# ACADEMY

GOVERNING BOARD MEETING July 30, 2020



#### NOTICE OF MEETING

#### State of Emergency Special Public Notice

The meeting of the Governing Board of the Davidson Academy to address Declaration of Emergency Directive 022 as issued by Governor Sisolak on June 9, 2020, will be held starting at 2 p.m. on Thursday, July 30, 2020.

Due to the current State of Emergency declared by the Governor because of the Covid-19 virus, and more specifically the Governor's Directive 006, Section 1, this public meeting will be held via videoconference and there will be no physical location for the meeting. Members of the public wishing to observe the meeting may do so using the following link: <a href="https://davidsongifted.zoom.us/j/92615162440">https://davidsongifted.zoom.us/j/92615162440</a>

Public comment for this meeting will be received via email only. Those wishing to make public comment should email their public comments to boardcomments@davidsonacademy.unr.edu. All public comments received before and during the meeting will be forwarded to the Governing Board of the Davidson Academy for their consideration. All public comments will be included in the public record as minutes but will not be read aloud during the meeting.

#### **AGENDA**

2 p.m.

- A. ROLL CALL\*
- B. WELCOME AND INTRODUCTIONS\*
- C. PUBLIC COMMENTS\*

The public may comment on any subject that is not on the agenda that is pertinent to the Davidson Academy. Each speaker will be limited to three minutes. Public comment relating to an agenda item will be taken during discussion of that item. Comment will be limited to three minutes, but speaking time may be reduced at the discretion of the chair of the meeting, if there are a large number of speakers on a given subject. No comments will be restricted based upon viewpoint.

#### D. APPROVAL OF AGENDA (for possible action)

The public is notified that the Governing Board may take items on the agenda out of order; combine two or more agenda items for consideration; remove an item from the agenda; or delay discussion relating to an item on the agenda.

#### E. APPROVAL OF MINUTES (for possible action) Tab 1

- 1. Minutes of May 11, 2020
- 2. Minutes of May 26, 2020

#### F. GENERAL BUSINESS (for possible action) Tab 2

 Review, discuss, and possibly approve Davidson Academy Reno Campus Reopening Plan, per Declaration of Emergency Directive 022, and State of Nevada Department of Education Guidance Memorandum 20-05

#### G. PUBLIC COMMENTS\*

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#### H. ADJOURNMENT (for possible action)

#### Meeting Dates for 2020

- Monday, September 21, 2020
- Monday, November 9, 2020

#### CERTIFICATE OF POSTING OF THIS AGENDA

I hereby certify that In accordance with NRS 241.020, on or before Monday, July 27, 2020, at 9:00 a.m., a copy of this agenda was delivered to the post office used by the Davidson Academy addressed to each person who has requested to receive copies of Davidson Academy Governing Board meeting agendas; a copy of this agenda was emailed to each person who agreed to receive copies of Davidson Academy Governing Board meeting agendas by electronic mail; and a copy has been posted online at Notice.NV.gov and at the Academy's website (http://www.DavidsonAcademy.UNR.edu/). Physical posting has been suspended in accordance with Nevada Executive Department, Declaration of Emergency, Directive 006 (section 3).

/s/ August Reich Governing Board Clerk

Email: areich@davidsonacademy.unr.edu

Phone: 775-682-5800

Governing Board: Bob Davidson, Roger Davidson, Hon. Brian Krolicki, Mark Herron, Lauralyn Lovell McCarthy Sandoval, Richard Trachok, and Annette Whittemore; Ex-Officio: Dr. Kristen McNeill, Jhone Ebert, and Dr. Marc Johnson

**Note:** The Governing Board may take items on the agenda out of order; combine two or more agenda items for consideration; remove an item from the agenda; or delay discussion relating to an item on the agenda.

Those items followed by an asterisk (\*) are items on the agenda upon which the Governing Board will take no action.

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to call Colleen Harsin at 775-682-5800 at least 24 hours prior to the meeting.

