



PINECREST ACADEMY OF NEVADA

Cadence Campus



October 23, 2019

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

Ms. Ebert,
Pinecrest Academy of Nevada requests approval from the Nevada State Board of Education for courses from the College of Southern Nevada for which high school credit can be granted. The Pinecrest Governing Board would appreciate if this item could be considered for the next scheduled Nevada State School Board Agenda.

This item, for high school credit for courses taken concurrently through the College of Southern Nevada for high school students was approved by the Pinecrest Academy of Nevada Board of Directors on October 16, 2019.

Attached is the Pinecrest board agenda and minutes for the October 16, 2019 meeting with the courses that were approved for high school dual credit as well as the MOU between Pinecrest and the College of Southern Nevada.

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,

Jessica LeNeave
Principal Pinecrest Academy of Nevada, Cadence Campus



**James R. McCoy, Associate Vice President
Academic Affairs**
Charleston Campus – WCE310
6375 W. Charleston Blvd.
Las Vegas, NV 89146-1139
Office: 702-651-7423

September 13, 2019

Ms. Jessica LeNeave
Principal
Pinecrest Academy
220 Taylor Street
Henderson, Nevada 89015

Re: Memorandum of Understanding between CSN and Pinecrest Academy

Dear Jessica,

Please find enclosed the updated Memorandum of Understanding between CSN and Pinecrest Academy. Rather than send an Addendum to our original MOU, I have prepared it as a new MOU – the document is exactly the same except for the two changes we agreed to incorporate : 1) the updated Board of Regents Handbook information, which defines high school students, and 2) the increase to the “Limitation of Credit Hours” provision. Since you are using our MOU as a “template” for discussions with other charter schools, I thought this would be something cleaner for you to work with.

If all looks good, please review and sign. If you have any questions or comments, please don’t hesitate to contact me.

Best regards,

A handwritten signature in blue ink that reads "James R. McCoy". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

James R. McCoy
Associate Vice President, Academic Affairs

JRM/eh
Enclosure

DUAL ENROLLMENT PROGRAM

**This Memorandum of Understanding (MOU) 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

THE PINECREST ACADEMY OF NEVADA

The Pinecrest Academy (PA) and College of Southern Nevada (CSN) referred to individually as a “party” or collectively as the “parties.”

WHEREAS, PA is a Nevada charter high school offering unique secondary educational opportunities to its students; and

WHEREAS, the Parties are willing to facilitate for selected PA students a limited opportunity for enrollment in higher education courses at CSN; and

WHEREAS, the Nevada System of Higher Education (NSHE) Handbook, Title 4, Chapter 16, Section 2 provides for, in relevant part:

Dual and Early Enrollment for High School Students

1. High school students may enroll in an NSHE college or university, subject to the approval of appropriate institution officials.
2. The term “high school student(s)” includes students enrolled in a Nevada public or private high school, students enrolled in grades 9, 10, 11, and 12 in a charter school in Nevada, and students formally enrolled in a Nevada school district sponsored program designed to meet the requirements of an adult standard diploma.

NOW, THEREFORE, the Parties agree as follows:

I. Term and Purpose

CSN through its Office of Academic Affairs will oversee the administration, instruction and educational requirements for the Certificate of Achievement and Associate Degree programs offered to PA students pursuant to this MOU. Any PA student, who graduates with a Certificate of Achievement or an Associate degree, may participate in the formal ceremonies of CSN, as applicable.

The term of the MOU shall be October 1, 2019, through May 31, 2024. By May 1, 2024, the Parties may agree through a written confirmation executed by their respective authorized representatives to extend the Term for five (5) additional years through May 31, 2029. Notwithstanding the foregoing, either party may terminate this MOU without cause upon thirty (30) days written notice to the other party, and any PA student will be able to complete the course(s) they are enrolled in pursuant to this MOU at the time of the written notice.

DUAL ENROLLMENT PROGRAM

II. Admission and Enrollment at CSN Pursuant to this MOU

Student Selection & Admissions

The selection of the PA high school students that will be able to enroll in CSN dual enrollment study courses pursuant to the terms of this MOU is exclusively reserved to PA and must be approved by CSN. Both parties will coordinate to verify that selected students qualify for admission and enrollment pursuant to the terms of this MOU and applicable NSHE standards. Each first-time PA high school student must complete the CSN on-line admission form. The completeness and accuracy of the admissions form is the responsibility of the student.

New Student Orientation

Each first-time PA student must participate in a mandatory in-person, three (3) hour Student Orientation. The orientation must be complete before scheduling an appointment with a CSN academic advisor or registering for classes.

Placement Evaluations

Every PA student must prepare for and complete the Math and English placement assessments. Information regarding these placement assessments can be found at www.csn.edu/testingcenter

Academic Advisor/Success Coach/Counseling

After completing the orientation and placement evaluations, each PA student must meet with a CSN academic advisor or success coach. PA students can receive counseling services to the same extent as regular CSN students.

Locations

CSN will only offer academic courses and other coursework at established CSN campuses and CSN learning sites.

Class Schedule

PA students will be required to attend the selected classes on the dates, days, and times that these classes are scheduled as per the official CSN academic calendar. No classes will be scheduled for PA students outside of the official CSN academic calendar.

Limitation on Number of Credit Hours Each Semester

PA students enrolled pursuant to the terms of this MOU will be limited to a maximum of eighteen (18) credit hours each fall and spring semester at CSN. PA students may take up to nine credits during the summer term at CSN.

Selection of Courses

While there is no restriction on the type of course that a PA student may enroll in, each PA student's course selection must be approved by PA in consultation with the student, CSN's academic advisor/success coach and must be consistent with the results of any placement tests or prerequisites established by CSN. Any consultation will include discussion about the advisability for a particular student to enroll in an "on-line class" in contrast to a class taught at one of CSN's campuses or centers.

Course Textbooks

Required texts will be selected by CSN in accordance with the CSN approved adopted textbook list. PA or the PA student (at the discretion of PA) will be responsible for the purchase of required

DUAL ENROLLMENT PROGRAM

course textbooks and materials.

Credits to be Awarded

Upon successfully completing a course in the dual enrollment program, the PA student will receive the corresponding credit amount listed in the CSN course catalog at CSN and credit for a course at PA.

