
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 16 2026, 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 4:02 PM.

OPENING

Call to Order and Flag Salute and Roll Call (For possible action) (Matthew Fitzgerald, Chair)

A quorum was established with the following board members present:

- Matthew Fitzgerald – President
- Michelle Alarie- Vice President *Not Preset*
- Mario Rezai– Treasurer
- Elisabeth Nyang-Coleman– Secretary
- Calvert Webster – Trustee
- Jodie Piscioti - Trustee *joined at 4:15PM*
- Matt Gromlich - Trustee

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.

1 - PUBLIC COMMENTS

- No public in person and no public on the new board meeting teleconference, ekacademy.org/teleconference.
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ADMIN UPDATES

2. Financial Update

The financial update was presented by Ms. Rogers, who reported that the February and March check registers had been submitted to the board for review. She explained that the format of the packet set appears different due to the transition to a new accounting software system, though the underlying information remains consistent. She further clarified that the new system pulls

only checks and does not include payroll journal entries, whereas QuickBooks previously consolidated both. Board members acknowledged the differences in presentation and confirmed they had no questions at this time.

3. Superintendent's Update (Abbe Mattson, Superintendent) (Information, Discussion, For Possible Action)

Superintendent Abbe Mattson provided highlights indicating the school year is winding down, with surveys for families, students, and staff open through the end of April. Staff will review survey results in May and make recommendations for improvement. She noted third quarter financials are not yet complete due to the accounting program transition and indicated an emergency meeting may be required next week to address AB 398 reporting and third quarter financials once materials are ready; she committed to notifying the board by email with a firm date. She reported that the request to amend the school's enrollment cap was submitted to the SPCSA on Tuesday and is expected to come before the SPCSA board in May, with notification to follow once the date is set.

The superintendent reported on the recent Community Council meeting held on Monday, April 13, at which Board President Matthew Fitzgerald attended to represent the board. The council reviewed and approved three policies that were scheduled for board consideration during this meeting.

4. Staff/Teacher's Update (Joanne Sanders, Student Support Advocate):

Elementary Highlights:

Ms. Sanders shared that distance learning enrollment has reached 46 students, including 15 elementary, 17 middle school, and 14 high school learners. She stated their last instructional day is May 8, four weeks from the meeting date, and described targeted support efforts for three distance-learning seniors to keep them on track for graduation. Kindergarten students are learning about physical education shapes and are excited about promotions scheduled for Monday, May 18, with further details forthcoming. Fourth grade students are beginning fractions in math and continuing division of facts in humanities in preparation for an end-of-year mastery celebration. Science instruction is focused on information processing and living things, and social studies classes are covering how the United States became a country. Fourth and fifth grade reading and writing instruction is centered on SBAC preparation, current fourth quarter book reports, and reading the novel Hatchet. Writing classes emphasize poetry and end-of-year compositions. Fifth graders are learning line plot graphs in math, examining the

effects of the geosphere in science, and studying the Constitution and Bill of Rights in social studies.

Secondary Highlights:

Ms. Sanders reported that sixth grade math is in ongoing practice and sixth grade science has begun its first physics unit on phase changes of matter and thermal energy transfers. Seventh grade science is exploring synthetic materials prior to an upcoming ecology unit, while eighth graders have started Earth science topics covering seasons, lunar phases, and eclipses in conjunction with SBAC preparation. She shared that the Science Olympiad team competed the previous weekend, earning bronze in Metric Mastery and silver in Entomology. Middle school English classes are writing argumentative essays, with sixth and eighth graders choosing animal-related topics inspired by a Perspectives unit on animal allies, and seventh graders focusing on outer space. Seventh graders completed a unit titled "A Scary Home," using MLA format, reliable sources, and works cited pages, and incorporating counterclaims with evidence and rebuttals as part of their final grades. Seventh grade U.S. History is addressing the Reconstruction Era, the Roaring Twenties, and the Great Depression. Eighth grade World Geography is studying East Asia through presentations on indigenous animals and landmarks, and comparing regional education systems with American practices using e-caps. Tenth grade World History is covering imperialism with projects on Nelson Mandela and Mahatma Gandhi. Eleventh grade U.S. History is studying the 1970s, emphasizing Watergate and the Nixon impeachment, and examining the evolution and influence of music into the 1980s and 2000s. Twelfth grade economics and financial literacy classes are completing paper 1040 tax forms by hand, learning about credit cards, insurance, housing payments, and rent, and continuing graduation preparations. High school geometry is concluding probability, precalculus has begun matrix theory, algebra one is finishing polynomial multiplication and subtraction, and algebra two is starting probability. Secondary public speaking courses are progressing toward finals and participation in high school Optimist or Toast competitions, with an upcoming event noted for March 26. Art classes are studying major artists including Da Vinci, Dalí, and Stark, and middle school students are drawing "the Mona Lisa on vacation." The theater reported its first tech rehearsal scheduled for the following evening at 4:30 p.m. Student Council is finalizing year-end plans, including a Disney Night event in the coming weeks. The board thanked staff for the thorough update, and several members offered appreciation for front office staff, noting their supportive engagement with families and new students and their efforts to increase enrollment through outreach to local stores, apartments, and childcare centers over the summer.

