



June 17, 2022

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

Ms. Ebert,

Mater Academy of Nevada (MAN) requests approval from the Nevada State Board of Education for dual enrollment courses from the University of Nevada, Reno, and Western Nevada College for high school credit.

At their most recent meeting, the Board of Directors approved an updated MAN Nevada Dual Enrollment Credit Correlation Guide for courses taken concurrently through the University of Nevada, Reno and Western Nevada College. Attached is that MAN Nevada Dual Enrollment Credit Correlation Guide, the MOU between MAN Nevada and the University of Nevada, Reno and Western Nevada College, and the MAN Board Agenda and Minutes for that meeting.

We appreciate consideration of this item at the next scheduled Nevada State School Board Agenda.

Thank you for your consideration and processing of this board item. Please let us know if we can be of further assistance with this process.

Sincerely,

A handwritten signature in cursive script that reads 'Renee y. Fairiess'.

Renee Fairiess, Lead Principal  
Mater Academy of Nevada

Mater Academy of Nevada East Campus  
Dual Enrollment Credit Correlation Guide

| Subject        | Course ID   | CR | College Course Title            | Mater East NV equivalent Course | HS Credit Type   | GPA Bonus Points | Post-Secondary Institution | Dual Enrollment University |
|----------------|-------------|----|---------------------------------|---------------------------------|------------------|------------------|----------------------------|----------------------------|
| English        | English 101 | 4  | Composition I                   | English 11 Dual- Sem 1&2        | 1 English        |                  | NSHE Institutions          | University Nevada Reno     |
| English        | English 101 | 3  | Composition I                   | English 11 H Dual- Sem I        | 0.5 English      | H= 0.025         | NSHE Institutions          | Western Nevada College     |
| English        | English 102 | 3  | Composition II                  | English 11 H Dual- Sem 2        | 0.5 English      | H= 0.025         | NSHE Institutions          | Western Nevada College     |
| Math           | Math 126    | 3  | Precalculus I                   | Precalculus I H                 | 0.5 Math         | H=0.025          | NSHE Institutions          | Western Nevada College     |
| Math           | Math 127    | 3  | Precalculus II                  | Precalculus II H                | 0.5 Math         | H=0.025          | NSHE Institutions          | Western Nevada College     |
| Elective       | COM 101     | 3  | Oral Communications             | English 10 Dual- Sem 1&2        | 1 Humanities     |                  | NSHE Institutions          | University Nevada Reno     |
| Elective       | COM 101     | 3  | Oral Communications             | English 11 Dual- Sem 1&2        | 1 Humanities     |                  | NSHE Institutions          | University Nevada Reno     |
| Elective       | COM 101     | 3  | Oral Communications             | English 11 H Dual- Sem 1        | 0.5 Humanities   |                  | NSHE Institutions          | Western Nevada College     |
| Elective       | EPY 150     | 3  | Strategies for Academic Success | Strategies for Academic Success | 0.5 Humanities   |                  | NSHE Institutions          | Western Nevada College     |
| Elective       | PSY 101     | 3  | General Psychology              | Psychology I H                  | 0.5 Humanities   |                  | NSHE Institutions          | Western Nevada College     |
| Elective       | ART 160     | 3  | Art Appreciation                | Art Appreciation                | 0.5 Fine Arts    |                  | NSHE Institutions          | Western Nevada College     |
| Social Studies | HIST 101    | 3  | U.S. History to 1877            | U.S. History H                  | 0.5 U.S. History | H= 0.025         | NSHE Institutions          | Western Nevada College     |
| Social Studies | HIST 102    | 3  | U.S. History since 1877         | U.S. History H                  | 0.5 U.S. History | H= 0.025         | NSHE Institutions          | Western Nevada College     |

**Dual Enrollment Program Affiliation Agreement**  
by and between Nevada System of Higher Education  
on behalf of the University of Nevada, Reno  
and the Mater Academy of Nevada, Inc.

This Dual Enrollment Program Affiliation Agreement ("Agreement") is entered into between the Board of Regents of the Nevada System of Higher Education on behalf of the University of Nevada, Reno ("University") and Mater Academy of Nevada, Inc. ("Mater Academy"), a nonprofit corporation with state-sponsored charter schools and (individually, a "Party," and collectively, the "Parties").

**RECITALS**

The University has determined that it is desirable to offer college level courses that may be counted toward both high school and college graduation requirements at the high school level.

Mater Academy desires that University provide to high school students college level courses that may be counted toward both high school and college graduation requirements.

Mater Academy students are authorized under NRS 389.160 and 389.310, to enroll in college level courses that may be counted toward both high school and college graduation requirements.

Now therefore, in consideration of the mutual promises contained herein, the Parties agree as follows:

**I. PURPOSE AND SCOPE OF DUAL ENROLLMENT PROGRAM**

**A. PURPOSE**

The purpose of this Agreement is to set forth the understanding of the Parties as to their respective responsibilities and rights in providing dual credit courses, as that term is defined in Section B below, to eligible Mater Academy students at certain high schools which are part of Mater Academy of Nevada, Inc. Mater Academy and the University shall mutually determine the high schools participating in the dual enrollment program on an annual basis.

**B. DESCRIPTION OF DUAL ENROLLMENT PROGRAM**

1. Dual Enrollment Program. A "Dual Enrollment Program" is a program which allows high school students to earn course credits that can simultaneously satisfy high school graduation requirements and college credits that can be applied towards college degrees or certificate completion at any college or university under the jurisdiction of the Board of Regents of the Nevada System of Higher Education.
2. Dual Credit Course. The Dual Enrollment Program offers courses to the students, defined as "Dual Credit Courses" for purposes of this Agreement. A "Dual Credit Course" is a college or university course that have been approved by the Nevada Department of Education to satisfy specific high school graduation requirements.

3. **Modes of Dual Enrollment Instruction**, Dual Credit Course instruction can be delivered or taught by: 1) College or university faculty on their respective campuses; 2) college or university faculty at the students' high school campuses; 3) college or university faculty using online/remote modalities; and/or 4) high school teachers at their high school campuses but supervised by college faculty ("Concurrent Enrollment"). For purposes of this Agreement the mode of instruction shall be Concurrent Enrollment.

## C. ELIGIBILITY

### 1. Application

- a. Students shall obtain written approval of the appropriate principal or counselor and career and technical education program representative (if applicable). Approval from secondary school officials indicates that the student has demonstrated both academic readiness and social maturity.
- b. Students and parents and/or legal guardian shall submit to Mater Academy a signed Dual Enrollment Application Form.
- c. High schools shall provide to the University an unofficial transcript for each of their participating students.

### 2. Initial Eligibility

- a. Students must be in enrolled at a Mater Academy high school listed in Exhibit A, attached hereto and incorporated herein.
- b. A student enrolled in the Dual Enrollment Program shall be admitted to the University for college-level credit under current procedures for admission to the University as a non-degree seeking student if the student either: (1) has a cumulative unweighted GPA of 2.5 or higher; or (2) is recommended by a high school teacher or counselor.
- c. Non-degree seeking students are not eligible for federal financial aid through FAFSA, but are eligible for institutional scholarship funds designated for Dual Enrollment students.