Applicability and Transferability of College Credit

CSN courses are part of the NSHE common course numbering system and transfer among all NSHE institutions. All credits earned at CSN by a PA student must be applied toward a credentialed degree or certificate at CSN.

Academic Plans

Pursuant to NRS 388.205, PA will establish an academic plan for each PA student enrolled in the dual enrollment program.

Student Identification Number

PA will assign a unique identification number to each student in the dual enrollment program. CSN will retain the unique identification number provided by PA.

Student Records

Both parties will each be responsible to initiate and maintain their respective student records for the courses that 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). A PA student must sign a FERPA document before CSN will release any academic records to the PA executive director or anyone other than the student.

Compliance with CSN's Policies

PA students enrolled in classes at CSN pursuant to this MOU are subject to all of CSN's policies.

Student Transportation

CSN will have no role in the transportation of PA students either to or from any CSN facility.

Continued Eligibility for Interscholastic Activities at PA

PA students in the dual enrollment program will be eligible to compete in PA sports teams and interscholastic activities provided that they maintain the required GPA and attendance standards set by PA.

III. Fees

PA is responsible to pay for all fees applicable to PA students enrolled at CSN. CSN will charge via CSN invoice within thirty (30) days of the start of the courses and PA will remit payment of fees within thirty (30) days receipt of CSN's invoice, for each student enrolled in CSN courses pursuant to section II above. PA may pursue grants and other funding opportunities to help support their students in the dual enrollment program.

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 PA for newly enrolled students.

DUAL ENROLLMENT PROGRAM

PA must 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 PA 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. The following is a link to the manual:

[https://nshe.nevada.edu/tasks/sites/Nshe/assets/File/BoardOfRegents/Procedures/PGMCH07FEE STUITION.pdf](https://nshe.nevada.edu/tasks/sites/Nshe/assets/File/BoardOfRegents/Procedures/PGMCH07FEE%20STUITION.pdf)

IV. Miscellaneous Provisions

Governing Law.

This MOU will be governed by and interpreted according to the laws of the State of Nevada and the Nevada Board of Regents handbook.

Severability and Waiver.

The partial or complete invalidity of any one or more of the provisions of this MOU will not affect the validity or continuing force and effect of any other provision. The failure of a Party hereto to insist in any one or more instances upon the performance of any of the terms, covenants or conditions of this MOU or to exercise any right herein, will not be construed as a waiver or relinquishment of such term, covenant, condition or right with respect to further performance.

Entire Agreement.

This MOU is intended solely for the benefit of the Parties hereto, represents the entire, integrated agreement between the Parties, and supersedes all prior negotiations, representations, or agreements, written or oral. This MOU replaces the previous MOU between CSN and PA dated August 15, 2018.

Waiver or Modification Ineffective Unless in Writing.

No waiver, alteration, or modification of any provision of this MOU will be binding unless in writing and signed by duly authorized representatives of the Parties to the MOU.

Designated CSN Representatives.

CSN representatives and PA Administrators will collaborate on all articulation efforts and agreements for all PA students.

Written Notices.

Unless notified to the contrary, all notices required by this MOU will be sent to the Parties at the addresses set below;

For College of Southern Nevada:

James McCoy
Associate Vice President, Academic Affairs
6375 W. Charleston Blvd. WC E310
Las Vegas, NV 89146
(702) 651-7357

For Pinecrest Academy:

Jessica LeNeave
Principal
225 Grand Cadence Dr.
Henderson, NV 89015
(702) 202-2227

DUAL ENROLLMENT 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:


James R. McCoy, Associate Vice President, Academic Affairs

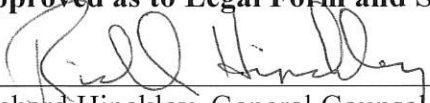
Dated: 9/11/19

Approved by:


Margo Martin, Vice President, Academic Affairs

Dated: 9/12/19

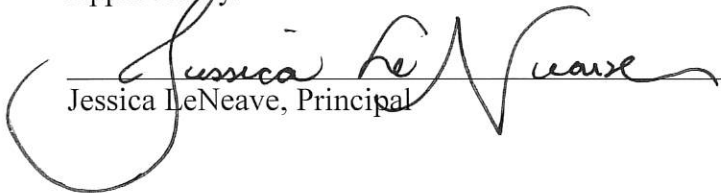
Approved as to Legal Form and Sufficiency:


Richard Hinckley, General Counsel

Dated: 9/12/19

Pinecrest Academy

Approved by:


Jessica LeNeave, Principal

Dated 9/24/19

Approved as to Legal Form and Sufficiency:

