

# CHURCHILL COUNTY BOARD OF SCHOOL TRUSTEES

Fallon, Nevada

## REGULAR MEETING

April 23, 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**

Trustee Hyde 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 Clay Hendrix (via phone)

Trustee Matt Hyde

Trustee Rich Gent

Trustee Carmen Schank

Trustee Greg Koenig

Trustee Kathryn Whitaker (appointed at meeting) (Interested Staff/Community Members per Attached List)

#### **Others Present**

Dr. Sandra Sheldon

Phyllis Dowd, Director of Business Services

Sharla Hales, Legal Counsel

Kimi Melendy, Director of Educational Services

Debra Shyne, Secretary

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

President Evans stated that Trustee Hendrix requested 17F moved to the beginning of New Business. President Evans requested the following items deleted from the agenda: 7A, 13K, 16A-C, 17D and 17E.

### **PUBLIC COMMENT**

There was no public comment.

### **CCSD STUDENT REPRESENTATIVE REPORT**

Paola Duenas was out of town on a school trip and unavailable to attend the board meeting.

### **APPOINTMENT OF NEW TRUSTEE**

**A. For Discussion and Possible Action: The Board will review applications, interview selected applicants, and take action to appoint an applicant to the vacancy of the Board of Trustees. The Oat or Office will be administered following the action to appoint.**

Board applicants drew numbers to determine order of interviews. Mr. Williams was first, Mr. Slentz second, and Ms. Whitaker third. The two applicants not being interviewed waited in the Board Conference Room.

Trustee Schank stated that NRS 281A.420 required her to disclose a potential conflict of interest. Trustee Schank is related to Kathryn Whitaker, a candidate for trustee. Ms. Whitaker is married to Trustee Schank's cousin. Trustee Schank stated that a reasonable person in her position would not be influenced by this relationship and that she would be voting for the new trustee appointment.

Each board member asked a question of each of the applicants.

Trustee Schank made a motion ***to nominate Kathryn Whitaker as a board member***, seconded by Trustee Hyde. There were no public comments. The motion passed unanimously.

President Evans gave Trustee Whitaker the oath of office. Trustee Whitaker took a seat with the Board, but was not going to vote until sworn in by the County Clerk's Office.

*[The Board took a break at from 7:32-7:39. Trustee Hendrix left the meeting (electronically).]*

## **SUPERINTENDENT'S UPDATE**

### **A. Update regarding District related matters.**

Dr. Sheldon stated that the Board authorized grade-level schools at the elementary schools and position cuts. On April 17, fourteen teachers were given reduction-in-force letters. Dr. Sheldon stated that elementary and middle school placement will be finalized by May 1. Principals will work with Mr. Byrd and Dr. Sheldon to identify classroom assignments and finalize moving plans. A representative of CCEA will be included in the move process. Principals will meet with their new staff in early May. Brian Byrd will meet with teachers to train them on the lifting and packing of their rooms to minimize injuries. Friends and Adult Ed will move into the West End Complex the week of April 27. Plans are being developed to move the warehouse and food services. Dr. Sheldon provided additional details regarding the movement of classrooms.

Dr. Sheldon stated that she would soon bring a plan to the Board regarding technology -- to upgrade technology for teachers and students in the classroom.

April 24 is a teacher workday. K-2 teachers will be introduced to the "Read Well" reading program, a research-based program focused on comprehension and fluency for early reading literacy; and will also continue to look at the alignment of the math curriculum. The middle school will be working on the Olweus bullying program and safe school environment, developing a curriculum for their advisory periods regarding anti-bullying. Dr. Sheldon commended Principal Lords on the high school's outstanding accreditation process. A report from the review team is expected with a couple of recommendations. Principal Lords will report to the Board after the accreditation report is received.

Dr. Sheldon reported that Thursday, in the Pit, there were 13 choirs from middle schools across nine counties that participated in a mini-ensemble contest. There were two judges who rated them. The event started at 8:30 a.m. and ended at 3:00 p.m. with parents and

students moving through the facility throughout the day. Mr. Koenig did a great job coordinating the event.

Dr. Sheldon reported that two meetings have occurred with the Insurance Committee. The associations are taking the proposal back to their membership for review. The proposal has base plan insurance and then employees could opt to pay extra to get lower deductibles.

