

**NEVADA STATE HIGH SCHOOL**  
**Public Board Meeting**  
**Thursday, July 16, 2020, 7:00 p.m.**  
**Nevada State High School at Meadowwood**  
**2651 N. Green Valley Pkwy, #106**  
**Henderson, NV 89014**

**MINUTES OF MEETING (MEADOWWOOD)**  
**DRAFT**

**Members**

**Present:** (By teleconference due to COVID-19 pandemic)

Matthew Fox, Chair  
Michael Pelham, Vice Chair  
Nohemi Garcia, Clerk  
Cathy Sterbentz  
Luis Maceria  
Saul Wesley  
Barbara Graham  
Dianna Burns

**Members**

**Absent:**

Kelly Moxley

**Others**

**Present:**

John Hawk, Chief Operation Officer for NSHS  
Wendi Hawk, Chief Executive Officer for NSHS  
Andrea McDonald, Academics and Accountability Director  
Matt Iles, Marketing and Engagement Director  
Danielle Jones, Director of Site Administration  
Jennifer Lewis, Director of Site Administration  
Jennifer Ludtke, Director of Site Administration  
Deborah Whitmoyer, Director of Site Administration  
John Shoup , Director of Site Administration  
Erika Capulo, Operations Manager  
Rollin Heassler, Human Resource Manager  
M. Tam Vo, Business Manager  
Dayana Vital, Intern

1) **Call to Order, Roll Call, and Pledge of Allegiance.**

Time: 7:22

2) **Public Comments #1.**

Wendi Hawk introduced John Shoup as new DSA at Meadowwood. John Shoup: Excited to be in Reno and adjustments with NSHS. Pleased to be here and support received.

- 3) **EXECUTIVE UPDATE:** An update from members of the executive leadership team on the progress and performance of the school
- a. Special legislative session and budget impacts (John Hawk, COO)
  - b. SPCSA support for lottery and comments on point deduction (John Hawk, COO)
  - c. Employee progress on executing performance incentives (John Hawk, COO)
  - d. Safeguarding our schools against current policies and training (John Hawk, COO)
  - e. Information on succession planning (Wendi Hawk, CEO)
  - f. Student progress on student scorecards FY1920 (Wendi Hawk, CEO)

Notes:

John Hawk: No additional comments from before. Matthew Fox: Close agenda items 3a-3d.

Wendi Hawk: Same comments for 3e-3f. Matthew Fox: Close agenda items 3e-3f.

- 4) **CONSENT AGENDA:** Information concerning the following consent agenda items has been forwarded to Governing Body members for study prior to the meeting. Unless a Governing Body Member has a question concerning a particular item and asks that it be withdrawn from the consent list, items are approved at one time.;

(Matthew Fox, Chair) (*For Possible Action*)

- a. Approval of the meeting minutes from 5/14/2020
- b. Approval of the school's student handbook FY2021
- c. Approval of the school's staff handbook FY2021
- d. Approval of the school's assurance memo to SPCSA on volunteering
- e. Approval of Emergency Action Plan/Crisis Plan for FY2021 PCDR\_04.003  
(*recommended by committee*)
- f. Approval of Internet Safety Policy PLCY\_04.002
- g. Approval of Safe and Respectful Learning Environment Policy PLCY\_04.003
- h. Approval of Test Security Plan and Test Security Annual Update FY2021
- i. Approval school discipline and firearm report sent to the NV Dept. of Education
- j. Approval of the school's Parent Involvement Plan FY2021
- k. Approval of the school's School Performance Plan FY2021 to comply with the NRS 385.357 plan to improve achievement of pupils under NRS 385.3573
- l. Approval of Nevada State High School Special Education Policy as written by the State Public Charter School Authority and posted on the school's website here  
<https://earlycollegenv.com/governance/>
- m. Approval to continue staff and administrative performance incentives
- n. Ratify administrative performance pay and accrual of time from FY1920
- o. Ratify employee contracts for FY2021
- p. Approval of a letter confirming special education \$25,000 set-aside
- q. Approval of limited English proficient implementation process

Notes:

John Hawk: No changes for 4a-4q in Flagship campus, other than minutes.

