

**NOTICE OF PUBLIC MEETING  
of the**

**SILVER STATE CHARTER HIGH SCHOOL**

A Public Meeting of the Governing Body of Silver State Charter High School

**MONDAY, JUNE 14, 2004 7:00 PM  
Carson City Airport, EAA Building  
2500 Graves Lane  
Carson City, NV 89701**

Below is an agenda of all items scheduled.

Reasonable efforts will be made to accommodate physically handicapped person desiring to attend the meeting. Please contact Steve Knight at 775-882-1488 in advance so arrangements can be made.

Public Comment may be limited to ten minutes.

1. Resignation of the Committee to Form Members (Action item)
2. Introduction of new Governing Body Members (Discussion item)
3. Election of President, Secretary of Governing Body (Action item)
4. Report to Governing Body by Steve Knight, liaison for SSHS. (Discussion item)

Facility	Subsection
2 Approval	
	State Board of Education
Meeting	Progress to date on school
opening.	

5. Report to Governing Body by Edie Grub, acting committee to form chairman. (Discussion item)

Leasing information

Progress to date on school opening

6. Approval of distribution of start-up grant monies. (Grant budget) (Action item)

Lawyer

Realtor

Building Lease

Reimbursements

Insurance

Charter School Conference in Florida (June 16-19) 3 members

Recruiting funds (advertising)

Equipment and Supplies

7. Discussion of Employment (Action item)

Administrator

Clerical

Teachers

8. Comments from other governing body members, as desired. (Discussion item)

9. Public comments and discussion. May be limited to ten minutes. (Discussion item )

10. Adjournment (Action item)

This notice and agenda has been posted on or before 9:00 am on the third working day before the meeting at the following locations: *Carson City Community Center, 851 E. Williams; Carson City Library, 900 N. Roop; Carson City Hall, 201 N. Carson Street; EAA Building (meeting location)2500 Graves Lane, all Carson City, NV*

Minutes of Meeting of Silver State High School Board Meeting  
June 14, 2004, 7:00 pm  
2500 Graves Lane  
Carson City, NV 89706

Members present: Steve Knight (SK), Edie Grub (EG), Eric Antila (EA), Pat Haller (PH), Gene Paslov (GP), Nena Stucki (NS), John Bower (JB)  
Minutes recorded by Patty Knight (PK)

The meeting was called to order at 7:04 pm by Steve Knight (SK) Introductions of members present by SK. Eric Antila (EA) and SK had worked together at Dayton High School, EA was also principal at Virginia City and now works at Foothill High School in Las Vegas. EA was instrumental in the charter preparation. Pat Haller (PH) and SK had worked together for several years both at Carson High School and Dayton where PH had been principal. Nene Stucki (NS) graciously stepped in as Silver State High School (SSHS) needed three licensed teachers on the board because Lisa Grayshield (LG) of the Washoe Tribe thought she was a valid license holder and was not. NS is a resource teacher at Bordewich Bray- School. LG is still trying to bring her license current. SK advised the board that anyone who is on the board cannot ever work for SSHS and all the people he knew as teachers in the area didn't want to rule out ever working for SSHS. Keith Martin (KM) recommended NS when SK contacted him for suggestions and she graciously accepted. Dr. John Bower (JB) is a local physician in Carson City who has a son, 12 years old, at Eagle Valley Middle School and is very interested in education and choice. SK thanked him for joining. SK stated that EG and her husband have been long time friends and fellow pilots who belong to Experimental Aircraft Association along with GP. Edie went to school in Texas and taught and worked in New Mexico. She has been a god sent to SK as a committee to form member with EA and SK handling everything in Las Vegas they could and EG handling everything in Carson City. SK introduced Gene Paslov (GP) who SK had met at a conference and that he too is a pilot. They once looked at a several county vocational school project which never developed. GP was State of Nevada School Superintendent for nine years and also state superintendent in Michigan. PH indicated enthusiasm for a great team. SK stated that he had been director of adult and alternative education for students 16-60 years old, 200-250 students a year in Lyon County, 50+ in Storey County and also helped set up programs in Douglas, White Pine and Humboldt Counties. He had a short term project with NDE to help with all adult and alternative programs. It was soft monies, (Carl Perkins funds) again the funds may not be renewed. Several employees were let go from NDE during this time due to a lack of funding.

