MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

A meeting of the Explore Knowledge Academy Charter School Board of Trustees was held on April 17, 2025 at 4:00 PM in person and virtually at 5871 Mountain Vista Street, Las Vegas, NV 89120

Board president Michelle Alarie calls the regular meeting to order at 04:00 PM

I - GENERAL

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

Michelle Alarie – President
Matthew Fitzgerald – Vice-President
Mario Rezai - Treasurer
Edna Elisabeth Colman - Secretary **Not present
Pamela Tarkanian - Trustee **Not Present
Samantha Jorgenson -Trustee **Not Present
Calvert Webster – 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: Mario Rezai moves to approve the adoption of agenda as presented with revisions.. Calvert Webster seconds the motion. Michelle Alarie calls for a vote. The vote is unanimous and the motion passes.

Approval of Minutes: The board reviewed and approved the minutes from the March 13, 2025 meeting, with two spelling corrections noted by Abbe Mattson. Matthew Fitzgerald moves to approve the board minutes from March 13, 2025 as presented**.** Mario Rezai seconds the motion. Michelle Alarie calls for a vote. The vote is unanimous and the motion passes.

IV - ORGANIZATIONAL

Community Council: Ms Mattson states the Community Council did not meet.

Administration: Abbe Mattson reported a slight increase in projected student enrollment for FY26 to 572 and outlined the cautious financial strategy regarding the pupil-centered funding plan. She mentioned several legislative bills, including one that affects construction costs for charter schools and another that changes the criteria for closing underperforming charter schools. Concerns were raised about the implications of shortened SBAC testing on student assessment.

Finance: Ms. Alarie states the board did receive the March 2025 check registers.

Advisors: Ms. Sanders introduced the curriculum updates, highlighting first graders' focus on the Earth, Sun, and stars. Ms. Sanders detailed the second graders' exploration of plant and animal relationships and habitats, as well as the upcoming cultural celebration. In secondary education, seventh graders are reading about ecology, while eighth graders are studying natural selection and evolution, alongside various projects in English and art.

Students: No students Present

Board Members: No reports are given.

V - BUSINESS

Staffing for FY 26: According to our board packet, there is no new staff to approve.

Tentative FY 26 Budget: The board skipped over the staffing for FY 26 and the tentative budget, highlighting the importance of attending the May 20th meeting for public comments and budget voting.

Approval of 3rd Qtr 25 Financials: Ms. Mattson highlighted the need for adjustments in financial reporting based on past experiences and current enrollment data, indicating a possible overpayment of $255,000. She explained that actual enrollment figures are lower than the Hold Harmless calculations, leading to a cautious approach in spending. Additionally, she mentioned receiving a $90,000 credit that offsets rent expenses, rather than being recognized as income. Ms. Mattson also provided an update on salaries and employee benefits, indicating that temporary substitute costs fluctuate based on staff needs. She explained that although payroll fees have risen since transitioning to a new program through ADP, the overall financial impact is positive, as costs are lower than those incurred with the previous provider. Hope Luna added that the new system allows for better employee benefits, despite the initial appearance of higher fees. She also highlighted that consulting services and accounting have raised their rates, affecting the budget. She mentioned that custodial staff expenses are elevated due to summer aides and necessary repairs, including roofing and water heater replacements. Additionally, she pointed out a significant negative in renting land and buildings due to accounting adjustments. Ms. Mattson discussed the budget status, indicating that safety services are at 78% and general supplies are consistently high during summer. She emphasized the accuracy of the current budget, attributing it to adjustments made with the accountant. Michelle Alarie inquired about the increase in costs for web-based programs, which Abbe confirmed was due to a switch in the distance learning program, resulting in a significant budget increase. Mario Rezai moved to approve the motion as presented. Calvert Webster seconds the motion. The vote is unanimous, and the motion passes.

FY 26 Calendar: The board reviewed the calendar, noting the start date of August 12th and end date of May 20th, while also discussing the instructional minutes for elementary and junior high schools. Michelle Alarie proposed a motion to approve the Explore Knowledge Academy 2025-2026 calendar Matthew Fitzgerald moved to approve the motion as presented. Calvert Webster seconds the motion. The vote is unanimous, and the motion passes.

McKinney-Vento Policy : Michelle Alarie led the approval process for the McKinney-Vento Homeless Policy, which was separated from the existing homeless policy as per SPCSA's requirements. Calvert Webster moved to approve the motion as presented. Matthew Fitzgerald seconds the motion. The vote is unanimous, and the motion passes.

Grants: Ms. Mattson confirmed that the Title I grant paperwork has been submitted and is currently under review by the National Department of Education..

Policies: None

GIfts: None

VI - PUBLIC COMMENTS II

Public Comments II: No comments are given.

VII - ANNOUNCEMENTS/AGENDA PLANNING

- Kinder Roundup 05/19/2025
- Next Meeting 05/20/25

VIII - ADJOURNMENT

Adjournment: Matthew Fitzgerald moves to adjourn the meeting. Calvert Webster seconds the motion. Michelle Alarie calls for a vote. The vote is unanimous. The meeting was adjourned at 4:49PM.