



May 2, 2023

Jhone Ebert
Superintendent of Public Instruction
Nevada Department of Education
700 E. Fifth Street
Carson City, NV 89701
775.687.9115

RE: Leadership Academy of Nevada Dual Enrollment Courses

Dear Superintendent Ebert,

Pursuant to NRS 389.160, Leadership Academy of Nevada (LANV) would like to officially request your review and approval of the attached list of Leadership Academy of Nevada's dual credit options, which was approved by Leadership Academy of Nevada's Governing Board on April 20, 2023. We are requesting approval for additional courses at Truckee Meadows Community College.

The courses we would like approval for would fulfill requirements for Associates Degrees at TMCC as well as high school graduation requirements. These new courses will allow our students more options as they work towards jumpstarting their college education and work towards an associates degree. We thank you for your consideration.

Please contact me at 702-358-4177 or belinda.beck@lanv.org if you have any questions or need additional information.

Sincerely,

Belinda J Beck

Belinda J Beck
Go First Dual Enrollment Coordinator



Requested Additional Courses for Fall 2023

Course ID	Credits	Institution	Type of Credit	High school Credit
AM147 - American Sign Language III	3	TMCC	Elective	Elective/1
ENG 205 -Intro to Creative Writing	3	TMCC	English	English/1
ENG 221 - Writing About Literature	3	TMCC	English	English/1
ENG 298- Writing Fiction	3	TMCC	English	English/1



DRAFT MINUTES OF THE REGULAR BOARD MEETING

April 20, 2023

Leadership Academy of Nevada
7495 West Azure Drive, Suite 120
Las Vegas, NV 89130

**The meeting was held on site, via the Internet, and via conference call.
A recording of the online meeting will be provided upon request.**

BOARD MEMBERS PRESENT:

<u>On Site:</u>	<u>Via the Internet</u>	<u>Via Conference Call</u>
None	Jori Martin, Chair Karl Andersen, Vice-Chair Joonho Um, Treasurer Bryan Mortensen, Secretary Vivian Surwill, Member	

BOARD MEMBERS ABSENT:

David Sampson, Member
Michelle Youshock, Member

OTHERS IN ATTENDANCE:

<u>On Site:</u>	<u>Via the Internet</u>	<u>Via Conference Call</u>
	Bryon Richardson, Executive Director Kim Green, Director of Student Success Melissa Forbes, Operations Manager Kasey Eyre, Director of Curriculum & Instruction Matt Lovell, Red Apple Financial	None

BOARD MEMBER TRAINING

Discussion (Bryan Mortensen, Secretary)

- Secretary Mortensen presented a discussion on the Mission and Vision of LANV. There was discussion around how one of the goals of LANV is to teach our students to be responsible and engaged citizens.
- Member Surwill touched on the fact that people can disagree but still be respectful of each other and their beliefs.
- Chair Martin reiterated that LANV's goal is to stay true to that mission and vision.

Chair Martin called the meeting to order at 7:01 pm with attendance reflected as above. The agenda was taken out of order.

OPENING

Call to Order; Roll Call; Review of Agenda (*Jori Martin, Chair*)

1. Approval of minutes from the March 16, 2023 Board Meeting (*Jori Martin, Chair*)
(Information, Discussion, For Possible Action)
 - Chair Martin presented the minutes for a vote.

Motion: Secretary Mortensen

Second: Member Surwill

Vote: Unanimous

2. Approval of minutes from the March 18, 2023 Board Retreat (*Jori Martin, Chair*)
(Information, Discussion, For Possible Action)
 - Chair Martin presented the minutes for a vote.

Motion: Treasurer Um

Second: Vice-Chair Andersen

Vote: Unanimous

3. Approval of minutes from the April 6, 2023 Finance Committee Meeting (*Jori Martin, Chair*) **(Information, Discussion, For Possible Action)**
 - Chair Martin presented the minutes for a vote.

