

MINUTES
of the meeting of the
BOARD OF DIRECTORS of PINECREST ACADEMY OF NEVADA
July 14, 2020

The Board of Directors of Pinecrest Academy of Nevada held a meeting on July 14, 2020 at 10:00 a.m. via Zoom.

1. Call to Order and Roll Call

Board Chair Kacey Thomas called the meeting to order at 10:01 a.m. with a quorum present. In attendance were Board members Kacey Thomas, Craig Seiden, Jeff Cahill, and Marni Watkins.

Board member Travis Keys was not present.

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

2. Public Comment and Discussion

There was no public comment.

3. Approval of Minutes from the May 19, 2020 Board Meeting

Member Watkins moved to approve the minutes from the May 19, 2020 board meeting. Member Cahill seconded the motion, and the Board voted unanimously to approve.

4. Review and Approval of Renewal of Part-Time Distance Education Program through Academica Virtual Education

Mr. Michael Muehle addressed the Board and stated that Academica Virtual Education (AVE) had been approved to provide distance education services for Pinecrest Academy of Nevada; adding that the Board was being asked to approve the continuation of those services for the future. Member Watkins stated that she thought Colegia would be used instead of AVE for distance learning. Mr. Muehle replied that AVE was not looking to replace the educational platform that had been used in the spring; adding that AVE would continue to be used for credit retrieval. Member Thomas also confirmed that AVE was not being used as a distance education platform for curriculum in the spring. Principal Jessica LeNeave addressed the Board and explained that AVE was used for all credit retrieval and credit acceleration; adding that AVE would be integrated with Colegia for credit purposes.

Member Watkins moved to approve the renewal of part-time distance education program through Academica Virtual Education. Member Cahill seconded the motion, and the Board voted unanimously to approve.

5. Approval of Reopening Plans for the 2020/2021 School Year Based Upon the Nevada Path Forward Framework

Lead Principal Lisa Satory addressed the Board and stated that, at the beginning of the summer, parent surveys had been sent out to the community to gauge parent interest and concerns of reopening in the fall; adding that the survey showed that the majority of parents wanted their students back in the classroom full-time. Lead Principal Satory stated that their initial plan included having the students on campus full-time; but, with the Governor's June 9th mandates, full-time in-person education would not be possible. She explained that a hybrid model with a full-virtual option would be the only choice the school had.

Lead Principal Satory stated that Academica had formed a reopening committee in which Principal O'Dowd and herself had been members; adding that all systems had been represented and various educational hybrid models had been researched and discussed in depth. She explained that, as a school, a Pinecrest reopening committee had been established; adding that all five principals and several teachers, medical professionals, and parents had made up the committee. Through that committee, the reopening plan for 2020/2021 had been created and presented to the Board for approval.

Lead Principal Satory reviewed the reopening plan for Pinecrest Academy of Nevada as contained in the support materials; adding that there would be three models for parents to choose from. The models included a full-virtual education model and two hybrid models, or an A/B model, where half of the students (cohort A) would be attending school in-person Monday and Tuesday while the other half (cohort B) attended virtually through live remote. Cohort B students would then attend in-person on Thursday and Friday with cohort A students attending virtually; adding that Wednesday's would be reserved for a deep cleaning, and students would have access to their teachers and to complete blended learning assignments.

As far as teachers were concerned, Lead Principal Satory explained that the hybrid models would provide fidelity to the curriculum; adding that teachers would not have to re-teach to the students who were attending in-person. She also explained that the live remote students would only see the teacher and could ask questions in order to be a part of the classroom discussion; adding that, during independent practice, live remote students would be able to log off for a brain break.

Lead Principal Satory explained that elementary students would remain with their cohort and would also eat lunch in their classrooms, while secondary students would follow their normal schedule and eat lunch in their classrooms as well. There would be staggered rotations in between classes to maintain safe distancing in the hallways; adding that elective classes would also be offered, and classes would be for the year duration.

Lead Principal Satory stated that parents had been sent a survey asking their model preference; adding that requests for members of the same family to attend the same cohort days would try to be honored, and that parents would be notified of their students' cohort schedule prior to school starting. Students who would be participating virtually will be required to log-on throughout the day. In addition to the three models, a fourth half-day model for K-1 students would be available based upon need and location. She also stated that child care and TEAMS care would be available with restrictions; adding that before and after school care would be available for students who were physically scheduled to participate in-person for that day.

Lead Principal Satory stated that, overall, the reopening plan offered the highest quality of instruction and would maintain consistency with the curriculum. She also reported that the end of the year reporting data showed significant growth and achievement in the students, and that she would be sharing the data with the Board at a future meeting.

Member Watkins asked if students in both A and B cohorts would have the same number of days off. Lead Principal Satory replied that each cohort would have the same number of days off for the first semester; adding that, should there be a need to continue the cohort models, the second semester would require a few adjustments to days off so that both cohorts would be equal. Member Seiden asked, if students on the hybrid model had to quarantine, would they be able to go back to the hybrid model or continue with full virtual. Lead Principal Satory replied that the students would be able to go back to their hybrid model.