General Counsel

Dated: _____

**PINECREST ACADEMY DUAL ENROLLMENT
CREDIT CORRELATION GUIDE 2019-2020**

SUBJECT	CSN COURSE #	CSN CREDITS	CSN COURSE TITLE	PINECREST COURSE TITLE	PINECREST COURSE ID	HIGH SCHOOL CREDIT	GPA BONUS POINTS*
Elective	ART 160	3	Art Appreciation	Adv Study Art	DEART73	1 Fine Arts	
Elective	THTR 100	3	Introduction to Theater	Theater Appreciation	DETH73	1 Fine Arts	
Elective	ALS 101	3	College Success	College Success	DEALS73	1 Humanities	
Elective	ANTH 101	3	Intro to Cultural Anthropology	Anthropology I	DEANT73	1 Humanities	
Elective	COM 101	3	Oral Communication	Communications	DECOM73	1 Humanities	
Elective	CRJ 104	3	Intro to Admin of Justice	Crime & Justice	DECRJ73	1 Humanities	
Elective	PHIL 101	3	Intro to Philosophy	Philosophy I	DEPHI173	1 Humanities	
Elective	PHIL 102	3	Critical Thinking and Reasoning	Philosophy II	DEPHI273	1 Humanities	
Elective	PSY 101	3	General Psychology	Psychology I	DEPSY73	1 Humanities	
Elective	PSY 228	3	Psychology of Dreams	Adv Study-Social Study	DEPSY173	1 Humanities	
Elective	SOC 101	3	Principles of Sociology	Sociology I	DESOC73	1 Humanities	
Elective	WMST 113	3	Gender, Race and Class	Gender, Race and Class	DEWM173	1 Humanities	
English	ENG 101	3	Composition I	ELA 11 H	EN1173	1 ELA	H = 0.025
English	ENG 102	3	Composition II	ELA 12 H	EN1273	1 ELA	H = 0.025
English	ENG 231	3	World Literature I	World Literature I H	DEENG173	1 Elective	H = 0.025
English	ENG 232	3	World Literature II	World Literature II H	DEENG273	1 Elective	H = 0.025
English	ENG 273	3	Comic Books as Literature	Adv Study English	DEENG373	1 Elective	
Foreign Language	ITAL 111	4	First Year Italian I	Italian I	DEITAL173	1 Foreign Language	
Foreign Language	ITAL 112	4	First Year Italian II	Italian II H	DEITAL273	1 Foreign Language	H = 0.025
Foreign Language	SPAN 111	4	First Year Spanish I	Spanish I	FL0973	1 Foreign Language	
Foreign Language	SPAN 112	4	First Year Spanish II	Spanish II H	FL1073	1 Foreign Language	H = 0.025
Foreign Language	SPAN 211	3	Second Year Spanish I	Spanish III H	FL1173	1 Foreign Language	H = 0.025
Foreign Language	SPAN 212	3	Second Year Spanish II	Spanish IV H	FL1273	1 Foreign Language	H = 0.025
Foreign Language	SPAN 226	3	Spanish for Heritage Speakers I	Spanish Literacy	FL1373	1 Foreign Language	
Foreign Language	SPAN 227	3	Spanish for Heritage Speakers II	Spanish Literacy II H	FL1473	1 Foreign Language	H = 0.025
Math	MATH 126	3	Precalculus I	Precalculus I H	MA1373	1 Math	H = 0.025
Math	MATH 127	3	Precalculus II	Precalculus II H	MA1473	1 Math	H = 0.025
Math	MATH 181	4	Calculus I	Calculus I H	MA1573	1 Math	H = 0.025
Math	MATH 182	4	Calculus II	Calculus II H	MA1673	1 Math	H = 0.025
Science	GEOG 103	3	Physical Geography	Physical Geography H	SC1873	1 Lab Science	H = 0.025
Science	GEOG 104	1	Physical Geography Laboratory	(combines with above)			
Science	AST 103	3	Intro to Astronomy: Solar System	Astronomy I H	SC1673	1 Lab Science	H = 0.025
Science	AST 104	3	Intro to Astronomy: Stars & Galaxies	Astronomy II H	SC1773	1 Lab Science	H = 0.025
Science	AST 105	1	Astronomy Laboratory	(combines with AST 103 or 104)			
Science	BIOL 101	4	Biology for Non-Majors	Biology II	SC1373	1 Lab Science	
Science	BIOL 189	4	Fundamentals of Life Science	Biology II H	SC1473	1 Lab Science	H = 0.025
Science	CHEM 103	3	Preparatory Chemistry	Chemistry I H	SC1073	1 Lab Science	H = 0.025
Science	CHEM 108	4	Introduction to Chemistry	Health Science Chemistry H	SC2073	1 Lab Science	H = 0.025
Science	CHEM 121	4	General Chemistry I	Chemistry II H	SC1573	1 Lab Science	H = 0.025
Science	CHEM 122	4	General Chemistry II	Chemistry III H	SC1973	1 Lab Science	H = 0.025
Science	ENV 101	3	Intro to Environmental Science	Environmental Science	SC2373	1 Science	
Science	PHYS 110	4	Conceptual Physics	Physics	SC2273	1 Science	
Science	PHYS 151	4	General Physics I	Physics I H	SC1273	1 Lab Science	H = 0.025
Science	PHYS 152	4	General Physics II	Physics II H	SC2173	1 Lab Science	H = 0.025
Social Studies	HIST 101	3	US History to 1877	U.S. History H	SO1111	0.5 U.S. History (S1) 0.5 Elective	H = 0.025
Social Studies	HIST 102	3	US History since 1877	U.S. History H	SO1112	0.5 U.S. History (S2) 0.5 Elective	H = 0.025
Elective	HIST 101/2		N/A	History Elective	ZEL731/2	0.5 Elective	
Social Studies	PSC 101	4	Intro to American Politics	U.S. Government H	SO1273	1 U.S. Government	H = 0.025

*GPA bonus points are awarded for each semester of an Honors level high school course. As each CSN course counts for one full high school year, designated Honors courses are awarded a total of 0.05 bonus points per course.

NOTICE OF PUBLIC MEETING
of the
Board of Directors of
Pinecrest Academy of Nevada

Notice is hereby given that the Board of Directors of Pinecrest Academy of Nevada, a public charter school, will conduct a public meeting on October 16, 2019 at 5:30 p.m. at 1360 S. Boulder HWY, Henderson, NV 89015. The public is invited to attend.

Attached hereto is an agenda of all items scheduled to be considered. Unless otherwise stated, the Board Chairperson 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.

Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend or participate at the meeting. Any persons requiring assistance is asked to contact Annette Christensen at (702) 431-6260 at least two days prior to the meeting so that arrangements may be conveniently made.

If you would like copies of the meeting agenda, support materials or minutes, please email Annette Christensen at annette.christensen@academicnv.com or visit the school's website at <https://www.pinecrestnv.org/>. For copies of meeting audio, please email annette.christensen@academicnv.com.

Public comment may be limited to three minutes per person at the discretion of the Chairperson.