SK stated that Frank Mitchell, from Las Vegas along with SK and Ernie McKenzie formed an alternative education association in Nevada, and from that association with Frank Mitchell SK had helped in the forming of Odyssey Charter High School and with Team Academy Charter High School both in Las Vegas. Working with and at Odyssey gave SK valuable experience in the charter school field. SK stated that Team Academy started Sept 2003 with 200 students and now have 600, Odyssey has approximately 600 students. SK wanted to return to the Carson City area and saw a real need for this type of school in Carson City. Team Academy representatives stated that they are running two schools, one in Reno which they have elected not to continue and are recommending those students who number about 64 transfer to SSHS. SK stated that the other board member, Michael Digangi (MD) is out of town and could not make the meeting. He is a local businessman who retired from Xerox then with the stock situation had decided to return to work. He has three sons, one of which is having learning problems. He was deeply interested in offering students a choice and was willing to serve on the committee to

form and later as a board member. SK stated that Lucretia Glidewell is the chief financial officer for "I Can Do Anything" and Explore Knowledge Charter Schools and in the past Odyssey High School. She is highly thought of in the charter school community and will keep SSHS on track. She was unable to attend. She knows all the federal and state requirements and has been a real asset. SK stated that when Senator Washington had problems with a charter school in Reno, the state asked Lucretia to step in because she is so well thought of as the charter school financial expert and try to straighten things out financially, SK stated that SSHS by-laws require that the board meet four times a year and the annual date that he choose was June 14, that is subject to change if the board wants it changed. Patty Knight will take the minutes at this meeting and will send them to NDE within the five day requirement. SK introduced Keith Martin (KM) who works at Dayton High School. He has indicated an extreme interest in the charter school process and may want to be employed. Ten years ago Keith was innovative in having students do portfolios on CD. He was so successful that KM was asked to do presentations on his methods. Discussion on open meeting laws requiring posting of meetings three working days prior to the meeting and indicating location of meeting on the bottom of the agenda announcement.

SK stated that the first order was that committee to form members who wished to, must resign. SK turned the meeting over to EG who stated that the first order was to accept the resignation of Steve Knight, Sharon Lyall, Gerry Lockhart and Megan Keller from the committee to form. GP moved that we accept the resignation of Steve Knight, Sharon Lyall, Gerry Lockhart and Megan Keller from the committee to form. The motion was seconded by Pat Haller and unanimously approved by the members. GP moved to accept the board as seated, it was seconded by PH and unanimously approved. GP stated that SSHS needed a president, nominated PH, it was seconded by NS and unanimously passed by the members of the board.

EA had questions on the length of term of members. Term lengths are set in the charter's rules of governance according to SK. Anthony Hall, attorney said lengths of terms could be decided by volunteering, lots or whatever the board decided. GP suggested to get organized the board have terms of President and Secretary for one year only and the end of the year start a rotation process. GP nominated NS for Secretary and she declined. EA then nominated EG for Secretary, it was seconded by NS and approved by the board unanimously. It was decided that three people on the board would volunteer for a one year service and those were, Nena Stucke, Gene Paslov and John Bower. EG stated she felt there was no need for a board treasurer since LG was acting as the financial officer. EA volunteered to be Vice President for a two year term and that was supported by GP but not voted on.