Dr. Sheldon stated that only the 2015-16 Calendar would be forwarded to the state; the 2016-17 calendar was included in BoardBook in error. There were several forms that will be provided to the state (part of consent). Tonight the Board has been provided several of these documents with a minor adjustment in the lunch schedule. .

Dr. Sheldon stated that it has been a pleasure to work with Ms. Dodd, Ms. Smotherman and Mr. Boone regarding the reorganization process.

The state requests class size documents submitted by April 15. Many districts have no idea what their class sizes will be next year as we do not know what the legislature will do regard funding, so this is a best guess scenario. The Governor's Read by Third Grade bill, currently in the legislature, supports coaches at the elementary schools. In the document, one of the District's strategies for additional support for teachers is to have literacy coaches in place. Additional para-educators would be added in K-2, funded with a grant. These would be considered the District's goals for class size reduction. This is a plan that could change dependent upon funding from the state. Dr. Sheldon explained the importance of literacy coaches. Trustee Schank previously asked what it would take to get to four and five star schools. Dr. Sheldon stated that we need to have strong focus, commitment and support for the teachers. If teachers have 24 students in a kindergarten classroom, they do not have time to do all of the formative assessments. A literacy coach would be very helpful.

Dr. Sheldon answered Board member questions.

### **BUSINESS SERVICES UPDATE**

- A. Bond Fund Report (written report provided).**
- B. Board Budget Report (written report provided).**
- C. Budget to Actual Report (written report provided).**
- D. Travel Report (written report provided).**
- E. Quarterly Student Funds Report (written report provided).**
- F. Update regarding Student Fees owe to the District (written report provided).**
- G. Update regarding other District-related matters.**

Ms. Dowd reported issuing a Request for Proposal for per page copier service. The District has approximately 50 machines from OPI throughout the District. OPI has provided excellent service. The District has been in contract with OPI for five years and is looking at renewing those services.

Ms. Dowd reported that the tentative budget was submitted to the Department of Taxation early.

Ms. Dowd commented the travel, bond and board budget reports have been in BoardBook monthly, but these reports do not change often. The Board agreed that Ms. Dowd could provide these reports quarterly.

## **EDUCATIONAL SERVICES UPDATE**

- A. The latest Student Enrollment Data will be provided to the Board of Trustees (written report provided).
- B. January, February, March 2015, Violent Acts Report (written report provided).

Dr. Sheldon reported that John Johnson provided a correction to the middle school violent act report. There were ten incidents, not four.

## **UPCOMING BOARD EVENTS**

- A. May 21, Thursday, 7:00 p.m., Adult Education Graduation, Churchill County High School Auditorium.
- B. May 29, Friday, 7:00 p.m., High School Graduation, Ed Arcinega Stadium, Churchill County High School.

## **CONSENT AGENDA**

- A. Approval of Recommended Personnel Action (Attachment A).
- B. Approval of Vouchers.
- C. Approval of March, 2015, Payroll.
- D. Approval of March 26, 2015, Regular Board Meeting Minutes.
- E. Approval of April 1, 2015, Regular Board Meeting Minutes.
- F. Approval of 2015-16 Proposed Board Calendar.
- G. Approval of Quarter 3 – Class Size Reduction Report.
- H. Approval of Projected Class Size Reduction Report for the 2015-2016 School Year.
- I. Approval to Apply for the State Pre-K 2016 Grant.
- J. Approval of 2015-16 District Calendar Application for State.
- K. Approval of Current Year Budget Adjustment.

Item “A” was pulled, and Item “K” was removed. Trustee Gent made a motion, seconded by Trustee Schank, ***to approve consent agenda action items B-J as provided.*** Public Comment: Becky Dodd, President of CCEA, stated that she did not sign the Projected Class Size Reduction form because it gets rid of Project Life that which is working, replacing Project Life with literacy coaches. This is a concern of the elementary staff that services that were provided for children are now being removed. Teachers oppose literacy coaches and were never included in the decision to terminate Project Life. The motion passed unanimously; Trustee Hendrix was absent and Trustee Whitaker was not yet voting as an active member.

Trustee Koenig made a motion, seconded by Trustee Gent, ***to approve consent Item “A”.*** The motion passed unanimously; Trustee Hendrix was absent and Trustee Whitaker was not yet voting as an active member.

## **REPORTS BY BOARD MEMBERS**

- A. **For Discussion Action:** Mr. Paul Eskeldson will provide an update on the CCHS Auxiliary Gymnasium project.

