

**Mariposa Dual Language Academy**  
**3875 Glen Street**  
**Reno, Nevada**  
**Notice of Board Meeting**  
**MINUTES**

August 31, 2020 Board Meeting

**CALL TO ORDER at 5:30 pm.**

**1. ROLL CALL/DETERMINATION OF QUORUM**

*Board Members Present: Rick Borba, Courtney Forster, Gary Kraemer, Philip Ramirez - Quorum Established.*

*Staff Present: Jenny Hunt, Director; Rick Harris, Consultant*

*Guests Present: Ed Miller – Amigos de Mariposa*

**2. ADOPT THE AGENDA FOR THE AUGUST 31, 2020 MEETING**

*Motion by Gary Kraemer to adopt the agenda. Motion seconded by Rick Borba. Motion passed – Agenda adopted.*

**3. APPROVAL OF THE JULY 13, 2020 BOARD MEETING MINUTES**

*Motion by Rick Borba to adopt the July 13, 2020 Board meeting minutes. Motion seconded by Gary Kraemer. Motion passed – Minutes approved.*

**4. PUBLIC COMMENT**

*None.*

**5. FINANCIAL REPORT**

*a. Balance Sheet /Combined Statement of Revenue and Expenditures with Budget / Cash Disbursement Journal Report: These financial reports are from June so we can close out the year. We are hoping for the on-site meeting with the auditors within the next few weeks. There were no comments from the Board on the financial statements, though Mr. Kraemer noted that Director Hunt had done a good job of getting these reports organized under very uncertain times. Motion by Mr. Kraemer to approve the year-end financial reports. Motion seconded by Mr. Borba. Motion passed – Financial reports approved.*

*b. Approval of augmented budget for FY20 for Nevada Department of Education: The augmented budget is performed at the end of the fiscal year to show that we have not exceeded any of our line items. It is pre-audit and will be revised following the audit, but it is required to be approved now by Nevada law. We have finished the 19-20 school year with a budget excess greater than the \$50,000 targeted by the Board. This budget excess is due to being very fiscally prudent and because our overhead (maintenance, facilities, etc.) was much lower than anticipated due to the school closure. Motion for approval of the augmented budget for FY20 by Mr. Borba. Motion seconded by Mr. Kraemer. Motion passed – augmented budget approved.*

*c. Updated information on PPP loan / grant funds (Gary Kraemer / Jenny Hunt): We are waiting for Wells Fargo to put together the forgiveness application. The first repayment is due*

in November, so we are keeping in close contact with Wells Fargo to apply for loan forgiveness as soon as that is ready. The finance committee will also review the application to confirm that we qualify for loan forgiveness.

d. Possibility of school applying for 501(c)(3) status (Gary Kramer / Jenny Hunt): Because we are a charter school with Washoe County, donations directly to the school are tax deductible even though we are not currently a 501(c)(3). However, there are many other factors to be considered in deciding whether we should seek 501(c)(3) certification. Nearly all the charter schools in the area are 501(c)(3) certified and being a 501(c)(3) organization is generally good for donors. There are certain private foundations that will not donate unless it is to a 501(c)(3). At the same time, there are numerous forms and paperwork to obtain and maintain this certification and there are costs associated with that paperwork. It's unclear whether becoming a 501(c)(3) is worth the time and expense at this time.

## **6. DIRECTOR'S REPORT**

Things have gone well for reopening so far. We are currently following the WCSD guidelines that were developed with the health department. We are also continuing to monitor any other changes to the guidelines that may come down. We have hired a distance learning facilitator who can check in with distance-learning students daily and support both teachers and students. There are only approximately 24 students on distance learning right now. We are also working on computers that can be distributed to students so we can transition to full distance learning if needed. Distance learning has worked well for smoke days so far; we've had 90% attendance on the distance learning days. We also received a donation from Jim Clark to install a supply closet in the cafeteria so we have extra space for new PPE and cleaning supplies on site.

## **7. AMIGOS REPORT**

Ed Miller presented the Amigos report. The bank account balance has been static for the past couple months. The annual meeting is in September and state charter renewal is due at the end of the month.

## **8. COMMITTEE REPORTS**

Finance (Philip Ramirez): Nothing beyond what has already been discussed. This committee will review the 501(c)(3) issue in the future.

Academic: None. This committee needs a new chair.

Personnel (Rick Borba): None.

## **9. BOARD RELATIONS**

We are proposing to amend the Bylaws to reduce our board from 9 members to 7 board members. Mr. Kraemer moved to amend the bylaws as proposed. Mr. Borba seconded. Motion carries – revised bylaws approved.

Mr. Kraemer was nominated for treasurer of the Board. The Board voted to approve his nomination.

Director Hunt suggested that we postpone committee assignments right now in light of the numerous other issues facing the school at this time. We should keep Board focused on the most critical issues. There was also a discussion about whether we need committees now that we have a smaller board. This will be discussed at future board meetings.

**10. EXECUTIVE SESSION**

*None.*

**11. Meeting adjourned at approximately 6:27 pm.**

**Next Meeting is September 30, 2020 at 5:30 pm.**