SK said that the facility being considered was at 395 and College Parkway, the Pet Pantry. It was an ideal location, turn-key for SSHS. SK stated it was a internet marketing facility with offices and cubicles that were perfect for teacher offices and classroom facilities. The facility is all pre-wired, with 18 cubicles a 20x40 meeting room, it had been OK'ed by the Fire Department with minor changes, being taken care of by the owner. SSHS is working with John Uhart of Uhart Commercial Properties at Washington and Nevada in Carson City. EG has been handling all aspects of the lease process and expects to have a lease to sign shortly. It was stated that two ADA bathrooms are being built and EG stated that lighting has to be changed for health department codes by adding lamps in the cubicles. There were some zoning issues but they had all been settled. SK stated that SSHS was unanimously approved by the State Board of Education and that the president, Gary Waters was a huge proponent of the charter school concept and imparticularly in the Carson City area. SK stated that in Carson City and Douglas County all schools are zoned in residential areas, making it impossible for us to get an appropriate building with T1 lines. EG explained to the Planning Department that SSHS would be more alike to Sylvan Learning Centers than to Carson City High School. Now we are zoned for any zone. EG stated that the Pet Pantry is 6540 sq ft with an option on 2200 more at \$1.10 a foot which includes utilities and maintenance. The main SSHS operating budget allows for

\$60000. for the lease and \$20000. for utilities. This means that we are coming in approximately \$30000. under budget SK stated. SK also stated that this is so turn-key for SSHS which will save SSHS considerable amounts of money. Also there is a large parking lot and food vendors close. The location is also highly accessible from Washoe, Lyon and Douglas Counties and is on the PRIDE bus line, and also can be served by DART to Walmart and then to PRIDE bus lines from Douglas County.

SK explained to the board that our educational program, a subsection 4 had been unanimously approved by the board, but that a full approval of a Subsection 2 was required to serve students in the building. SK stated that NDE was asking for a Certificate of Occupancy with an E classification. That the fire department was going to advise NDE that under their codes a E occupancy was not necessary and SK was waiting for a determination on that. SK told the board that the State School Board is sponsoring SSHS. That Carson City School District had declined sponsorship and that SSHS had gotten good cooperation from NDE, especially Tom McCormack, charter school consultant, a name that everyone would be hearing a lot of and his supervisor Bill Arensdorf.

SK stated that EG has spent a tremendous amount of time hammering out the lease agreement and suggested that the board authorize her to continue working with all facets of the lease and associated items. It was agreed to by the board with an affirmative language. SK stated that the State Board of Education meeting next month is in Carson City and is July 9<sup>th</sup> and 10<sup>th</sup> and that we must have our packet completed and approved to begin operation in August. EG told the members that all the information needed for the subsection 2 approval must be into NDE, Tom McCormack's office, at least ten working days prior to that meeting.

SK told the members that there were two date guidelines they must be concerned with, the state board meeting and having students registered 30 days prior to the beginning of school which they thought was August 23. SK also stated that SSHS must operate on the Carson City School District Calendar, but the calendar included in the package was not for 2004-2005 school, an oversight. SK stated that registration of students can be adjusted after the "30day prior date". EG stated that LG told her to continue sending in registrations to NDE even after the 30 day prior date. PG and PH stated that count day was the 4<sup>th</sup> Friday of school statewide. SK stated that the first quarters payment is based on the registration count 30 days prior to the start of school. SK told board members that besides getting the subsection 2 and the building approval the curriculum was a big concern. The curriculum content is class.com. Keith Rehault, the State Superintendent of Schools, reviewed and approved class.com which was developed by the University of Nebraska for distance education and has 40 approved courses. In our charter, class.com is going to be our main provider, but as other things become available and approved they too would be considered. NOVAnet is not an across the board curriculum. SK stated that training with class.com by experience is a nightmare, but the eClassroom has gotten together with class.com as a platform. Presently blackboard is the platform, however

eClassroom is seamless. An individual can click onto our website and they can be integrated completely. E class will also be linked to "sassy", it will show grades, progress and do all the administration on-line. It is full control with grade book online for teachers. GP voiced some confusion as the system is very complicated to explain and asked for a demonstration which SK agreed could be done. NS voiced that she too had questions about the application and operation and wanted to see a demonstration. GP and PH asked together about meeting state standards. NS mentioned that now in the classroom all lesson plans have to be based on state standard requirements. SK reported to them that Keith Rheault had approved all class.com. PH asked if class.com has written curriculum and can the teachers add. SK stated it will stand alone, that textbooks are on-line but that teachers can enrich it. GP stated that the success of the school will be determined on state standards. SK told the board it was imperative that SSHS hire teachers

familiar with distance learning. SK stated that Sharon Lyall, a committee to form member who resigned, knows the program and wants to be involved. SK stated that the learning curve for teachers can be very difficult if they aren't familiar with technology at the highest levels. Teachers will be designing their own websites, doing HTML programs, Dreamweaver, Front Page etc. Highly technical people are needed.

