

CHURCHILL COUNTY BOARD OF SCHOOL TRUSTEES

Fallon, Nevada

REGULAR MEETING

June 25, 2015

CALL TO ORDER

President Evans called to order the regular meeting of the Churchill County School District Board of Trustees at 7:03 p.m. at the Churchill County School District Administration Office, 690 South Maine Street, Fallon, Nevada.

PLEDGE OF ALLEGIANCE

Trustee Koenig 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
Trustee Carmen Schank
Trustee Rich Gent
Trustee Koenig
Trustee Kathryn Whitaker

Others Present

Dr. Sheldon, Superintendent
Sharla Hales, Legal Counsel
Kimi Melendy, Director of Educational Services
Phyllis Dowd, Director of Business Services
Debra Shyne, Secretary
(Interested Staff/Community Members per Attached List)

Trustees Absent

Trustee Matt Hyde

REVIEW AND ADOPTION OF AGENDA

President Evans requested number 14A (Policy 5601) moved to be heard with New Business Item D, as they relate to the same basic topic. There were no other changes to the agenda.

PUBLIC COMMENT

Jim Falk spoke regarding common core.

Becky Dodd, teacher, voiced concern about the Renaissance program being discontinued. The Renaissance program benefits teachers and students as it allows students to read books at grade level, allows teacher to differentiate instruction, and it holds children accountable.

Becky Dodd stated that the district-wide open houses are scheduled on a Thursday, which is off-contract time. Friday evening would be better. Teachers who have to be at their school for open house miss the opportunity to go to their own children's open houses.

SUPERINTENDENT'S UPDATE

A. Mr. Paul Eskeldson will provide an update regarding summer construction projects (written report provided).

Paul Eskeldson provided an update regarding summer construction projects (written report provided). Mr. Eskeldson also stated that there is the potential that a change order for A&K Earthmovers will come before the Board at a future board meeting based on the prevailing wage law.

B. Update regarding District-related matters.

Dr. Sheldon reported on her attendance at a STEM symposium in New Mexico, sponsored by McGraw Hill, regarding increasing rigor without increasing time. They addressed project-based learning, internet sites, and resources. Dr. Sheldon will share that information with Michelle Richardson and Brenda Boone who work with teachers.

Dr. Sheldon reported that when the movers went to the warehouse to move the freezers to the West End Complex they found that the sensor in the freezer failed, the freezer quit working, and the food had spoiled. The estimate for the cost of the spoiled food is \$30,000 to \$40,000. The District has a \$10,000 deductible on insurance. The hope is that some of the cost of the food will be recovered.

Dr. Sheldon reported that the move of classrooms went smoothly and classrooms are currently being set up. The carpeting at Lahontan and Numa were completed ahead of schedule. Dr. Sheldon thanked the teachers for all of their hard work packing and getting ready for the move. E.C. Best was having carpets cleaned, so it took longer to get into their building.

Dr. Sheldon reported that staff is going through items stored in the area not renovated at the West End Complex. There were quite a few weeds around E.C. Best due to rains, and they have been sprayed twice.

Dr. Sheldon reported that staff has cleaned out Cottages and is working on the exterior so that the Cottages can be turned over to City in good condition.

Dr. Sheldon reported that she provided a presentation to the Chamber of Commerce with a focus for next year, the mission and goals of the district, and the District's technology goals. Dr. Sheldon stated that the Nevada Department of Education is sorting through the issues involved with the impact of the legislative decisions.

Dr. Sheldon reported that, due to resignations, there are open positions that will be offered to teachers who have been reduced-in-force. Current there are a kindergarten positions, two 6th grade positions and a high school special education position open. There is the possibility there might be one or two teachers still on the recall list. As the District moves forward with literacy coaches, there is the potential that the rest of teachers reduced-in-force might be recalled.

Dr. Sheldon reported that the new district website launches on July 1. It will be trimmed down and more manageable and will cost roughly \$8,000 less per year than the previous website software.

Dr. Sheldon reported that she is leaving on July 3 to attend the AASA Advocacy Conference and the Governing Board. She plans to return for the July 9 Board meeting as her plane returns at 3:00. Meetings with representatives in Washington have been scheduled. They will be talking about the importance of the reauthorization of ESEA (Elementary and Secondary Education Act) and impact aid funding.