Motion: Treasurer Um

Second: Vice-Chair Andersen

Vote: Unanimous

4. Public Comment (*Public comment pursuant to this item should be limited to the agenda, unless otherwise stated by the Chair.*)
 - There was no public comment.

COMMITTEE UPDATES

5. Finance Committee Update (*Joonho Um, Chair*) (**Information, Discussion, For Possible Action**)

- Chair Um resumed the discussion on reserve money being divided into several banks.
- ED Richardson spoke to a representative from Wells Fargo who suggested that the reserve money should be divided into different accounts.
- Chair Um is working with ED Richardson and Matt Lovell to move this item forward ASAP.
- Member Surwill asked if anyone had reached out to other charter schools or the SPCSA to see what they were doing or what would be recommended.
- Chair Um suggested that LANV could keep the Wells Fargo account as the main operating account, and leave the others dormant as saving accounts and accruing interest.

ADMIN UPDATES

7. FY24 Final Tentative Budget (*Bryon Richardson, Executive Director*) (**Information, Discussion, For Possible Action**)

- ED Richardson stated that nothing has changed since the discussion at the March 16, 2023 Board Meeting and the April 6, 2023 Finance Committee Meeting.
- Matt Lovell stated that just a few cosmetic changes were made to reflect the correct school year.
- The money allocated for the technology and connectivity were going to stay the same.
- Chair Martin presented the FY24 Final Tentative Budget for a vote.

Motion: Treasurer Um

Second: Vice-Chair Andersen

Vote: Unanimous

6. Financial Update (*Red Apple Financial*) (**Information, Discussion, For Possible Action**)

- Matt Lovell presented the March MTD Budget. The numbers are looking to align with the original approved budget.
- The Budget Detail remained the same as presented in the Finance Committee Meeting.
- Vice-Chair Andersen wanted to see if realistic targets could be reached with the Cash on Hand, Reserves, Expenses in certain categories and Enrollment

numbers.

- Matt suggested that the Finance Committee look at certain categories that could be monitored on a monthly basis. This discussion to go on the next Finance Committee Meeting. He suggested that they use the state model for guidelines.

8. Director's Update (*Bryon Richardson, Executive Director*) (**Information, Discussion, For Possible Action**)

- Community and Family Relations:
 - 3/28/23 Family Night (Art night, online and in person)
 - 4/13/23 Senior Speeches Night (LANV Office)
 - 4/14/23 LANV Night at the Aviators
 - Coming Up:
 - 4/25/23 Student & Family Activity (Fine Arts Showcase, online)
 - 5/11/23 8th Grade Promotion Ceremony (online)
 - 5/12/23 Northern NV End-of-Year Party (DEFY Sparks Trampoline Park)
 - 5/18/23 Graduation (Windmill Library)
 - 5/19/23 Southern NV End-of-Year Party (DEFY Las Vegas Trampoline Park)
- Student Community:
 - 3/25/23 Southern NV HS Student Activity (in person, Prom)
 - 3/27/23-3/31/23 11th & 12th Grade LEAD Expedition (Washington D.C.)
 - 3/28/23 Southern NV HS Student Activity (in person, field trip to Smith Center)
 - 3/31/23 Southern NV Student Activity (in person, STEAM day)
 - 4/7/23 Student Activity (online, Talent Show)
 - 4/17/23-4/18/23 Senior Trip (Disneyland)
 - 4/17/23-4/21/23 Testing Week (SBAC, EOC, etc)
 - Coming Up:
 - 4/21/23 Northern NV Student Activity (in person, Food Bank of Northern NV)
 - 4/24/23-4/28/23 Student Leadership Retreat (Pine Valley, UT)
 - 5/1/23-5/5/23 College & Career Spirit Week
 - 5/5/23 Southern NV Student Activity (in person, field day at Lone Mountain Regional Park)
 - 5/15/23-5/19/23 Finals Week (5/19 is the last day of school)
- Staff Development:
 - 3/22/23 Spring Semester Staff Social Hour (online)
 - 3/24/23 PD Staff Training (all staff) - All Staff Colloquia #3 (I Will Always Write Back)
 - 4/7/23 PD Staff Training (all staff) - Symposium Review
 - 4/14/23 PD Staff Training (all staff) - All Staff Colloquia #4 (I Will Always Write Back)