PH asked about the Nevada State Proficiency Tests and SK replied that SSHS students are required to take all the same tests a traditional high school student takes and even on the same test date as CCSD.

SK explained using the dry erase board how SSHS will operate citing that not everyone on the board was an educator. He said that typically students are required to take 6 credits a year, 22 ½ for graduation, 4 English, 3 Math, 2 Science, 1 US History, 1 American Government, ½ Health, 1/2 Computer, 1 Humanities, 7 1/2 Electives and 2 Physical Education. SSHS requires that a student be registered for 6 credits a year to be considered a full time student, 5 credits for seniors. PH asked if they could take more and SK replied, "yes". SK stated that SSHS is an at risk high school meaning that 51% of students must meet at risk criteria which is 2 ½ pages of information. It could mean, English is not the main language, single mothers, those who qualify for hot lunch program and many, many more. SK stated that typically a student does 6 credits a year some with little success. At SSHS a student will register for 6 credits but only take 2 credits at one time for 12 weeks, basically a trimester system. For example 180 students divided by 3 = 60 students working on English and Science, another 60 students working on Math and Social Studies, etc., making it easier on the teacher having only 60 students at one time to deal with and interact with. Each student MUST have two way communication with his/her teacher every week. A student only works for 12 weeks on 2 credits, if it is something they hate or are doing well in they only need to be involved with it for a short period of time not the entire year. It allows for a lot more one-on-one. The teachers will meet with student one morning a week, the rest of the time they will be instant messaging, video streaming, telephone or e-mail contact. The teacher has a lot more time to work individually with a student and a get to know that student on a one-on-one basis.

GP asked about the seat time requirements. SK replied that the NDE doesn't care, that they removed all reference to logs from the charter. That SSHS will be performance based and seat time is not a guarantee to success. JB stated the ultimate goal was student success. SK stated with the on-line curriculum it is up to the teacher to see that they succeed. SK stated Odyssey students are doing above the state standards and Odyssey kids are learning. SK wrote FAST on the dry erase board, families and students together. SK stated that families must be involved for a student to be successful.

GP stated that the board must move on. SK stated just a few more points of information must be discussed and that being that the state says 330 minutes a day must be spent on coursework. NDE threw out the log system, eclassroom will keep track of time and it must be interactive on the computer program or it will not count time. PE is approved on line, but in practice SSHS would like to have a qualified PE teacher to have students participate in activities at the YMCA, local parks, bowling alleys, golf courses etc.

GP asked again that the board move on. GP stated that SSHS must meet standards or be put on a "needs improvement" list. EG stated that SSHS must prove to Carson City School District that SSHS is not a bad idea, as the Carson City School Board had stated.

PH Item # 5 EG stated that she was working with John Uhart and Brad Spires and that the board had received a letter of intent, however that letter had not contained any mention of CAM (common area maintenance). EG stated she was working with them on a bone fide lease which should be ready very soon. The letter of intent must contain information about the square foot charge, \$1.00 or \$1.10, who pays water, responsibility for maintenance etc. Also stated that because we are non-profit under NRS the owner will pay no property tax on our portion of the