### 3. Continuing Eligibility

- a. Students must maintain a minimum cumulative University GPA of 2.0 to continue eligibility in the Dual Enrollment Program. Students with a cumulative University GPA below this minimum threshold may be allowed to enroll in Dual Credit Courses with permission from the University's Vice Provost for Undergraduate Education.

## D. COURSES AND CREDIT

### 1. Courses

- a. Mater Academy and the University agree that college level courses are rigorous and demanding courses, and the standards and criteria of any Dual Credit Course shall meet statutory and University criteria, and such criteria shall not be diminished for the purpose of the Dual Enrollment Program.

- b. The University will determine the Dual Credit Courses to be offered at any time during the term of this Agreement.
- c. Courses taught by Mater Academy shall comply with the University's student learning objectives, content and syllabi, which University shall provide to Mater Academy.

**2. Credit**

- a. Depending on the specific UNR course, when the student satisfactorily completes the course with a grade of (D-) or higher, the University shall award between one (1) and five (5) college credits toward earning a credential, certificate or degree, as applicable at the University for a Dual Credit Course . Note: some college courses have prerequisites of C or higher for progression in a sequence of courses.
- b. Students participating in their initial semester in the Dual Enrollment Program may not take more than nine (9) credits or three (3) courses for that initial semester.
- c. A non-degree student in the Dual Enrollment Program may register for a maximum of nine (9) undergraduate semester credits or three (3) courses per semester. Students wishing to take credits exceeding this maximum credit or course limit may appeal to the Vice Provost for Undergraduate Education.

**II. PROGRAM MANAGEMENT**

**A. TUITION AND FEES AND SUPPLIES**

**1. Tuition and Fees**

The non-degree application fee for Dual Enrollment Program students will be waived. Mater Academy shall be responsible for payment of tuition and all applicable course fees to the University, as specified in Exhibit B. The format for billing of all services pursuant to this Agreement is set forth in Exhibit B.

Students shall be charged a per course fee of seventy five dollars (\$75) by University. This course fee shall be paid by Mater Academy through a third party billing process that has already been established. If Mater Academy fails to pay the course fees, University will not award any University credit to the student despite the student's otherwise successful completion of the Dual Credit Course

Mater Academy understands and agrees that tuition and course fee charges for students enrolled under this Dual Enrollment Program may vary from student to student depending upon the total number of student credit hours for which each student has enrolled each term, and depending on the student's eligibility for in-state fees.

If the student withdraws from the enrollment in the course no later than the day before the class begins, University shall not charge tuition or fees to Mater Academy. No adjustments or refunds of University fees shall be made on or after the first day of Mater Academy semester.

**B. STUDENTS**

**1. Enrollment**

- a. The number of students admitted for any Dual Credit Course shall not be less than fifteen (15) students per section, and shall not exceed a maximum of thirty (30) students per section, except and to the extent that the Parties agree otherwise in writing in a specified circumstance.
- b. Each student enrolled in a Dual Credit Course, even though enrolled as a University student during the term of the Dual Credit Course, shall remain a student of Mater Academy and shall follow the academic schedule and calendar of classes as established by Mater Academy and approved by University.

**2. Removal or Withdrawal of Student**

- a. Student course withdrawal dates shall adhere to the existing policies of the University's Dual Enrollment Program.
- b. The removal of a student shall be handled cooperatively between the appropriate University personnel and the respective Mater Academy administrators. Mater Academy retains the right to refuse to allow a student to enroll in a Dual Credit Course and to discipline and/or remove any student from the Dual Credit Course in accordance with Mater Academy policies. The University shall have the right to remove any Mater Academy student from a Dual Credit Course in accordance with the University student conduct policy or academic dishonesty policy. Removing a student from a Dual Credit Course by either party requires a written explanation to be provided to the other party.

**3. Academic Advising and Ancillary Services**

Academic Advising shall be the joint responsibility of the University and Mater Academy. Both Parties shall ensure that students enrolled in the Dual Credit Courses are provided support services as may be needed, including but not limited to counseling and guidance and placement assistance.

**4. Maintaining Eligibility for Interscholastic Activities**

The Parties shall create a written plan to enable students enrolled in Dual Credit Courses to remain eligible for interscholastic activities.

**5. Records and Transcripts**

Upon completion of the Dual Credit Course, credit and grade shall be placed on the student's high school and university transcripts in their respective standard formats and shall not be identified as dual enrollment.

**C. INSTRUCTORS**

**1. Employment Status.**

- a. Throughout the term of this Agreement, an instructor provided by Mater Academy shall remain an employee of Mater Academy, and shall be covered under Mater Academy's workers' compensation insurance. Instructors shall be subject to the terms and conditions of the instructor's employment contract and Mater Academy policy, but shall also be subject to continuing approval by the University.
- b. Instructors of Mater Academy who teach Dual Credit Courses as part of Mater Academy contracted teaching assignment may receive additional compensation from Mater Academy and the University.

**2. Selection of Instructors**

- a. Mater Academy shall nominate an instructor qualified in the appropriate subject area for each Dual Credit Course and submit the instructor's name and credentials to the Vice Provost of Undergraduate Education for review by the academic department that administers the specific discipline at the University. The University has final approval on any instructor nominated by Mater Academy to teach Dual Credit Courses. University shall involve full-time University faculty who teach a particular discipline in the selection, orientation, ongoing professional development and observation of Mater Academy faculty teaching Dual Credit Courses.
- b. To ensure the Dual Credit Courses are taught to the University standards, high school teachers will be provided with University course syllabi, lecture schedule and notes, and sample exam and homework assignments. In addition, high school concurrent enrollment course instructors will be trained and supervised by University faculty course coordinators.

**3. Instructor Responsibilities**

- a. Instructors teaching Dual Credit Courses must submit grades to both Mater Academy and the University by the applicable deadline for each institution.
- b. Dual Credit Courses taught by Mater Academy shall comply with the University's student learning objectives, content and syllabi, which University shall provide to Mater Academy.

**4. Removal of Instructor**

- a. If a Mater Academy instructor repeatedly violates University policy and procedures after being warned of the infraction by a UNR Dual Enrollment administrator or course coordinator, the University may withdraw authorization for the instructor to participate in the Dual Enrollment Program and Mater Academy, upon such withdrawal of authorization, shall nominate another qualified instructor and notify the University in writing of such nomination. The replacement instructor shall be approved by the University pursuant to Section II(B)(2) of this Agreement.

**III. MUTUAL RESPONSIBILITIES AND OBLIGATIONS**

**A. MUTUAL RESPONSIBILITIES**

**1. Liaisons**

Each party shall designate a liaison to assist with the Dual Enrollment Program and to meet with the liaison designated by the other party as necessary and at least once each semester, to review Dual Credit Course outlines and the high school's scope and sequence, and to review and modify dual enrollment course instructional delivery as necessary.

2. Guidelines

Mater Academy and University shall ensure that each student enrolled in a Dual Credit Course, and all personnel of Mater Academy and all personnel of University who are involved in the Dual Enrollment Program are provided with Dual Credit Course guidelines prepared by both parties, and that such persons agree to review and comply with the guidelines.