5. Description of Front Office Duties and Job Requirements (Bobbie Gonzalez and Darlene Acosta, Front Office Staff) (Information, Discussion)

Bobbie introduced herself and stated that she has been employed at the school for nearly five years, expressing her strong commitment to her role and appreciation for the front office environment, the students, the families, and the staff she supports. She outlined her responsibilities, which include front office operations, serving as the backup for the health office, assisting parents and staff throughout the day, managing attendance, answering phone calls, supporting parents with Infinite Campus access, and assisting students with password resets as needed. She also noted that she maintains filing duties and performs additional tasks as assigned. Mrs. Mattson affirmed Bobbie's contributions, noting that she consistently fulfills all responsibilities requested of her and frequently exceeds expectations. Board members briefly expressed their appreciation for her work while the meeting paused to address a technical issue with another participant's microphone.

Darlene Acosta introduced herself as the Office Specialist for Building A and explained that her role encompasses a wide range of administrative responsibilities. She manages all attendance-related correspondence, schedules parent conferences, and oversees communication, payments, and operational tasks associated with the after-care program. She noted that she routinely assists with any additional duties required, including email communication and general office support. Mrs. Mattson added that during the summer, Darlene and Bobbie independently visited local businesses, apartments, daycares, and preschools to distribute flyers in an effort to support enrollment growth, expressing appreciation for their initiative and dedication to the school. A board member also commended both staff members for their strong rapport with families, highlighting their ability to learn and remember names quickly, which contributes positively to the school community.

CONSENT AGENDA

6. Adoption of April 16, 2026 Agenda (Matthew Fitzgerald, Chair) (Information, Discussion, For Possible Action)

7. Approval of February 26, 2026 Board Minutes (Matthew Fitzgerald, Chair) (Information, Discussion, For Possible Action)

8. Acknowledgment of Current Enrollment FY 26 as of April 8, 2026 (Abbe Mattson, Superintendent) (Information, Discussion, For Possible Action)

9. Acknowledgement of Projected Enrollment FY 27 as of February 12, 2026 (Abbe Mattson, Superintendent) (Information, Discussion, For Possible Action)

Item Ten was removed from the minutes due to no new teaching staff

Mario Rezai moved to approve items 5 through 9 with item 10 removed on the consent agenda.
Elisabeth Nyang-Coleman seconded the motion. The vote was unanimous, and the motion passed.

NEW BUSINESS

Item 11 was removed from the minutes due to the Third Quarter Financials not being ready.

12. Approval of Progressive Discipline and Restorative Justice Policy (Information, Discussion, For Possible Action)

The superintendent presented the updated progressive discipline and restorative justice policy, noting substantial revisions driven by SPCSA and DOE requirements. She explained the removal of a large restated bullying policy section previously required by CCSD; SPCSA now accepts a direct link to the NRS bullying policy, which reduces redundancy and paper volume. She described student involvement in policy development as requested by SPCSA, detailing a two-hour working session with juniors and seniors who advocated for clearer disciplinary actions and stronger penalties to promote safety and a learning-focused environment; their feedback informed updates to the three-tier disciplinary chart. She summarized the collaborative revision timeline including meetings on March 30, April 8 with high school students, April 13 with the Community Council, and April 16 with the board.

During board discussion, minor editorial corrections were identified. Secretary Elisabeth Nyang-Coleman noted a formatting inconsistency where the word “prohibited” was not bolded in a header listing discrimination, bullying, and cyberbullying, and she also flagged a duplicated “will” under accountability and monitoring. A board member later located the “will will”

duplication under section six related to students, indicating the phrase “EKA staff will will assess their condition” appears on page eight; the superintendent acknowledged the correction. The superintendent additionally reported quarter three suspension data on page six, confirming zero EL suspensions, zero SPED suspensions, and approximately 1.6 percent general population suspensions, maintaining a minimal baseline. A board member asked about the integration of student representation into the “plan created by” section, and the superintendent confirmed that students were added on page three alongside teachers, administrators, counselors, social workers, and families.

Jodie Piscioti moved to approve the Progressive Discipline and Restorative Justice Policy, Mario Rezai seconded. The vote was unanimous, motion passed.

13. Approval of Fiscal Policy and Procedures Update (Information, Discussion, For Possible Action)

The superintendent introduced updates to fiscal policy and procedures reflecting SPCSA feedback emphasizing clear role delineation and internal controls. She described enhanced separation of duties to ensure that individuals authorized to sign checks are distinct from those who prepare or verify them, specifically noting that the finance manager, Lori, will reconcile and prepare checks but will not sign them. Ms. Rogers added that the revisions clarify transaction recording and reconciliation responsibilities. During review, Secretary Nyang-Coleman asked about the redlined phrase “someone other than the check signer” on page 13 under transaction recording; the superintendent confirmed red text denoted deletions from the original policy, while green reflected additions.