Copies of the packets containing support material for this agenda are available at no charge on the Davidson Academy website at <a href="http://DavidsonAcademy.UNR/edu">http://DavidsonAcademy.UNR/edu</a>. Copies may also be obtained by sending a request via email to charsin@davidsonacademy.unr.edu or by contacting Aimee Fredericks by mail at Davidson Academy, 9665 Gateway Drive, Ste. B, Reno, NV 89521, or by telephone at 775-682-5800.

Meeting agendas and minutes are available on the Academy's website (http://www.DavidsonAcademy.UNR.edu/).

#### Minutes of the Required Public Hearing on The Davidson Academy 2020-2021 Fiscal Year Budget May 11, 2020

The Required Public Hearing on the Davidson Academy Tentative 2020-2021 Fiscal Year Budget was called to order at 2:00 p.m. by Meeting Chair, Mark Herron. Due to the current State of Emergency declared by the Governor because of the Covid-19 virus, and more specifically the Governor's Directive 006, Section 1, this public hearing was held via videoconference.

#### A. PUBLIC COMMENTS

No members of the public were present. No public comments were received via email prior to or during the hearing.

#### B. REQUIRED PUBLIC HEARING ON THE DAVIDSON ACADEMY'S 2020-2021 FISCAL BUDGET

Vice President and Chief Financial Officer of the Davidson Academy and member of the Academy's Governing Board, Mark Herron, began this hearing by stating that this was a public hearing on the Tentative Budget for the Davidson Academy for the 2020-2021 fiscal year commencing on July 1, 2020, and the hearing was being held pursuant to regulations of the Nevada State Board of Education contained in the Nevada Administrative Code, section 387.720.

Mr. Herron introduced himself for the record, along with Karin Dixson, CPA, Controller of the Davidson Academy, Stacy Hawthorne, Director of the Davidson Academy Online Campus, and August Reich, Governing Board Clerk, who were present. He confirmed that Karin Dixson is the person principally responsible for preparing the proposed budget, which was submitted to the State Board of Education prior to April 15, as required. He confirmed that on Monday, May 26, 2020, the Governing Board of the Davidson Academy will meet to, among other things, review, discuss and adopt the budget for the 2020-2021 fiscal year. He further confirmed that public comment would be taken at this hearing via email and the Board would be provided with a summary of the comments received. This hearing was properly noticed, with notices posted online to the Davidson Academy website and to notice.nv.gov no later than 9 a.m. last Wednesday, May 6, 2020, and by publishing a notice in the Reno-Gazette Journal newspaper on Wednesday, April 29, 2020. Physical posting has been suspended per Directive 006, Section 3. A Certificate of Posting and Proof of Publication were completed.

A summary of the 2020-2021 Tentative Budget for the 2020-2021 fiscal year was made available during the hearing, and a full copy of the tentative budget as submitted to the State was posted on the Academy's website and made available to those who requested it. He then provided an overview of the Tentative Budget. The Tentative Budget was prepared on the form prescribed by the Nevada Department of Taxation and copies are available upon request. The budgetary form requires that Expenditures be reported by type. Expenditures on the Tentative Budget were estimated to be \$5,915,380 for 2020-2021.

A supplementary summary of revenues and expenditures, including graphs, is available upon request. This summary provides additional detail as to the breakdown of revenue and expenditures between the Reno and Online Academy.

#### **C. PUBLIC COMMENTS**

No members of the public were present. No public comments were received via email prior to or during the hearing.

#### D. Adjournment

The Required Public Hearing on the Davidson Academy Budget Fiscal Year 2020-2021 adjourned at 2:07 p.m.

August Reich

Respectfully submitted by August Reich, Clerk of the Board

#### Minutes of the Meeting

#### The Davidson Academy Governing Board

May 26, 2020

These minutes are not yet approved and are subject to revision at the next meeting of the governing board.

#### Call to Order

The regular meeting of the Governing Board was called to order at 2:04 p.m. by Board member Mark Herron. Mr. Herron explained that Board Chair Bob Davidson was traveling and had ask Mr. Herron to chair this meeting.