- Mrs. Somma (HS Science Mentor) has been invited to present a paper at the National Association for Research in Science Teaching Conference in April!
- Mrs. Newman (HS ELA Mentor) was nominated for the Patricia Behring Teacher of the Year award for NHD!
- A new MS LEAD Mentor (Mrs. Butta) and a new Director of Special Services (Mrs. Sparrow) were hired for the 23-24 school year
- Coming Up:
 - 5/5/23 PD Staff Training (all staff) - Portrait of a Learner
 - 5/12/23 PD Staff Training (all staff) - All Staff Colloquia #5 (I Will Always Write Back)
 - 5/19/23 PD Staff Training (all staff) - Semester Debrief
- Enrollment:
 - April MTD - 289 Students
 - Average Monthly Enrollment for 2021-22 was 303 students.
 - We currently have 289 students enrolled for Apr 2023 (Month to Date).
 - We had 313 students enrolled at the end of Apr 2022, so enrollments are down 7.7% versus LYTD.
 - Enrollments & withdrawals are slowing down since it's close to the end of the school year.
 - The April number is MTD for 22-23, but we don't expect that number to change much as the school year is drawing to a close.
 - Withdrawal Update - 64 Students YTD
 - We had a total of 87 losses in August through April of last school year (2021-2022).
 - Total losses are still trending lower versus LYTD (down 26.5%).
 - We expect withdrawals (and enrollments) to slow down through the end of the school year.
 - We had significantly less withdrawals at the beginning of this school year when compared to last year.
 - Year to date, the majority of withdrawals (41%) are students being withdrawn because of attendance.

NEW BUSINESS

9. Fall 2023 Dual Enrollment Classes (*Belinda Beck, Student Success Specialist*)

(Information, Discussion, For Possible Action)

- Requested Additional Courses for Fall 2023
 - a. AM147 - American Sign Language III
 - b. ENG 205 -Intro to Creative Writing
 - c. ENG 221 - Writing About Literature
 - d. ENG 298- Writing Fiction
- Member Surwill wanted to make sure that the classes that are being offered will

count towards their college credits. She encouraged the staff to highly recommend that the students meet with the college advisors.

- Motion to approve the Fall 2023 Dual Enrollment Classes.

Motion: Vice-Chair Andersen

Second: Secretary Mortensen

Vote: Unanimous

CLOSING

10. Upcoming Calendar Events (*Jori Martin, Chair*) **(Information, Discussion, For Possible Action)**

- Governance Committee Meeting: Thursday, May 4, 2023 @ 7pm PST
- Board Meeting: Thursday, May 11, 2023 @ 6:45pm PST
 - Discussion Leader: Karl Andersen
- Graduation: Thursday, May 18, 2023 @ 7 PM
 - Where: Windmill Library (7060 W Windmill Ln, Las Vegas, NV 89113)
 - Karl to speak at graduation as the Board member.

11. Board Member Comment (*Jori Martin, Chair*) **(Information, Discussion)**

- There were no comments.

12. Public Comment (*Public comment pursuant to this item may be on any topic, principally those related to Leadership Academy of Nevada.*) **(Information, Discussion)**

- There was no public comment.

13. Adjournment **(Action)**

- Motion to adjourn the meeting.

Motion: Secretary Mortensen

Second: Member Surwill

Vote: Unanimous

Meeting adjourned at 8:20 pm.

