



SOUTHERN NEVADA TRADES HIGH SCHOOL

Building a Brighter Future

SOUTHERN NEVADA TRADES HIGH SCHOOL

NOTICE OF PUBLIC MEETING-BUDGET HEARING

The Southern Nevada Trades High School (SNTHS) will conduct a virtual public meeting on *Monday, July 24, 2023*, beginning at 3:00pm at the following Google Meets link:

meet.google.com/coi-praq-qdf

This public meeting will be conducted in accordance with Nevada's Open Meeting Law, NRS 241.020.

Public Comment: Time for public comment will be provided at the beginning of the meeting regarding any agenda items on which action may be taken by the public body and again before the adjournment of the meeting on any matter within the jurisdiction of the Southern Nevada Trades High School Board. See NRS 241.020(2)(d)(3)(I).

Public comment may also be provided telephonically by utilizing the following conference call line: 1-424-255-9950; extension 176822#.

Finally, public comment may also be submitted in writing via email at snthinfo@gmail.com and any such public comment received prior to or during the meeting will be provided to the Board and included in the written minutes of the meeting.

A time limit of three (3) minutes, subject to the discretion of the Chair, will be imposed on public comments in order to afford all members of the public who wish to comment an opportunity to do so within the timeframe available to the Board. Public comment will not be restricted based on viewpoint.

The Board reserves the right to take agenda items out of order, items may be removed or delayed from the agenda at any time, and two or more items may be combined for consideration.

MINUTES OF THE MEETING

BOARD MEMBERS PRESENT

Chair Brett Willis
Vice Chair Rebecca Merrihew
Treasurer Lisa Jones
Tina Morgan
Amber Karweick
Dan Wright
Kelly Suiter
Michael Van

BOARD MEMBER(S) ABSENT

Secretary Kelly Gaines
Amanda Moss
Kent Lay

ADVISORS

Nat Hodgson – Absent



Bob Deruse – Present
Kristin Dietz, EdTec - Present

SNTHS STAFF

Julie Carver – Present
Candi Wadsworth - Present

AGENDA

- 1) Call to Order & Roll Call.
Brett Willis called meeting to order and began recording at 3:01 PM.
- 2) Public Comment #1.
Public Comment will be taken during this agenda item regarding any item appearing on the agenda. No action may be taken on a matter discussed under this item until the matter is included on an agenda as an item on which action may be taken. See NRS 241.020. A time limit of three (3) minutes, subject to the discretion of the Chair, will be imposed on public comments. The Chair may allow additional public comment at his discretion. Public Comment #2 will provide an opportunity for public comment on any matter not on the agenda.
No public comment.
- 3) Approval of July 10, 2023, SNTHS Board Meeting Action Minutes. The Board will review and possibly approve the action minutes from the July 10, Board meeting.
Brett Willis, Chair. ***For Possible Action.***
Rebecca Merrihew made a motion to approve. Tina Morgan seconded. All in favor. No one opposed. Motion passed.
- 4) Committee Reports. ***Information/Discussion***
 - a. Academics, Tina Morgan, Member
No updates. Still in need of a CTE instructor, Science Teacher, and Counselor.
 - b. Facilities, Rebecca Merrihew, Vice Chair
TCO for phase A has been approved. Furniture is being moved in. Phase B is done with demo, working on submittals to continue with construction. Charter Authority visiting school on the 26th of July.
 - c. Marketing, Kelly Gaines, Secretary
Julie Carver provided update on the August 16th Industry Open House at school. Recognition of Board, staff, and donors.
 - d. Finance, Lisa Jones, Treasurer
Bank balance is \$616,080.
- 5) Executive Director's Report. Executive Director Julie Carver will provide the Board with information and updates on incubation year planning. Julie Carver, Executive Director. ***Information/Discussion.***
Working on walk-through punch list. On the agenda for transportation approval. Families have been asking about transportation options. Telling parents right now the limitations of a 5 – 10-mile radius.
- 6) Enrollment. Executive Director Julie Carver will update the board on enrollment efforts. ***Information/Discussion***
Currently at 93-94 enrolled students. 16 new applicants over the weekend. Only challenges of enrollment, is regarding transportation. 118 is the breakeven number of state funding.
- 7) Neighboring Property Sale Chair Brett Willis will lead a discussion regarding the owner sale of adjacent property fronting Owens and whether the board would like to pursue. ***Information/Discussion***



SOUTHERN NEVADA TRADES HIGH SCHOOL

Building a Brighter Future

For phase B construction, parameter of school, bordering property, homeowner passed and is for sale. Board members to discuss whether the school would purchase it. Not listed yet, not priced. Further discussions will be had.