Due to the current State of Emergency declared by the Governor because of the COVID-19 virus, and more specifically the Governor's Directive 006, section 1, this public meeting was held via videoconference with no physical meeting location.

Mr. Herron extended congratulation on the behalf of the board to Dr. Kristen McNeill on her appointment as the Superintendent of the Washoe County School District. He also acknowledged the good work of the Academy Director and her staff in transitioning to an online platform on very short notice in response to the COVID-19 crisis, and the invaluable assistance in doing so provided by the Director of Online Learning and her staff.

#### A. Roll Call

Roll call was completed by the Chair of the Meeting, Mark Herron. Bob Davidson, Roger Davidson, Mark Herron, Annette Whittemore, Richard Trachok, Brian Krolicki, Lauralyn McCarthy Sandoval, Marc Johnson, and Kristen McNeill were present. Jhone Ebert was not present. Academy Director Colleen Harsin, the Director of Online Learning Stacy Hawthorne, VP of Finance and Administration Karin Dixson, Technology Manager Ben Brown, and Governing Board Clerk August Reich were present.

#### B. Welcome and Introduction

Mark Herron welcomed Board members and members of the public in attendance.

#### C. Public Comments

There were no comments from the public.

#### D. Approval of the Minutes for Meeting of February 18, 2020

Mark Herron requested approval of the minutes for the meeting of February 18, 2020 under Tab 1 of the Board books. Motion was made and seconded for approval of the minutes as submitted, there was no discussion and the motion carried unanimously.

#### E. Approval of Agenda

Mark Herron requested approval of the Agenda as submitted to the Board. Motion was made and seconded for approval of the meeting Agenda. There was no discussion and the motion carried unanimously.

#### F. Reports

#### 1. Academy Director

Ms. Harsin referred to tab 2 of the board book to display the proposed calendar for the 2020-2021 school year. This calendar follows the university's schedule and has been reviewed and approved. Ms. Harsin explained that a possible change to this calendar could be the length of class sessions. This change would occur to better facilitate online learning. Richard Trachok asked if the Davidson Academy and the University have been coordinating regarding the fall semester. Ms. Harsin told Board members that they have been working together and have had great communication. Marc Johnson explained that the University's scheduling office is working with the Davidson Academy to provide them larger spaces to help ensure social distancing practices for testing. Dr. Johnson then explained that the University plans on having classes being in person for the second summer session and will be working with Ms. Harsin to communicate how this information will impact the Davidson Academy.

Ms. Harsin referred to tab 3 to discuss the request for Emergency Program of Distance Education. The Davidson Academy began remote learning the week after spring break which was in line with the University's decision. Ms. Harsin told Board members that the Davidson Academy did not miss any days in session. Lauralyn McCarthy Sandoval asked how online learning went with the students. Ms. Harsin explained that the possibility of distance learning was a topic of conversation the week prior to spring break which gave students the opportunity to bring supplies home with them. Ms. Harsin shared feedback from the community explaining that the transition to distance learning was seamless but brought additional issues. Due to this hardship Academy students were given the opportunity to withdraw from courses that were not required for graduation, audit courses that were not required for graduation, and have the choice to go to a pass or fail grading format. This created an opportunity to continue the rigor in schoolwork while maintaining a fair grading scale. Ms. Harsin told Board members that in collaboration with the online campus the Davidson Academy was able to successfully provide online instruction. Marc Johnson told Board members that the university courses being conducted on zoom are not meant to be an online course. Johnson further explained that surveys suggest that students do not feel distance learning is an equal substitution for in person instruction.

Ms. Harsin referred to tab 4 regarding the pupil enrollment and attendance audit. This audit has been initiated and the documentation has been submitted. More information regarding the audit report will be included in the next meeting.

