



Innovations International Charter School of Nevada

1600 E. Oakey Blvd.
Las Vegas, NV 89104

950 E. Sahara Ave.
Las Vegas, NV. 89104

702-216-4337

MINUTES OF PUBLIC MEETING

Innovations International Charter School of Nevada will conduct a public meeting on: Monday, January 9, 2023, beginning at 5:00 p.m. at the following location:

1600 E. Oakey Blvd. and

ZOOM MEETING

Join Zoom Meeting
<https://zoom.us/j/96711727856?pwd=dIBDYWUwbkNMWFRENjAwNFNQZ3p0UT09>

Meeting ID: 967 1172 7856
Passcode: 795074
One tap mobile
+17193594580,,96711727856#,,,,*795074# US
+16699009128,,96711727856#,,,,*795074# US (San Jose)

Dial by your location

+1 719 359 4580 US
+1 669 900 9128 US (San Jose)
+1 253 205 0468 US
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 669 444 9171 US
+1 360 209 5623 US
+1 386 347 5053 US
+1 507 473 4847 US
+1 564 217 2000 US
+1 646 558 8656 US (New York)
+1 646 931 3860 US
+1 689 278 1000 US
+1 301 715 8592 US (Washington DC)
+1 305 224 1968 US
+1 309 205 3325 US
+1 312 626 6799 US (Chicago)

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Find your local number: <https://zoom.us/u/abkRonm7r>

This public meeting will be conducted in accordance with Nevada's Open Meeting Law, NRS 241.020.

Members of the public are invited to attend. Please note the following:

Time for public comment is provided at the beginning and at the conclusion of the meeting. Individuals wishing to provide public comment should fill out a Visitor Card, which will be numbered in order received by the school's Registrar/Office Manager. Time Limit: A time limit of three (3) minutes, subject to the

discretion of the Board's President will be imposed on public comments in order to afford all members of the public who wish to comment an opportunity to do so within the timeframe available. Public comment cannot be restricted based on viewpoint.

Innovations' Governing Board reserves the right to take agenda items out of order, items may be removed or delayed from the agenda at any time, and two or more items may be combined for consideration.

Board Members and Staff of Innovations International Charter School may participate via telephone conference call.

Innovations is pleased to make reasonable accommodations for any member of the public who has a disability and wishes to attend the meeting. If special arrangements for the meeting are necessary, please notify the school in writing, at 1600 E. Oakey Blvd., Las Vegas, NV 89104, or via email at becky_poole@iicsn.org or call 702-216-4337.

MINUTES

1. Call to order, Roll Call, and Pledge of Allegiance

Members in attendance: LeAnn Putney, Donnell Bayot, Rebecca Nathanson, Lonnie Wright, Nicole Klimow, Yvonne Lopez, and Lorne Cramer

2. Public Comment # 1

Public Comment will be taken during this agenda item regarding any item appearing on the agenda. No action may be taken on a matter discussed under this item until the matter is included on an agenda as an item on which action may be taken. See NRS 241.020. A time limit of three (3) minutes, subject to the discretion of the Board President, will be imposed on public comments. The Board President may allow additional public comment at his/her discretion. Public Comment #2 will provide an opportunity for public comment on any matter not on the agenda.

3. Approval of Agenda

Motion to approve agenda: Lonnie Wright
Seconded: Lorne Cramer
Unanimous Approval

4. Approval of Prior Board Minutes

Motion to approve board minutes: Nicole Klimow

Seconded: Lorne Cramer

Unanimous Approval

Financial Organization

5. External Audit Results

Discussion led by Mr. Malin – Recommendations from the external auditors noted that monthly closing procedures were not precise. An accounting manual, checklist, and close out procedures would benefit the school and help regulate the procedures. The closing out of the monthly finances was noted in the previous year as well.

Recommendation from the auditors have already been put in place by Dr. Malin representing the school, and Dr. Putney representing the Governing Body. These were submitted with a request from the external auditor presenting a letter noting acceptance of the manual and closing procedures. We did not have time to get feedback as this had to be done in a very short turn-around. Recommendation was to hire additional personnel to assist in the end of month and accounting procedures.

Vote to accept the external results and the need for the initiated changes: Lonnie Wright

Seconded: Nicole Klimow

Unanimous Approval

6. Corrective Action Plan

In an effort to make corrections that are efficient and satisfactory, Innovations has hired an additional bookkeeper to close out the books each month. The school has also initiated a binder that will contain the end of month documents to include the checklist being required by the auditor and Mr. Tafoya's office and CCSD accountant. These documents will be signed off by all assigned appropriate parties, to include our accountant. This corrective action plan has been submitted and audited by CCSD.

7. Accounting Manual

We put together an Accounting Manual with copious editing by Dr. Malin and Dr. Putney that was ultimately approved by the External Auditor and by the CCSD Accounting Office. The manual outlines various procedures that we have been following but this puts into one organized place as a reference for current and future practice. The manual notes that a close out of each month should be finalized by the 15th of the following month. A three month close out accounting will need to be submitted to CCSD. This includes November, December, and January.

Motion made to accept the accounting manual: Nicole Klimow

Seconded: Lorne Cramer

Unanimous Approval

8. Monthly Close Outs

The new bookkeeper will work through the new checklist to ensure that all procedures for the monthly closeout have been addressed. This was put in place at the behest of the auditors and CCSD Office of Charter Schools Mr. Tafoya.