AGENDA

October 16, 2019 Meeting of the Board of Directors of Pinecrest Academy of Nevada

(Action may be taken on those items denoted “For Possible Action”)

1. Call to Order and Roll Call (For Possible Action)
2. Public Comment and Discussion *(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. Approval of Minutes from the July 9, 2019 Board Meeting and the October 9, 2019 Telephonic Board Meeting (For Possible Action)
4. Discussion Regarding the 2018/2019 Academic Data and Star Rating (For Discussion)
5. Lead Principal and Principal Reports and update on Academic Performance (For Discussion)
6. Approval and Acceptance of Grant Funding Awarded to Pinecrest Academy of Nevada for the 2019/2020 School Year:
 - a. PLTW Gateway Grant (St. Rose) - \$10,000
 - b. Nevada Dissemination Sub Grant (Horizon) - \$288,018
 - c. CCR-Dual Enrollment Grant (Cadence) - \$108,220
 - d. CCR-Work Base Learning Grant (Cadence) - \$77,125
 - e. CCR-Advance Placement Grant (Cadence and Sloan Canyon) -\$65,610
 - f. AB309 Grant - \$146,428.78
 - g. Read By 3 Grant - \$291,318.50
 - h. State CTE Competitive Grant (Cadence and Sloan Canyon) - \$404,959.38
 - i. State CTE Allocation Subgrant (Cadence) - \$9,108.88
7. Review and Discussion of Current Year Financial Performance (For Discussion)
8. Discussion and Possible Action of Recommendations and Justification of Principal Salary Ranges from the Pinecrest Academy of Nevada Principals (For Possible Action)
9. Discussion and Possible Action for Approval for Pinecrest Academy of Nevada to Enter into a Revised Memorandum of Understanding with College of Southern Nevada (For Possible Action)
10. Review and Approval of Dual Enrollment Courses Offered at Pinecrest Academy of Nevada (For Possible Action)

11. Discussion and Update from Pinecrest Academy of Nevada Principals Regarding the Sports League (For Information)
12. Discussion and Possible Action for Administrative Offices Build-out at the Cadence Campus (For Possible Action)
13. Review and Approval of Pinecrest Academy of Nevada Cadence Campus Tenant Improvement Project (For Possible Action)
14. Review and Approval of Parking Agreement for Pinecrest Academy of Nevada Horizon Campus (For Possible Action)
15. Review and Approval of HVAC Service Provider (For Possible Action)
16. Review and Approval of Revision to the Pinecrest Academy of Nevada Financial Policies and Procedures Manual (For Possible Action)
17. Review and Approval of Revision to the Pinecrest Academy of Nevada Board Bylaws (For Possible Action)
18. Acknowledgement of Kevin Smoot's Resignation from the Board of Directors (For Possible Action)
19. Discussion and Possible Action Regarding a New Board Member Search (For Possible Action)
20. Review of EMO Evaluation for Academica Nevada (For Possible Action)
21. Public Comment and Discussion (*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.*)
22. Adjournment (For Possible Action)

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) Pinecrest Academy of Nevada – Horizon 1360 S. Boulder Highway, Henderson, NV
- (2) Pinecrest Academy of Nevada – St. Rose – 1385 E. Cactus Ave., Henderson, NV
- (3) Pinecrest Academy of Nevada – Inspirada – 2840 Via Contessa, Henderson, NV
- (4) Pinecrest Academy of Nevada – Cadence – 225 Grand Cadence, Henderson, NV
- (5) Pinecrest Academy of Nevada – Sloan Canyon – 655 E. Dale Ave., Henderson, NV
- (6) notices.nv.gov
- (7) Henderson City Hall – 240 South Water Street, Henderson, NV
- (8) Las Vegas City Hall – 495 S Main St., Las Vegas, NV
- (9) North Las Vegas City Hall – 2250 Las Vegas Blvd. North, North Las Vegas, NV

MINUTES
of the meeting of the
BOARD OF DIRECTORS of PINECREST ACADEMY OF NEVADA
October 16, 2019

The Board of Directors of Pinecrest Academy of Nevada held a public meeting on October 16, 2019, at 5:30 p.m. at 1360 S. Boulder HWY, Henderson, NV 89015.

1. Call to Order and Roll Call

Board Chair Kacey Thomas called the meeting to order at 5:39 p.m. with a quorum present. In attendance were Board Members Marni Watkins, Travis Keys, Kacey Thomas, and Craig Seiden.

Member Jeff Cahill was not present.

Also present were Lead Principal Lisa Satory, Principal Jessica LeNeave, Principal Jon Haskel, Principal Michael O'Dowd, and Principal Wendy Shirey; as well as Academica representatives Trevor Goodsell, Jessica Barr, and Butch Tomasetti.

2. Public Comment and Discussion

Principal Jon Haskel addressed the Board and asked, in light of the changes to the 2020/2021 CCSD school calendar, how closely the Board would like the Principals to follow the CCSD calendar for the next school year. Member Keys stated that the Principals should stay as close to the CCSD calendar as possible unless there was a valid reason for a change. Member Thomas agreed with Member Keys; adding that there were families who currently had children attending both Pinecrest and CCSD schools. Further discussion was had regarding the additional changes to the CCSD calendar, and Member Thomas stated that when the time came, the Principals could add the calendar to the agenda for the Board to discuss further.

Ms. Lindsay Chandler, a parent at Sloan Canyon, addressed the Board and stated that her child was at an accelerated level in math, and suggested that a power-hour be available at Sloan Canyon for those students who were at an accelerated math level.

Ms. Claire Kohatsu, a parent at Sloan Canyon, addressed the Board and stated her concern was that her child was also at an accelerated level in math and wasn't being challenged enough. Ms. Kohatsu also stated her appreciation for Principal Satory. She concluded her remarks by voicing her concerns regarding the NCSAA in regards to cross country.

15. Review and Approval of HVAC Service Provider

Mr. Trevor Goodsell addressed the Board and explained that the current vendor, ABM, was in the process of moving out of Nevada, and was providing a month to month contract until a new vendor could be established. Mr. Goodsell then reviewed the contracts that had been received for HVAC services as

contained in the support materials highlighting that four bids had been received and weighted; adding that No Sweat Mechanical (NSM) was being recommended based on price and qualifications.

Mr. Pete Olszeweski, mechanical contractor for Harris, addressed the Board and provided a list of additional services that the company would provide that was separate from the bid submitted. Member Seiden asked if preventative maintenance had been included in the bid, to which Mr. Olszeweski replied in the negative; adding that they would provide a separate contract for preventative maintenance if awarded the overall current bid.