Ms. Harsin referred to tab 5 to present the class of 2020 Post-Secondary plans. The virtual graduation ceremony went well and provided an opportunity for people to observe from a far. Ms. Harsin explained that there may be a portion of students who defer their enrollment, but these decisions will be made on an individual basis. The Board was also presented with a list of schools in which the 23 graduates were accepted to attend. Mr. Krolicki asked what the students attending the University of Nevada, Reno plan on studying. Ms. Harsin explained that both students are STEM focused but neither have declared a major at this point.

Ms. Harsin referred to tab 6 to discuss the Presidential Scholarship. Emhyr Subramanian was selected as a finalist for this scholarship along with two other students from Nevada. Ms. Harsin told Board members that the Davidson Academy does not always graduate a Presidential Scholarship Finalist and that Emhyr represents the school very well.

#### 2. Director of Online Learning

Ms. Hawthorne referred to tab 7 of the board book to discuss updates for the Davidson Academy Online Campus. The online campus has seen 260 applications for the 2020-2021 school year which is a 65% growth from a year ago. The deadline for applications was on April 15, 2020. Ms. Hawthorne explained that the online campus had to make adjustments to the application process because the March SAT was canceled. The adjustment allowed for a wide variety of assessments to be submitted which led to a larger number of applications. After reviewing the application 95 students were invited to assess. The online campus accepted 32 new students and an additional 7 students to the Explore program. The Explore program is for students who are not quite yet ready for the Academy but may be ready in the near future. Ms. Hawthorne explained that the online campus is still assessing students, and the total number of students enrolled will not be confirmed until the end of June.

Ms. Hawthorne told Board members that there is a shift in where applications are coming from. In 2019 a quarter of applications came from public schools while in 2020 over half of applicants came from public school students. In contrast, there was a decrease in the percentage of students coming from private schools from 2019 to 2020. Ms. McCarthy Sandoval asked if the numbers were down as well. Ms. Hawthorne responded by saying that both the number of applications and the percentages were down from private school students. Mr. Krolicki told the Board that he believes that the comfort level of online learning will likely lead to an increase in applicants for the next school year. Ms. Hawthorne stated that the year-over-year growth has been about 50% since year one. This is because the Davidson Academy Online campus has been specializing in distance learning for years, and the platform is different than what most people envision online education to be.

The Davidson Academy Online campus had a senior night which celebrated the first two graduates from the online campus. Ms. Hawthorne told Board members that the summer retreat was canceled. This summer the Davidson Academy Online Campus is offering a health and fitness course which is required for graduation. Ms. Hawthorne informed Board members of a new welcome website that includes valuable information and has helped increase communication within the community.

#### 3. Media and Outreach

Ms. Hawthorne referred to tab 8 of the Board book to discuss media and outreach updates. The Davidson Academy was recognized on the Public Elites List that ranks schools based on their challenge index. The online campus is hosting a series of webinars talking about best practices in online learning. Some examples of these webinars are special education, world language, humanities, and social emotional learning.

#### **G. General Business**

- 1. Board member and Chief Financial Officer for the Davidson Academy, Mark Herron, referred Board members to Tab 9 of the Board books for a copy of the audit engagement letter of April 27, 2020, from Holthouse Carlin &Van Trigt LLP for the fiscal year2019-20. Mr. Herron indicated that there is one change in the letter from the previous year that includes information on data privacy along with a nominal increase in fees of \$750. Mr. Herron advised that Holthouse Carlin &Van Trigt has completed the audit for the Davidson Academy in past years, knows the structure of the school, audit requirements of the State and can meet the timeline on completing the audit. Meeting Chair, Mark Herron requested approval of engagement of auditors Holthouse, Carlin and Van Trigt; motion was made and seconded. There was no further discussion by the Board; and the motion carried unanimously.
- 2. Board member and Chief Financial Officer for the Davidson Academy, Mark Herron, referred Board members to Tab 10 of the Board books for a copy of the Notice of Public Hearing, the Minutes from the hearing on May 11, 2020, and the Tentative Budget for the 2020-2021 school year. Mr. Herron noted that Karin Dixson, Controller for the Davidson Academy, was the person primarily responsible for drafting the tentative budget and that the state-mandated forms were utilized. He confirmed that the required public hearing for presentation of the budget had taken place on May 11, 2020, in a virtual setting. There were no comments from members of the public submitted. Mr. Herron commented on the current year's budget stating that with two months remaining this year's budget is within 2% of budgeted amount on payroll, health insurance cost increases have been modest, and there have been no unexpected capital expenses. Mr. Herron explained that this year's budget will not need to be revised by the Board.