Dr. Sheldon stated that there are five weeks until building staff return and seven weeks until students return.

Trustee Schank asked for an explanation of ESEA. Dr. Sheldon explained that ESEA is the Elementary and Secondary Education Act - essentially the no child left behind law, which was supposed to be reauthorized in 2010. It governs title programs and federal grants. The House and Senate have not passed the updated law. The Senate at this time has put forward a law and has passed it to the House, but it is limbo. The concern is that the legislature will let it fade because we are coming up for an election year. It will be pushed at the conference. AASA (American Association of School Administrators) is paying for Dr. Sheldon's travel. Jeff Zanders, Superintendent from Elko and Rob Slaby, Superintendent from Storey, will also attend.

Trustee Schank asked if McGraw Hill is connected with common core. Dr. Sheldon stated that they absolutely are and that any kind of curriculum is going to include common core and the next generation science standards. Our students need to access curriculum that they need to learn in order to be successful with the assessments and to be successful with the Nevada Academic Content Standards that have been adopted by the state board.

Trustee Evans stated that he was asked if all classrooms have a flag. Dr. Sheldon stated that she would assume so, but doesn't know for sure and will check it out.

PUBLIC HEARING ON AUGMENTATION TO THE FISCAL YEAR 2015 BUDGET

A. For Discussion and Possible Action: The Board will discuss and take action to approve the Current Fiscal Year 2015 Budget Augmentation, including revising, adding, or deleting any line item in the augmented budget.

Phyllys Dowd stated that Food Services did not have enough funds to cover the \$10,000 deductible for the freezer loss (mentioned above), so she transferred \$10,000 into Food Services from the General Fund. The General Fund beginning balance for FY15 is less than the 4% minimum. The Special Education Fund did not receive all funding units for 2015. Between the fall and May count, the District lost one unit, as one staff member left and Mr. Jensen was not able to fill the vacant position. The District did not pay the salary, but the District also does not get the money for that unit of special education. That represented \$43,000 less in revenue and of funds transferred into special education.

Ms. Dowd reported that she and Mr. Jensen have been diligently working to lower the maintenance of effort, and because of two senior staff retirements and she has transferred some expenses out of the Special Education Fund into the General Fund. Maintenance of Effort has been reduced by approximately \$700,000 over the past five years.

The district unexpectedly recouped \$50,000, with no restrictions on how the money is spent. It was a fine to an agency in the county. Ms. Dowd will find out more details and

email it to the Board. Ms. Dowd also reported receiving a little more impact aid money than what she had initially budgeted.

Ms. Dowd explained the augmented budget fiscal year ending June 30, 2015 (handout provided). The General Fund is down \$277,000 due to transfers and early buyouts. The buyouts were not budgeted and cost \$350,000. After adjustments, the ending fund balance will be at 3.1% at the end of fiscal year 2015.

Trustee Koenig, made a motion, seconded by Trustee Hendrix, ***to approve the augmented budget for the Current Fiscal Year 2015, as presented tonight.*** There were no public comments. The motion passed unanimously; Trustee Hyde was absent.

BUSINESS SERVICES UPDATE

A. Budget to Actual Report (written report provided)

B. Update regarding District-related matters.

Phyllys Dowd stated that the Budget to Actual Report does not take into account the amendments recently made.

Trustee Schank stated that she made notes of line items that were significantly over budget. One of them was testing and another was academic student assessment. Trustee Schank asked if the budget overages were linked to common core. Ms. Dowd stated that she would have to look at the line items, but it was probably substitute time when proctors come into the classroom during testing.

Trustee Schank stated that HR leave was 146% over. Ms. Dowd stated that it was due to buyouts.

Trustee Schank stated that training was 130% over. Dr. Sheldon stated that in some cases, the site might not need as much in one line item and more in other line items, but overall it is within the budgeted amount.