Member Seiden asked, if a few campuses went to the AM/PM model for K-1, would there be any impact on the per-pupil funding from the State. Mr. Trevor Goodsell addressed the Board and replied that there would not be; adding that the State had been anticipating various schedules. Member Seiden asked whether or not the Wednesday deep cleaning expenses had been included in the budget for the 2020/2021 school year. Mr. Goodsell replied that the budget that he was currently working on would have additional deep cleaning expenses included; adding that new janitorial contracts had been sent for bidding along with additional ways to off-set the costs of the FEMA-approved cleaning procedures.

Member Seiden asked if PPE measures would be in effect for the students and the staff, and if masks would be available for students in the event they forget to bring one for the day. Lead Principal Satory replied that two masks would be provided for each staff member; adding that there would be extra masks available to students who had forgot, lost or damaged theirs. Student's accounts would be charged a small fee for a replacement mask. She also explained that students would be able to purchase Pinecrest masks at the front desks. Member Cahill asked how many students would be in a classroom. Lead Principal Satory replied that they were anticipating around 12 to 15 students in a classroom at a time.

Member Cahill also asked if a whole class would need to be quarantined should a student or teacher come down with Covid. Lead Principal Satory replied that they would follow the guidelines from the Southern Nevada Health District (SNHD) in the event a student or member of staff became infected. Member Watkins asked if parents would be notified of the case. Lead Principal Satory replied affirmatively, and reiterated that they would closely follow the recommendations from the SNHD and communicate with parents as much as was legally allowed;

adding that parents could choose at any time to change their student from the hybrid model to the full-virtual model. Principal O'Dowd addressed the Board and stated that the entire school would be notified in the event someone had tested positive for the virus; adding that the whole school would need to be closed for a minimum of two to five days for the cleaning of the entire school and not just the classroom.

Member Watkins asked if notifications would be class-specific so that parents could determine if they wanted to change to full-virtual. Member Seiden replied that contact tracing would be one of the responsibilities that SNHD would implement; adding that the school would be responsible to provide to the SNHD names of those who would have come into direct and indirect contact with the infected person(s) and then to contact those persons directly. He went on to say that, from a HIPAA prospective, HIPAA rules did not apply during a pandemic. Member Cahill asked how many times the school would need to be shut down before all students would be required to go full-time virtual. Principal LeNeave replied that all scenarios would fall under the guidelines from the SNHD and that administrators would be following those guidelines strictly; adding that going full-time virtual would not be an issue since the students would still be able to connect on a daily basis with their teachers. Member Cahill asked if the school was prepared to go full-time virtual should the number of Covid cases increase drastically before the first day of school. Lead Principal Satory replied affirmatively.

Lead Principal Satory elaborated further on the safety protocols, including the CDC and SNHD guidelines, that classrooms and hallways would be set up with six-foot distancing, masks would be required at all times in the classrooms in 4th grade and up, while masks would be required for 3rd grade and below during arrival/dismissal and transitions. She continued that temperature checks would be conducted every day upon arrival into the building and at mid-day; adding that anyone with a fever would be sent home. Teachers would also be trained to identify symptoms and sending students to the health office if any symptoms were depicted. Lead Principal Satory also stated that there would not be any playground use during this time and that enhanced cleaning would be taking place with a log of what had been cleaned; adding that students would be trained on enhanced handwashing and cleaning of their materials and supplies. She explained that there would not be any shared school supplies and that drinking fountains would not be in use; adding that the number of parent volunteers would be limited and that breaks would be scheduled throughout the day so that students would be able to leave the classroom and run on the turf or take a walk through car loop for some exercise.

Lead Principal Satory stated that students would still be able to order a hot lunch and have it delivered to their classroom; adding that students would still be able to bring their own personal lunch from home. Professional development days would focus on identifying symptoms and cleaning procedures; adding that traffic flow would be monitored in the halls and stairwells and six-foot indicator dots would be placed in areas where students would be standing. Lead Principal Satory concluded her remarks by letting the Board know that all supplies needed for the first day of school had been purchased.

Member Cahill asked if teachers would be in the buildings on Wednesdays during the deep cleaning. Lead Principal Satory replied that teachers would most likely be in the buildings for the

first few weeks of school in order to finish planning and to set up their office hours; adding that the teachers would work from home after that. She also explained that, for the buildings that would be providing childcare on Wednesdays, the cleaning would rotate around the childcare; adding that the childcare would be isolated to one area of the building and be cleaned once the children had left the building. Member Watkins asked where students would go for PE in the event of inclement weather. Lead Principal Satory replied that the children would stay in their classrooms and the teacher would have activities in place for movement and exercise; adding that specials would also be conducted in the classroom for elementary students.