building, but must refund that amount of savings directly back to us, and the method of that refund was still under discussion, whether it would be a quarterly rebate or taken off the per square foot charge per month. EG also had questions for the realtors of the percentage of square footage SSHS would occupy, the lease said 42.5% and that was questionable. JB asked EG to check into the length of time a property manager has to repair an item before the tenant repairs it himself and deducts the repair from the lease amount. JB related a problem he had in his offices with a toilet which the property manager ignored fixing and which JB finally was forced to repair himself. EG agreed to check on that question. Also EG stated that the landlord was putting two ADA bathrooms in the facility and that the realtor, John Uhart said he could find us a janitorial service for \$600 a month, it was stated that \$12000. per year had been budgeted. In order to secure the bathroom installation SSHS representatives agreed to a five year lease as stated by EG. EG can arrange a walk through for 4-5 board members at a time, not too many at a time which many violate the open meeting requirements. PH asked if any board members had any questions of EG, there were no questions and EG stated that time was very short to get everything into Tom McCormack and that recruiting of students must begin prior to 7/23. PH asked if anyone needed a break, no one replied and the board continued. GP stated that he had to leave early.

SK stated to the board that the Federal start-up grant of \$100,000. had just been approved June 8, 2004 and that the majority of those start-up funds needed to be requested and/or spent prior to June 30, 2004. EG had been acting as signature on the bank account. PH was told by SK that the account was at the Bank of America, Raley's shopping center and that PH needed to sign onto the signature card. PH agreed she would do that. SK informed the board that attorney Anthony Hall had put together the governances and that SK had received no statement from him but rather a request to represent SSHS in any labor issues. No retainer was requested, if the board was agreeable the board must sign. No action was taken on this matter. SK did recommend that the board sign the agreement. GP asked if the board needed to approve line items on the budget ? JB asked what items needed to be approved by the board at this time? EG stated that the board needed to approve the deposit and the first months rent or nearly \$15000. SK stated that \$3600 for insurance, the amount on the budget for recruiting students, reimbursements with receipts, stating that all receipts will be send to Lucretia and a copy will be kept at SSHS. SK also stated that funds for the mandatory conference in Florida which the school must send one or more representatives to in order to qualify for the Federal start-up grant must be approved. That Lucretia, because it really is mainly about monies available needed to go, and that SK and EA were going. EA had volunteered to go because other committee to form members had declined. The conference is June 16-19 in Miami Beach Florida. GP and PH indicated that Florida in the summer is no fun. SK also stated that while in Florida he was meeting with Frank Mitchell to tour the Florida Virtual School checking into the systems used there. SK stated that from the budget SSHS needed supplies and computers and that he would look for the best buy on equipment for the staff. EG stated that the SSHS could apply for another \$100,000. grant as of July 1, 2004 SK reviewed budget items and item 610 was mentioned with reference to it being out or order, but understandable by the board. PH asked if there were any other questions? None stated John Bower moved that the board approve the budget expenditures as written, it was seconded by Nena Stucki and unanimously approved by the board members.

PH opening discussions on item # 7, employment and pay scales. SK stated that the board needed to design a pay scale that was attractive. SK directed the board to review pay scales in their packets form CCSD, Douglas County, Lyon and Washoe Counties. PH asked how many teachers were needed, SK replied 5-6, full time with full benefit, health insurance and PERS. JB asked how competitive? PH stated that we are competitive with Lyon and Douglas and that Carson City is low and Washoe pretty high. JB asked if SK would hire brand new teachers and

