MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

A meeting of the Explore Knowledge Academy Charter School Board of Trustees was held on August 3rd, 2023 over teleconference and in person at 5871 Mountain Vista Street, Las Vegas, NV.

Board president Michelle Alarie calls the regular meeting to order at 4:01PM

I - GENERAL

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

Michelle Alarie – President
Calvert Webster – Vice President
Mario Rezai– Treasurer
Pamela Tarkanian – Secretary
Edna Elisabeth Nyang– Trustee
Matthew Fitzgerald - Trustee
Jamie Crooks – Trustee

Jamie Cooks not present

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: Calvert Webster moves to approve the adoption of agenda as presented. Edna Elisabeth Nyang seconds the motion. Michelle Alarie calls for a vote. The vote is unanimous and the motion passes.

Approval of Minutes: Calvert Webster moves to approve the board minutes from May 18, 2023 as presented**.** Matthew Fitzgerald seconds the motion. Michelle Alarie calls for a vote. The vote is unanimous and the motion passes.

IV - ORGANIZATIONAL

Community Council: Abbe. Mattson discusses that the community council met on Wednesday. They approved the Discipline plan with changes that have been added to the latest discipline policy. They also approved the Emergency Succession plan, to be approved by the Board today.

Administration: Abbe Mattson discusses Enrollment as a good spot. She talks about the latest book from NDE. Lori Rogers believes we're still owed money for a true up because he made an error a couple of months ago that money should be received by the end of August. Teachers started on August first, and we're having a great start to the year. She states Training for old and new staff is underway. We have our open house for our families to take tours, buy books, drop off supplies and meet with the Safe Key. Also the hot lunch vendor and school starts in a week next Thursday. So we are ready to go.

Finance: Lori Rogers said she sent out the May and June check register.

Advisors: No reports are given.

Board Members: No reports are given.

V - BUSINESS

FY 24 Staffing: Michelle Alarie discusses the following. Employees are submitted to the board for its approval, and the signature of the President and the superintendent. Employment status is contingent on the following valid license and appropriate classification, fingerprinting analysis, clearance funding by the Nevada Department of education, the completion, the submittal of all required personnel documents. We are approving the retention of these employees. She also states that the understanding is that the Administration has already offered employment. The employment has already been accepted, subject to our approval. Mario Rezai moves to approve the motion as presented. Calvert Webster seconds the motion. The vote is unanimous, and the motion passes.

4th Qtr 23 Financials: Abbe Mattson discusses the budget and said we did well with 87% for the revenue that was expected. Mr. Mattson says we ended positive at $22,241. She states that we would like to be about $100,000.00 but enrollment was low and repair costs were high. Ms. Mattson also states the original plan was for the E-Rate Consultant but it was changed to hiring our Dean. She goes on to explain plumbing and maintenance costs. Also paid for a guard and cleaning people. There is also a cost for dual enrolment students and new chromebooks were purchased. Calvert Webster moves to approve for the motion as presented. Edna Elisabeth Nyang seconds the motion. The vote is unanimous, and the motion passes.

Board Officer Elections: Michelle Alarie discusses how they run the elections on the board. The election started with Michelle Alarie as President. Mario Rezai moves to approve the motion to elect Michelle Alarie as President of the board of trustees 23-24 school year. Pamela Tarkanian seconds the motion. The vote is unanimous, and the motion passes. Vote was taken to make Matthew Fitzgerald Vice President of the board of trustees 23-24 school year. Edna Elisabeth Nyang moves to approve the motion to elect Matthew Fitzgerald as Vice President. Calvert Webster seconds the motion. The vote is unanimous, and the motion passes. Vote was taken to elect Mario Rezai for Treasure of the board of trustees 23-24 school year. Calvert Webster moves to approve the motion to elect Mario Rezai as Treasurer of the board of trustees 23-24 school year. Edna Elisabeth Nyang seconds the motion. The vote is unanimous, and the motion passes. The vote for Secretary was taken and Mario Rezai moved to approve the motion to elect Calvert Webster as Secretary of the board of trustees 23-24 school year. Matthew Fitzgerald seconds the motion. The vote is unanimous, and the motion passes.

Engagement letter with accounting Firm - Watkins Jacson CPAs: Michelle Alarie the accounting firm fee's Matthew Fitzgerald moves to approve for the motion as presented. Calvert Webster seconds the motion. The vote is unanimous, and the motion passes.

Evaluation of Contractors: Michelle Alarie discusses and reviews the approved contractor list. Matthew Fitzgerald moves to approve for the motion as presented. Calvert Webster seconds the motion. The vote is unanimous, and the motion passes.

Discipline Policy Update: Abbe Mattson discusses there were 2 bills that came though. Abbe. Mattson states it gives the school a lot more flexibility and describes how we will discipline students for ill behaviors.

Ms. Mattson reviews the changes to Restorative Justice and plans for Restorative Justice. Calvert Webster moves to approve for the motion as presented. Pamela Tarkanian seconds the motion. The vote is unanimous, and the motion passes.

Review of Board By-Laws: Michelle Alarie discusses and reviews board By-laws and wants to approve them.Edna Elisabeth Nyang moves to approve for the motion as presented. Pamela Tarkanian seconds the motion. The vote is unanimous, and the motion passes.

Review of Superintendent Goals for FY 24s: Abbe Mattson discusses her goals for FY 24 that include, k-12 public speaking, finding a new school sponsor and redoing our school accreditation. This is just a discussion, no vote needed.

Emergency Succession Plan: Abbe Mattson discusses why they need this policy and how to use this in case of an emergency succession. Pamela Tarkanian moves to approve the motion as presented. Calvert Webster seconds the motion. The vote is unanimous, and the motion passes.

Policies - No discussion

Grants - No discussion

Gifts - No discussion

VI - PUBLIC COMMENTS II

Public Comments II: No comments are given.

VII - ANNOUNCEMENTS/AGENDA PLANNING

- First Day of School 8/10
- School Closed for Labor Day 9/4

VIII - ADJOURNMENT

Adjournment: Mario Rezai moves to adjourn the meeting. Pamela Tarkanian seconds the motion. Michelle Alarie calls for a vote. The vote is unanimous. The meeting was adjourned at 5:31 PM.