9. Financial Status – P & L, and Balance Sheet

Becky reported that the ESSR money has been reimbursed except for \$193,000 that has been invoiced out to CCSD. We have ESSR2 dollars that need to be collated and invoiced out and will be done later this week. We have received the 1st and 2nd quarter disbursements of Special Education monies. We expect the 3rd quarter disbursement in January. Discussion was also held concerning the school's monthly balance sheet through December 2022 and the Profit and Loss Sheet through the end of December 2022. At this time, all bills are paid, reimbursements are waiting for deposit, and new billings need to take place.

Motion made to accept the financial report (balance sheet and profit/loss): Lonnie Wright
Seconded: Nicole Klimow
Unanimous Approval

10. Additional Title I Money

We were notified of additional Title 1 money (\$25,000 for Oakey Campus, \$15,000 for CIC campus. In working with the Title I Office, the school was given approval to hire an Instructional Coach/Literacy Coach to meet the expenditures of the additional money. We have hired an Instructional Coach, Dr. Eve Breier, who has extensive background in literacy, SBAC prep and administration. She will be working with 3-5 graders in small groups to bring their comprehension and writing skills up to speed for the upcoming testing season. She begins Jan. 23, 2023.

Operational Organization: Human Resources

11. New Hires – Bookkeeper

We hired an assistant bookkeeper as per corrective action plan. She started with us Dec. 28th, 2022 and is already helping by taking care of the end of month procedures. This is an operational procedure required by CCSD Dan Tafoya's office that is adding a great deal of time and paperwork to the already burdensome duties of the bookkeeping office. Dr. Putney noted that we had been expected Becky to take on a great deal of extra work with the grants in addition to the regular duties, so it was appropriate to have another person assist in the day-to-day workings of that department.

12. Recruitment – for 2023 – 2024

We have a new website that we will use in recruiting new students as well as teachers. We will put a push on in March for new students. We will be looking for licensed teachers to replace the long-term substitutes that we have now.

13. Status of Contract Renewal with CCSD

Dr. Malin reported that Mr. Dan Tafoya has asked us to review the Charter Contract that we approved earlier as CCSD has an addendum regarding the use of IT Services with CCSD and regarding the lease approval. Discussion was held and the addendum was presented to the board. The addended paragraphs were deemed acceptable by the Governing Body Members.

Motion to accept the additional language for the IT Services and Lease Approval: Nicole Klimow

Seconded: Lorne Cramer
Unanimous Approval

Academic Organization

14. Continuous Improvement Plan

Dr. Malin noted that to fulfill our CIP, we hired a Social Worker who is working between the Oakey and CIC Campuses. She is a former HS counselor and works well with the counselor at each campus. We hired 2 additional Science Teachers to help move us toward our STEM initiatives. We are steadily working toward re-involving parents and inviting them into the building for family nights. We have one night focusing on academics and the other night focusing on building social relationships. Both nights have been well attended with 200-400 participants

15. Current Test Preparation Strategies

Dr. Malin noted that they are working steadily in Professional Learning Communities (PLCs) among grade levels to improve learning. We have teaching assistants working with ELLs and SpEd students for test prep. Feb. 17th we will have professional development with CCSD bilingual specialist to help us mine and use WIDA data. Staff are watching test security videos and we will conduct SBAC testing March and April and hope to be finished by early May.

16. Website Updates

We have an exciting, updated website with information that is easier to access. MacKenzi Creel is our in-house webmaster so she can make any changes necessary.

17. Diverse Gender Identities or Expressions Discussion and Vote

Dr. Malin noted that the Diverse Gender Identities or Expressions policy is on our website. Per clarifying question from Yvonne Lopez, parent representative, Dr. Malin explained that students are able to use the name and pronoun that they choose for themselves, should they want to reveal it. Our staff are trained to work with the students –a gender identified student requests use of the restroom facilities from office staff who ensures that the restrooms are vacated for such student to use the restroom of choice. As newer facilities are being constructed we will have gender neutral restrooms made available at the CIC campus. We already have such at the Oakey Campus. Thus far only a few students have requested use of the facilities and all has proceeded without incident. Dr. Putney thanked the staff and noted that it behooves us to provide safe spaces for all of our students and proper adherence to the policy thus far has done just that.

Motion to accept the current Diverse Gender Identities or Expressions Discussion: Lonnie Wright

Seconded: Lorne Cramer

Unanimous Approval

18. Other

- a. Vote on potential board member, Dr. Steve Barnson – Dr. Putney moved, Lonnie Wright seconded, Motion Passes Unanimously

Dr. Putney brought forward the suggestion of inviting Dr. Steve Barnson to the Governing Body. He is a high school teacher and coach; he earned his PhD from UNLV in Sports. Ed Leadership, and he is very excited about becoming a member to assist with our school. He is aware of the school, and he would make an excellent addition the board. After discussion and review of his CV the board voted to invite him to join.

Vote to add Dr. Steve Barnson to IICSN Board as a teacher: LeAnn Putney

Seconded: Lonnie Wright

Unanimous Approval

19. Public Comment # 2

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

20. Adjournment

Meeting was adjourned at 6:30 p.m.