The tentative budget was drafted using an estimated enrollment of 155 students for the Reno campus and 65 students attending the Online campus. The total tentative budget is \$5,863,000 which is an increase of \$700,000 year-over-year. The majority of this

increase came from the online program with the main costs being increases in wages and benefits. Mr. Herron told Board members that there is an increase in revenue coming from higher enrollment and a larger donation from the Davidsons. Mr. Herron explained that due to COVID-19 that there are some worries regarding the budget but is confident that management will be able to stay within the budget. Mr. Herron explained that Academy has formed a professional employee organization (PEO) in Arizona, named Online Resources AZ, LLC, to act at the employer of online personnel who do not live in Nevada. This will allow for the flexibility to employ the best staff and avoid various potential compliance issues. Mr. Herron requested approval of the 2020-2021 final budget; motion was made and seconded. Brian Krolicki asked why the guidance and college advising amount grew so much.. Mr. Herron explained that this category includes a new position, a staff member who will coordinate student services such as IEPs and Section 504 plans. Mr. Krolicki also asked how COVID-19 may impact the contributions from the State of Nevada and if there is currently a plan in place if the funding is reduced. Marc Johnson stated that as of now there is uncertainty and there will be a significant reduction in revenues for higher education. Mr. Krolicki explained that this organization is fortunate to have the resources to help avoid major issues. Mr. Herron explained that this organization is cost conscious and will monitor the situation closely. There was no further discussion by the Board; and the motion carried unanimously.

**3.** Director Harsin explained to the Board that at an earlier meeting they had voted on approving candidates for graduation. After that vote, another student decided to graduate during this school year and the Board needs to vote to approve her for graduation. Ms. Harsin advised Board members that Kaely Smith has completed all of her requirements for graduation. A motion was made and seconded. There was no further discussion by the Board; and the motion carried unanimously.

#### H. Public Comment

There were no comments from the public.

#### I. Adjournment

There being no further business to come before the Board in public meeting, motion was made and seconded for adjournment; motion carried unanimously. The meeting adjourned at 3:17 p.m.

August Reich

Respectfully submitted by August Reich, Clerk of the Board

### Davidson Academy Governing Board Meeting

July 30, 2020 2:00 p.m.

Due to the current State of Emergency declared by the Governor because of the COVID-19 virus, and more specifically the Governor's Directive 006, Section 1, this public hearing will be held via videoconference and there will be no physical location for the hearing.

Members of the public wishing to observe the meeting may do so using the following link:

https://davidsongifted.zoom. us/j/92615162440

## DAVIDSON ACADEMY



#### Welcome & Introductions

**Board Members:** Bob Davidson, Chair Roger Davidson Brian Krolicki Mark Herron Lauralyn Sandoval Richard Trachok Annette Whittemore Kristen McNeill, ex-officio Jhone Ebert, ex-officio Marc Johnson, ex-officio

Participating today are:
Colleen Harsin, Academy Director
Stacy Hawthorne, Director of Online Learning
August Reich, Board Clerk



#### **Public Comment**

Public comment for this hearing will be received via email only. Those wishing to make public comment should email their public comments to boardcomments@davidsongifted.org. All public comments received before and during the hearing will be forwarded to the Governing Board of the Davidson Academy for their consideration. All public comments will be included in the public record as minutes but will not be read aloud during the hearing.