3. Partnering High Schools

Mater Academy and University shall mutually determine the partnering high schools on an annual basis. Additional schools may be added during the Agreement time period, if liaisons from both Mater Academy and University agree. The names of the participating high schools shall be included in Exhibit A, which can be updated annually and attached to this Agreement.

4. Student Identification Numbers

Mater Academy shall assign a unique identification number to each student who is enrolled in the Dual Enrollment Program. The University shall retain the unique identification number assigned to each student by Mater Academy.

5. FERPA Compliance

The parties agree to comply with the Family Educational Rights and Privacy Act of 1974 ("FERPA"), and all requirements imposed by or pursuant to regulation of the Department of Education and the University to the end that the rights and privacy of the students enrolled in the University are not violated or invaded. No access to individual student data shall be granted by the parties to any other person, agency or organization without the written consent of the student, except for sharing with other persons within the University or Mater Academy, so long as those persons have a legitimate interest in the information.

6. Insurance

The parties to this Agreement shall procure and maintain, during the term of this Agreement, General Liability Insurance or provide for their respective financial obligations through a program of self-insurance in compliance with the Nevada Revised Statutes Chapter 41. The parties shall maintain workers compensation insurance as required by Nevada law.

7. Indemnification

Neither party waives any right or defense to indemnification that may exist in law or equity. The parties shall not waive and intend to assert available NRS chapter 41 liability limitations in all cases.

8. Data Sharing



The University shall have direct access to Dual Enrollment program students and prospective student's identifiable information, to include courses taken, grade point average, class ranking, standardize placement assessment, is protected as "education records" under both state and federal laws for the purposes and intentions of university direct contact. Release, sharing or any other disclosure of student identifiable information is prohibited.

University course coordinators will have full access to the CCSD learning management system ("LMS") so that they may observe dual enrollment course instruction and assess dual enrollment student learning. University course coordinators will have full access to dual enrollment course gradebooks included in the LMS system.

## **B. MATER ACADEMY OBLIGATIONS**

### **1. Facilities and Equipment**

- a. Mater Academy shall provide, at its own expense, classroom/laboratory space in which Dual Credit Courses and activities shall be conducted. Facilities and ancillary services provided for the delivery of Dual Credit Courses shall comply with all applicable provisions of the state Fire Marshal Code and all other applicable federal and state laws.
- b. Mater Academy shall furnish, at its own expense, all course textbooks, materials, specialized equipment, and other necessary equipment for Mater Academy students participating in the Dual Enrollment Program. Mater Academy shall adopt and utilize University approved textbooks, course outlines, and grading standards applicable to the dual credit courses being taught. Each student shall be responsible to purchase other supplies, if any, required for the dual credit course.
- c. Mater Academy and the partnering high school shall provide College Learning Management System (LMS) help and support to students enrolled in dual credit courses.

### **2. Enrollment**

- a. Mater Academy shall ensure that each student seeking enrollment in a Dual Credit Course has completed:
  - 1) the necessary admission applications, registration processes, and residency reclassification processes according to University deadlines in effect for each semester of enrollment; and
  - 2) the required University placement examinations or has met required placement scores and prerequisites.
- b. Mater Academy shall ensure that the parent/guardian of the student seeking enrollment in a Dual Credit Course is aware:
  - 1) the student is subject to both Mater Academy policies and procedures, and the University and Nevada System of Higher Education policies and procedures;
  - 2) the student is participating in a college level course;

- 3) of the requirements for the student to apply for residency reclassification and determination of in-state registration fee vs out-of-state tuition; and
  - 4) of the opportunities and requirements for participating in co-curricular/interscholastic activities at Mater Academy.
- d. All applicable forms to be signed by the students or parent/guardian shall be kept by Mater Academy.
  - e. Mater Academy shall establish an academic program for each student enrolled in the Dual Credit Course. The academic plan shall include, as applicable, the academic plan developed for the student pursuant to NRS 368.205.
  - f. Mater Academy through its partnering high schools shall ensure that each student who enrolls in a Dual Credit Course pursuant to this Agreement is a full-time Mater Academy student and is currently enrolled in and attending the partnering high school.
  - g. Mater Academy through its partnering high schools shall verify that each student enrolled in a Dual Credit Course satisfies any prerequisites for the Dual Credit Course as published in University catalog and complies with University policies and this Agreement regarding student placement in courses.

### 3. ADA Accommodations

Mater Academy shall determine the appropriate accommodations for each qualified student with disabilities in accordance with the American's Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973 or the IDEA, as applicable, submit appropriate documentation on students with disabilities to the Disabilities Resource Centers ("DRC") at the University and implement accommodations or special education services as required by federal and state law and as agreed upon by the University DRC and Mater Academy. Mater Academy shall work with University in determining appropriate accommodations or special education services. Mater Academy shall have the primary financial and administrative responsibility for providing and implementing necessary accommodations or services.

### 4. Instructors

- a. Mater Academy shall ensure Mater Academy administrators and Mater Academy instructors teaching Dual Credit Courses provide instruction in accordance with the policies, regulations and, instructional standards of the University.
- b. Mater Academy shall provide at its own expense, a substitute instructor, as necessary and as agreed upon by University, to cover the absence of a Mater Academy instructor who teaches a Dual Credit Course. In the case of substitutions exceeding ten (10) consecutive school days, Mater Academy shall notify the University in writing of the name and credentials of the substitute instructor.

## C. UNIVERSITY OBLIGATIONS

### 1. Course Requirements

- a. The University shall determine the dual enrollment courses to be offered at any time during the term of this Agreement.
- b. The University shall offer dual enrollment courses to students who meet University's prerequisites.
- c. The University shall ensure that all dual enrollment courses offered to students are:
  - 1) Of a quality and depth to qualify for college credit as determined by University;
  - 2) Evaluated and approved through the University curriculum approval process;
  - 3) Transferable to a college or university under the Nevada System of Higher Education; and
  - 4) Compliant with all standards for University courses.

**2. Enrollment**

- a. The University shall determine residency status of Mater Academy students for tuition and/or fees purposes in accordance with established Nevada System of Higher Education Board of Regents policy.
- b. The University shall grant college credit toward earning a credential, certificate or degree, as applicable for a Dual Enrollment course when a student satisfactorily completes the course with a grade of (D-) or higher.

**3. Instructors**

- a. The University shall provide partnering high schools the instructional information necessary to meet the goals of the courses delivered, including but not limited to college approved textbook titles, syllabi, course outlines, and grading standards applicable to Dual Credit Courses.
- b. The University shall ensure that instructors of Dual Credit Courses follow the same standards of expectation and assessment that are applied to other college courses.
- c. The University shall provide College Learning Management System ("LMS") training/assistance to instructors teaching Dual Credit Courses.
- d. The University shall ensure Mater Academy administrators and Mater Academy instructors teaching Dual Credit Courses provide instruction in accordance with the policies, regulations and, instructional standards of the University.

**IV. GENERAL PROVISIONS**

**A. TERM AND TERMINATION**

- 1. The Term of this Agreement shall be for five (5) years. The Term shall commence on August, 2022 and shall end on May, 2027.