EDUCATIONAL SERVICES UPDATE

A. The latest Student Enrollment Data was provided to the Board of Trustees (written report provided)

UPCOMING BOARD EVENTS

- A. August 13, Thursday, 5-7 p.m.: Open Houses at All Schools
- B. August 14, Friday, 8:30 a.m.: Welcome Back All Staff Meeting
- C. August 17, Monday: First Day of School

CONSENT AGENDA

- A. Approval of Recommended Personnel Action (Attachment A)
- B. Approval of Vouchers
- C. Approval of the May 14, 2015, Regular Board Meeting Minutes
- D. Approval of the May 20, 2015, Regular Board Meeting Minutes
- E. Approval to Apply for the 1003a Grant

F. Annual Review and Approval of the Debt Management Policy

Trustee Koenig pulled Consent Agenda Item "A". Trustee Gent made a motion, seconded by Trustee Schank, ***to approve Consent Agenda Action Items B-F, as provided.***

Trustee Koenig stated that according to his son, the head coach of the Boys' varsity soccer, Miguel Orduna might not want to be the head coach. Trustee Koenig stated that he would like to ask Miguel Orduna first to be sure he really wants the position.

Trustee Schank requested clarification regarding Celeste Keller. Ms. Dowd explained that she hired Jenny Hiskett who was the secretary at Federal Programs Office (now Educational Services) and Ms. Melendy hired Celeste Keller for that vacant position. Ms. Dowd filled Deanna Tomb's position with Jenny Hiskett and Joan Hiibel retired. There were no public comments. The motion passed unanimously; Trustee Hyde was absent.

Jim Falk questioned the 1003a grant (approved as part of consent). Superintendent Sheldon stated that the competitive grant is from the State of Nevada and the Federal Government and is for Numa, a Focus School. In the past, the grant paid for vocabulary development for teachers, tribe funding, teaming with teachers, and technology, although in the upcoming grant, technology is not allowed. We are requesting \$120,000 to include literacy coaches and professional development for teachers at Numa. Numa is still considered a focus school, even though the schools have been reorganized.

Mr. Falk suggested the District go through the grant with a fine toothcomb so that the District is not forced to not do something it does not want do.

REPORTS BY BOARD MEMBERS

Trustee Koenig requested Debra update the list of meetings in the red folders. Trustee Schank suggested board members tour the vault in the business office.

POLICIES

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

Moved to be heard with 15D

B. For Discussion Only: **FIRST READING – Deletion of Policy 3600.0 – Records and Information.**

Phyllis Dowd stated that policy 1610 is in place and is more comprehensive than Policy 3600.0.

C. For Discussion Only: **FIRST READING – Deletion of Policy 3200.1 – Unemployment Fund.**

Ms. Dowd noted that 3200.1 is a regulation, not a policy, so there is not a requirement that the Board review it. Ms. Dowd explained that the District funds unemployment insurance expense in the General Fund, so the Unemployment Fund is no longer required. The fund was closed in fiscal year 2014.

NEW BUSINESS

A. For Discussion and Possible Action: The Board will discuss and take action to approve the Fiscal Year 2016 Budget Amendment, including revising, adding, or deleting any line item in the augmented budget.

Ms. Dowd reported that she did not have a lot of news on the revenue stream. On the third page of the handout for 2016, in the middle of the page, the revenue from state sources indicate DSA went up \$300,000; per pupil rate went up \$99. Kindergarten students will be considered a full-time student instead of 6/10, but this will not take effect in Fiscal Year 2018. Ms. Dowd calculated the 9.24% decrease of class size reduction dollars statewide and applied that to the District's budget, and reduced class size reduction by \$110,000. Ms. Dowd is hopeful that they will allocate the reduction equally among all the 17 districts and the charter schools.

The full day kindergarten grant is \$250,000. The District anticipates funding for one more teacher for full day kindergarten. Last year there were ten full-day kindergarten classes and two half-day kindergarten classes.

Ms. Dowd reported that the details of the ready by third grade initiative are not yet known. The legislature expanded the funding for the early childhood program. There will be additional money for GATE, but details are not clear. Pay for Performance does not take effect until FY 2017, but it needs to be planned for in the next year's budget. The District will probably be a pass through entity for the Teacher Reimbursement Account, and Ms. Dowd will come back to the Board to add another fund to the General Ledger. It will be a special revenue fund with restrictions. Teachers can be reimbursed \$250.00 for classroom supplies.

Ms. Dowd reported that Hold Harmless has changed – the provision for the two-year look back is gone. The District can still use last year's enrollment numbers. College Readiness and CTE (Career/Technical Education) funding was enhanced, but the details are not yet clear. There is going to be an increase in Special Education Funding for 2017.