Mr. Eskeldson provided an update regarding the CCHS Auxiliary Gym project (memo in BoardBook).

President Evans stated that he chaired the state cabinet making contest. There were 31 students and none were from Fallon. Louie Mori has a student that took first place in carpentry and President Evans would like this student recognized at the next Board meeting.

Trustee Schank reported being invited by Mr. Marsh to see a project in his science class. Trustee Schank shared a graph indicating reasons for the decline in student enrollment.

## **POLICIES**

### **A. For Discussion and Possible Action: SECOND READING: Review of new policy – Policy 1610 – Public Records Policy.**

Sharla Hales, legal counsel, stated that the District is allowed to charge for copies, but since a policy is not in place, the District cannot do so.

Trustee Gent made a motion, seconded by Trustee Schank, to approve new policy 1610 Public Records Policy, as provided. The motion passed unanimously; Trustee Hendrix was absent and Trustee Whitaker was not yet voting as an active member.

### **B. For Discussion and Possible Action: SECOND READING: Proposed changes to Policy 5601 – Participation of Charter/Private/Home School Students in Churchill County School District Classes and Activities.**

#### **1. For Review Only: Regulation 5601 – Participation of Charter/Private Home School Students in Churchill County School District Classes and Activities.**

Trustee Hyde stated that NRS 281A.420 required him to disclose a potential conflict of interest. This agenda item involves charter school students and sports. Trustee Hyde has a 2<sup>nd</sup> grade student attending the charter school, but sports are not offered in the 2<sup>nd</sup> grade. Trustee Hyde's older children attend Churchill County School District schools and do not intend to change schools; therefore, Trustee Hyde concludes that there is no conflict.

Trustee Koenig stated that that if space is available then we have an option of charging charter students a fee, but does not see that stated in the policy or regulation.

There was discussion whether charging fees would be part of policy or regulation. Ms. Hales stated that it seems to not be inappropriate to have it in policy. Ms. Hales will make revisions and the policy will return at the next board meeting.

### **C. For Discussion: FIRST READING: Changes to Policy 5110.0 – Churchill County High School Honors School.**

Trustee Koenig stated that NRS 281A.420 required him to disclose a potential conflict of interest. The matter before the body affects Trustee Koenig's commitment in a private capacity to his son, who is participating in the Jump Start Program. If the policy before the Board were revised and mandated weighted grades for Jump Start classes, his son would benefit from an increased GPA. However, even with weighted Jump Start grades he would not be in competition for the top of his class. Trustee Koenig does not anticipate that weighted Jump Start classes will make a significant difference for his son. Trustee Koenig concludes that the independence of judgment of a responsible person in his situation would

not be materially affected by this relationship, and because this is not a clear case of a disqualifying conflict of interest, Trustee Koenig is going to vote on this matter.

The Board discussed the Honors Program and Jump Start Program regarding the weighted grade point average (GPA).

President Evans commented that Jump Start students get college credit and suggested perhaps having one Valedictorian for Honors and one for the Jump Start Program.

Trustee Koenig stated that the intent was that Jump Start students receive a weighted GPA. It doesn't make sense why honors classes would be weighted more than a college class.

Trustee Whitaker stated that the District's goal is to prepare students to succeed and to do better. If we can't reward them for doing the extra work, committing the extra time -- they are not just getting high school credit, they are getting college credit. It seems it should be weighted differently.

Trustee Hendrix stated that the intention for the Jump Start program was to have weighted GPAs.

Principal Lords stated that students going into the Jump Start Program were notified that they were not going to get a weighted GPA. Because the policy states that the Honors Committee makes the decision, the decision was that Jump Start students would not receive a weighted GPA. The high school communicated with parents and students that if they wanted to graduate with honors, the Jump Start Program was not for them. Principal Lords liked the idea of two valedictorians: one for honors and one for the Jump Start Program. Principal Lords stated that colleges are only interested in the simple GPA and the courses the student took.

Steve Johnson stated that if WNC students and high school students are weighted the same, then CCHS would never be competitive. Karl Marsh stated that the District has no control over the curriculum at the college. It is a college course and is not supposed to be part of the high school. Students are getting a years' worth of credit for a semester class. The honors committee is a committee of professional teachers with at least two nationally certified teachers on the committee.

It was determined to reevaluate this policy and return it at the next meeting.