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## Approval of Agenda



## Approval of Minutes



## General Business





Re-Opening the Davidson Academy Reno Campus

Presentation to the Governing Board

July 30, 2020

## Introduction & Assumptions

- Purpose and intent of Reno Campus is an in-person learning experience
- Health and safety of Academy community members (students, staff and families) are paramount
- Importance of considering all Academy community members
- Recognizing that stakeholders are faced with varying degrees of COVID-19 related challenges
- Maintaining academic rigor and core values of the Davidson Academy
- Need for flexibility balanced with accountability



### Guidance

- Nevada Department of Education
  - Nevada's Path Forward: A Framework for Safe, Efficient, and Equitable Return to School Buildings (Appendix A)
  - Guidance Memos (Appendix B: Guidance Memorandum 20-05)
  - Emergency Operations Plan & Certification (Appendix C)
- Governor Sisolak
  - Emergency Directives (Appendix D: Declaration of Emergency Directive 022)
- University of Nevada, Reno
- Washoe County School District; local private schools
- Washoe County Health Department
- Centers for Disease Control and Prevention



### Instructional Delivery Model Options

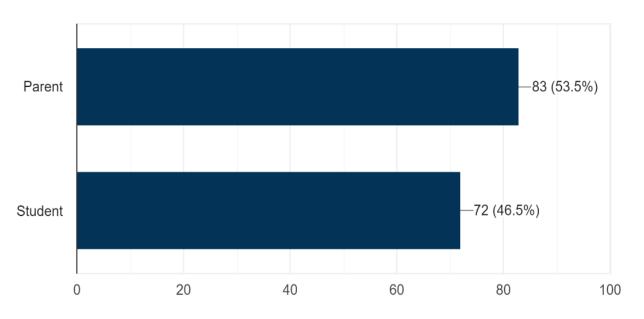
- Full time in-person instruction
  - Preferred option
  - Unavailable under Phase 2 guidelines, due to distancing requirements
- Full time distance education
  - Required contingency plan per Guidance Memorandum 20-05 (Appendix B)
- Blended instruction, a.k.a. hybrid learning time distance education
  - Considered several options and included most feasible ones in Academy Path Forward (APF) survey (Appendix E)



• Family & Community Engagement: Academy Path Forward Survey

Please indicate your role at the Academy.

155 responses



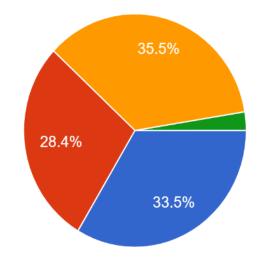


• Family & Community Engagement: Academy Path Forward Survey

Given what we know about the COVID-19 pandemic, where do you prefer the Academy to focus

its efforts?

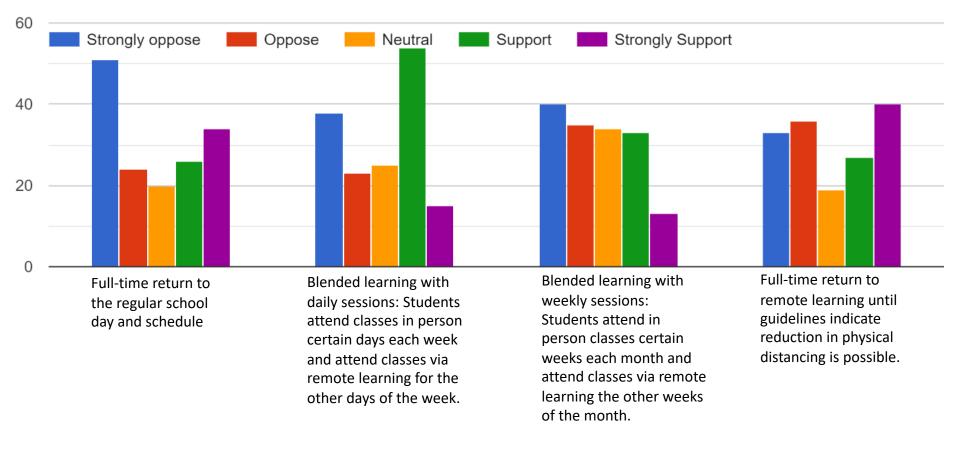
155 responses



- Making it safe for students and staff to return to the school building
- Making remote learning the best it can be
- Both of these
- Do not have a preference



