MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

A meeting of the Explore Knowledge Academy Charter School Board of Trustees was held on Aug 14, 2025, at 4:00 PM, in person and virtually, at 5871 Mountain Vista Street, Las Vegas, NV 89120.

Board President Matthew Fitzgerald called the regular meeting to order at 4:00PM.

Opening

Roll Call and Adoption of Agenda

A quorum was established with the following board members present:

- Matthew Fitzgerald – President
- Michelle Alarie – Vice President
- Mario Rezai – Treasurer *logged on at 4:15 PM*
- Calvert Webster – Trustee
- Edna Elisabeth Coleman – Secretary
- Vacant
- Vacant

Matthew Fitzgerald presented a declaration of posting of the board meeting agenda.
The meeting was called to order by President Matt Fitzgerald, who confirmed a quorum was present.

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1 - Approval of Minutes

The board reviewed the minutes from the July 19, 2025 meeting.
Motion: Michelle Alarie moved to approve the July 19, 2025 minutes as presented. Seconded by Elisabeth Nyang-Coleman. No discussion or objections; motion passed unanimously.

2- Public Comments

The floor was opened for public comment on agenda items. No public comments were made, though a prospective board member was present.

3- Financial Update

The July check register was submitted by the finance manager, Lori.
Board members were given an opportunity to ask questions; none were raised.

4 - Superintendent's Update

Superintendent Abbe Mattson reported:

- Mr. Heiss, the school dean, resigned to pursue a project developing new teachers from local high schools. The position will not be filled due to budget constraints.
- SPCSA now requires more board approvals and acknowledgments, leading to more frequent (likely monthly) board meetings.
- Enrollment stands at 571, a net decrease.
- The school is fully staffed except for a speech pathologist, who moved out of state unexpectedly. Efforts to recruit a replacement have been challenging. Communication was sent to affected families, explaining that services would be delayed but made up once a new therapist is found.
- The school year started smoothly, with students and staff settling in well.
- No student performance updates, as school just began.
  Board members discussed the impact of the speech therapist vacancy and possible effects on enrollment.

5 - Teachers Update

Ms. Sanders reported:

- Most curriculum materials have arrived and been distributed to families who have paid. Some math, reading, and science materials are delayed due to shipping issues. Teachers are communicating with families about delays.
- Grade-Level Updates:
    - Kindergarten: Focus on teaching school and classroom rules.
    - Grades 4–5: Completing iReady diagnostics and beginning a new curriculum.
    - Grade 5 Math: Starting volume of 3D shapes.
    - Science: Properties and manners.
    - Social Studies: Native people of the West.
    - English (8th Grade): Narrative essays and rites of passage.
    - Secondary Science: Starting geology unit and offering forensic science as an elective.

Consent Agenda - All items listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a board member so requests, in which case the item(s) will be removed from the Consent Agenda and Considered along with the regular Order of Business

6. Adoption of August 14, 2025 Agenda *(Matthew Fitzgerald, Chair) (Information, Discussion, For Possible Action)*

7. Approval of July 19, 2025 Board Minutes *(Matthew Fitzgerald, Chair) (Information, Discussion, For Possible Action)*

8. Approval of FY 26 Staffing *(Abbe Mattson, Superintendent) (Information, Discussion, For Possible Action)*

9. Acceptance of Grant Funds *(Abbe Mattson, Superintendent) (Information, Discussion, For Possible Action)*
a. Special Education (IDEA Part B)
b. Title I Part A

Motion: Mario Rezai moved to approve the consent agenda as listed. Seconded by Michelle Alarie. No items were pulled for discussion; motion passed unanimously.

New Business

10 . Appointment of New Board Member: Jodie Pisciotti
The application, resume, and references for Jody Pisciotti were reviewed. Jodie Pisciotti introduced herself, sharing her background and reasons for wanting to join the board. Board members asked questions about her experience and her child's grade level.