## **OLD BUSINESS**

- A. For Discussion and Possible Action: Discussion and possible action to uphold or reject protest filed by Ferguson Construction in response to Board of Trustees' action awarding bid to Mt. Rose Heating and Air Conditioning for heating and air conditioning (HVAC) replacement at Churchill County High School.**
- B. For Discussion and Possible Action: Discussion and possible action to rescind Board of Trustee action taken on April 15, 2015, to award construction contract for the Churchill County High School 2015 HVAC replacement project to Mt. Rose Heating and Air Conditioning.**

- C. **For Discussion and Possible Action:** Discussion and possible action to approve award of a construction contract to Ferguson Construction for replacement of HVAC at Churchill County High School in the amount of \$1,379.00.

Mr. Ferguson rescinded his protest. Items A, B, and C were deleted from the agenda.

Sharla Hales thanked Mr. Eskeldson as he did excellent work with regard to this project. While the protest was withdrawn, Mr. Eskeldson indicated things he could do to prevent this issue from occurring again. President Evans agreed and thanked Mr. Eskeldson for his work and thanked Mr. Ferguson for withdrawing the protest.

## **NEW BUSINESS**

- A. **For Discussion and Possible Action:** Acceptance of renewal proposal from Wells Fargo Insurance Services for Hometown Health (medical coverage), VSP (vision coverage) and Guardian (dental and life coverage) for July 2015 to June 2016.

This item was deferred.

- B. **For Discussion and Possible Action:** Approve award of a contract to Ferguson Construction of Fallon, Nevada in the amount of \$211,544 for construction of the Churchill County Middle School 2015 Science Wing Renovation Project.

Trustee Hyde made a motion, seconded by Trustee Schank, *to accept the contract with Ferguson Construction to complete the Science Wing Renovation Project for \$211,544.*

There was no public comment. The motion passed unanimously; Trustee Hendrix was absent and Trustee Whitaker was not yet voting as an active member.

- C. **For Discussion and Possible Action:** The Board of Trustees will receive information regarding bidding the Churchill County High School Auxiliary Gym Site Work as a Separate Bid Package which would allow the District to get the site work done during the summer of 2015 while the design is being finished on the building.

Trustee Koenig made a motion, seconded by Trustee Hyde, *to put out to bid the Auxiliary Gym Site Work as a Separate Bid Package that would allow the District to get the site work done during the summer of 2015.* There were no public comments. The motion passed unanimously; Trustee Hendrix was absent and Trustee Whitaker was not yet voting as an active member.

- D. **For Discussion and Possible Action:** Action to ratify the 2014-2015 School Year Tentative Agreement between the Churchill County School District and the Churchill County Administrators' Association, including fiscal impact data.

This item was deferred.

- E. **For Discussion and Possible Action:** Action to ratify the 2014-2015 School Year Tentative Agreement between the Churchill County School District and the Churchill County Education Association, including fiscal impact data.

This item was deferred.

**F. For Discussion and Possible Action: Report regarding possible data backup options, including information regarding, among other things, purchase and use of backup servers and use of remote “cloud” storage. The Board may choose to take action to purchase backup servers and/or pursue remote backup solutions.**

Dan Slentz, Oasis Technology, provided background to the Board regarding backup server options. Dr. Sheldon stated that it is difficult to estimate what programs the District will have in five years from now and what kind of data needs the District will have. The on-site backup system with a redundant backup either at Oasis or another District building would be beneficial. It would be expandable and could be grown with the needs of the District. The total amount for the servers from Dell would be \$54,362. Mr. Slentz stated that the servers would carry a five-year warranty. Dr. Sheldon confirmed that bond dollars would be used to purchase the backup servers.

Trustee Koenig made a motion, seconded by Trustee Gent, to purchase the equipment for \$54,362. There were no public comments. The motion passed unanimously; Trustee Hendrix was absent and Trustee Whitaker was not yet voting as an active member.

**PUBLIC COMMENT**

There were no public comments.

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

Trustee Schank requested a report on the effects of losing information (emails) and what staff is dealing with in the District. Dr. Sheldon stated that this could be on the next meeting.

**ADJOURNMENT**

Trustee Hyde made a motion, seconded by Trustee Schank, to adjourn the meeting at approximately 9:32 p.m. The motion passed unanimously.

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Carmen, Schank, Clerk of the Board

*Prepared by Debra Shyne*