- 2.. Either Party may terminate this Agreement for any reason following written notice to the other Party of intent to terminate delivered not less than ninety (90) days prior to the intended date of termination. Notwithstanding any termination under this Agreement, once a student has begun a Dual Credit Course and so long as the student remains in good standing in the University and Mater Academy, the student shall be allowed to finish the Dual Credit Courses for that semester.
3. In the event no funds or insufficient funds are appropriated and budgeted or are otherwise unavailable in any fiscal period for payments due under this Agreement, then this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without penalty or expense to University of any kind whatsoever.

#### B. MISCELLANEOUS

1. Entire Agreement. This Agreement contains the entire understanding of the parties with respect to the subject matter hereof and supersedes all prior agreements, oral or written, and all other communications between the parties relating to such subject matter. This Agreement may not be amended, supplemented or modified except by mutual written agreement by the parties.
2. Invalid Provisions. If any provision of this Agreement is held to be invalid or unenforceable for any reason, this Agreement shall remain in full force and effect in accordance with its terms, disregarding such unenforceable or invalid provision.
3. Force Majeure. Neither party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, governmental restrictions, governmental regulations, governmental controls, act of public enemy, pandemics, epidemics or other outbreaks of diseases or other infections accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Agreement after the intervening cause ceases.
4. Governing Law. This Agreement shall be governed, interpreted, construed and enforced in accordance with the laws of the State of Nevada, with venue in the City of Reno and County of Washoe.
5. Assignment. A party may not assign or transfer any of its rights, duties or obligations under this Agreement. In whole or in part, without the prior written consent of the other party.
6. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto, and their respective successors and assigns, and no other party shall be a beneficiary hereunder.
7. Notice. Notices required by this Agreement shall be in writing, delivered personally, by certified or registered mail, or by overnight courier, and shall be deemed to have been given when delivered personally or when deposited in the United States mail, postage pre-paid, or with an overnight courier, addressed as follows:

If to University:

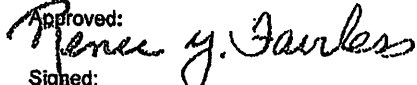
University of Nevada, Reno  
Provost and Executive Vice President  
1664 North Virginia Street  
Reno, Nevada 89557


If to Mater Academy of Nevada East Campus  
Renee Fairless  
3900 E. Bonanza Rd  
Las Vegas, Nevada 89110

8. No Joint Venture. In no event shall this Agreement be construed as establishing a partnership, joint venture or similar relationship between the parties hereto. Each party is an independent contractor, and neither is the agent, employee or servant of the other, and each is responsible only for its own conduct.
9. Use of Name or Logo. Nothing contained in this Agreement confers on either party the right to use the other party's name without prior written permission, or constitutes an endorsement of any commercial product or service by the University.
10. Compliance with Non-Discrimination Laws. Both parties agree to fully comply with all applicable state and federal non-discrimination laws. The Learning Site agrees to accept, assign, supervise, and evaluate qualified students regardless of a student's age, disability, whether actual or perceived by others (including service-connected disabilities), gender (including pregnancy related condition), military status or military obligations, sexual orientation, gender identity or expression, genetic information, national origin, race, or religion.
11. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

MATER ACADEMY OF NEVADA, INC.

BOARD OF REGENTS OF THE NEVADA  
SYSTEM OF HIGHER EDUCATION, ON  
BEHALF OF THE UNIVERSITY OF NEVADA,  
RENO

Approved:   
Signed: \_\_\_\_\_  
Printed: Renee Fairless  
Title: Lead Principal  
Date: 6/27/2022

Approved:   
Signed: \_\_\_\_\_  
Printed: \_\_\_\_\_  
Title: EVP/P  
Date: 6/28/2022

**EXHIBIT A**

**NAMES OF PARTNERING HIGH SCHOOLS**

**Mater Academy East  
3900 E. Bonanza Road  
Las Vegas, NV 89110**

**EXHIBIT B**

**FINANCIAL PROVISIONS**

*Fill in the blanks. If the information is not applicable indicate N/A in the blank. Additional directions for completing this form are in italics.*

**1. INSTRUCTORS**

Instructors shall be provided as follows: *(Check the appropriate line)*

- Mater Academy shall provide and pay all instructors
- University shall provide and pay all instructors
- Each party shall provide and pay for instructors as follows:

Approved Mater Academy instructors shall receive:

- 1) From the University:
  - a) One thousand dollars (\$1,000.00) per Dual Credit Course section taught. This is provided to each instructor once per semester for each section of Dual Credit Course during the traditional school day.
  - b) One thousand dollars (\$1,000.00) for professional development.
- 2) From Mater Academy: Extra duty pay of ten (10) hours at \$31.50/hour (for a total of \$31.500) for each semester taught. This is provided to each instructor once per semester.

**2. PAYMENTS OF TUITION AND FEES:**

University registration fees are seventy-five dollars (\$75.00) per course for each individual student in each dual credit course.

**FEES AND/OR COSTS:**

Set out below are additional fees and costs and, for each, a designation as to whether Mater Academy or students are responsible for payment of each fee or cost.

| Fees and Costs (including special course fees; assessment costs, if any; etc) | <i>For each fee or cost, check the appropriate line to indicate whether Clark County School Mater Academy or student is responsible for payment to the college charging the fee or cost</i> |
|---|---|
| Non-degree application fee (one-time)   | Waived  |
| \$75 dual enrolment course tuition charge                                     | Mater Academy, using third-party billing  |
| Textbook/required course materials  | Paid by High school   |

**3. COLLECTION AND PAYMENT OF TUITION AND FEES/COSTS**

*Check the appropriate line:*

- Mater Academy is responsible for payment of tuition and registration fees to the University.
- Each student is responsible for payment of tuition and registration fees to University.

For tuition and registration fees/cost payments required to be made by Mater Academy to the University:

A. Mater Academy is authorized and retains the discretion to collect tuition and registration fees/costs payments from its students to the extent Mater Academy deems appropriate; and

B. Mater Academy may reduce its required payment of tuition and registration fees/costs owed to the University pursuant to paragraph 3 by the amount of any payment owed to Mater Academy by the University pursuant to paragraph 2.

For any tuition and registration fees/cost payment required to be made by the student to the University, the University shall establish an individual billing account for that student and the billing for such tuition and registration fees and costs shall occur in accordance with University policies and procedures.

**4. FINANCIAL AID**

Except as indicated in this section, University will not offer Federal Financial Aid through FAFSA for the Dual Enrollment Program.

If tuition and/or additional fees and costs are the responsibility of individual students, a student may be eligible for tuition and fees and cost scholarships in compliance with University policies and procedures.

**5. FORMAT OF INVOICES BETWEEN MATER ACADEMY AND THE UNIVERSITY**

Mater Academy and the University shall send invoices to the other to the attention and at the address listed below no later than thirty (30) days after the end of each semester. Each invoice shall detail any payments due. Payments shall be made due within thirty (30) days of the receipt of an invoice.

