

# CHURCHILL COUNTY BOARD OF SCHOOL TRUSTEES

Fallon, Nevada

## REGULAR MEETING

January 8, 2015

### **CALL TO ORDER**

President Evans called to order the regular meeting of the Churchill County School District Board of Trustees at 7:00 p.m. at the Churchill County School District Administration Office, 690 South Maine Street, Fallon, Nevada.

### **PLEDGE OF ALLEGIANCE**

President Evans led the pledge of allegiance.

### **VERIFICATION OF POSTING OF AGENDA**

President Evans confirmed the posting of the agenda.

### **ROLL CALL**

#### **Trustees Present**

President Ron Evans

Vice President Nunn

Trustee Hendrix

Trustee Rich Gent

Trustee Carmen Schank (attend via phone)

Trustee Koenig (attended via phone until 7:27)

Trustee Hyde

#### **Others Present**

Dr. Sandra Sheldon

Phyllis Dowd, Director of Business Services

Will Jensen, Director of Special Services

Sharla Hales, Legal Counsel

Debra Shyne, Secretary

(Interested Staff/Community Members per Attached List)

### **OATH OF OFFICE – NEWLY ELECTED BOARD MEMBERS**

Trustee Nunn administered the oath of office to Trustees Gent, Hendrix, Hyde and Schank.

### **ELECTION OF BOARD OFFICERS AND COMMITTEE APPOINTMENTS**

#### **President**

Trustee Koenig nominated Trustee Evans as president. Trustee Gent nominated Trustee Nunn. Trustee Nunn respectfully declined. The Board unanimously supported Trustee Evans as president.

#### **Vice President**

Trustee Koenig nominated Trustee Hendrix as vice president. Trustee Nunn nominated Trustee Koenig. Trustee Koenig declined. The Board supported Trustee Hendrix as vice president, with Trustee Nunn opposed.

#### **Clerk**

Trustee Nunn nominated Trustee Schank. Trustee Hendrix nominated Trustee Hyde. Trustee Hyde declined. The Board unanimously supported Trustee Schank as clerk.

**Acting Clerk**

Trustee Hendrix nominated Trustee Hyde. The Board unanimously supported Trustee Hyde as acting clerk.

A discussion was held regarding each of the committee appointments and standing committees. Trustees agreed to serve as follows:

NASB Director	Nunn
NASB Alternate Director	Schank
NASB Legislative Committee	Evans
	Gent
	Schank
Debt Management Commission	Evans
Parks/Recreation Committee	Gent
Budget Committee	Evans
	Hendrix
	Koenig
	Hyde (alternate)
NIAA	Koenig
Technology	Hendrix
Bond Oversight Committee	Hyde
Discipline & Attendance Committee	Nunn
Master Plan Task Force	Evans
	Gent
Scholarship Committee	Koenig
	Nunn
	Schank
Safety & Security Committee	Gent
	Hyde
Negotiations - Licensed	Evans
Negotiations - Classified	Nunn
Negotiations - Administrators	Gent

Ms. Phyllis Dowd, Director of Business Services, stated that it would be beneficial to have an Audit Committee to address audit concerns especially during the audit process.

The potential of filling the Audit Committee, the Policy Committee and the Western Nevada College board representative will be addressed at the next board meeting.

*[Trustee Koenig left the meeting (electronically) at 7:27 p.m.]*

## **REVIEW AND ADOPTION OF THE AGENDA**

President Evans pulled Item 9C, as Kristina Moore was unavailable. This item will be moved to the next meeting.

## **PUBLIC COMMENT**

Jim Falk spoke about the upcoming common core symposium. Trustee Schank requested clarification as to when the public could make public comments. Mr. Evans stated that public comment will be allowed prior to the vote on all action items. The comment has to be specific to that agenda item.

## **RECOGNITION**

### **A. The Board will recognize Katy Van Dusen for her efforts in avoiding a collision while driving a school bus.**

President Evans presented a certificate and recognition pin to Katy Van Dusen.

### **B. The Board will recognize Ron Turner, Dustin Drinkut, and Micah Pursley of the Transportation Department for receiving 100% on their Highway Patrol Inspection.**

Steve Russell, Director of Transportation, expressed appreciation for the efforts of Katy Van Dusen in avoiding a major collision. Mr. Russell also expressed appreciation to Ron Turner, Dustin Drinkut, and Micah Pursley, mechanics at the transportation department. The transportation department has a Nevada Highway Patrol Inspection every six months and for the past nine inspections the department has not had an out of service ding on any of the inspections; they are one of the best mechanical groups in the state.