8) Public Comment #2.

Public comment will be taken during this agenda item on any matter not on the agenda. See NRS 241.020(d)(3). No action may be taken on a matter raised under this item until the matter is included on an agenda as an item on which action may be taken. A time limit of three (3) minutes, subject to the discretion of the Chair, will be imposed on public comments. The Chair may allow additional public comment at her discretion.

No public comment.

9) Adjournment.

Brett Willis adjourned meeting at 3:41 PM. With school now in session. Board meetings will be once a month at 5:00 PM with option to attend in person. Next meeting is Monday, August 14th at 5:00 PM.

Supporting materials for items listed on the above-referenced agenda are available, at no charge, at the Southern Nevada Trades High School website, <https://www.snvtradeshighschool.org/> and by contacting Julie Carver, Executive Director via email at snthinfo@gmail.com, or via phone at 702-758-3512.

In accordance with Nevada's Open Meeting Law, this public notice and agenda has been posted on or before July 19, 2023, as follows:

At the Southern Nevada Trades High School website <https://www.snvtradeshighschool.org/>

and

At the State of Nevada's official website, <https://notice.nv.gov/>

DECLARATION OF POSTING

Pursuant to NRS 53.045, I declare under penalty of perjury that the following is true and correct:

That on or before July 19, 2023 this Public Notice and Agenda was posted at the above-referenced websites and locations.

Southern Nevada Trades High School

Southern Nevada Trades HS Financial Update

KRISTIN DIETZ & NICK MAWAD
AUGUST 2023



1. 2022–2023 Actuals
2. 2022–23 Budget vs. Actuals
3. 2022–23 Cash Balance
4. Balance Sheet as of June 2023
5. Grants Summary
6. Exhibits

2022–2023 Actuals



2022-23 Actuals

\$587k Net Income, increase +\$480k

		2022-23	2022-23	Variance
		Budget	Actuals YTD	
Revenue	Revenue from Local Sources	170,000	623,722	453,722
	Federal Revenue	500,523	612,858	112,335
	Total Revenue	670,523	1,236,581	566,058
Expenses	Personnel Services-Salaries	96,042	116,406	(20,364)
	Personnel Services-Employee Benefits	14,206	16,989	(2,783)
	Professional and Tech Services	221,732	142,763	78,968
	Property Services	-	3,514	(3,514)
	Other Services	10,667	3,472	7,195
	Supplies	218,960	359,343	(140,382)
	Depreciation Expense	-	6,400	(6,400)
	Debt Service and Miscellaneous	1,200	3	1,197
	Total Expenses	562,807	648,890	(86,083)
	Operating Income	107,716	587,691	479,975
	Beginning Balance (Audited)	206,398	106,398	(100,000)
	Operating Income	107,716	587,691	479,975
	Ending Fund Balance (incl. Depreciation)	314,115	694,089	379,975
	Ending Fund Balance as % of Expenses	55.8%	107.0%	51.2%

2022–23 Budget vs. Actuals



Strong performance mostly due to fundraising haul

CATEGORY	BOTTOM LINE IMPACT	NOTES
Budget	107,716	
(Revenue) Revenue from Local Sources	453,722	Strong fundraising
(Revenue) Federal Revenue	112,335	CSP Reimbursement Requests
(Expense) Salaries and Benefits	(23,147)	Staffing adjustments/shifts
(Expense) Other Expenses	(62,936)	Variance due to additional start-up purchases made in June
Actuals	587,691	

2022–2023 Cash Balance



Ended FY23 with a cash balance of \$676k



Balance Sheet as of June 2023



Shows what SNTHS owns and owes as of 6/30/23

		Jun FY2022	Jun FY2023	YTD Change
Assets	Cash Balance	206,398	676,442	470,044
	Current Assets	-	441,792	441,792
	Other Assets	-	41,300	41,300
	Total Assets	206,398	1,159,535	953,136
Liabilities & Equity	Current Liabilities	100,000	465,445	365,445
	Beginning Net Assets	-	106,398	106,398
	Net Income (Loss) to Date	106,398	587,691	481,293
	Total Liabilities & Equity	206,398	1,159,535	953,136

Strong cash balance due to increased fundraising
A/R balance due to CSP request lag time
Liabilities (A/P) has since been paid down