Ms. Dowd stated that after drafting the budget the Athletic Trainer resigned for personal reasons. Dr. Sheldon and Principal Lords discussed replacing the position or perhaps reinstating the Dean of Students position, instead of a Teacher on Special Assignment, the Dean would be an administrator. Mr. Lords can speak to the need at the high school.

Ms. Dowd stated that CTE and full-day kindergarten dollars would eliminate some of the stress on the General Fund.

Trustee Schank made a motion, seconded by Trustee Gent, ***to approve the Fiscal Year 2016 budget amendment as handed out at the board meeting.*** There were no public comments. The motion passed unanimously; Trustee Hyde was absent.

B. For Discussion and Possible Action: Approval of E-Rate contract with E-Rate Elite Services, Inc., to provide serviced relating to applications for funding to pay for internet and other technology expenses through the Schools and Libraries Division of the Universal Service Administrative Company under the direction of the Federal Communications Commission for Funding Years 2015 and 2016 in the amount of \$5,000 per year.

Ms. Dowd stated that the E-Rate Elite Services Inc. contract was reduced from \$6,000 to \$5,000. Over time, telephone services will be eliminated from the E-Rate program. E-Rate Elite Services, Inc. recouped an additional \$70,000 in FY 12. Ms. Dowd recommended continuing with E-Rate Elite Services. Ms. Dowd requested that the renewal of E-Rate services be placed on the consent or perhaps she could take care of it in her office. Trustee Koenig recommended that it placed on consent.

Trustee Koenig made a motion, seconded by Trustee Hendrix, ***to approve the E-Rate contract with E-Rate Elite Services.*** There were no public comments. The motion passed unanimously; Trustee Hyde was absent.

C. For Discussion and Possible Action: Approval of Resolution 15-01 to create a Self-Insurance Fund.

Ms. Dowd reported that this fund takes care of the paperwork behind the Board's decision to go self-insured. The resolution designates the legal terms. Section III covers the sources of money and assets to be deposited. The objective is to use current rates for FY15 and for the next couple of years. Ms. Dowd asked everyone to look at section IV regarding short-term and long-term expenditure plans. Several sister-Districts use an actuary to determine that amount, and it is Ms. Dowd's goal for the future to use an actuary to determine the District's risk and how much should be maintained in that fund.

Trustee Hendrix made a motion, seconded by Trustee Schank, ***to approve Resolution 15-01 to create a Self-Insurance Fund.*** There were no public comments. The motion passed unanimously; Trustee Hyde was absent.

D. For Discussion and Possible Action: The Board will hear a report from their attorney, Sharla Hales, regarding the participation of Charter/private/home school students in classes and sports. The Board may take action regarding any part of the process for charter/home/private school students to participate in classes and activities and the Board may take action regarding fees charged.

Item 14A (Policy 5601.0) in old business and "D" in new business were combined.

Sharla Hales, legal counsel, stated that the agenda item is worded very broadly so the Board can bring up any questions regarding this topic. The question she was asked to address was whether the District can either invoice or charge charter schools for classes charter school students take at district schools, or enter into an agreement with the charter school for reimbursement for those classes. Ms. Hales learned that there is a process already in place, built into the Nevada Department of Education financing. Once each year the District provides a spreadsheet identifying the minutes for each semester to the Department of Education identifying the minutes that charter school, home school, and private students attend classes at the district schools. The reverse is true as well. Charter schools identify the number of minutes district-enrolled students attend their classes.

Ms. Hales stated that the charter, home school, or private-school students who attend district schools must be qualified, age appropriate, and the student follows the rules of the class or activity. If the student does not follow the rules, they can be denied the opportunity to take advantage of those classes.

Trustee Koenig requested staff keep track and recoup that money. Ms. Dowd stated that those students are tracked in Power School with a different code. At the end of the school year, those students' minutes are put on a spreadsheet and when the State does a "true-up" on the DSA, those amounts are received for home-school, private school and charter school students.

Ms. Hales suggested an additional change to Policy 5601.0, where it states "equal" participation that "equal" be removed because the intent of the regulation and intent of the Board would be space available and that is also what NRS sets forth, so it is not equal.

