

# RAINBOW DREAMS ACADEMY

## Governing Board Meeting Minutes

Wednesday, October 09, 2019

The meeting was called to order at 6:09 PM in the Conference at Rainbow Dreams Academy by Monica Ford and Roll Call was taken.

**PRESENT:** Eric Cole, Monica Ford, Todd McGuire, Diane Pollard and DaWanda Thomas. Jackie Ingram and Theodore Parker, III (via teleconference).

**GUESTS:** Building Principal, Whitney McIntosh, Midwest Regional Director Phalen Leadership Academies (PLA), Danielle Robinson and Melinda Varner, Accountant.

**OTHER GUESTS:** Teacher, David McDuffie, Grandparent, Inell Williams, Parents: Crystal Williams, Kamahl Archer Fair and Katina Archer Fair. Eva Stalker (via teleconference)

### Adoption of Agenda

A motion was made by Diane Pollard to adopt a flexible agenda. The motion was seconded by Eric Cole; motion carried.

It was moved by Diane Pollard and seconded by Eric Cole to approve the minutes of the previous meeting (March 26, 2019); motion carried.

**Public Comments** – Ms. Inell Williams, grandmother of scholar emphasized the importance of reading. Mrs. Katina Archer Fair shared a story about a student crying about her hair and how she would like to create a club to empower RDA female scholars. Mrs. Archer Fair discussed her ideas to assist with fundraising for RDA. Ms. Williams expressed the need to work together as a team to create a strong culture and community.

The Board Chair thanked the parents for their comments and assured them that their suggestions and concerns would be taken seriously and directed to the appropriate staff for follow up.

### Principal's Report

Ms. McIntosh provided a verbal overview which included the following topics:

**School Events:** Meet the Teachers - Open House; Grandparents Day, Hispanic Heritage Month Celebration, Upcoming Awards Ceremony scheduled for October 18, 2019, Fall Festival, Incentive Friday/ Top 30 Scholars-Kick Board and daily morning meetings with elementary and middle school personnel.

**Teachers/Students/Leadership Activities:** Leading School Initiatives; grade Cohort Leads; School Newsletter- Scholar Initiated Middle School, Student Workers–Ownership and Flag Football Team.

**Testing:** Brigance and Northwest Evaluation Association (NWEA) Maps

**Parent Involvement Committee:** Growing in Numbers, Volunteering 4 out 5 days a week; Donations: Breakfast and Lunch for teachers, Printing and Vending Machine.

**Community Contributions:** Global Charity Foundation (Tutoring), 100 Black Men (Mentoring Program), Alpha Kappa Alpha Sorority Incorporated (decorated classrooms doors) and The Links, Incorporated - Las Vegas Chapter's Annual Walk-A-Thon (monetary donation).

**Social Media:** Facebook and Instagram Updates

**(Report Attached)**

**Board Liaison Report:**

Diane Pollard updated the board on the weekly calls with the PLA tactical team. Topics included the following areas of discussion:

- Title I Homeless Report
- Need to register with Nevada Public Notice Registry
- Progress on \$10,000 commitment & launch for GCF Tutoring Program
- Dream Care Inspection
- Contract from CCSD
- HR call to discuss staff adjustments
- Resignation of Middle School Math Teacher
- Assignments of Teacher Assistants
- Accountant confirmed processing of payroll checks on 10/15
- Confirmation that all employee contracts are issued on an annual basis.
- Website update
- Implementation of a "Comment Box" for feedback from parents/guardians

**Board Voting:** A motion was made by Theodore Parker, III and seconded by Eric Cole to nominate Diane Pollard as the new board chair; Motion carried. It was the consensus of the board that Mrs. Pollard assume the duties of Board Chair immediately following the conclusion of this meeting.

**Finance Report**

Melinda Varner reviewed and discussed the following financial reports: Statement of Financial Position for period ending August 31, 2019, A/P Aging Summary- August 31, 2019, Profit & Loss Budget Performance- August 31, 2019 and Profit & Loss Budget Prior Year Comparison (August 2019 and August 2019).

Budget detail for 2018/2019 Financial Audit was presented for discussion. After all questions and concerns were addressed, a motion was made by Diane Pollard to approve the 2018-2019 Financial Audits. Motion seconded by Eric Cole; motion carried.

**Facilities Report-** It was reported that there have been several issues with the air conditioning units. Fire Watch is still in place for the Modular Village. Ms. McIntosh stated that a daily maintenance schedule is in place to keep the building clean.



Danielle Robinson presented an Instructional Review for Rainbow Dreams Academy. The review consisted of the following areas: On-Site Instructional Audit, Comparative Analysis Against the Academic Priorities for Success, Identified Powerful Practices, Identified Opportunities for Improvements, Staff Survey, Leadership Interview and Leadership Debrief, Wit & Wisdom Lesson Plans and Sample of Grade 2 Model 1 and Eureka Math Lesson Planning Protocol and Sample Grade 5 Lesson Plan. (Report Attached).

Diane Pollard moved to go into Executive Session at 7:33 pm for the purpose of discussing **CONFIDENTIAL** personnel matters. The motion was seconded by Eric Cole; motion carried

**EXECUTIVE SESSION**

**PRESENT:** Eric Cole, Monica Ford, Todd McGuire, Diane Pollard and DaWanda Thomas. Jackie Ingram and Theodore Parker, III (via teleconference), Whitney McIntosh, Danielle Robinson and Melinda Varner.

Preliminary staff adjustments suggested by PLA are planned for October 10, 2019 in the following positions Kindergarten; 1<sup>st</sup> and 4<sup>th</sup> grade, middle school English Language Arts Interventionists. Additional staff reductions will be revisited on 10/21/19. The adjustments are needed based on current enrollment figures.

**Reduction in Force** – Given the enrollment figures, it is necessary to reduce administrative expenses by eliminating the positions of Operations Manager and Custodian and to solicit bids for the services of a cleaning company that can implement shifts to maintain continuous maintenance of the campus.

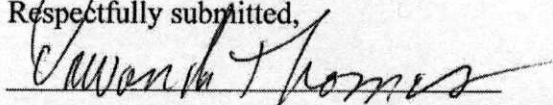
Due to the lateness of the hour, a motion was made by Diane Pollard to schedule a Special Call Meeting on Tuesday, October 15, 2019 at 6:00 pm in the Conference Room to take action on eliminating the aforementioned positions/contract. She reiterated the fact that the proceedings should be held in strict confidence pending final board action. The motion was seconded by Todd McGuire; motion carried.

Executive Session adjourned at 8:54 pm and will resume at the appropriate time during the next meeting scheduled for **Tuesday, October 15, 2019 at 6 pm**.

**Unfinished Business – None**

With no further business to discuss, it was moved by Todd McGuire and seconded by Eric Cole to adjourn the meeting at 8:54 PM.

Respectfully submitted,



DaWanda Thomas, Secretary

Date: October 28, 2019