President Evans presented certificates and recognition pins to Ron Turner, Dustin Drinkut and Micah Pursley.

### **C. The Board will recognize Kristina Moore, Churchill County Agriculture Teacher, for receiving the 2014 Nevada Agriscience Teacher of the Year and the Nevada Ag in the Classroom Volunteer of the Year awards.**

This item was moved to the January 22<sup>nd</sup> board meeting.

## **SUPERINTENDENT'S UPDATE**

### **A. Update regarding district-related matters.**

Dr. Sheldon thanked the transportation staff for their efforts.

Brian Byrd, Director of Maintenance, provided an update on construction projects that occurred over winter break. Mr. Byrd acknowledged the maintenance, grounds and custodial staff for their efforts over the winter break. Mr. Byrd also voiced appreciation for teachers and staff who prepared for the renovation projects. Trustee Schank requested a copy of the status of projects sent to her.

Mr. Byrd stated that the maintenance department also performs annual elevator, life safety, and fire inspections; and performs large amounts of deep cleaning and regular maintenance during winter break.

Dr. Sheldon reported receiving grades from the 40 students enrolled in the Jump Start program, with a 96% pass rate. The District will be sending Lahontan Valley News a press release. The high school will begin screening sophomores and juniors in February, will be meeting with parents in early March, and will put together another cohort of Jump Start students.

Dr. Sheldon reported that the State of Nevada Department of Education put together a Nevada Ready Pre-K Education Grant. The District was awarded \$660,980. Mr. Malkovich was closely involved. The intent is to extend the current pre-K classrooms in the District to a five hour a day. It would require the District to hire two early childhood teachers and para-educators, placed on the amended personnel action sheet.

Dr. Sheldon reported on her attendance at the Nevada Association of School Superintendents Meeting on January 2<sup>nd</sup>. The group discussed legislative events and the issues involved with merit pay.

Dr. Sheldon reported that Patty Fleming and RPDP conducted training the week before winter break with teachers and principals regarding the pre-evaluation self-evaluation assessments. These will be forwarded to West Ed as part of the validation study. Dr. Sheldon asked administrators to complete the administrator's NEPF, which will be used for administrator evaluations. Dr. Sheldon provided the Board with a white handout containing the teacher's self-assessment and goal setting tool and a green handout containing the principal's self-assessment and goal setting tool.

Dr. Sheldon reported recently meeting with Eleanor Lockwood, County Manager, to discuss concerns within the county, Amazon leaving Fernley, the impact of Tesla, and the need to develop a work force. Trustee Gent asked why Tesla would negatively impact the District. Dr. Sheldon stated that the indication is that the driving distance from Fallon to Tesla is too far to commute and that those working at Tesla will likely be more technologically proficient and would rather live in the urban area of Reno.

Dr. Sheldon and Ms. Lockwood plan to meet with Rachel Dahl of Churchill Economic Development Authority to bring in industry representatives and work with Western Nevada College to see what Churchill County can do to provide students with skills necessary for local jobs.

Dr. Sheldon reported being invited to the State of the State on January 15<sup>th</sup>, and that she is looking forward to seeing what the Governor has to say about education.

## **BUSINESS SERVICES UPDATE**

### **A. Annual Investment Report (written report provided).**

Trustee Nunn asked if the \$17 million identified at First Interstate Bank is bond funds and suggested that the number be broken down. Ms. Dowd stated that this was her first attempt at an Annual Investment Report, and that she has made a note to update the form for next year.

## **UPCOMING BOARD EVENTS**

- A. January 14, 2015, Wednesday, Common Core Symposium, Fallon Convention Center, 6:30 p.m.**

Dr. Sheldon stated that the Common Core Symposium is not a Churchill County School District sponsored event, so the Board does not need an agenda for the meeting, but Board Members can attend the meeting. Board members may attend as anyone else in the community. There will be representatives from the Nevada Department of Education as well as from individuals who do not support Common Core.

- B. January 23-24, 2015, Friday-Saturday, Nevada Association of School Boards 24-Hour School Board Member Orientation, Part I, Reno.**
- C. March 21-23, 2015, Sunday-Tuesday, National School Boards Association Annual Conference, Nashville, TN**
- D. April 10-11, 2015, Friday-Saturday, Nevada Association of School Boards School Board member Orientation, Part II (location to be determined).**

## **CONSENT AGENDA**

- A. Approval of Recommended Personnel Action (Attachment A).**
- B. Approval of Vouchers.**
- C. Approval of December 2014, Payroll.**
- D. Approval of December 11, 2014, Regular Board Meeting Minutes.**
- E. Approval of Student 15-01 Exemption from receiving immunizations based on religious reasons (NRS 392.435).**
- F. Approval for Federal Programs to apply for the following State of Nevada Grants for Friends Family Resource Center; Governor's Family Resource Center Grant, Differential Response Grant, and the Children's Trust Fund/Title XX Grant.**
- G. Approval of Federal Programs to apply for State of Nevada Library Grant.**
- H. Approval of Annual Request to Lease Water Rights to Truckee Carson Irrigation District (TCID).**

Trustee Schank pulled Items "A" and "B".