Minutes approved on: _____

Signed by: _____

Lacy Peterson
Executive Board Relations Assistant

MEMORANDUM OF UNDERSTANDING
BETWEEN LEADERSHIP ACADEMY OF NEVADA AND
BOARD OF REGENTS OF THE NEVADA SYSTEM OF HIGHER EDUCATION,
ON BEHALF OF TRUCKEE MEADOWS COMMUNITY COLLEGE,
FOR DELIVERY OF LOWER DIVISION COURSEWORK
TO LEADERSHIP ACADEMY OF NEVADA STUDENTS
PURSUANT TO NRS 277

This Interlocal Agreement, herein referred to as "Agreement", made and entered into this 1st day of July, 2023, by and between LEADERSHIP ACADEMY OF NEVADA, herein referred to as LEADERSHIP ACADEMY, and the Board of Regents of the Nevada System of Higher Education, on behalf of Truckee Meadows Community College, herein referred to as TMCC, provides for the administration and operation of the TMCC Jump Start program, located at 7000 Dandini Blvd., Reno, Nevada, owned and operated by TMCC.

This agreement is established for a one-year period, to expire in June 30, 2024.

This agreement will be reviewed and revisions made as necessary, any time before the expiration date, with mutual agreement of both entities. Any renewal on or before June 2024 will be subject to further negotiation and agreement.

WITNESSETH:

WHEREAS, LEADERSHIP ACADEMY and TMCC are mutually committed to promoting student success and improving the college readiness of students, and

WHEREAS, LEADERSHIP ACADEMY and TMCC are mutually committed to raising the graduation rate of LEADERSHIP ACADEMY through cooperative programs, and

WHEREAS, LEADERSHIP ACADEMY and TMCC are mutually interested in students completing college work while still in high school,

NOW, THEREFORE, in consideration of the aforementioned premises and the mutual promises, covenants and undertaking set forth herein, the parties agree as follows:

TMCC and LEADERSHIP ACADEMY desire to work in collaboration to offer lower division college courses to LEADERSHIP ACADEMY students. This agreement describes the mutual understanding of TMCC and LEADERSHIP ACADEMY.

SECTION I: Dual Credit

1. Legislative definition governing dual credit coursework for high school students, Nevada Revised Statute (NRS) 389.160:

Credit toward graduation from high school for courses taken at community college or university:

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A pupil enrolled in high school, including, without limitation, a pupil enrolled in grade 9, 10, 11, or 12 in a charter school or a pupil enrolled in a program designed to meet the requirements of an adult standard diploma, who successfully completes a course of education offered by a community college or university in this State which has been approved pursuant to subsection 2, must be allowed to apply the credit received for the course so completed to the total number of credits required for graduation from the high school or the charter school in which the pupil is enrolled or the credits required for receipt of an adult standard diploma, as applicable.

With the approval of the State Board, the board of trustees of each county school district and the governing body of each charter school shall prescribe the courses for which credits may be received pursuant to subsection 1, including occupational courses for academic credit, and the amount of credit allowed for the completion of those courses. (Added to NRS by 1989, 1089; A 1991, 1700; 1993, 103; 1999 3313; 2007, 1997.)

2. Jump Start Concept

LEADERSHIP ACADEMY students may enroll in a course at Truckee Meadows Community College (TMCC) and receive both high school academic credit and college credit.

- a. Only approved courses may be used for Dual Credit (either academic or elective). Academic credit refers to those courses which have been approved by the LEADERSHIP ACADEMY to meet graduation requirements. All other approved courses will count for elective credit.
- b. Dual Credit course may be applied for either elective or academic high school credit. During the traditional school day and/or regular public hours, LEADERSHIP ACADEMY students may enroll in dual credit courses that qualify for college credit.

3. Approved Courses

- a. College/Community College courses may be taken for college credit only, for dual (high school/college) credit or for personal fulfillment/enjoyment.
- b. Any course offered through TMCC and approved by both LEADERSHIP ACADEMY and the Nevada State Board of Education is available for dual credit. Community Service courses are not available for dual credit.