Mario Rezai moved to approve the Revised Academic Credit - Promotion/Retention Policy with revisions. Elisabeth Nyang-Coleman seconded the motion. The vote was unanimous, and the motion passed.

14. Approval of Cell Phones and Personal Devices Policy Update (Abbe Mattson, Superintendent) (Information, Discussion, For Possible Action)

The superintendent outlined changes to the cell phones and personal devices policy to align with current campus practices. She explained that secondary classrooms now use phone organizers for in-class storage, and elementary teachers requested and received organizers following professional practice discussions. Students place phones in organizers upon entering class and retrieve them when the bell rings to leave, allowing access between classes, at lunch, and before and after school. She reported a significant reduction in negative peer interactions and off-task behaviors, including message-based conflicts during bathroom breaks, and noted widespread teacher support. The update also replaces tiered first and second offense language

under progressive interventions with a flexible list of possible responses tailored to context. Board members commented that the approach is consistent with other schools and expressed support for continued adjustments based on effectiveness.

Mario Rezai moved to approve the Cell Phones and Personal Devices Policy Update as presented. Jodie Piscioti seconded the motion. The vote was unanimous, and the motion passed.

15. Approval of Board By Laws Update((Abbe Mattson, Superintendent) (Information, Discussion, For Possible Action)

The superintendent presented an update to the bylaws to address SPCSA feedback regarding board member term language. She explained that the existing clause distinguishing even-year end dates for teacher and parent positions and odd-year end dates for positions in accounting, financial services, law, or human resources no longer reflects current practice. To clarify and simplify, she proposed removing that clause so that each board member serves a three-year term, with successors beginning a new three-year term upon expiration, without reference to specific even or odd year cycles.

Elisabeth Nyang-Coleman moved to approve the Board By Laws Update as presented. Calvert Webster seconded the motion. The vote was unanimous, and the motion passed.

16. Approval of FY 27 Board Calendar.(Abbe Mattson, Superintendent) (Information, Discussion, Acknowledgement)

The superintendent proposed an FY 27 board calendar aligning most regular meetings to the third Thursday of each month at 4:00 p.m., with adjustments for holidays as needed. She recommended the last Saturday in July for the annual board retreat and noted the plan follows recent practice for scheduling. Board members expressed support for the consistency, and, after confirming there were no conflicts identified

Jodie Piscioti moved to approve the FY27 Board Calendar for Enrollment Cap Adjustment as presented. Elisabeth Nyang-Coleman seconded the motion. The vote was unanimous, and the motion passed.

17. Discussion of Superintendent Evaluation in May 2027.

The board discussed the upcoming superintendent evaluation process. Superintendent Mattson stated she updated her self-evaluation rubric and included it in the board packet, along with the evaluation documents outlining the process for newer members. Board President

Fitzgerald confirmed he will present the superintendent's evaluation at the May meeting, during which the board will vote first to determine the superintendent's rating and then to decide any pay increase for the following year. The board acknowledged the schedule and expectations and agreed to proceed accordingly.

18. Administration notification of any gifts or donations since the last board meeting.(Abbe Mattson, Superintendent) (Information, Discussion, Acknowledgement)

The superintendent reported no new donations at this time but noted that field day is approaching and typically generates in-kind donations such as water, cookies, and chips. She also mentioned some contributions received through the school's online donation button. The board acknowledged the update and discussed volunteer coordination for field day, with confirmation that a sign-up process would be communicated closer to the event, which is scheduled for May 15.

CLOSING

16. Public Comment No public in person and no public on the new board meeting teleconference, ekacademy.org/teleconfere

16. Board Reflection Period

During the reflection period, trustees inquired about upcoming school events. It was noted that the talent show had already occurred, and the superintendent offered to send invitations to the awards ceremony and graduation to all board members. The board clarified dates for upcoming activities, confirming graduation on May 21 and a board meeting the same week on a different weekday due to scheduling needs. Members discussed field day volunteer coordination and expectations, with the superintendent confirming communications would be issued shortly. The board also raised concerns about prom attendance, with the superintendent acknowledging a significant lull in ticket sales and explaining that, due to nonrefundable expenditures, the event would proceed on a smaller scale. Trustees reflected on the reduced high school enrollment of approximately 80 students and considered future efforts to support event participation.

17. Upcoming Calendar Events (Abbe Mattson, Superintendent) **(Information, Discussion, Acknowledgement)**

The superintendent and board reviewed key upcoming events, including field day on May 15, graduation on May 21, and the May board meeting earlier that week. The superintendent committed to distributing invitations to awards and graduation to all board members and coordinating volunteer sign-ups for field day through school communications.

18. Adjournment (Action)

Jodie Piscioti moved to adjourn; Calvert Webster seconded. The vote was unanimous, and the meeting adjourned at 4:43 PM.