Invoices to be sent to the University:

Cashiering and Student Accounts  
University of Nevada, Reno  
1664 N. Virginia Street  
Reno, NV 89557

Invoices to be sent to Mater Academy:

School Banker  
Mater Academy East  
3900 E. Bonanza Road  
Las Vegas, NV 89110



**JUMPSTART  
CONCURRENT STUDY PROGRAM**

**This Memorandum of Understanding is made and entered into by and between  
THE BOARD OF REGENTS OF THE NEVADA SYSTEM OF HIGHER EDUCATION,  
on behalf of  
THE COLLEGE OF SOUTHERN NEVADA  
And  
MATER ACADEMY OF NEVADA – EAST CAMPUS**

**I. Purpose**

- a. The purpose of this Memorandum of Understanding (MOU) is to memorialize the agreement between the Board of Regents of the Nevada System of Higher Education (NSHE) on behalf of the College of Southern Nevada (CSN) and Mater Academy of Nevada – East Campus (MANEC) to coordinate their efforts and work collaboratively to provide concurrent enrollment in CSN courses to qualified MANEC students. The MANEC and CSN are referred to individually as a “party”, or collectively as the “parties.”
- b. The parties acknowledge and endorse the need for collaboration in carrying out the conditions and intent of this MOU, and agree to use their reasonable efforts to provide the appropriate actions hereunder, and to make available appropriate representatives and resources in order to maximize the benefits hereunder consistent with their respective priorities, budgets, and other obligations.

**II. Terms of Agreement**

- a. The parties will jointly agree on concurrent enrollment courses to offer during the term of this MOU.
- b. MANEC will offer certain approved 299 or lower-level college courses that qualify for CSN academic credit and fulfill MANEC’s high school graduation requirements.
- c. Contact hours (classroom instruction hours) for concurrent enrollment courses taught pursuant to this MOU must be equivalent to CSN regular courses. MANEC will offer concurrent enrollment classes during the traditional school day hours.
- d. All instruction of the concurrent enrollment classes under this MOU will occur at a MANEC location. The MANEC waives any charge to CSN for facility usage under this MOU. Both MANEC and CSN shall be responsible for the actions or negligence of its own employees and agents. In no event shall liability exceed that set forth in Nevada Revised Statute Chapter 41.
- e. Upon successful completion of the approved course, the MANEC student will receive credit towards high school graduation from MANEC and simultaneously receive credit from CSN.
- f. CSN will work together with MANEC to formulate a steering committee that will meet at least once quarterly to review the policies and procedures outlined in this MOU and National Alliance of Concurrent Enrollment Partnerships Standards to ensure compliance.
- g. Pursuant to Nevada Revised Statute 388.205, MANEC will develop a four-year plan for each

**JUMPSTART  
CONCURRENT STUDY PROGRAM**

student, which may include concurrent enrollment courses.

- h. MANEC will ensure that each student seeking enrollment in a concurrent enrollment course, and the parent/guardian of the student, is made aware of opportunities and requirements for participating in interscholastic activities.

**III. Fees and Payments**

- a. MANEC Students, or their parent(s)/guardian(s), are responsible to pay all fees applicable to CSN for course enrollment. CSN will charge MANEC students at the time of enrollment via CSN on-line invoice. MANEC students or their parent(s)/guardian(s) are responsible to pay for courses at the time of enrollment or via CSN payment plan. However, MANEC may pursue grants and other funding opportunities to help support their students in the dual enrollment program. A failure to pay fees by the due date, or create a payment plan as indicated through MyCSN, can result in classes being dropped. CSN does not guarantee classes dropped will remain available for continued enrollment.

**On-Line Payments:** Students may pay for tuition and fees with a credit card through MyCSN. CSN accepts MasterCard, Visa, Discover, American Express, and Diners Club credit cards. In the event a credit card is declined online, classes will not show as paid, and all classes are subject to be dropped due to non-payment.

**In-Person Payments:** Students may pay for tuition and fees in person at the cashier's Office at any of the three main campuses during office hours if paying by cash, cashier check, money order, or personal check. Checks must be made payable to the NSHE Board of Regents. Be sure to write the student's NSHE number on the check when paying in person. A Return check fee may apply.

**Mail-In Payment:** Students may mail in personal checks for payment. Be sure to write the student's NSHE number on the check and allow sufficient time for mail delivery. A Return Check Fee may apply. The mailing address is:

College of Southern Nevada  
ATTN Cashiers Office - NLVE124  
3200 East Cheyenne Avenue  
North Las Vegas, NV 89030

- b. The Board of Regents of NSHE govern all CSN fees and may change during the time this MOU is in effect. Any changes in fees noticed by CSN, shall be remitted on a prospective basis by MANEC for newly enrolled students.
- c. MANEC students can verify all fees with CSN Director of Student Accounts and Cashiering Services by December 31st of a current school year to go into effect for the following school year. Notwithstanding, any other provision herein, CSN will not allow any further student enrollment pursuant to this MOU if there is an outstanding CSN invoice that has not been paid. Refunds will be handled based upon the Board of Regents approved policy found in Chapter 7 of the Nevada System of Higher Education Procedures and Guidelines Manual.

## **JUMPSTART CONCURRENT STUDY PROGRAM**

The following is a link to the manual: [Chapter 07 - Fees and Tuition.pdf \(nevada.edu\)](#)

### **IV. Curriculum and Supplemental Materials**

- a. The curriculum of the concurrent enrollment courses taken by MANEC high school students must be the same as those offered to regular CSN students taking college level course(s). The course syllabus content must be the same and include CSN course descriptions, outcomes, assessment methods, and will adhere to the National Alliance of Concurrent Enrollment Partnerships (NACEP) Standards.
- b. Qualified MANEC students may enroll in up to four (4) courses per academic semester.
- c. Required texts will be selected by CSN in accordance with the CSN approved adopted textbook list. MANEC will be responsible for the purchase of required textbooks and supplemental materials.

### **V. Student Academic Eligibility Requirements**

In order for students to qualify to enroll in a concurrent enrollment course and receive CSN academic credit, the following academic eligibility requirements apply.

- a. The student must be a MANEC high school freshman, sophomore, junior or senior.
- b. Diagnostics and assessments appropriate for placement in the course may be administered to the class members by CSN following NSHE Board policies (i.e., English, mathematics, and reading levels).
- c. Students may be referred to the Jumpstart program by MANEC instructors; CSN and MANEC officials will review each referral individually for eligibility.
- d. All students must complete the Jumpstart Concurrent Enrollment High School Authorization Form and parental or legal guardian consent must be obtained.
- e. MANEC administration must concur in the determination of the student's qualification.
- f. A final summative assessment will be administered to the students in coordination with the appropriate CSN academic department.

### **VI. Teacher Qualifications, Expectations, and Compensation**

- a. Teachers approved to teach in the Jumpstart program pursuant to this MOU must meet the same criteria as regular CSN part-time faculty, as noted in the CSN policy on qualifications for faculty. CSN's academic departments will review teacher qualifications and determine eligibility based on the teacher's educational credentials, knowledge in the course subject, and teaching experience.
- b. Once approved to teach a concurrent enrollment course offered pursuant to this MOU, a MANEC teacher must complete CSN onboarding and professional development training.
- c. An approved MANEC instructor will receive 1) \$200 from CSN, and 2) extra duty pay for 10 hours at \$22 per/hour (for a total of \$220) from MANEC for each concurrent enrollment course the instructor teaches each semester during the traditional school day.

