



## **Vegas Vista Academy Board Meeting Minutes**

### **6:30 PM; November 1, 2023**

### **203 Beam Hall, UNLV**

#### **I. Call to Order and Welcome**

Interim Chair Eric Duran-Valle called the meeting to order.

#### **II. Attendance**

Eric Duran-Valle, Victor Tavares, Hardeep Sull, Karl Catarata, Dr. Benjamin Feinstein, Nicholas Mawad, Cody Clarke, Nadine Bentis

#### **III. Approval of Minutes from Last Meeting**

#### **IV. Ongoing Items**

##### **A. Executive Director Report - Presented by Dr. Feinstein**

- Nicholas Mawad is our new account manager for EdTec.
- Admission, Enrollment, and Recruitment is going well: 345 families
- Schools are allowed to send postcards if they have not secured yet but have identified a likely location, which is our situation with Aguilas Christian Family Center.
- Postcards are approved and printing now
- We have been approved for the first CSP disbursement for \$30,000. The transfer has shown up in Opportunity 180's account and Bill as "Deposited," but it has yet to appear in the VVA Wells Fargo Account. Dr. Feinstein is working on this.
- December 18 seems to be our target enrollment
- Between now and May, Dr. Feinstein is fleshing out the outline of our curriculum from our application. He has been visiting schools/attending conferences to find good models.

##### **B. Facilities Update**

- Per Dr. Feinstein, a Letter of Interest has been sent to Aguilas Christian Family Center to lease their facility. We are awaiting a response from the broker due 11/1/23.

##### **C. Finance Update - EdTec**

- Nicholas Mawad from EdTec presented a cash tracker to keep a log of our finances. Nicholas stressed that having cash on hand is vital for school opening, as it is typically a three-month turnaround for reimbursement-based grants such as the one from CSP. The



Services outflow currently budgeted may also not be entirely representative of the expenses.

- Our main sources of income at the moment are the CSP and Year Zero grants, but donations will be crucial to stay financially afloat in the coming months.

D. New Board Members - Individual Board Member Progress Reports (Tabled)

E. Fundraising Update

- **Fundraising Goal by 1/01: \$25,000**
- **Fundraising Goal by 6/01: \$400,000**
- Dr. Feinstein and Nicholas will work on the rotating loan application, but the loan should be considered a last resort due to the fact we have to pay it back.

F. Community Engagement Report - Presented by Dr. Feinstein (On behalf of Eileen Enriquez-Cardenas)

- Social media accounts on Facebook, Instagram, and X have grown greatly and a presence on WhatsApp has been established and grown.
- Aguilas has agreed to send out the flier to their entire congregation and has offered to host the next Family Info night at their facility
- Board members are requested to attend the VVA Family Information Night on 11/16.

## V. Old Business

A. Approvals

1. Fiscal Policy
2. Conflict of Interest Policy
  - a) Conflict of Interest Ack. Form
    - Interim Chair Eric Duran-Valle will work with legal counsel on team and Dr Feinstein on finalizing this before the SPCSA deadline. A special meeting may need to be called for the Board to approve.
3. Code of Ethics

B. Discuss Officer Positions (Tabled for January)

1. Chair
2. Vice Chair
3. Secretary
4. Treasurer



C. Governance Responsibilities

- Dr. Feinstein and Interim Chair Eric Duran-Valle expressed that trustees' main focus at this time should be fundraising and finding potential board members.

D. Open Meeting Law

- To ensure total compliance with Nevada Open Meeting Law, Interim Chair Eric Duran-Valle said that he will engage with counsel Mark Gardberg to review OML best practices and to potentially present these guidelines at a future board meeting.

**VI. New Business**

A. Fundraising Discussion, Targets, and Plan

- **Fundraising Goal by 1/01: \$25,000**
- **Fundraising Goal by 6/01: \$400,000**

B. Define and Approve Annual Outcomes, Self-Governance Policies, Interactions and Limitations With School Staff, and Record Keeping Procedures

- Interim Chair Eric Duran-Valle will deliver a draft outline of these items for review, discussion at the next meeting.

C. Discussion and Approval of New Board Members

a) Cecilia Alvarado

- Interim Chair Eric Duran-Valle introduced a motion to engage with Cecilia Alvarado as consultant related to items regarding her expertise with the Latin community in Southern Nevada in lieu of bringing her on as a full-time board member, as this avoids any possible conflict of interest with her agency and placing additional stress on her current commitments. The motion was seconded and passed.

b) Elena Fabunan

- Interim Chair Eric Duran-Valle introduced a motion to add Elena Fabunan to the board of Vegas Vista Academy based on her experience in the public school system and as former principal of the Global High School. The motion was seconded and passed.

**VII. Action Items for Next Meeting**

A. Review and Approve MOUs



- B. Planning Document Items
- C. Recruitment and Hiring Plan
- D. Develop Requirements for Monthly Financial Reports; Plan for Reviewing Grant Proposals and Funds
- E. Policies for PO's, Checks, and Receipts
  - This was defined by EdTec's fiscal policy.
- F. IMPLEMENT Fundraising Plan AND Targets

### **VIII. Upcoming Events**

- A. 11/07/23 CSP Grant Management Meeting, 3 pm
- B. 11/08/23 Charter Consortium Meeting, 8:30 am
- C. 11/10/23 2nd CSP Reimbursement Due
- D. 11/13/23 Meeting, Councilman Knudsen, 9:00 am
- E. **11/16/23 VVA Family Information Night, 6 pm**
- F. 11/17/23 Haunted Harvest, Heinrich YMCA 5 -7
- G. 11/18/23 Turkey Giveaway, Heinrich YMCA AM
- H. **12/06/23 VVA Board Meeting, UNLV, 6:30 pm**

### **IX. Closing**

- Interim Chair Eric Duran-Valle adjourned the meeting at 8:30 pm. The next Vegas Vista Academy Board Meeting is scheduled to be held on Wednesday, December 6 at 6:30 pm in BEH 203.