

# CHURCHILL COUNTY BOARD OF SCHOOL TRUSTEES

Fallon, Nevada

## REGULAR MEETING

February 11, 2016

### CALL TO ORDER

President Hendrix called to order the regular meeting of the Churchill County School District Board of Trustees at 7:01 p.m. at the Churchill County School District Administration Office, 690 South Maine Street, Fallon, Nevada.

### PLEDGE OF ALLEGIANCE

Will Jensen led the pledge of allegiance.

### VERIFICATION OF POSTING OF AGENDA

### ROLL CALL

#### Trustees Present

Trustee Clay Hendrix, President  
Trustee Greg Koenig, Vice President  
Trustee Carmen Schank, Clerk  
Trustee Matt Hyde, Acting Clerk  
Trustee Rich Gent  
Trustee Kathryn Whitaker

#### Trustee Absent

Trustee Ron Evans

#### Others Present

Kimi Melendy, Director of Educational Services  
Phyllis Dowd, Director of Business Services  
Sharla Hales, Legal Counsel  
Will Jensen, Director of Special Services

Debra Shyne, Secretary

*(Interested Staff/Community Members per Attached List)*

### REVIEW AND ADOPTION OF AGENDA

Trustee Whitaker requested the agenda modified so that she could address Policy 5110.0 on the consent agenda. Trustee Schank made a motion to approve the agenda, seconded by Trustee Gent. There were no public comments. The motion passed unanimously.

### PUBLIC COMMENT

There were no public comments.

### RECOGNITIONS

#### **A. The Board will recognize the Eighth Grade Academic Team and the Sixth, Seventh, and Eighth Grade Spelling Bee Winners.**

Trustee Hendrix recognized the Eight Grade Academic Team; Trustee Gent recognized the sixth grade Spelling Bee Winners; Trustee Whitaker recognized the seventh grade Spelling Bee Winners; and Trustee Schank recognized the eighth grade Spelling Bee Winners.

- B. The Board will recognize the Churchill County High School Archery Team for winning the 2016 National Archery in the Schools Program – Nevada State Tournament.**

Trustee Hyde recognized the Archery Team players and their coach.

### **SUPERINTENDENT’S UPDATE**

- A. Written report provided regarding the Pledge of Allegiance in schools**

### **BUSINESS SERVICES UPDATE**

- A. Quarterly Workers’ Compensation Report Update (written report provided)**
- B. Quarterly Student Funds Report Update (written report provided)**
- C. Update regarding the Board Scholarship Fund Balance (written report provided)**
- D. Update regarding general business items**

Phyllis Dowd reported that the Food Services Request for Proposals (RFP) has been created. The goal is to have the RFP released next Tuesday afternoon or Wednesday morning. There will be a mandatory tour of the kitchens the first Friday in March and hopefully presentations to the Board on March 24.

### **UPCOMING BOARD EVENTS**

- A. February 16, Tuesday, 4:00 p.m., Budget Committee Meeting, District Offices**
- B. February 17, Wednesday, 4:00 p.m., Meeting with High School Staff – at the High School**
- C. April 9-11, Sunday-Monday, National School Board Association, Boston**

### **CONSENT AGENDA**

- A. Approval of Recommended Personnel Action (Attachment A)**
- B. Approval of Vouchers**
- C. Approval of January 28, 2016, Regular Board Meeting Minutes**
- D. Approval of January, 2016, Payroll**
- E. Approval of Annual Request to Lease Water Rights to Truckee Carson Irrigation District (TCID)**
- F. Approval of Review of Policy 5009.0 – Age of Entrance (Students) – Second Reading**
- G. Approval to Delete Policy 5010.0 – Elementary Student Placement (Students) – Second Reading**
  - 1. For Review Only: Deletion of Regulation 5010.0 – Elementary Student Placement*
- H. Approval of Modifications to Policy 5108.0 – Code of Honor (Students) – Second Reading**
  - a. Approval of Modifications to Policy 5110.0 – Churchill County High School Honors School (Students)**
    - 1. For Review Only: Review of Regulation 5110.0 – Participation in Churchill County High School Honors School Program (Students)*
- I. Approval of Modifications to Policy 5111.0 – Grading Policy (Students) – Second Reading**
- J. Approval of Modifications to Policy 7130.0 – Wellness and Healthy School Environment (Personnel/Students) – Second Reading**

Trustee Gent made a motion **to approve Consent Agenda Action Items A-G, I and J as provided**, seconded by Trustee Whitaker. There were no public comments. The motion passed unanimously; Trustee Evans was absent.

Trustee Koenig commented that the policy should be renamed to incorporate the Jump Start Program. Trustee Whitaker made a motion **to change the wording from College Jump Start Program to the District-approved Western Nevada College Jump Start Program and to change the title to Honors School and Jump Start Program**. The motion was seconded by Trustee Schank. There were no public comments. The motion passed unanimously; Trustee Evans was absent.

Trustee Gent made a motion, seconded by Trustee Schank, **to approve consent agenda action item H, as provided**. There were no public comments. The motion passed unanimously; Trustee Evans was absent.