Member Seiden asked what the hourly rate was for NSM, to which Mr. Goodsell replied that their straight time was \$69 per hour with emergency and after hour services charged at \$82.50, and holidays billed at \$110. Member Seiden asked what the rate was for Harris, to which Mr. Olszeweski replied \$124 per hour. Mr. Goodsell stated that although his experience with the individual dealings of the contracts was limited, he knew that Harris had been used before and NSM had a better reputation. After further discussion, the Board decided to go with the recommendation of staff based upon cost, hourly rates, and previous work experience with both companies.

Member Keys moved to approve NSM as the HVAC service provider for Pinecrest Academy of Nevada. Member Seiden seconded the motion, and the Board voted unanimously to approve.

3. Approval of Minutes from the July 9, 2019 Board Meeting and the October 9, 2019 Telephonic Board Meeting

Member Watkins moved to approve the minutes for the July 9, 2019 Board meeting and the October 9, 2019 Telephonic Board meeting. Member Keys seconded the motion, and the Board voted unanimously to approve.

4. Discussion Regarding the 2018/2019 Academic Data and Star Rating

Ms. Jessica Barr addressed the Board and reviewed the academic data and Star rating for each Pinecrest of Nevada campus as found in the supporting materials. The main highlights for each campus included:

Cadence Elementary

- Earned a 4 Star rating with an overall index score of 68.5
- Increase of 2.5% proficiency in ELA since 2017
- Increase of 9.9% proficiency in Math since 2017
- Received full points from their ELL category for the second year in a row

Cadence Middle School

- Earned a 5 Star rating with an overall index score of 92.2
- Ranked the 10th best middle school in the State of Nevada
- Increase of 14.5% proficiency in ELA since 2017

- Increase of 16.3% proficiency in Math since 2017
- Significant growth in SPED demonstrating that Pinecrest grows all kids

Horizon Elementary

- Earned a 4 Star rating with an overall index score of 83.3
- Increase of 34.8% proficiency in ELA since 2017
- Increase of 8.6% proficiency in Math since 2017

Inspirada Elementary

- Earned a 5 Star rating with an overall index score of 94.4
- Ranked the 6th best elementary school in the State of Nevada
- Increase of 7.5% proficiency in ELA since 2017
- Increase of 5.9% proficiency in Math since 2017

Inspirada Middle School

- Earned a 5 Star rating with a perfect index score of 100
- Ranked the 1st highest middle school in the State of Nevada
- Increase of 19.3% proficiency in ELA since 2017
- Increase of 15.6% proficiency in Math since 2017

St. Rose Elementary

- Earned a 4 Star rating with an overall index score of 80
- Increase of 6.5% proficiency in ELA since 2017
- Increase of 6.5% proficiency in Math since 2017

St. Rose Middle School

- Earned a 5 Star rating with an overall index score of 96.6
- Ranked the 4th highest middle school in the State of Nevada
- Increase of 14.1% proficiency in ELA since 2017
- Increase of 21.1% proficiency in Math since 2017

Ms. Barr explained that 65% of the elementary school rating was based upon student growth percentiles. She continued that the State looked at student growth through a variety of lenses, and that number ends up being compiled for the overall growth rating; adding that in middle school only 60% of the rating is growth. Ms. Barr stated that when looking at the overall Star rating for elementary, you can only show growth in 4th and 5th grade because there are no 2nd grade SBAC scores; adding that about 60% of the rating falls solely on these grade levels. Ms. Barr explained that this was a major area of focus due mainly to the areas of opportunity in a classroom for those two grade levels, which can rise and fall with Stars fairly quickly. Ms. Barr continued that the state also looked at Medium Growth Percentiles (MGP), which was an indicator to how much a child grew compared to other students in their grade across the

State of Nevada who ended the grade at the same level as the child did. This measure also showed that a school could have high growth in a highly proficient school and also in a low proficient school.

Ms. Barr went on to explain the medium growth ranges, and that the “Holy Grail” growth level was a median range of 65. Ms. Barr continued that if there was a medium above 65 then students who were advanced and proficient were not only maintaining advanced and proficient status, they were growing more than other advanced and proficient students in Nevada. If a medium was above 65 then students who were not proficient would then be trending towards proficiency. Ms. Barr stated that ranges of 50-64 would indicate that quality instruction was taking place, meaning more students were showing gains and growth than were not. She also explained that ranges of 40-50 would be considered a 311, where just as many students in those grade levels fell flat as made gains; adding that ranges below 40 would be considered a 911, where more students were trending backwards than forwards. Ms. Barr stated that she identified the students who were below 40 as part of the service that she provided to the schools; adding that she broke down the data by school, grade, classroom, and then by student.

Ms. Barr stated that, when she looked at the data by student, she first took the middle score out of all the students to see how they were performing; adding that each individual student was looked at, and they had their own individual growth targets provided by the State. Ms. Barr explained that the higher a student was the lower their target, and the opposite was true of a student who was lower in the standard the higher their target would be. Ms. Barr also noted that, in terms of proficiency increases, it was not hard to show growth across populations but it was more difficult to show huge gains across years in schools that had already started out with higher proficiencies. Ms. Barr stated that the more proficiency gained over the years the easier it was to hit your targets, meaning that the targets would get lower as the student achieved them. This also demonstrated that students were given quality instruction each year and more and more student were lowering and hitting their targets.

Ms. Barr stated that overall, all of the Pinecrest Academy of Nevada middle schools made the top 10 list in the State of Nevada, and praised the administrators and teachers for their full support and willingness to initiate plans to correct negative growth trends. Ms. Barr stated that she was looking forward to pulling the mid-year data in a few months to see how the trends were doing. She also pointed out that there had been changes to curriculum at a few of the campuses; adding that studies showed it would take two to three years of full implantation of a new curriculum to start yielding high results again. Ms. Barr concluded that drops happened, but overall she was happy with the work that took place to change where the trends had been heading. Member Thomas thanked Ms. Barr for all her work, and commended all the principals for allowing Ms. Barr onto their campuses to see where she could help. Member Thomas also expressed her excitement that all the principals had met early with Ms. Barr for this year, and were preparing to meet with her at the beginning of January. Ms. Barr stated that Pinecrest had been the first to sign up for their next consultations.

