconds the motion. The vote is unanimous, and the motion passes.

FY 22 School Reopening Plan: Abbe Mattson answers questions about the plan and how it can be amended with the state if the board so chooses to do so. Tracy DiFillippo moves to approve for the FY 22 School Reopening Plan as presented. Pam Tarkanian seconds the motion. The vote is unanimous, and the motion passes.

FY 22 (SB 215) Emergency Closure Plan: Abbe Mattson answers questions about the 10-day closure plan. Pam Tarkanian moves to approve for the FY 22 (SB 215) Emergency Closure Plan as presented. Tracy DiFillippo seconds the motion. The vote is unanimous, and the motion passes.

FY 22 Path Forward Program of Distance Education: Abbe Mattson explains how the state requires all schools to be capable of a distance learning program. Tracy DiFillippo moves to approve for the FY 22 Path Forward Program of Distance Education as presented. Pam Tarkanian seconds the motion. The vote is unanimous, and the motion passes.

FY 22 Discipline Policy: The board discusses there were a lot of changes made to the discipline policy. The board reviews the document and Abbe Mattson summarizes the changes in the document. Many of the changes require re-wording and the addition of the Restorative Justice Program. The members of the board ask questions about the document. Tracy DiFillippo moves to approve for the FY 22 Discipline Policy as amended and presented with a minor addition. Pam Tarkanian seconds the motion. The vote is unanimous, and the motion passes.

FY 22 Fingerprint and I-9 Policy: Abbe Mattson explains that there is now a policy for all staff and volunteers need to go through the process of being verified by fingerprinting. Pam Tarkanian moves to approve for the FY 22 Fingerprint and I-9 Policy as presented. Tracy DiFillippo seconds the motion. The vote is unanimous, and the motion passes.

FY 22 Traffic Policy: Abbe Mattson explains the changes in the elementary valet system after school. The updated traffic policy reflects the new system changes. Tracy DiFillippo moves to approve for the FY 22 Traffic Policy as presented. Pam Tarkanian seconds the motion. The vote is unanimous, and the motion passes.

FY 22 Accounting Engagement Letter: No discussion is held. Pam Tarkanian moves to approve for the FY 22 Accounting Engagement Letter as presented. Tracy DiFillippo seconds the motion. The vote is unanimous, and the motion passes.

Board By Laws: Abbe Mattson explains that if the board wants to make any changes to the by laws, the board members can present them for the next meeting. No action required

Board Policies: Michelle Alarie explains that there are no board policies and agrees that no new policies are needed. No action required

FY 22 Board Calendar Setting: Michelle Alarie discusses when and how future meetings will be held. The board confirms to continue having teleconferences and in person meetings on Thursdays. No action required

Board Training Planning: MIchelle Alarie explains that a quorum was not held to have the annual board retreat. Abbe Mattson explains three options in order to make up the time for the retreat. The board agrees to divide up the time over several board meetings and hold a full retreat next year. No action required

VI - PUBLIC COMMENTS II

Public Comments II: No comments are given.

VII - ANNOUNCEMENTS/AGENDA PLANNING

Picture Day: October 1st, 2021
Nevada Day: No School - October 29th, 2021

VIII - ADJOURNMENT

Adjournment: Mike Robison moves to adjourn the meeting. Pam Tarkanian seconds the motion. Michelle Alarie calls for a vote. The vote is unanimous. The meeting is adjourned at 5:50 PM.