## **JUMPSTART CONCURRENT STUDY PROGRAM**

### **VII. Supervision and Evaluation of Instructors**

- a. MANEC will be responsible for the day-to-day supervision of the instructor including any instructor discipline.
- b. CSN lead faculty are responsible for conducting site observation visits per NACEP Standards to ensure that the CSN courses offered through the Jumpstart program are offered with the same quality and rigor as the courses offered on CSN's campus.
- c. MANEC administrators will conduct observations and administer discipline in accordance with MANEC policies and regulations as well as the applicable collective bargaining agreement.

### **VIII. Student Records and Student Identification Numbers**

- a. Both parties will each be responsible to initiate and maintain their respective student records for the courses for which they award credit. CSN will comply with the Family Educational Rights and Privacy Act (the Buckley amendment) of 1974 (20 U.S.C. § 1232g; 34 CFR Part 99). CSN and MANEC may share education records of students enrolled in both institutions without the consent of parents/students in accordance with 34 C.F.R. 99.34(b) and/or as a designated school official with a legitimate educational interest.
- b. For each student, CSN will assign an identification number to the student that shall correspond to or reference the student number assigned by MANEC to the student. MANEC will provide CSN with the assigned number for each student.

### **IX. Applicability and Transferability of College Credit**

Approved concurrent enrollment courses are part of the NSHE common course numbering system and transfer among all NSHE institutions. CSN will grant college credit toward earning a credential, certificate, or degree, as applicable, for a dual credit course when a student satisfactorily completes the course.

### **X. Grant-In-Aid Privilege**

NSHE/CSN professional Grant-In-Aid (GIA) policy for employees is afforded only to Jumpstart instructors (LOA and LOB contracts) and not immediate family. Classes can only be taken in the fall and spring semesters, must be equivalent to the number of credit hours taught by the Jumpstart instructor in the previous or current semester and may not exceed six-credit hours per semester. GIA benefits apply to the current semester of employment only.

### **XI. Disability Support Services**

MANEC and CSN will work together to provide appropriate accommodations and/or disability support resources for any MANEC student taking a Jumpstart Concurrent Enrollment Program course.

### **XII. Term and Termination**

This MOU is effective July 1, 2022, through June 30, 2027, unless terminated earlier under the provisions of this MOU. Either party may terminate this agreement without cause, at any time,

**JUMPSTART  
CONCURRENT STUDY PROGRAM**

upon ninety (90) days prior written notice to the other party. Notice must be given to the point of contacts specified in this MOU, with the effective date of termination specified in said notice. If instruction in a concurrent credit course has commenced, CSN and MANEC will use their reasonable efforts to complete instruction of the concurrent credit courses and award college credit before terminating activities under this MOU.

**XIII. Non-Compliance Clause**

CSN and MANEC both agree to adhere to the standards set forth by CSN and NACEP, which ensures the Jumpstart Concurrent Enrollment Program follows best practices toward offering the utmost quality of college standards. Non-compliance will result in measure taken by the respective CSN department to rectify and correct the non-compliance.

**XIV. Modifications of the MOU**

The provisions of this MOU may be modified only by written agreement and executed by CSN and MANEC. This MOU sets forth the entire understanding and agreement between CSN and MANEC on this topic of concurrent enrollment classes between CSN and MANEC, and supersedes all previous statements or agreements, whether oral or written.

The points of contact for this Memorandum of Agreement and any required notices hereunder shall be sent to:

**For CSN:**

Leticia Wells  
Director, Early College Programming  
6375 West Charleston Blvd. WC E310  
Las Vegas, Nevada 89146  
(702) 651-3181  
Leticia.Wells@csn.edu

**For MANEC:**

Renee Fairless  
Principal  
3900 E Bonanza Rd  
Las Vegas, NV 89110  
(702) 462-9361  
Renee.Fairless@materacademynv.org


Notices required hereunder shall be deemed sufficient if given by electronic mail to the designated points of contact.

**JUMPSTART  
CONCURRENT STUDY PROGRAM**


**IN WITNESS THEREOF**, the parties have caused this Memorandum of Understanding to be executed by their duly authorized representatives, and by so doing represent and warrant that they have full authority to enter same, as the day and date first above written.

**Board of Regents of the Nevada System of Higher Education on behalf of the  
College of Southern Nevada**

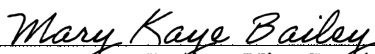
Recommended by:

 Dated: 5/23/2022  
Caprice Roberson, Associate Vice President, Academic Affairs

Recommended by:

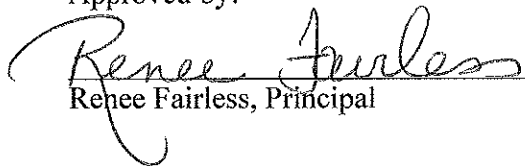
 Dated: 5/23/2022  
Dr. James McCoy, Vice President, Academic Affairs

Approved by:

 Dated: 6/10/2022  
Mary Kaye Bailey, Vice President of Finance and Administration *pg*

**Mater Academy of Nevada – East Campus**

Approved by:

 Dated 5-20-22  
Renee Fairless, Principal

DUAL ENROLLMENT PROGRAM

For College of Southern Nevada:

Leticia Wells  
Director, Early College Programming  
6375 W. Charleston Blvd., WC E254  
Las Vegas, NV 89146  
(702) 651-3181  
Leticia.Wells@csn.edu


For Mater Academy East Las Vegas:

Renee Fairless  
Principal  
3900 E Bonanza Rd.  
Las Vegas, NV 89110  
(702) 462-9361  
Renee.Fairless@materacademynv.org

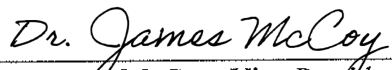
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**Board of Regents of the Nevada System of Higher Education  
on behalf of the College of Southern Nevada**


Recommended by:

  
\_\_\_\_\_ Dated: 5/23/2022  
Caprice Roberson, Associate Vice President, Academic Affairs

Recommended by:

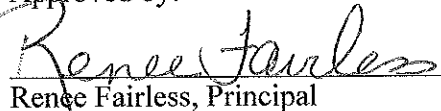
  
\_\_\_\_\_ Dated: 5/23/2022  
Dr. James McCoy, Vice President, Academic Affairs

Approved by:

  
\_\_\_\_\_ Dated: 6/10/2022  
Mary Kaye Bailey, Vice President of Finance and Administration *pg*

**Mater Academy of Nevada – East Campus**

Approved by:

  
\_\_\_\_\_ Dated 5-20-22  
Renee Fairless, Principal

## **Cooperative Agreement for Specific Dual Enrollment Types**

### **MATER ACADEMY OF NEVADA - EAST CAMPUS**

This Cooperative Agreement is made and entered into by and between the Board of Regents of the Nevada System of Higher Education, on behalf of Western Nevada College (hereinafter "WNC"), and MATER ACADEMY OF NEVADA - EAST CAMPUS.