### Family & Community Engagement: Academy Path Forward Survey





- Family & Community Engagement: Academy Path Forward Survey
- Free Response Summary
  - Health and safety of all Academy community members as first priority
  - Importance of choices and flexibility where possible
  - Interest in returning to in-person classes with appropriate health and safety practices in place
  - Interest in accessing remote learning option until further notice
  - Importance of addressing individual student needs
  - Other concerns and comments
  - Academy Return to School Planning Survey results



- Communication
  - Weekly COVID-19 updates to students and parents via weekly Dispatch
  - Access to previous weekly Dispatches via Blackboard
  - COVID-19 Updates banner on Davidson Academy public website
  - Signs to be posted in highly visible locations emphasizing protective measures such as proper handwashing, physical distancing, and wearing of face covering
  - Follow-up and outreach to individual families



## NPF Framework – Four Key Components

1. Re-Opening School Buildings

2. Human Resources

3. Logistics

4. Wellness & Recovery



## NPF – (1) Re-Opening School Buildings

- Phase 2 guidelines in place until at least July 31
- Plans subject to change based on mandates and/or relevant guidance
- "Focused" reopening during academic diagnostic period
  - August 24 September 11
  - Limited, scheduled, optional in-person meetings
  - Safe, efficient, and equitable return to Academy building when appropriate
- Ongoing access to distance education available
- Special education plan considerations
- Access to hybrid learning in building by managed sign-up list



# NPF – (2) Human Resources & (3) Logistics COVID-19 Awareness Training Online Course

- Module 1 COVID-19
  - Overview of the Virus
  - How it is spread
  - Signs and symptoms of infection
- Module 2 Staying Safe
  - Masks and Face Coverings (including NV guidance)
  - Social distancing
  - Personal hygiene
- Module 3 Cleaning and Sanitation
  - How to clean your work area
  - Cleaning common areas
- Module 4 Processes
  - Reporting symptoms/notification of exposure policies
  - Entering and leaving Davidson buildings
  - Follow posted directions



## NPF – (4) Wellness & Recovery

Prevention Tier 1	Mitigation Tier 2	Full Support Tier 3
Communication with Academy community stakeholders	Use data sources that will identify signs that students may require more assistance	1:1 support
Prioritize health and safety through teaching of rules and routines	Support groups for Academy community stakeholders	Referrals to community based mental health providers
Social-emotional learning	Create and encourage online social and extracurricular opportunities	School special education services
Building resiliency	Provide a sense of reconnection	504 Plans
Trauma-informed practices	Trauma-informed practices	Trauma-informed practices



# Davidson Academy's Path Forward Appendices

- Appendix A Nevada's Path Forward framework (issued 6/9/20)
- Appendix B
   <u>NDE Guidance Memo 20-05</u> (NPF distance education guidance as of 6/24/20)
- Appendix C
   Emergency Directive 022 (Gov. Sisolak's most recent directive issued 6/9/20)



# Davidson Academy's Path Forward Appendices

Appendix D
 Academy Emergency Operations Plan (EOP) (submitted to local & state entities by 7/1/20)

Appendix E
 Academy Path Forward survey results (student and parent responses
 re: reopening preferences by 7/1/20)



## Davidson Academy's Path Forward

Thank you!

Questions?



#### **Public Comment**

Public comment for this hearing will be received via email only. Those wishing to make public comment should email their public comments to boardcomments@davidsongifted.org. All public comments received before and during the hearing will be forwarded to the Governing Board of the Davidson Academy for their consideration. All public comments will be included in the public record as minutes but will not be read aloud during the hearing.

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### Adjournment

Upcoming Meetings Monday, Sept 21, 2020 Monday, Nov. 9, 2020