SNTHS spent ~613k in FY23, 59% remains to be spent in 2023–24

Account	Description	Total Budget-Current	Total Reimbursement Requests Submitted	Budget Remaining
100	Compensation	297,834	86,406	211,429
200	Benefits	89,718	45,989	43,729
300	Contracted services	286,536	86,620	199,916
345	Marketing	120,000	83,884	36,116
400	Property Services	3,514	3,514	-
520	Insurance	3,472	3,472	-
530	Communications & travel	2,250	-	2,250
600	Curriculum/CTE Supplies	275,046	82,176	192,870
651/734	Tech/IT Equipment/Software	93,776	65,609	28,167
733	Furniture & Equipment	327,855	155,189	172,666
	Totals	1,500,000	612,858	887,142

Exhibits



Southern Nevada Trades High School
Income Statement
As of Jun FY2023

		Actual			YTD	Current Closed Month			Budget
		Apr	May	Jun	Actual YTD	Actual	Budget	Variance	Approved Budget v1
REVENUE									
Revenue from Local Sources									
1920	Contributions and Donations From Private Sources	-	10,095	993	623,722	993	100,000	(99,007)	170,000
SUBTOTAL - Revenue from Local Sources		-	10,095	993	623,722	993	100,000	(99,007)	170,000
Intermediate Revenue Sources									
SUBTOTAL - Intermediate Revenue Sources		-	-	-	-	-	-	-	-
State Revenue									
SUBTOTAL - State Revenue		-	-	-	-	-	-	-	-
Federal Revenue									
4500.661	CSP	21,871	25,248	416,544	612,858	416,544	50,000	366,544	500,523
SUBTOTAL - Federal Revenue		21,871	25,248	416,544	612,858	416,544	50,000	366,544	500,523
TOTAL REVENUE		21,871	35,343	417,537	1,236,581	417,537	150,000	267,537	670,523

Southern Nevada Trades High School
Income Statement
As of Jun FY2023

	Actual			YTD	Current Closed Month			Budget
	Apr	May	Jun	Actual YTD	Actual	Budget	Variance	Approved Budget v1
Debt Service and Miscellaneous								
810 Dues and Fees	-	-	-	-	-	133	133	1,200
894 Bad Debt	-	-	3	3	3	-	(3)	-
SUBTOTAL - Debt Service and Miscellaneous	-	-	3	3	3	133	130	1,200
Other Items - Expense								
SUBTOTAL - Other Items - Expense	-	-	-	-	-	-	-	-
TOTAL EXPENSES	21,880	34,126	421,384	648,890	421,384	109,469	(311,916)	562,807

Southern Nevada Trades High School
Monthly Cash Forecast
As of Jun FY2023

	2022-23												Forecast	Remaining Balance
	Actuals & Forecast													
	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Jun Actuals		
Beginning Cash	206,398	157,979	149,641	206,923	203,003	369,206	632,122	716,742	690,221	699,359	765,020	771,671		
REVENUE														
Revenue from Local Sources	-	-	65,620	5,500	175,000	290,025	75,000	496	993	-	10,095	993	723,722	100,000
Intermediate Revenue Sources	-	-	-	-	-	-	-	-	-	-	-	-	-	-
State Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Federal Revenue	-	-	-	-	-	19,929	29,166	13,139	86,962	21,871	25,248	416,544	612,858	(0)
Other Financing Sources	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Items	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	65,620	5,500	175,000	309,954	104,166	13,635	87,955	21,871	35,343	417,537	1,336,580	100,000
EXPENSES														
Personnel Services-Salaries	-	-	-	8,333	8,333	8,333	8,333	8,333	15,833	17,910	19,767	21,228	121,663	5,257
Personnel Services-Employee Benefits	-	-	-	930	763	1,596	2,774	638	2,597	1,786	2,898	3,010	20,476	3,487
Professional and Tech Services	7,118	8,338	8,338	157	4,176	5,688	40,111	25,035	2,270	2,185	11,399	27,948	237,288	94,525
Property Services	-	-	-	-	-	-	-	-	-	-	-	3,514	3,514	-
Other Services	-	-	-	-	-	3,472	-	-	-	-	-	-	3,472	-
Supplies	-	-	-	-	-	-	-	-	-	-	62	359,281	209,022	(150,321)
Depreciation Expense	-	-	-	-	-	-	-	-	-	-	-	6,400	-	(6,400)
Debt Service and Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	3	1,200	1,197
Other Items - Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSES	7,118	8,338	8,338	9,420	13,272	19,088	51,218	34,006	20,701	21,880	34,126	421,384	596,634	(52,256)
Operating Cash Inflow (Outflow)	(7,118)	(8,338)	57,282	(3,920)	161,728	290,865	52,948	(20,371)	67,254	(9)	1,217	(3,848)	739,946	152,255
Accounts Receivable - Current Year	-	-	-	-	-	(30,000)	30,000	-	(58,116)	15,670	(3,377)	(395,968)		
Other Assets	(41,300)	-	-	-	-	-	-	-	-	-	-	-		
Accounts Payable - Current Year	-	-	-	-	4,100	2,050	2,050	(6,150)	-	25,000	(16,189)	170,584		
Other Current Liabilities	-	-	-	-	375	-	(378)	-	-	25,000	25,000	134,003		
Ending Cash	157,979	149,641	206,923	203,003	369,206	632,122	716,742	690,221	699,359	765,020	771,671	676,442		

