MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

A meeting of the Explore Knowledge Academy Charter School Board of Trustees was held on May 20, 2025, at 4:00 PM, in person and virtually, at 5871 Mountain Vista Street, Las Vegas, NV 89120.

Board President Michelle Alarie called the regular meeting to order at 4:07 PM.

I - GENERAL

Roll Call and Adoption of Agenda

A quorum was established with the following board members present:

- **Michelle Alarie** – President
- **Matthew Fitzgerald** – Vice President *Joined at 4:39 PM*
- **Mario Rezai** – Treasurer
- **Edna Elisabeth Coleman** – Secretary
- **Pamela Tarkanian** – Trustee *Not Present*
- **Samantha Jorgenson** – Trustee *Not Present*
- **Calvert Webster** – Trustee

Ms. Alarie presented a declaration of posting of the board meeting agenda.

II - PUBLIC COMMENTS

Public Comments I

No public comments were given.

III - AGENDAS AND MINUTES

Adoption of Agenda

Mario Rezai moved to approve the adoption of the agenda as presented. Elisabeth Coleman seconded the motion. Michelle Alarie called for a vote. The vote was unanimous, and the motion passed.

Approval of Minutes

The board reviewed and approved the minutes from the April 17, 2025, meeting. Elisabeth Coleman moved to approve the board minutes from April 17, 2025, as presented. Calvert Webster seconded the motion. Michelle Alarie called for a vote. The vote was unanimous, and the motion passed.

IV - ORGANIZATIONAL

Community Council

Ms. Mattson provided an update on the Community Council's Emergency Operations Plan, noting no significant changes from last year.

Administration

Abbe Mattson indicated that a June meeting would be scheduled once the contract with SPCSA is received, which is currently delayed due to CCSD needing to provide information on ongoing due process issues.

Michelle Alarie expressed concerns about the potential for the contract to be finalized in July, which could leave them without a sponsor. Mario Rezai suggested sending an email to expedite the process, emphasizing the importance of having a written contract.

Abbe discussed the current enrollment situation, noting a decrease to 500 students as some families have opted out. She mentioned that recent outreach efforts had not yielded responses from potential new students. As a result, the decision was made not to hire new teachers, with only two positions being filled from previous commitments.

Finance

Ms. Rogers stated she sent the April 2025 check registers.

Advisors

Joanne Sanders detailed the accomplishments of students from kindergarten through ninth grade. Notable activities included solar oven projects in first grade, mastery of multiplication in fourth grade, and a public speaking showcase for ninth graders. The presentation emphasized the hard work and progress made by students throughout the year.

Students

No students were present.

Board Members

No reports were given.

V - BUSINESS

Staffing for FY 26

Michelle Alarie facilitated the approval of staffing for FY26, noting that the administration had ensured the qualifications of the candidates.

Mario Rezai moved to approve the motion as presented. Calvert Webster seconded the motion. The vote was unanimous, and the motion passed.

SPCSA / EKAPS Contract

The SPCSA EKAPS contract was tabled until the next meeting, which is anticipated to occur in June, pending receipt of the contract.

Mario Rezai moved to approve the motion as presented. Elisabeth Coleman seconded the motion. The vote was unanimous, and the motion passed.

Public Hearing on Tentative Budget FY 26 to comply with NAC 387.720 (3-6)

Ms. Alarie stated this was the public review for the public. There was no public in attendance.

Adoption of Final Budget FY 26 to comply with NAC 387.725(1)

Mario Rezai moved to approve the motion as presented. Elisabeth Coleman seconded the motion. The vote was unanimous, and the motion passed.

By-Laws Update

Ms. Mattson reviewed updates to the by-laws based on recommendations from the SPCSA to align with standard practices for charter schools.

The revisions clarified terms, selection of board members, and vacancies, ensuring greater transparency. The timeline for electing board officers was adjusted to occur during the annual retreat rather than on September 30th, as originally stated.

Additionally, a new requirement mandates that by-laws be signed by the board president and secretary for official compliance.

Mario Rezai moved to approve the motion as presented. Calvert Webster seconded the motion. The vote was unanimous, and the motion passed.

Superintendent Evaluation

Superintendent Abbey Mattson was evaluated for performance. She was praised for leading the transition from CCSD to SPCSA, ensuring compliance, and taking on extra teaching responsibilities.

Student satisfaction remained high, with strong ACT scores and community engagement. Financial challenges due to declining enrollment were acknowledged, but budgeting efforts showed progress.

Public speaking and student competitions were discussed as key focus areas for visibility and recruitment.

Matthew Fitzgerald moved to approve the motion as presented. Mario Rezai seconded the motion. The vote was unanimous, and the motion passed.

Superintendent Compensation

Ms. Alarie stated that Ms. Mattson was contractually entitled to a 2-5% salary increase with satisfactory performance.

Ms. Mattson stated that she loved her job and that anywhere between 2 to 5% was acceptable. Due to financial constraints, the board agreed to a guaranteed 2% increase, with the possibility of an additional discretionary adjustment in September once financial audits and enrollment figures are reviewed.

Elisabeth Coleman moved to approve the 2% increase with the provision to revisit in September. Mario Rezai seconded the motion. The vote was unanimous, and the motion passed.

Superintendent Contract

The contract was reviewed and finalized with three amendments:

- The updated contract date was set to June 2025.
- The salary provision was adjusted to reflect the approved 2% increase.
- A discretionary salary adjustment cap was clarified at 5%.

Mario Rezai moved to approve the motion as presented. Matthew Fitzgerald seconded the motion. The vote was unanimous, and the motion passed.

Grants

None.

Policies

None.

Donations

Food donations for Field Day.

VI - PUBLIC COMMENTS II

No comments were given.

VII - ANNOUNCEMENTS / AGENDA PLANNING

- Last Day of School: **May 21**
- High School Graduation: **May 22**

VIII - ADJOURNMENT

Matthew Fitzgerald moved to adjourn the meeting. Mario Rezai seconded the motion. Michelle Alarie called for a vote. The vote was unanimous.

The meeting was adjourned at **6:13 PM**.