Member Seiden asked if the number of ELL instructors effected the overall scoring, to which Ms. Barr replied negatively. Member Thomas congratulated Principal O’Dowd for the amazing results and asked what had contributed to the success at the Inspirada middle school campus, to which Principal Michael O’Dowd addressed the Board and replied that great teachers, Springboard Math curriculum, and the double block of ELA and math classes had contributed to the substantial increases. Ms. Barr stated that when a school provides a double dose of curriculum, such as offering an extended math or ELA

period, data has confirmed that it will increase scores. Member Watkins asked what the contributing factors had been for the success of the elementary, to which Principal O’Dowd replied that the early use of iReady for common core, the number of returning teachers already familiar with the system, and the utilization of power-hour in every grade had contributed to the success.

Ms. Barr stated that when offering power-hour in elementary, there needs to be a certain level of efficacy across every classroom for it to be effective, and in terms of structuring data, you can be specific at how you strategize with implementing the program. Ms. Barr explained that new schools would not have all the data on all the new teachers and students coming into the school and it could be detrimental to implement power-hour until those variables were known. Lead Principal Lisa Satory addressed the Board and explained that, currently at Sloan Canyon, the teachers had begun pulling individual groups for differentiated learning within their own classrooms; adding that once the teachers were comfortable within their grade level, curriculum, and communicating with one another, then they would begin switching classrooms for differentiated learning.

Member Thomas asked if the students were looked at individually when placed for differentiated learning, to which Principal O’Dowd replied that he looked at the data heavily of each student; adding that if a student felt they should be in a different level then what the data had indicated then he would allow the student to change for a two week trial. Principal O’Dowd also stressed that the biggest factor needed before starting a power-hour for differentiated learning was extensive collaboration and trust amongst the grade levels; adding that a new school needed time to bond and build trust amongst each other. Member Watkins stated that her concern was for the students attending Sloan Canyon who had high tests scores and needed to be placed in higher levels of instruction for their grade level. Principal O’Dowd stated that educators were bound by state law, and that a student had to stay within their age appropriate grade in K-2nd grade; however, it was not always best for students socially and emotionally to be placed in higher grade levels then what their age required. Lead Principal Satory stated that she would be happy to work with the students and their parents on a case by case basis to provide for the needs of all students; adding that they would work with the teachers to ensure that the proper differentiation was taking place in the classroom.

5. Lead Principal and Principal Reports and Update on Academic Performance

Lead Principal Satory, Principal Haskel, Principal O’Dowd, Principal Shirey, and Principal LeNeave provided updates on campus events and current student enrollment, as well as updates regarding Federal and State correspondence, strategic planning, college and career initiatives, communication and marketing, special programs, instructional technology, school improvement, STEM, and professional development.

6. Approval and Acceptance of Grant Funding Awarded to Pinecrest Academy of Nevada for the 2019/2020 School Year:

- a. PLTW Gateway Grant (St. Rose) - \$10,000**
- b. Nevada Dissemination Sub Grant (Horizon) - \$288,018**

- c. CCR-Dual Enrollment Grant (Cadence) - \$108,220
- d. CCR-Work Base Learning Grant (Cadence) - \$77,125
- e. CCR-Advance Placement Grant (Cadence and Sloan Canyon) -\$65,610
- f. AB309 Grant - \$146,428.78
- g. Read By 3 Grant - \$291,318.50
- h. State CTE Competitive Grant (Cadence and Sloan Canyon) - \$404,959.38
- i. State CTE Allocation Subgrant (Cadence) - \$9,108.88

Member Keys moved to approve and accept the grant funding awarded to Pinecrest Academy of Nevada for the 2019/2020 school year. Member Watkins seconded the motion, and the Board voted unanimously to approve.

7. Review and Discussion of Current Year Financial Performance

Mr. Goodsell reviewed the current year financial performance as contained in the support materials; adding detail to the positive and negative variances presented in the report. Mr. Goodsell noted that the current financials were through August of 2019, and that the ongoing audit would conclude by the end of the following week. Mr. Goodsell stated that he had not booked a receivable mainly due to not having a set number for the Average Daily Enrollment (ADE); adding that now that the numbers had been set by the State, the upcoming true-up would bring the numbers up to where they should be by the end of the month.

Mr. Goodsell explained that everything was ahead for the most part, and that items such as personnel costs and contracted services would be under budget until school started; adding that the State Admin Fees were lower, being budgeted at 1.5% and the State was actually charging 1.25%. Mr. Goodsell also explained that the instructional supplies line item was over budget due to the amount of supplies that were needed for the beginning of the school year.

Mr. Goodsell directed the Board to page 175 of the support materials and stated that the graph illustrated the ADE, which was what the funding was based upon. Mr. Goodsell pointed out that the first quarter was based upon 5,945 total students; adding that the first quarter would always be the lowest due to the unknowns regarding the actual number of students enrolled until ten days after the start date of school. Mr. Goodsell stated that from the first day of school there had been an increase of 30 students on the ADE with an actual of 40 students enrolled. Mr. Goodsell stated that as of today the ADE was up 62 students; adding that Pinecrest Academy of Nevada had always been successful with retaining their students. Mr. Goodsell stated that he would continue to keep the chart updated for the Board.

Member Seiden addressed the issues with payroll and the classification problems that had been presented in the past. Mr. Goodsell replied that the payroll department had been revamped, and that a new payroll manager had been hired in July who had experience working as a payroll manager in a large corporate setting. Mr. Goodsell also stated that once the audit had concluded Ms. Ventura would be meeting with the office managers again to address the issues with coding. Member Seiden thanked Mr. Goodsell for providing the ADE, and stated that as of the first quarter the budget was below the 95%, to which Mr. Goodsell stated that, with the increase in ADE and the true-up, he was confident where the

budget was at this point. Member Seiden asked if there had been any unexpected expenses with the construction of Sloan Canyon, to which Mr. Goodsell replied in the negative; adding that he would be going over the SPED numbers for any adjustments. Member Seiden asked if the auditors had recommended any adjustments, to which Mr. Goodsell replied in the negative; adding that Academica would be upgrading their accounting software to better meet the needs of the systems.