Trustee Gent made a motion, seconded by Trustee Hendrix, ***to approve Consent Agenda Items C-H.*** Trustee Hyde requested Item H pulled. The motion was amended by Trustees Gent and seconded by Trustee Hendrix, ***to approve Consent Agenda Items C-G.*** The motion passed unanimously; Trustee Koenig was not in attendance.

Trustee Schank asked about the hiring of a kindergarten teacher. Dr. Sheldon stated that there are two open positions for kindergarten teachers. Mr. Malkovich and his staff interviewed several teachers and have selected Stephanie Knight for one of the kindergarten positions, so there will no longer be a substitute in that class. Trustee Schank made a motion ***to approve the recommended personnel action item A.*** Dr. Sheldon reminded the board that they were provided a revised personnel action sheet and that Dr. Sheldon has asked to post positions for the early childhood teaching positions as well as two para-educators. Those positions would be paid for out of the \$660,000 grant the District

received from the Nevada Department of Education. The motion was seconded by Trustee Gent.

Public Comment: Ms. McFarlane questioned whether the Board approved the \$500 early retirement incentive agreement as part of Vicky Blackburn's resignation. Ms. Dowd indicated that the early retirement incentive is a policy that the District follows and the incentive pay is paid to the employee in their last paycheck with the District.

The motion passed unanimously; Trustee Koenig was not in attendance.

Trustee Schank questioned why the Budget to Actual was not on the agenda. Ms. Dowd stated that the monthly reports are part of the second meeting. Ms. Dowd stated that she typically reconciles the bank account in the first half of the month, which fits well with reporting the monthly reports to the Board at their second meeting of the month.

Ms. Sharla Hales, legal counsel, stated that the open meeting law allows board members to attend by telephone with the caution that they must be able to hear everything that is going on and that everyone in the meeting room can hear the person on the phone. Ms. Dowd recently answered the question that Trustee Schank just asked, so Ms. Hales wanted to be sure that Trustee Schank can hear what is going on and to ask Trustee Schank to speak up if she cannot hear. Trustee Schank said she can hear some people and that it is difficult with others. President Evans stated that everyone will make an attempt to speak up and asked Trustee Schank to please let him know if she cannot hear.

Trustee Schank asked if the District has a contract for the alarm monitoring services. Ms. Dowd indicated that she is not sure there is a contract, but it is an ongoing service for the district's fire alarm system as well as security for some of the school offices. This represents the quarterly payment for those services. Trustee Schank could not hear the response. Ms. Dowd spoke directly into the microphone in front of the conference phone so that Trustee Schank could hear her.

Trustee Schank stated that she called Ms. Dowd previously with some of her questions. Ms. Dowd did not have answers to all of her questions, but will provide her with answers later.

Trustee Nunn questioned the payment of \$17,000 to Novacoast. Dan Slentz stated that the payment is for Zenworks and is a renewal of the Novell bundle purchased to run servers and email; it is an academic bundle. Ms. Dowd indicated that this would be paid for with the technology account of the general fund.

Trustee Gent made a motion, seconded by Trustee Nunn, **to approve Consent Agenda Item B, Approval of Vouchers.** The motion passed unanimously; Trustee Koenig was not in attendance.

Trustee Hyde questioned whether the District could transfer water rights to a property the District currently owns. Ms. Dowd will look into whether the District can transfer water rights to District owned properties. Ms. Hales stated that the Board could not take action and could place an agenda item on the next Board meeting to address this issue.

## **REPORTS BY BOARD MEMBERS**

Trustee Schank reported on her attendance at the District Performance Plan Meeting. The committee is a result of the NCCAT Audit and the Committee is addressing the findings of the

audit. Trustee Schank stated that it is important that the Board of Trustees read the comments in the NCCAT D, for the purposes of the Board retreat.

President Evans reported that he and Trustee Koenig attended a meeting concerning the high school auxiliary gym. Trustee Evans reported that the price of materials has risen 14 percent within the last two months, in large part due to the fact that Tesla is under construction. They discussed what areas could be reduced in the gym so that the total stays under the dollar amount approved by the Board. Trustee Gent asked if a modular gym could be a consideration. President Evans stated that they are looking at a number of different options. Trustee Nunn asked if the change to the plans would be additional cost to the District. President Evans stated that it would not be additional money. Trustee Schank requested President Evans keep the Board posted.