Trustee Koenig made a motion, seconded by Trustee Schank, ***to delete the word "equal" from the said policy (Policy 5601) with the changes already noted.***

Trustee Hendrix stated that pursuant to NRS 281A.420 requires him to disclose a conflict of interest. "The matter before the school board affects my commitment in a private capacity to the interests of my children who may attend the Oasis Academy charter school. My children will be in 11th and 12th grades respectfully. Action by this body affecting charter school students has the potential to impact my children. However, action affecting charter school students will not result in benefit or detriment to my children greater than that accruing to any other member of the group. The school board is not considering action that would have any substantial impact on my children. I conclude that the independence of judgment of a reasonable person in my situation would not be materially affected by this relationship, and because this is not a clear case of a disqualifying conflict of interest, I am going to be voting in this matter."

Trustee Whitaker stated: "NRS 281A.420 requires me to disclose a conflict of interest. The matter before the school board affects my commitment in a private capacity to the interests of my child who attends the Oasis Academy charter school. My child will be in 8th grade. Action by this body affecting charter school students has the potential to impact my child. However, action affecting charter school students will not result in benefit or detriment to my child greater than that accruing to any other member of the group. The school board is not considering action that would have any substantial impact on my child. I conclude that the independence of judgment of a reasonable person in my situation would not be materially affected by this relationship, and because this is not a clear case of a disqualifying conflict of interest, I am going to be voting in this matter."

There were no public comments. The motion passed unanimously; Trustee Hyde was absent.

Trustee Koenig commented that at a recent NIAA meeting that he attended, Clark County requested a copy of Churchill's policy regarding charter schools.

E. For Discussion and Possible Action: The Board will discuss the potential to schedule a Board Forum at the high school to interact with staff.

Trustee Schank stated that in response to the high school's accreditation process where it was noted that there is a disconnect between the Board and the high school staff, that it would be good to meet with staff periodically.

Trustee Schank made a motion, seconded by Trustee Gent, *to have a forum once a year at the high school.*

After a lengthy conversation, the motion passed unanimously; Trustee Hyde was absent. There were no public comments.

Dr. Sheldon stated that she would put together a Board-staff meeting at the high school in September or October.

F. For Discussion Only: Discussion regarding the potential for a pilot program regarding uniforms.

Trustee Schank stated that she had an interesting experience visiting schools in Texas, Las Vegas, and California and that she spent a day at the charter school in Fallon, and almost every teacher stated that uniforms was the one thing that had the most impact on student achievement. Trustee Schank was surprised by that.

After discussion, the consensus of the Board was that Dr. Sheldon provides a survey to parents and staff in the fall regarding uniforms.

PUBLIC COMMENT

Kevin Lords, high school principal, stated that the Athletic Trainer and the Dean of Students were instituted at the same time. The Athletic Trainer was due to liability but the high school also implemented a sports medicine program. There were five students in the first full year for the sports medicine program and it has grown to 33 scheduled for the upcoming year. Sports Medicine falls under health science, so if the Athletic Trainer is not replaced the school will lose the medical professional at athletic events and the high school will push 33 students back into the health science program.

Principal Lords stated that over the past three and a half years, the culture of the high school has changed immensely and the Dean of Students has been the key to that change. As reported at the last board meeting, last quarter the high school had no violent acts. During Mr. Lord's first year at the high school, 76 students were suspended for fighting. The Dean of Students works with truancies and works closely with the Student Attendance Review Board. Discipline is consistent and students see the consistency with discipline. The Dean of Students handles 99 percent of discipline. This allows the principal and vice-principals to get out of their offices, get to classrooms, and spend time with teachers. Because Derild is the behavioral specialist, sits with students and helps them to make better decisions, and has helped change the culture of the school, if Mr. Lords had to choose between keeping the Athletic Trainer or the Dean of Students, he would choose the Dean of Students.

Derild Parsons stated that violent acts are down, and his research showed that violent acts have been consistently going down. The culture has changed. He enjoys working with students and

helping them to change their behavior. The principal and vice-principals spend more time in classrooms improving teaching and accountability.

Keith Slider, high school science teacher, stated that Derild has been indispensable, especially assisting during times when a student is not responding well in class.

Becky Dodd asked if the intercom service at schools was going to be installed.

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

Trustee Koenig requested the Dean of Students versus athletic training position on the next agenda.

Trustee Schank Carmen requested her BMAR policy placed on the BMAR list.

ADJOURNMENT

Trustee Whitaker made a motion, seconded by Trustee Gent, to adjourn the meeting at 8:53 p.m. The motion passed unanimously.

Carmen, Schank, Clerk of the Board

Prepared by Debra Shyne