#### **JUMP START**

WHEREAS, WNC offers a "Jump Start College" program to qualified junior and senior high school students for which the students may earn dual credit toward both a high school diploma and college transfer credits; and

WHEREAS, MATER ACADEMY OF NEVADA - EAST CAMPUS desires that it's qualified junior and senior high school students participate in the program;

NOW, THEREFORE, WNC and MATER ACADEMY OF NEVADA - EAST CAMPUS, in order to achieve their mutual goals, hereby agree as follows:

#### **AGREEMENT**

WNC and MATER ACADEMY OF NEVADA - EAST CAMPUS agree that qualified junior and senior high school students from MATER ACADEMY OF NEVADA – EAST CAMPUS may participate in the WNC Jump Start program on the terms set forth below.

1. MATER ACADEMY OF NEVADA - EAST CAMPUS students who successfully complete WNC courses will earn the amount of credit typically awarded to college students who successfully complete WNC courses, which is generally 3 credits per course.
2. Any credits earned by a pupil for the successful completion of a dual credit course will be applied toward earning a credential, certificate or degree.
3. WNC and MATER ACADEMY OF NEVADA - EAST CAMPUS agree that: (a) WNC will provide student success support for each Jump Start College cohort; (b) MATER ACADEMY OF NEVADA - EAST CAMPUS will pay 100% of the tuition and fees incurred for the Fall 2022 and Spring 2023 semesters; (c) and MATER ACADEMY OF NEVADA - EAST CAMPUS will pay for required textbooks.



4. The school district or charter school shall establish an academic program for each pupil enrolled in the dual credit course that includes, as applicable, the academic plan developed for the pupil pursuant to NRS 388.205.
5. The school district or charter school shall assign a unique identification number to each pupil who is enrolled in the dual credit course. That unique identification number may be the unique identifier assigned by WNC.
6. WNC shall retain the unique identification number assigned to each pupil.
7. A pupil enrolled in a dual credit course shall remain eligible for interscholastic activities at his or her high school or charter school, and the school district or charter school shall identify how a pupil enrolled in a dual credit course can participate in interscholastic activities.
8. WNC shall provide a copy of this Cooperative Agreement to the Nevada System of Higher Education and to the Nevada State Board of Education, and the Nevada System of Higher Education shall retain a copy of this Cooperative Agreement.
9. MATER ACADEMY OF NEVADA - EAST CAMPUS employees will not be physically present on any property owned or operated by the Nevada System of Higher Education or WNC for the purposes of performing any work pursuant to this Agreement.

#### **Concurrent Enrollment**

Whereas, WNC offers concurrent enrollment, Students enroll in dual enrollment courses taught by WNC approved high school teachers in a secondary environment.

1. The high school teacher agrees to become an affiliate with WNC.
2. High School teachers do not receive payment from WNC.
3. For the 2022-2023 all NSHE institutions will charge \$75 per course for concurrent enrollment courses with no additional student and/or special course fee.

#### **Dual Credit/Fast Track**

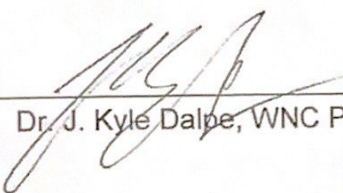
Whereas, a high school student enrolls independently in a WNC course that is not offered through a formally established dual enrollment program and taught by a WNC instructor.

1. MATER ACADEMY OF NEVADA - EAST CAMPUS agrees to pay 100% of tuition and fees incurred for Fall 2022 and Spring 2023 semesters.
2. Students enrolled in dual or concurrent enrollment courses and/or programs will not be charged an application fee.

This Agreement will terminate on June 30, 2023, unless sooner terminated by either party at the conclusion of an academic year on 30 days' written notice.

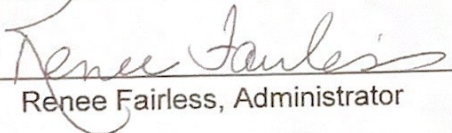
IN WITNESS WHEREOF, the parties hereto have executed this Agreement and intend that it be effective on the last date written below.

The Board of Regents of the Nevada System of Higher Education, on behalf of Western Nevada College

By:   
Dr. J. Kyle Dalpe, WNC President

Date: 5/23/22

MATER ACADEMY OF NEVADA - EAST CAMPUS

By:   
Renee Fairless, Administrator

Date: 5-24-22



## NOTICE OF PUBLIC MEETING

of the

### Board of Directors of Mater Academy of Nevada

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Notice is hereby given that the Board of Directors of Mater Academy of Nevada, a public charter school, will conduct a public meeting on July 20, 2022 beginning at 12:00 p.m. at 6630 Surry St., Las Vegas, NV 89119. The public is invited to attend.

Attached hereto is an agenda of all items scheduled to be considered.

**Please Note:** The Board of Directors of Mater Academy of Nevada may 1) take agenda items out of order; 2) combine two or more items for consideration; or 3) remove an item from the agenda or delay discussion related to an item at any time.

Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend or participate at the meeting. Any persons requiring assistance may contact Annette Christensen at (702) 431-6260 or [annette.christensen@academicnv.com](mailto:annette.christensen@academicnv.com) at least two business days in advance so that arrangements may be made.

The meeting agenda, support materials, and minutes are available at 6630 Surrey St., Las Vegas, NV 89119, via email at [annette.christensen@academicnv.com](mailto:annette.christensen@academicnv.com), or by visiting the school's website at <https://www.materacademynv.org>. For copies of the meeting audio, please email [annette.christensen@academicnv.com](mailto:annette.christensen@academicnv.com).

Public comment may be limited to three minutes per person at the discretion of the Chairperson. **Please email [annette.christensen@academicnv.com](mailto:annette.christensen@academicnv.com) to submit or sign up for public comment.**

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The vision of Mater Academy of Nevada is to develop successful scholars with 21<sup>st</sup> century skills of communication, collaboration, critical thinking, and creativity. Students will be college and career ready with cross cultural competence.

**Board of Directors**

**Mary Beth Scow – *Board Chair***

**Ricardo Jasso – *Board Vice Chair***

**Patricia Fernandez– *Board Secretary***

**Dan Triana– *Board Treasurer***

**Lisa Satory – *Board Member***

**Robert Anderson – *Board Member***

**Renee Fairless – *Lead Principal, East Las Vegas***

**Amy Gronna – *Principal, Bonanza***

**Olivia Carbajal – *Principal, Mountain Vista***

**Meeting of the Board of Directors**

**July 20, 2022**

**AGENDA**

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1. **CALL TO ORDER AND ROLL CALL**

2. **PUBLIC COMMENT**

*(No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.)*



### 3. ACTION & DISCUSSION ITEMS

*(Action may be taken on those items denoted "For Possible Action")*

- a. Approval of Minutes of the June 28, 2022 Board Meeting (For Possible Action)
- b. School Initiatives Report by Principal Fairless, Principal Gronna, and Principal Carbajal (For Discussion)
- c. Approval and Acceptance of Grant Funding Awarded to Mater Academy of Nevada (For Possible Action):
  - 21<sup>st</sup> CCLC Cohort 7 Grant
  - 21<sup>st</sup> CCLC Cohort 4 Grant
  - CTE State Competitive Grant
  - CTE State Allocation Grant
- d. Approval of Dual Enrollment MOU with University of Nevada, Reno; Community College of Southern Nevada; and Western Nevada College, and Course Correlation to Issue High School Credit for Dual Enrollment Courses (For Possible Action)