## **NEW BUSINESS**

### **A. For Discussion and Possible Action: The Board will take action to determine the level of assistance Churchill County School District provides to hearing impaired students pursuant to AB210.**

Mr. Jensen stated that the legislature passed Assembly Bill 210 and it was unclear initially as to what had to be done by the School Board of Trustees. Mr. Nunn recently brought this to Mr. Jensen's attention. It is the only place in special education law where the Board of Trustees is involved in this area. Ann Alexander, an attorney who works with rural districts in Nevada, provided compliance information with the statute as well as sample motion language in order to be compliant.

Trustee Gent made a motion ***that the Board approves action to determine the level of assistance the Churchill County School District provides include:***

***"The Board of Trustees of the Churchill County School District moves to approve the following process the school district will put into place to implement the requirements of AB210:***

- 1. The school district will establish a protocol for schools to communicate with the district office when a student with a hearing impairment enrolls or reenrolls in the district;***
- 2. The school district will disseminate a memorandum to administrators and special education teachers outlining the provisions of AB210 and advising them of the protocol in (1) above;***
- 3. The school district will include the provisions of AB210 in its next revision of the district's Special Education procedures manual;***
- 4. The school district will continue to implement the provisions of state and federal law related to the education of all students with disabilities; and***
- 5. Individualized Educational Program (IEP) teams will continue to develop IEPs that offer students a free appropriate public education, addressing the specific state law considerations for the development of IEPs for students with hearing impairments, including the provision of services in more than one communication mode to the extent feasible.***

Trustee Hendrix seconded the motion. The motion passed unanimously; Trustee Koenig was not in attendance.

**B. For Discussion Only: Update regarding the GATE Program.**

Will Jensen and Patty Fleming provided an update to the Board regarding the Gifted and Talented Education program (PowerPoint presentation provided). Ms. Rowe, the GATE teacher, had a family emergency and could not attend the meeting.

Patty Fleming stated that she has been working in collaboration with Ms. Rowe this year regarding the District's GATE Program for students who have qualified for GATE services in grades 3, 4, and 5. Ms. Fleming has worked with the GATE teaching cadre for the past seven years. Ms. Fleming and Ms. Rowe have developed several units together and Ms. Fleming has observed Ms. Rowe several times this year. The students qualify through an IQ Test, administered by the District's Psychologist, as well as an aptitude test, administered by Ms. Rowe. Ms. Fleming reviewed the remainder of the slides with the Board pertaining to the GATE program.

Mr. Jensen stated that he has supervised the program over the previous six years with regard to the budget and eligibility process. This year is Mr. Jensen's first year supervising employees of GATE and the entire GATE program is currently based out of the special services office. Ms. Fleming, Ms. Rowe, and Mr. Jensen have had several meetings and are focusing on making clear connections with common core and what the students are already exposed to in their regular education classroom. Mr. Jensen thanked Ms. Fleming and Ms. Rowe for their efforts with the GATE program as they have embraced the ideas and vision and have worked really hard on the GATE program.

Trustee Schank asked how the program is evaluated. Mr. Jensen stated that there are some measures that are difficult to quantify. The socio-emotional aspect of these students is difficult to measure. We look at the overall achievement using the growth model. Ms. Fleming explained how the standards are taught with critical thinking with Math Science and English Language and stretching from content standards to a deeper understanding and thinking at a deeper level.

Trustee Schank asked how many students are in the GATE program. Mr. Jensen replied that there are 47 students. Trustee Gent asked Mr. Jensen to email him as to how many GATE students are military families.

**C. For Discussion Only: Overview of the District Performance Plan.**

Ms. Kimi Melendy, Director of Educational Services, shared two documents from BoardBook. The State requested the District have a plan and monitor the plan to be sure it is being followed. The dates that were sent to the State for monitoring were October 16<sup>th</sup>, December 18<sup>th</sup>, March 5<sup>th</sup> and May 21<sup>st</sup>. The committee that monitors this plan is the same committee that wrote the plan. Ms. Melendy explained the three goals. The document is a living document and is changed when appropriate. Ms. Melendy answered questions from the Board.