Southern Nevada Trades High School
Balance Sheet
As of Jun FY2023

	Jun FY2022	Jun FY2023	YTD Change
ASSETS			
Cash Balance	206,398	676,442	470,044
Current Assets	-	441,792	441,792
Other Assets	-	41,300	41,300
TOTAL ASSETS	206,398	1,159,535	953,136
LIABILITIES & EQUITY			
Current Liabilities	100,000	465,445	365,445
Beginning Net Assets	-	106,398	106,398
Net Income (Loss) to Date	106,398	587,691	481,293
TOTAL LIABILITIES & EQUITY	206,398	1,159,535	953,136



B&D Fingerprinting Services



Livescan Fingerprint Request Form

Name: _____

Address: _____ Apt: _____

City: _____ State: _____ Zip Code: _____

Home Phone Number: _____ Cell Phone: _____

SOUTHERN NEVADA TRADES HIGH SCHOOL

Payment Method: CLIENT PAYS AT TIME-OF-SERVICE Additional Requirements: None

=====

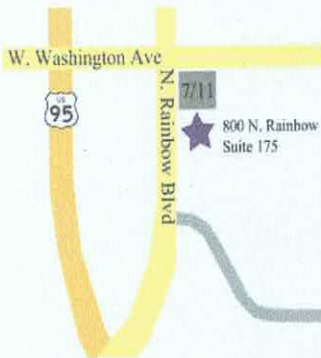
Date Fingerprinted: _____ TCN: _____

Fingerprinted by: _____

Fingerprint Agency Stamp: _____

****This form must be completed by B&D Fingerprinting and brought back to your employer ****

=====



B&D Fingerprinting Services LLC
800 N. Rainbow Blvd Executive Suite 175
Las Vegas, NV 89107

Hours and Services

Walk-in's M-F 9:00am-5:00pm Sat 9:00am-12:00pm

Call for mobile appointment (Mobile Fees Apply)

Contact us:

702-485-5256 or email dawn@bdfingerprinting.com

First floor in Executive Suites Offices 150-180

Suite #175, first door on right. Please **KNOCK on door on Saturdays** and we will let you into the building



SOUTHERN NEVADA TRADES HIGH SCHOOL

Building a Brighter Future

FINGERPRINT REQUEST FORM

Please provide this form to the fingerprint technician/official at the time the fingerprints are taken to ensure that all fields contain the required/authorized information needed for processing.

Fingerprint technician, please ensure that you see photo ID for identity verification purposes prior to fingerprinting.

APPLICANT INFORMATION

Applicant Name (Last, First, MI): _____

Applicant Address: _____

City, State, Zip: _____

Date of Birth: _____ Place of Birth: _____

SSN: _____ Citizenship: _____
(optional)

Sex: _____ Race: _____ Hgt: _____ Wgt: _____ Eyes: _____ Hair: _____

AUTHORIZED ENTITY INFORMATION

Account Number (MNU): _____ ORI: _____

Bill to Account Number (MNU): _____ Reason Fingerprinted: _____
(If applicable) (NRS/Public Law/Federal Authority)

Submit Fingerprints Electronic Livescan:

Yes: _____

No: _____ (If no, please print hard cards and return to applicant for manual submission)

Signature of Authorization: _____
(Signature of Employer or Authorized Entity requesting fingerprints)

FINGERPRINT SITE INFORMATION

Signature of Official Taking Prints: _____

TCN Number: _____ (Used for Tracking Purposes)