Calvert Webster moved to appoint Jodie Pisciotti to the Board of Trustees. Seconded by Elisabeth Nyang-Coleman. Mario Rezai abstained from voting. Motion: Motion passed; one abstention (Mario Rezai).

11. AB 398 Allocation Plan for Teacher Raises
Superintendent Mattson explained the allocation to be distributed evenly among 32 staff, about $5,000 each. All fully licensed teachers will be receiving this raise along with our counselor, social worker, Information Technologist, registrar and maintenance. The board chose equal distribution rather than differentiated by role. Board chair's signature required for documentation. Discussion: Comparison to Clark County School District (CCSD) raises; EKA's raise is less, but teachers are generally satisfied due to school culture.

Motion: Michelle Alarie moved to approve the AB 398 allocation plan as presented. Seconded by Elisabeth Nyang-Coleman. The motion passed unanimously.

12. Revised Attendance Policy
Superintendent Mattson outlined clarifications:

- Added missing word "policy" in section 1A.
- Broke down tardy consequences for elementary and secondary.
- Eliminated detentions for secondary students (tardiness often not the student's fault).
- Clarified pre-arranged absence approvals are at administration's discretion, especially for students nearing the 10% absence threshold.
- Added acceptance of absence notes via email and specified the parent portal address.
  Discussion: Board members asked about distance learning assignment submission.

Motion: Mario Rezai moved to approve the revised attendance policy with the noted change. Seconded by Michelle Alarie. The motion passed unanimously.

13. Revised Board of Trustees Bylaws
Ms. Mattson discussed the board by-laws.
Updates based on SPCSA attorney recommendations:

- Added mission statement and program description.
- Updated name to "Explore Knowledge Academy of Public Speaking."
- Required majority of board to reside in Clark County.
- Changed board member selection process to board appointment (no longer by families), in line with Nevada law.
- Clarified resignation process and applicant screening.
- Required trustees to attend at least one meeting per quarter; missing four meetings in a year results in removal.
- Added requirement to notify SPCSA within 10 days of bylaw amendments.
- Minor corrections noted (commas, president's name).

Motion: Mario Rezai moved to approve the revised bylaws with corrections. Seconded by Michelle Alarie. The motion passed unanimously.

14 . Superintendent Succession Plan
Superintendent Mattson presented a draft plan for leadership succession (not emergency). Board encouraged to review and provide feedback; no vote required at this meeting. Discussion: Importance of a thorough, transparent process for selecting a future superintendent.

Motion: Mario Rezai moved to table the item until the next meeting. Seconded by Elisabeth Nyang-Coleman. The motion passed unanimously.

15. Test Security Plan
Superintendent Mattson explained the requirement to have a test security plan and for the board to acknowledge its existence and communication to families.

Motion: Mario Rezai moved to acknowledge the test security plan. Seconded by Calvert Webster. The motion passed unanimously.

16. Notification of State Examinations
The board acknowledged the process of notifying families and staff about required Nevada state examinations and which grade levels are affected. Motion: Michelle Alarie moved to approve the notification of state examinations. Seconded by Elisabeth Nyang-Coleman. The motion passed unanimously.

17. Whistleblower Protection for State Examinations
The board acknowledged receipt of the whistleblower policy and the process for staff to report concerns

(to the superintendent, or to the board president if the concern is about the superintendent).

Motion: Michelle Alarie moved to acknowledge the whistleblower policy. Seconded by Mario Rezai.
The motion passed unanimously.

18. Administration notification of any gifts or donations since the last board meeting

No Gifts or donations

Closing

19. Public Comment

No public comments.

20. Board Reflection Period

Board members reflected on the meeting and discussed items for future agendas.

21. Upcoming Calendar Events

First Day Of School - August 12, 2025

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22. ADJOURNMENT

Elisabeth Nyang-Coleman moved to adjourn the meeting. Michelle Alarie seconded the motion. Michelle Alarie called for a vote. The vote was unanimous.
The meeting was adjourn at 5:01PM