**D. For Discussion and Possible Action: Approval of Memorandum of Understanding with the Department of Education for the Nevada Pre-K Education Grant.**

Mr. Malkovich stated that the Pre-K grant started in 2002 at E.C. Best and moved to Northside in 2008 when the Early Learning Center was opened. The program initially had 40 students and currently has 88 students. This grant will enhance the program from four half day sessions to four full day sessions (2.5 hours to 5 hours per day). Next year three more full-day sessions will be added for a total of between 150 and 160 Pre-K students.

Ms. Chambers, Director of Federal Programs, stated that since 2002 Churchill County School District has been contributing data to the longitudinal study that allowed the basis for this grant to be filed with the Federal Government. The Title III program has been adopting WEDA Standards (English language development standards) that intertwine with this grant. When the Pre-K doubled, the Title I funding doubled. Last year the SB504 program was started for 3 and 4 year olds. All of these factors helped the State receive this competitive grant.

Trustee Gent made a motion, seconded by Trustee Hendrix, ***to approve the Memorandum of Understanding with the Department of Education for the Nevada Pre-K Grant as provided.***

Public Comment: Mr. Falk asked if he could get a copy of the grant. Dr. Sheldon indicated that the grant is on the state web site. Mr. Falk stated that he forwarded to the Board an article that children are taken out of their homes at younger ages and put into institutions and taught to conform. Mr. Falk will find that article and forward it to the Board again, and commented that this is not what we want for future generations of our country.

The motion passed unanimously; Trustee Koenig was not in attendance.

Trustee Schank commented that she agrees with Mr. Falk's comments and that it should not be mandated. Dr. Sheldon stated that this is not a mandated program.

*[The Board took a break at 8:56 until 9:04.]*

**E. For Discussion Only: Discussion to determine a new date for the Board Budget Workshop.**

After discussion, it was decided that the Board Workshop would be scheduled for Thursday, 01/29, at 6:30 p.m.

**F. For Discussion Only: Discussion regarding the process for Dr. Sheldon's evaluation, to be completed prior to January 31, 2015.**

After discussion, it was decided that Board Members will provide Debra Shyne with Dr. Sheldon's evaluation by January 22<sup>nd</sup>, so that information to be summarized. Dr. Sheldon's evaluation would be scheduled for the February 12<sup>th</sup> Board meeting. Dr. Sheldon stated that she waived the January 31<sup>st</sup> deadline and is fine with February 12<sup>th</sup> for her evaluation.

Trustee Nunn asked if Board Members provide Debra with their evaluation of Dr. Sheldon and the information is reported out, is the Board following NRS? They would be reporting, not evaluating in public. Ms. Hales, legal counsel, stated that there is nothing wrong with Board Members filling out the evaluation form on their own. Debra can provide a summary of the evaluation. The bottom line designation for Dr. Sheldon's evaluation needs to be

taken in a vote in a public meeting.

Trustee Nunn voiced concern that if Dr. Sheldon doesn't see the evaluation then she doesn't understand the comments. President Evans stated that each Board Member can sit down with Dr. Sheldon and talk to her about their concerns.

### **PUBLIC COMMENT**

Jim Falk commented that the literature classics have been stripped from required readings. He urged English language arts teachers to read the book called *The Story Killers*, written by Terrence O. Moore.

### **DISCUSSION AND POSSIBLE ACTION REGARDING FUTURE AGENDA ITEMS AS REQUESTED BY THE BOARD OF TRUSTEES AND CLARIFICATION OF REQUESTED AGENDA ITEMS**

Trustee Gent requested information as to how the District handles students that are disruptive in the classroom that are not on an IEP.

Trustee Hendrix would like to review policy as to the timeline of when staff notifies parents that their child is being bullied.

Trustee Nunn requested discussion and possible action regarding bringing back an HR Director position; requested a discussion regarding amending the superintendent's evaluation date to prior to December 31<sup>st</sup>, as every two years board members are going off the board and new board members are not in the position to evaluate the superintendent; discussion regarding revamping the evaluation form; discussion and possible action regarding tuition when Jump Start students do not pass a course; and the design of the gymnasium.

Trustee Schank requested discussion on compliance with charter and independent schools that want to come into our District (already on list); what to do to get schools up to 3 and 4 star ratings; and follow-through with Susan Martin. Dr. Sheldon stated that Ms. Martin is out of the area attending to a personal matter and will be placed on the agenda when she returns.

Trustee Schank requested discussion on the liberties of the superintendent to give days off and how pay scales come into that. Are teachers docked in relation to their contract?

Trustee Hendrix requested, in today's competitive market, what is the school district doing to retain students from seeking other avenues of education.

### **ADJOURNMENT**

The meeting adjourned at approximately 9:34 p.m.

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Carmen Schank, Clerk of the Board

*Prepared by Debra Shyne*