SK replied probably not. GP asked what should the board do? SK recommended that the board adopt a salary schedule. PH stated that revising a new pay schedule is very difficult as she has been on both sides of negotiations. GP suggested that the board adopt one or the other of the existing pay schedules. EA advised adopting one salary schedule. SK stated that the only teachers showing interest were Keith Martin and Sharon Lyall, and Sharon's salary should reflect her as training personnel. SK also stated that salary had to be attractive to get highly qualified, No Child Left Behind teachers. Keith Martin spoke stating that the last thing of interest to him was salary, of more interest were benefits, conference accessibilities, health benefits etc. GP stated that health costs are as much as 24-25%. SK stated that Peter Breen Insurance in Reno is getting quotes concerning health insurance for employees. Carson City is with Hometown Health and Lyon County is with Universal, it was believed. PH asked if SSHS employees could get health coverage through the state. SK said he would look into that, but doubted it. PH instructed SK to select a salary schedule and make it competitive. JB made a motion to adopt a competitive salary schedule for teachers with adjustments if necessary. GP seconded the motion and the board passed it unanimously. EA instructed that the pay scale selected by SK should be other than the Carson City School District pay scale. NS advised that the board must think outside the box. EA stated that we must reward persons who are risk takers and those applying for a position in a new venture are taking a risk. EG stated that the board should just hire the administrator until the whole package, health etc can be looked into. JB made a motion that the board hire Steve Knight as the administrator. SK asked at what salary.? PG mentioned \$70,000 per year. PH needs to appoint SK as administrator. EG stated that the board should hire SK under the start-up grant for 3months at \$5000. per month. JB again made the motion that SK be hired as a consultant for SSHS for three months under the start-up grant funds at \$5000. per month. GP seconded the motion, the vote was unanimous. SK asked the board about a clerical position and explained that Lucretia Glidewell does a creative resource activity where all the clerical positions would be hired and run through her. SK doesn't want his clerical staff all working for Lucretia, perhaps an assistant bookkeeper or the like, but would like the clerical staff to be SSHS employees. SK stated that LG is in the start-up budget at \$5000. but has earned twice that much during all the preparation for the charter and grant. EG stated that we need a clerical person before 7/1/04. GP asked what about accounting. PH asked can we hire anyone now? SK indicated that a registrar was necessary. EA suggested hiring a temporary person. PH wondered if just one would be enough. NS suggested keep it temporary until July 1, 2004. The board questioned if they could make decisions by phone or e-mail if necessary and not be in violation of the open meeting laws. They put the question to SK, GP answered we can. JB wondered if it violated the open meeting regulations. PH suggested the next board meeting be scheduled for 6/28. SK opinion is that e-mail and phone might violate open meeting standards. GP stated that as long as a telephone conference call was posted as such three days prior it was within the law. SK asked the board to set a tentative meeting date as there would be several more decisions to be made. PH looked at 7/5/04. EG stated that we must meet by 7/6, because the state board meeting was July 9 and 10<sup>th</sup>. GP agreed to 7/6/04. PH asked if the meeting would be at the EAA building. EG asked if perhaps we could have the meeting at the new building? EA asked who would be at the July 6 meeting. A poll of the members indicated that everyone would be there except EA. PH asked if the board packet could be given to members prior to the meeting. SK mentioned that a copy machine was donated to SSHS by the employer of a board member Michael Digangi and that the board must vote to accept the donation. GP made a motion that the board accept the donation of a copy machine, PH seconded the motion and the vote was unanimous. GP voiced the need to be careful that the salary for SK as administrator not be higher or less than competitive administrative salaries. SK stated that he earned approximately \$58,000. at Odyssey plus \$600 a month toward a personal health insurance policy. GP cautioned again to be careful at the amount to offer to SK, not to be too high. SK

suggested that a board member look at administrative salaries. PH said the board would look at an administrative salary schedule. SK advised the board that on July 13, 2004 a State Technical Assistance meeting would take place for those who wished to learn more about the basis for our program. Tom Mc Cormack, NDE, would be hosting the meeting. SK invited and suggested that all board members attend. GP said he would try to attend. PH asked about an RSVP requirement for the meeting. SK told PH no RSVP and that the meeting would be held at Fremont School in the board room.

PH asked if there was any public comment? Patty Knight asked PH if her schedule would allow her to be available? PH indicated her schedule was more flexible than she had originally thought. PK also asked that the efforts underway by EG in reference to the lease, health, fire, insurance etc be kept in place. PH agreed. PH asked for other comments, Keith Martin said how great it was to see a board all pulling in the same direction. PH asked for any other public comments. SK thanked the committee to form for their much needed help. PH asked for a motion to adjourn. JB made a motion to adjourn, NS seconded that motion and the vote was unanimous for adjournment at 9:54 pm.

Submitted by

Eddie Grub  
Secretary Silver State High School Governing Body  
June 16, 2004