### 4. ANNOUNCEMENTS & NOTIFICATIONS

### 5. MEMBER COMMENT

### 6. PUBLIC COMMENT

*(No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.)*

### 7. ADJOURN MEETING

This notice and agenda has been posted on or before 9 a.m. on the third working day before the meeting at the following locations:

- 1) Mater Mountain Vista Campus – 3445 Mountain Vista St., Las Vegas, NV 89121
- 2) Mater Bonanza Campus – 4760 East Bonanza Road, Las Vegas, NV 89110
- 3) Mater East Las Vegas Campus – 3900 E. Bonanza Road, Las Vegas, NV 89110
- 4) Academica Nevada – 6630 Surrey Street, Las Vegas, NV 89119
- 5) <https://materacademynv.org>
- 6) <https://notices.nv.gov>

**MINUTES**  
**of the meeting of the**  
**BOARD OF DIRECTORS of MATER ACADEMY OF NEVADA**  
**July 20, 2022**

The Board of Directors of Mater Academy of Nevada held a meeting on July 20, 2022 at 12:00 p.m. at 6630 Surrey St, Las Vegas, NV 89119.

**1. Call to Order and Roll Call**

Board Vice Chair Ricardo Jasso called the meeting to order at 12:03 p.m. with a quorum present. In attendance were Board members Mary Beth Scow, Ricardo Jasso, Dan Triana, Patricia Fernandez, Robert Anderson, and Lisa Satory.

Also present were Principal Amy Gronna, Principal Olivia Carbajal, and RJ Santigate; as well as Academica representatives Michael Muehle and Jennifer Ranney.

**2. Public Comment and Discussion**

There were no public comments.

**3. Action & Discussion Items**

**a. Approval of Minutes of the June 28, 2022 Board Meeting**

**Member Scow moved to approve the minutes of the June 28, 2022 Board meeting. Member Fernandez seconded the motion, and the Board voted unanimously to approve.**

**b. School Initiatives Report by Principal Fairless, Principal Gronna, and Principal Carbajal**

Principal Amy Gronna addressed the Board and stated that all positions were filled for the upcoming school year for her campus and that they were going through a technology refresh. Summer school ended and data was forthcoming from the literacy pilot program. They were getting ready for school to start.

Principal Olivia Carbajal addressed the Board and stated that her campus needed to hire a 3<sup>rd</sup> grade teacher, and that three of her teachers presented on social and emotional learning at the National Charter School Conference. She was also getting ready for school to start.

**c. Approval and Acceptance of Grant Funding Awarded to Mater Academy of Nevada**

- **21<sup>st</sup> CCLC Cohort 7 Grant**
- **21<sup>st</sup> CCLC Cohort 4 Grant**
- **CTE State Competitive Grant**
- **CTE State Allocation Grant**

Ms. Jennifer Ranney addressed the Board and stated that the 21<sup>st</sup> Century grant would support after school programming at all campuses and the CTE grants would support CTE programs. Member Scow confirmed that the grants would cover positions within the respective programs. Ms. Ranney replied affirmatively; adding that the 21<sup>st</sup> Century grant would pay for tutors and the CTE grant would pay for professional positions within the CTE program. The majority of the supplies for the programs had been purchased with the grant, and now the programs would continue with staffing.

**Member Satory moved to approve the grant funding as presented. Member Triana seconded the motion, and the Board voted unanimously to approve.**

**d. Approval of Dual Enrollment MOU with University of Nevada, Reno; Community College of Southern Nevada; and Western Nevada College, and Course Correlation to Issue High School Credit for Dual Enrollment Courses**

Mr. Michael Muehle addressed the Board and stated that Mater East had been approved to provide dual enrollment courses with CSN. Since then, Principal Fairless and her team had been expanding their relationships with additional universities and colleges to provide more dual enrollment options. The item was for the approval of additional MOUs and course correlations to issue high school and college credit through the additional universities.

Member Scow asked if additional teachers would be needed. Mr. RJ Santigate addressed the Board and replied that no additional staffing would be needed; adding that Mater teachers would be dually certified and would work with a co-teacher from the university to execute credits through the school year. Also, students would not need to leave campus to participate. Member Jasso asked if the school would cover the dual enrollment cost. Mr. Santigate replied affirmatively.

**Member Scow moved to approve the dual enrollment MOU with University of Nevada, Reno; Community College of Southern Nevada; and Western Nevada College, and course correlation to issue high school credit for dual enrollment courses. Member Satory seconded the motion, and the Board voted unanimously to approve.**

**4. Announcements & Notifications**

There were no announcements or notifications.

**5. Member Comment**

There were no member comments.

**6. Public Comment and Discussion**

There were no public comments.

**7. Adjournment**

The meeting was adjourned at 12:14 p.m.

Approved on: \_\_\_\_\_

\_\_\_\_\_

Secretary of the Board of Directors

Mater Academy of Nevada

DRAFT



## **B. STUDENTS**

### 1. Enrollment

- a. The number of students admitted for any Dual Credit Course shall not be less than fifteen (15) students per section, and shall not exceed a maximum of thirty (30) students per section, except and to the extent that the Parties agree otherwise in writing in a specified circumstance.
- b. Each student enrolled in a Dual Credit Course, even though enrolled as a University student during the term of the Dual Credit Course, shall remain a student of Mater Academy and shall follow the academic schedule and calendar of classes as established by Mater Academy and approved by University.

### 2. Removal or Withdrawal of Student

- a. Student course withdrawal dates shall adhere to the existing policies of the University's Dual Enrollment Program.
- b. The removal of a student shall be handled cooperatively between the appropriate University personnel and the respective Mater Academy administrators. Mater Academy retains the right to refuse to allow a student to enroll in a Dual Credit Course and to discipline and/or remove any student from the Dual Credit Course in accordance with Mater Academy policies. The University shall have the right to remove any Mater Academy student from a Dual Credit Course in accordance with the University student conduct policy or academic dishonesty policy. Removing a student from a Dual Credit Course by either party requires a written explanation to be provided to the other party.

### 3. Academic Advising and Ancillary Services

Academic Advising shall be the joint responsibility of the University and Mater Academy. Both Parties shall ensure that students enrolled in the Dual Credit Courses are provided support services as may be needed, including but not limited to counseling and guidance and placement assistance.

### 4. Maintaining Eligibility for Interscholastic Activities

The Parties shall create a written plan to enable students enrolled in Dual Credit Courses to remain eligible for interscholastic activities.

### 5. Records and Transcripts

Upon completion of the Dual Credit Course, credit and grade shall be placed on the student's high school and university transcripts in their respective standard formats and shall not be identified as dual enrollment.

## **C. INSTRUCTORS**

### 1. Employment Status.

## **B. STUDENTS**

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## **C. INSTRUCTORS**

### 1. Employment Status.