SECTION II: TMCC Jump Start Program

1. TMCC Course Offerings and LEADERSHIP ACADEMY Records

- a. TMCC shall develop and offer appropriate college courses in which LEADERSHIP ACADEMY students, grades 9-12, who meet minimum enrollment requirements may enroll in college credit courses to meet high school elective or graduation requirements.
- b. TMCC will provide one unofficial transcript for each student participating at LEADERSHIP ACADEMY high school within three weeks after grades are posted at the end of each TMCC academic term. This will only be done for students who have

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provided written permission to TMCC to release the transcript to the LEADERSHIP ACADEMY.

2. Jump Start Course Definitions

a. Participation

- i. Individual: Known as “J2,” refers to individual students taking non-cohort dual credit college courses offered through the published TMCC catalog. No special arrangement or consideration is given for time or access in these courses. J2 students are considered dually enrolled.
- ii. Cohort: This refers to courses arranged for specific groups where high school students are given first priority for enrollment.
 - a) Cohort Group Class: A class reserved for a specific group of high school students, usually at a single high school or targeted to a specific defined group (such as Gifted and Talented students, CTE students, etc.). These courses may be offered at a TMCC site.
 - b) Cohort/Public – A class with a specific number of seats reserved for high school students (generally from a specific high school, a specific targeted group, or any LEADERSHIP ACADEMY student) that is also open for enrollment of any TMCC student.

b. Content

i. Definitions

- a) Academic: Refers to courses that align with academic graduation requirements, to include fine arts and those courses accepted as academic electives.
- b) Career: Refers to technical or skill-based courses that align to Nevada Department of Education high school career and technical education pathways.

3. Jump Start Student Enrollment

- a. Jump Start classes are regular college classes. Curriculum and expectations follow the same rigorous standards set by TMCC Academic Departments. Jump Start students are fully responsible for their academic success.
- b. Jump Start participants will be responsible for completing the required Steps to Enroll for Jump Start students which include:
 - i. submitting a TMCC application for admission,
 - ii. a dual credit orientation and
 - iii. submitting appropriate permission to enroll paperwork.

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- c. Administrators or their designee will be responsible for approving all students enrolled in Jump Start courses to ensure the course is appropriate and the student is prepared to be successful.
- d. Jump Start students will have full access to TMCC support services including Tutoring and Writing Center.
- e. TMCC may provide student support for high school students enrolled in TMCC classes, which may include orientation, retention services and assistance with registration and enrollment in college classes.

4. Instruction

- a. Academic Jump Start classes are taught by TMCC college instructors, per course requirement.
 - i. A LEADERSHIP ACADEMY instructor who meets the TMCC professional requirements for a specific course may be considered by TMCC to receive part-time faculty status for the purposes of offering instruction to Jump Start students during the high school day as part of his/her LEADERSHIP ACADEMY full- or part-time teaching assignment. This portion of dual credit is called concurrent enrollment.
 - ii. A LEADERSHIP ACADEMY teacher, who is also part-time faculty for TMCC, may teach a Jump Start course during his/her full- or part-time teaching assignment, upon approval from LEADERSHIP ACADEMY administration and TMCC.
- b. Students will be the only point of contact with professors regarding any questions they have. By enrolling in at TMCC, students and LEADERSHIP ACADEMY understand:
 - i. Academic freedom is practiced at TMCC and allows faculty and students to pursue whatever inquiry they feel is important in the classroom without fear of censorship.
 - ii. Students may encounter adult language and images, different philosophical viewpoints and belief systems, as in any college environment.
 - iii. Parents are encouraged to help their students practice important communications skills to best support the student role as the main point of contact for all Jump Start inquiries.
- c. The grades earned through Jump Start will be a part of student's permanent college record. Students should review TMCC's dates and deadlines carefully and frequently.
 - i. Dropping a class:
 - a) To drop a class, students must withdraw from the class in advance of the deadline.

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- ii. Students who do not request to be dropped a course and fail to attend or submit work will receive the grade for the course they earn.