8. Discussion and Possible Action of Recommendations and Justification of Principal Salary Ranges from the Pinecrest Academy of Nevada Principals

Mr. Goodsell reviewed the principal salary ranges within the Clark County School District (CCSD) as found in the support materials; adding that Nevada Revised Statute 388A.521 stated that the salary of an administrator employed by a charter school could not exceed the salary of the highest paid administrator in a comparable position in the school district in which the charter school was located. Mr. Goodsell noted that elementary and middle school principals in the district have 11 month contracts versus the 12 month contracts for charter, and that CCSD had Franchise Principals, meaning a principal who administrated over more than one school at a time; adding that principals in the district were not responsible for their budgets to the degree of charter principals.

Mr. Goodsell stated that he had met with the principals and reviewed the CCSD salary ranges. Member Seiden asked for clarification within NRS 388A.521 regarding whether the compensation was meant as a base salary or a total compensation, to which Mr. Goodsell replied that it was total compensation. Member Keys asked how they currently looked against the statute, to which Mr. Goodsell replied that the average salary would be below all the franchise salaries; adding that the principals would fall under the Franchise Principal category and that Pinecrest was not in violation of the statute at this time. Member Watkins inquired as to why Pinecrest was on the low side of the spectrum, to which Mr. Goodsell replied that the two new principals were on the low side when compared to the Franchise salaries. Member Keys asked if Pinecrest would be within the statute if the principals were not considered Franchised Principals, to which Mr. Goodsell replied that Pinecrest would be close to violating the law on a few of the current principal salaries.

Member Keys stated that he appreciated the overview of where Pinecrest was at compared to CCSD, and noted that there were no recommendations made. Mr. Goodsell stated that he had come with suggested starting salaries, which was close to where the principals were currently. Mr. Goodsell stated that his greatest fear in regards to the statute was the unknown that the State would keep the Franchise Principals; adding that there had been five but had been reduced to three. Member Keys felt that trying to base the salaries off of only three CCSD Franchised Principals would be careless; adding that there was time to continue to look into the details and to re-visit the issue during the budgeting season. Member Thomas agreed and asked if the Board would be kept apprise of the Franchise Principals positions, to which Mr. Goodsell replied affirmatively. Member Thomas also asked what would happen legally to Pinecrest if CCSD terminated the Franchise Principal position since the Pinecrest principals were Franchise Principals, to which Mr. Goodsell replied that he was still looking into that very issue and would updated the Board at a future date.

This item was tabled until further notice.

9. Discussion and Possible Action for Approval for Pinecrest Academy of Nevada to Enter into a Revised Memorandum of Understanding with College of Southern Nevada

Principal LeNeave stated that the Board had previously given permission to enter into a Memorandum of Understanding with College of Southern Nevada for dual enrollment. Principal LeNeave explained that there were now two notable changes made to the agreement that Principal LeNeave wanted to bring back to the Board for approval. Principal LeNeave stated that there was an update to the Handbook, which defines high school students. The second change was the increase to the limitation of credit hours provision.

Member Watkins moved to approve to enter into a revised Memorandum of Understanding with College of Southern Nevada. Member Keys seconded the motion, and the Board voted to unanimously to approve.

10. Review and Approval of Dual Enrollment Courses Offered at Pinecrest Academy of Nevada

Principal LeNeave stated that the current dual enrollment courses being offered at Pinecrest of Nevada will need to be approved by the Board and then forwarded to the Department of Education.

Member Watkins moved to approve the dual enrollment courses offered at Pinecrest Academy of Nevada. Member Keys seconded the motion, and the Board voted unanimously to approve.

Member Thomas asked if the motion only allowed the students to take the approved list of dual enrollment courses, to which Principal LeNeave replied that it was just the current course offerings and not necessarily the only ones. Principal LeNeave continued that every year the list of currently offered dual enrollment courses would need to be approved and submitted to the State. Member Thomas asked if the current dual enrollment courses work towards the Associate degrees, to which Principal LeNeave replied affirmatively.

11. Discussion and update from Pinecrest Academy of Nevada Principals Regarding the Sports League

Lead Principal Satory stated that the sports league had been discussed at the principal's last management meeting, and reported that there had been improvements made overall within the league. Lead Principal Satory stated that many of the concerns were regarding the cross country scheduling, the running of the games, and the representation of the league administrators. Lead Principal Satory stated that she would be initiating a meeting with the league administrators for feedback as to how the cross country meets were going.

Member Watkins stated that the feedback from the cross country parents was of frustration for the laziness with planning the courses, and lack of communication to coaches and participants on where to run. Lead Principal Satory asked if the issue had been brought up to the league administrators who were present, to which Member Watkins replied that it was brought up to them but they did not seem to take

the concerns seriously. Lead Principal Satory stated that she would bring up the concerns to the league administrators raised by the parents and coaches regarding cross country.

12. Discussion and Possible Action for Administrative Offices Build-out at the Cadence Campus

Principal LeNeave stated that there were two front offices at the Cadence campus, one in the elementary and the other in the middle school; adding that they were built exactly the same. Principal LeNeave stated that the elementary office spaces were full and in some cases have more than one professional working out of them. Principal LeNeave stated that she would like to take the existing conference room and split it into four additional offices, moving the conference room down the hall. Principal LeNeave explained her reasoning for moving the conference room instead of splitting the classrooms intended for the new conference room was due to the impact of the Dean's office; adding that the Dean's office needed to be located behind closed doors where the receptionist could assist with the flow of students in and out when there were Dean issues, or an investigation. Principal LeNeave also stated that she would eventually need to split another classroom to make room for an additional counselor; adding that she was unsure at this time if that would need to take place with the new build out or with an existing classroom. Further discussion ensued regarding the space available and the future needs for additional offices.

Member Keys asked if other schools were experiencing the same shortage in office space, to which Mr. Goodsell stated that he knew of one other building that had the same challenges due to the size of the building. Member Keys asked whether or not the Sloan Canyon campus would run into the same issue with their new building. Mr. Goodsell replied in the negative; adding that the Cadence campus had been one of the first buildings to be built within the system, and the subsequent buildings had evolved to ensure there are more rooms for the needs of the schools. Member Watkins asked if the new office walls would be permanent or removable, to which Principal LeNeave replied that although they had looked into both options extensively, the walls would be permanent due to the growing needs of the school. Further discussion ensued regarding the immediate and future needs of the school.