Member Thomas stated that she would like to see the motion of the agenda item include that principals would be able to make reasonable changes within the structured framework as implementation needs arise; adding that changes are taking place on a daily basis with Covid. Member Watkins stated that she agreed with Member Thomas's statement. Member Seiden asked the principals if they had any concerns implementing the reopening plan successfully. Principal O'Dowd thanked member Seiden for the question and stated that they wanted all students back on campus full-time; adding that they understood and respected the fact that they needed to work under the guidelines that the Governor had given. Lead Principal Satory stated that there were concerns but that they were committed to working together and doing their best to provide high-quality instruction and keeping students safe.

Member Watkins asked if there had been any feedback from staff regarding the reopening plan. Lead Principal Satory replied that, although they had sought ideas from staff during the planning phase, the final plan had not yet been presented to the staff; adding that the principals were waiting until they had received Board approval.

Member Watkins moved to approve the reopening plans for the 2020/2021 school year as submitted and to allow the principals to make minor adjustments due to the day-to-day changes in order to see what would work best. Member Cahill seconded the motion, and the Board voted unanimously to approve.

Member Thomas thanked the principals for their hard work and trying to think about what was best for the students and to have the teachers and staff get through it; adding that the most important thing was to have the students in the classroom being taught by their teachers. She also stated that they would need to stay within the parameters that had been set by the Governor and also keep the students safe; adding that she wanted the students back in the classrooms as soon as it was safe to do so. Member Thomas stated that these were trying times for everyone and that the school was trying to do what was best for the students and staff.

6. Review and Approval of Revised 2020/2021 School Year Calendar

Lead Principal Satory stated that, since the last Board meeting, the State had given the schools an additional five professional development days that could be used at the beginning of the year; adding that the additional days would not change the overall school year calendar that had been approved and communicated. Lead Principal Satory explained that the start date for students would be pushed back to August 17th; adding that the additional days would be used for

teachers and administrators to fully plan and prepare. Member Seiden asked if the three contingency days in the calendar would affect the end date if not used. Lead Principal Satory replied that the end date would not change if the contingency days were not used, and they would not affect the additional professional development days at the beginning of the school year. Member Thomas stated that it was her understanding that the five additional professional development days would be extra training days for the teachers to fully understand what would be implemented for the first semester of the school year. Lead Principal Satory replied that was correct.

Member Cahill confirmed that the students would be starting a week before CCSD students. Lead Principal Satory replied affirmatively; adding that CCSD had chosen to take an additional five days from their professional development days, which were scheduled during the year, to use at the beginning of the year for additional preparation time, pushing their start date to August 24. She explained that the Pinecrest principals did not want to use additional professional development days in the event that further training was needed during the school year; adding that two weeks would be sufficient in preparing for the opening of school.

Member Cahill moved to approve the revised 2020/2021 school year calendar. Member Watkins seconded the motion, and the Board voted unanimously to approve.

7. Discussion and Possible Action to Approve the National School Lunch Vendor for Pinecrest Academy of Nevada for the 2020/2021 School Year from the Following: 1) Better 4 You Meals and 2) Fresh Start Meals

Ms. Kendra Thornton addressed the Board and stated that, with Three Square eliminating their vended meals program, a Request for Proposal (RFP) had been released to secure a meal vendor for the next school year. Ms. Thornton explained the RFP process; adding that the vendor would need to (a) follow all USDA regulations, (b) be registered as an approved meal vendor with the Nevada Department of Agriculture (NDA), and (c) also be in good standing with food and nutrition programs. Pinecrest received responses from Better 4 You Meals and Fresh Start Meals.

Ms. Thornton reported that the evaluation committee, comprised of several school nutrition staff employees, reviewed and evaluated the vendors based on established criteria set by the NDA which included price, method of approach and implementation plan, experience, reliability, and vendor's presentation and tasting session. Ms. Thornton reviewed the evaluations of each vendor as found in the support materials; adding that, based upon their score, Better 4 You Meals was being recommended as the new meal vendor. Ms. Thornton reviewed Better 4 You Meals' proposed fees; adding that breakfast would be \$1.89, lunch \$2.99, and snack .90. Ms. Thornton also added that Better 4 You Meals was currently servicing Mater Academy.

Member Thomas asked whether or not the tasting took students opinions into account. Ms. Thornton replied that, even though students were not involved with the tasting session, kitchen managers had been included and they had a good idea of what students liked and disliked. Member Thomas confirmed that lunch would cost \$2.99. Ms. Thornton replied that the vendor would charge Pinecrest \$2.99/lunch and that Pinecrest would charge the students \$3.50, which was the same

price that had been charged for the last four years that they had been on the program. Member Thomas asked what Pinecrest was currently being charged. Ms. Thornton replied that Three Square had been charging \$2.50/lunch; adding that there would be an increase with the new vendor.

Member Watkins moved to approve Better 4 You Meals as the NSLP for Pinecrest Academy of Nevada. Member Cahill seconded the motion, and the Board voted unanimously to approve.

8. Public Comments and Discussion

There was no public comment.

9. Adjournment

The meeting was adjourned at 10:48 a.m.

Approved on:

Aug 4, 2020

Kacey Thomas

Kacey Thomas (Aug 4, 2020 13:10 PDT)

Secretary of the Board of Directors

Pinecrest Academy of Nevada






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Final Audit Report

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