5. Course Fees and Payment

- a. Course Fees: TMCC shall charge the following fees in addition to course registration fees, as established by the NSHE -
 - i. For all students:
 - a) A technology fee per credit hour
 - b) Any special fees associated with the course

The following fees are waived for any student participating in the Jump Start Program.

- a) Application fee
 - b) Student Government Association per credit fee
 - c) Health and Sports per credit fee
- b. Textbook costs shall be the responsibility of LEADERSHIP ACADEMY and its students.
- c. Registration Fees: TMCC and LEADERSHIP ACADEMY agree to the following fees structure as defined by the statewide agreement -
 - i. For regular dual enrolled students, TMCC shall charge \$85 per credit.
 - ii. For students that qualify for free and reduced lunch status upon documentation provided by LEADERSHIP ACADEMY administration, TMCC shall charge \$58 per credit.
 - iii. For courses taught as a part of concurrent enrollment by a qualified LEADERSHIP ACADEMY teacher, TMCC shall charge \$75 a course with no additional fees.

LEADERSHIP ACADEMY will work directly with the TMCC Cashier's Department and develop individual vouchers for their students to ensure timely processing of fees.

Marketing

The design content, and distribution of all marketing efforts (i.e., written materials, displays, broadcasts, media releases, announcements, etc.) associated with this partnership will be mutually developed and agreed upon by both parties prior to release/distribution. All promotional materials requiring the use of the TMCC logo shall be approved by the TMCC Marketing and Communications Office via email (marketing@tmcc.edu) prior to being posted or distributed. All promotional materials requiring the use of the LEADERSHIP ACADEMY logo shall be approved by the LEADERSHIP ACADEMY Marketing Office via email prior to being posted or distributed. TMCC will provide directory student information to LEADERSHIP ACADEMY qualified personnel for targeted marketing only for the purposes and intentions set forth in this Agreement.

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SECTION V: Hold Harmless

To the extent authorized by law, LEADERSHIP ACADEMY agrees to indemnify and hold harmless TMCC, its officers, agents, servants or employees, from any damages, costs, or expenses by reason of liability as a result of any negligent act or omission by LEADERSHIP ACADEMY, or sub-users of LEADERSHIP ACADEMY, in the operation, supervision, control, or sponsorship of any activity or program upon the TMCC premises.

To the extent authorized by law, TMCC agrees to indemnify and hold harmless LEADERSHIP ACADEMY, its officers, agents, servants, or employees, from any damages, costs, or expenses by reason of liability as a result of any negligent act or omission by TMCC; or sub-users of TMCC, in the operation, supervision, control, or sponsorship of any activity or program upon LEADERSHIP ACADEMY premises.

SECTION VI: Insurance

LEADERSHIP ACADEMY shall, at its option, procure and maintain general liability insurance or self- insurance in compliance with NRS Chapter 41.

The Board of Regents shall, at its option, procure and maintain general liability insurance or self-insurance in compliance with NRS Chapter 41.

Responsibility of the College, Community College or University:

1. TMCC will comply with FERPA regulations.
2. Tuition will be refunded pursuant to the refund policies of TMCC if the student elects to drop a course or if the student is administratively dropped.

SECTION VII: Amendment

This interlocal agreement may be amended upon mutual consent of LEADERSHIP ACADEMY and the Board of Regents of the Nevada System of Higher Education, on behalf of the Truckee Meadows Community College, so long as it is consistent with the law of the State of Nevada.

SECTION VIII: Agreement Term

This agreement shall commence on July 1, 2023, and end on June 30, 2024.

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LEADERSHIP ACADEMY and TMCC agree and declare that it is their intention that all of the foregoing constitutes the complete and final expression of their agreement.

THE BOARD OF REGENTS OF THE NEVADA SYSTEM OF HIGHER EDUCATION, on behalf of Truckee Meadows Community College:

_____ Date _____
Dr. Karin Hilgersom, President

LEADERSHIP ACADEMY OF NEVADA

_____ Date June 15, 2023