13. Review and Approval of Pinecrest Academy of Nevada Cadence Campus Tenant Improvement Project

Mr. Butch Tomasetti addressed the Board and stated that he had received bids from two contractors, NGC and Denali Builders; adding that both contractors had been used before by Pinecrest and had good track records. Mr. Tomasetti reviewed the bids from both contractors as found in the support materials, and highlighted that Denali Builders had the highest bid of \$59,815 as opposed to NGC's \$45,000 bid. Mr. Tomasetti stated that, based upon the quality of work, both contractors provided quality work, and that the decision would come to the pricing. Mr. Tomasetti recommended choosing NGC, and adding a 10% contingency to the price for a total not to exceed \$50,000. Further discussion ensued regarding the finer details of the project concluding that the construction could begin as early as the Thanksgiving break and run for a duration of two to three weeks.

Member Seiden moved to approve the bid for NGC with a 10% contingency based upon owner requesting changes for the Cadence campus tenant improvement project. Member Watkins seconded the motion, and the Board voted unanimously to approve.

14. Review and Approval of Parking Agreement for Pinecrest Academy of Nevada Horizon Campus

Mr. Goodsell stated that there had always been insufficient parking spaces at the Horizon campus; adding that the surrounding businesses had allowed parents to use their parking lots when picking up and dropping off their students at no additional cost to the school. Mr. Goodsell stated that, due to a change in ownership, parking had been restricted at the Kmart building which had negatively affected morning and afternoon procedures. Mr. Goodsell stated that he had reached out to the new owner to discuss the special events that would be taking place at the school that would require additional parking spaces and reached an agreement to use the parking lot during those bigger events. Mr. Goodsell then explained that it became apparent that the parking lot would need to be used for parent pick-up and drop-off; adding that an agreement was made between Kmart and Horizon for use of their parking lot for the morning drop-off and the afternoon pick-up. Mr. Goodsell reviewed the agreement as contained in the support materials; adding that it would be \$25,000 for the year for use of the parking lot at the designated times, and that would allow for around 100 spaces to be filled at a time.

Member Keys asked what the terms of the agreement entailed, to which Principal Shirey replied that the parents needed to abide by the traffic laws; adding that she and her staff had been present in the morning and afternoon directing parents making sure that all the traffic rules were being kept. Member Seiden confirmed that the agreement would conclude with the end of the school year, to which Mr. Goodsell replied affirmatively. Principal Shirey added that the contract was month to month with a 15 day notice of cancellation by either party. Member Seiden asked if the owner would be open to a multi-year agreement, to which Mr. Goodsell replied in the negative; adding that Principal Shirey and her campus can show the owners good faith for this year and work towards building a good relationship for the following year. Member Thomas asked that Principal Shirey continue to have someone out in the parking lot daily making sure they were staying in good faith with the agreement.

Member Seiden moved to approve the parking space lease agreement for the Pinecrest Academy of Nevada Horizon campus. Member Keys seconded the motion, and the Board voted unanimously to approve.

16. Review and Approval of Revision to the Pinecrest Academy of Nevada Financial Policies and Procedures Manual

Mr. Goodsell directed the Board to the revisions within the Pinecrest Academy of Nevada Financial Policies and Procedures Manual as found in the support materials. Mr. Goodsell explained that the procedures for fund raising and operating accounts had been clarified, the wording regarding purchase orders had been updated, and the amount for school purchasing had gone from \$10,000 to \$25,000.

Member Seiden moved to approve the revised Pinecrest Academy of Nevada Financial Policies and Procedures Manual. Member Keys seconded the motion, and the Board voted unanimously to approve.

17. Review and Approval of Revision to the Pinecrest Academy of Nevada Board Bylaws

Mr. Goodsell reviewed the revisions with the Pinecrest Academy of Nevada Board Bylaws as found in the support materials. Mr. Goodsell stated that the annual meeting would now be moved to January or February to accommodate holiday and vacation schedules, and it would start measurements to terms, allowing for easier monitoring of member's terms on the Board.

Member Watkins moved to approve the revised Board of Director Bylaws. Member Keys seconded the motion, and the Board voted unanimously to approve.

18. Acknowledgement of Kevin Smoot's Resignation from the Board of Directors

Mr. Goodsell thanked Mr. Smoot for his time and effort as a Board member. Member Thomas also thanked Mr. Smoot for his service to the Board.

Member Keys moved to accept Kevin Smoot's resignation from the Pinecrest Academy of Nevada Board of Directors. Member Watkins seconded the motion, and the Board voted unanimously to approve.

19. Discussion and Possible Action Regarding a New Board Member Search

Mr. Goodsell stated that there were currently two Board member openings; adding that one position would need to be filled by an educator and the second position was open to anyone. Member Watkins stated that all campus were represented with the exception of St. Rose. Member Thomas recommended sending an email notifying the entire community of the openings. Mr. Goodsell stated that he could begin the search with email, and comprise the search committee of former Board members, a PTO representative from St. Rose, and other staff members deemed necessary. Member Thomas asked that the search committee bring back at least two or three candidates for each position for the Board to consider. Further discussion ensued regarding the interview questions and clarification for the educator position.

Member Watkins moved for the new board member search committee to be comprised of Mr. Trevor Goodsell, Mr. Randall Walker, and a member of the St. Rose PTO. Member Keys seconded the motion, and the Board voted unanimously to approve.

20. Review of EMO Evaluation for Academica Nevada

Mr. Goodsell reviewed the results of the evaluation and noted that the problem areas that were identified within the survey had been addressed by Academica. Mr. Goodsell stated that Academica was happy to serve Pinecrest and celebrated all their accomplishments. He also encouraged the Board to continue to reach out to him for any questions, concerns, or needs; adding that Academica was always looking for ways to improve their service to them. Member Thomas stated her appreciation to Academica Nevada.

Member Watkins moved to submit the EMO evaluation for Academica Nevada to the State of Nevada. Member Keys seconded the motion, and the Board voted unanimously to approve.

21. Public Comments and Discussion

There was no request for public comment.

22. Adjournment

The meeting was adjourned at 8:31 p.m.

Approved on:

**Secretary of the Board of Directors
Pinecrest Academy of Nevada**