**Matthew Fox moved to approve agenda items 4a-4q. Diana Burns seconded the motion. Motion carried unanimously 8-0-0.**

- 5) Approval of the Nevada State High School's reopening plan for fall 2020.  
(John Hawk, COO) (*For Possible Action*)

Notes:

John Hawk: No difference from previous. Michael Pelham: Are there potential hurdles going from online back to classroom. If that scenario were to happen, is there a plan to transition back? Wendi Hawk: We are able to schedule for them to be in-person or online. Cannot do two-week intro course online. Intro course canceled, which is a significant loss. Will be conducting online, but cannot replicate virtually as in person. That is the biggest loss. Can go back immediately except for intro course. John Hawk: A concern for us without the social connections. Matt Iles has done great job to replicate as much as possible. Going above and beyond to protect integrity of what we are doing.

**Matthew Fox moved to approve agenda item 5. Michael Pelham seconded the motion. Motion carried unanimously 8-0-0.**

- 6) Approval to end the schools "Cost Allocation Policy" with each of the school locations and replace with a simplified network fee of 30% DSA revenues coming from the state.  
(John Hawk, COO) (*For Possible Action*)

Notes:

John Hawk: No differences, just looking through Meadowwood.

**Matthew Fox moved to approve agenda item 6. Saul Wesley seconded the motion. Motion carried unanimously 8-0-0.**

- 7) Approval for Nevada State High School Network to apply for local, State, Federal, or private grants that is consistent with the school's mission for any school in the network's portfolio including expansion and replication schools.  
(John Hawk, COO) (*For Possible Action*)

Notes:

John Hawk: No differences from Flagship agenda.

**Matthew Fox moved to approve agenda item 7. Cathy Sterbentz seconded the motion. Motion carried unanimously 8-0-0.**

8) Board Member Comments

No comments

9) Public Comment #2.

*Public comment on any matter will be taken during this agenda item. No action may be taken on a matter raised under this item until the matter is included on an agenda as an item on which action may be taken. See NRS 241.020. A time limit of three (3) minutes, subject to the discretion of the Chair, will be imposed on public comments. The Governing Body Chair may allow additional public comment at his/her discretion.*

No comments.

10) Adjournment

Meeting adjourned at 7:36 pm.

DRAFT

<b>Nevada State High School MEADOWWOOD</b>				
FY2021 Purchase order approvals				
Count	PO Number	Status	Vendor	Total
001	20210001	Issued	Maryse Wells	\$ 600.00
002	20210002	Issued	Ellsworth & Stout, LLC	\$ 8,000.00
003	20210003	Closed	Phillip Zhang CPA, LTD	\$ 9,950.00
004	20210003-1	Issued	Phillip Zhang CPA, LTD	\$ 12,600.00
005	20210004	Issued	Integrata Systems, LLC	\$ 500.00
006	20210005	Closed	Infinite Campus Inc	\$ 4,601.80
007	20210006	Closed	Reno Property Management, Ltd	\$ 30,096.00
008	20210006-1	Issued	Reno Property Management, Ltd	\$ 25,100.93
009	20210007	Issued	Xtrakleen LLC	\$ 1,320.00
010	20210008	Issued	Amazon.com	\$ 650.00
011	20210009	Issued	Canon Solutions America, Inc.	\$ 350.00
012	20210010	Issued	Staples Business Advantage	\$ 100.00
013	20210011	Issued	NV Energy	\$ 1,800.00
014	20210012	Issued	Kelly Moxley	\$ 400.00
015	20210013	Issued	Nohemi Garcia	\$ 400.00
016	20210014	Issued	Barbara Graham	\$ 400.00
017	20210015	Issued	Luis Maceira	\$ 400.00
018	20210016	Issued	Dianna Burns	\$ 400.00
019	20210017	Issued	Saul Wesley	\$ 400.00
020	20210018	Issued	Matthew Fox	\$ 400.00
021	20210019	Issued	Michael Ross Pelham	\$ 400.00
022	20210020	Issued	Cathy Sterbentz	\$ 400.00
023	20210021	Closed	Nevada Education Consultants LLC	\$ 1,740.00
024	20210021-1	Issued	Nevada Education Consultants LLC	\$ 6,300.00
025	20210022	Closed	Integrata Systems, LLC	\$ 1,887.00
026	20210022-1	Closed	Integrata Systems, LLC	\$ 2,236.00
027	20210022-2	Closed	Integrata Systems, LLC	\$ 2,236.00
028	20210022-3	Issued	Integrata Systems, LLC	\$ 2,236.00