## **REPORTS BY BOARD MEMBERS**

There were no reports.

## **OLD BUSINESS**

- A. **For Discussion and Possible Action: Call for additional bids through oral bidding and opening of the bid proposals and possible action to accept bid for the sale of the Plummer Building located at 50 East Virginia Street.**

There were no written or oral bids.

## **NEW BUSINESS**

- A. **For Discussion and Possible Action: Update regarding Early Retirement Incentive Program (Policy 4811) and review and possible approval of applications for early retirement.**

Phyllys Dowd explained the updated handout (provided at the meeting). Ms. Dowd reported that the cost associated with each buyout is her best guess, as she has not heard back from the state retirement system regarding her request for quote.

Trustee Koenig inquired about the budget for buyouts. Ms. Dowd reported \$100,000 is currently budgeted, and she expects vacancy savings of approximately \$100,000. Ms. Dowd won't be sure of the vacancy savings number until spring. Trustee Hendrix asked if she felt comfortable with that number and Ms. Dowd confirmed that she was pretty confident. Since budget meetings start next week it would be nice to know which staff members are voluntarily leaving the District so that the District can plan for next year's staffing.

Trustee Koenig made a motion, seconded by Trustee Hyde, **to accept the top six applications for early retirement incentive who meet the criteria of our policy**. Public Comments: Becky Dodd noted that in previous years the Board has re-opened the application process to offer additional buyouts when contemplating reductions in force, so that is also a possibility. The motion passed unanimously; Trustee Evans was absent.

- B. For Discussion and Possible Action: Approval of the employment contract with Kimi Melendy, Director of Educational Services, for the 2016-2017 school year, with no changes.**

Trustee Whitaker made a motion, seconded by Trustee Schank, ***to approve the employment contract with Kim Melendy, Director of Educational Services, for the 2016-2017 school year.*** There were no public comments. The motion passed unanimously; Trustee Evans was absent.

- C. For Discussion and Possible Action: Approval of the employment contract with Will Jensen, Director of Special Services, for the 2016-2017 school year, with one minor change – adding two personal days to his contract.**

Trustee Schank made a motion, seconded by Trustee Gent, ***to approve the employment contract with Will Jensen, Director of Special Services, for the 2016-2017 school year with the minor change of adding two additional personal leave days.*** There were no public comments. The motion passed unanimous; Trustee Evans was absent.

- D. For Discussion and Possible Action: The Board will determine the number of scholarships and the amount of money for the Churchill County Board of School Trustees Scholarship(s) for the 2015-2016 Seniors.**

Trustee Koenig made a motion, seconded by Trustee Hyde, ***to approve \$2,000 for scholarships recommending two \$500 to male students and two \$500 to female students.*** There were no public comments. The motion passed unanimously; Trustee Evans was absent.

- E. For Discussion and Possible Action: Regarding Renewal of Parson’s Contract for Construction Management Services.**

There were two options for extension: six weeks and nine months. Brian Byrd reported that if the six week extension were approved, Paul Eskeldson would be here through May 15, 2016, and would be able to punch out the high school auxiliary gym and get the music room addition under contract. Mr. Byrd explained that he was confident that he could take over the management of the remaining construction projects as there are not many construction projects on the horizon for the District.

Trustee Koenig made a motion, seconded by Trustee Hyde, ***to extend Parson’s Contract through May 15, 2016.*** There were no public comments. Board members and Brian Byrd expressed appreciation to Paul Eskeldson for the good work that he has done for the District. The motion passed unanimously; Trustee Evans was absent.

## **POLICIES**

### **A. FIRST READING**

- 1. For Review Only: Modifications to Policy 5112.0 – Retention Policy (Students)**
  - a. *For Review Only: Regulation 5112.0 (Renamed form Policy 5112.1) – Procedure for Retention (Students)***
  - b. *For Review Only: Regulation 5112.2 (to be incorporated into Regulation 5112.0) – Teacher Checklist for Retention (Students)***

This policy will be on the consent agenda of the next meeting.

**2. For Review Only: Modifications to Policy 5115.0 – Non-Resident Student Variance (Students)**

This policy will be on the consent agenda of the next meeting.

**3. For Review Only: Modifications to Policy 5120.0 – Student Withdrawal (Students)**

This policy will be on the consent agenda of the next meeting.

**4. For Review Only: Modifications to Policy 5120.1 – Release Time for Religious Functions (Students)**

This policy will be on the consent agenda of the next meeting.

**B. THIRD READING**

**1. For Review Only: Regulation 5136.2 – Banned and Illicit Substance Testing of Students Participating in Athletics or Extra-Curricular Activities (Students).**

Trustee Gent reported that he provided information to Dr. Sheldon and that he will meet with her regarding the regulation which will return to the Board for review.

**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 Hendrix commented that he intends to work with the agenda setting group with the goal to identify projected dates for agenda item requests.

Trustee Schank requested that appended to her existing agenda item request that math teachers come in and talk about Eureka Math and how common core is working. Trustee Schank also requested a report on the Read Well program from the principals as a separate agenda request item. Trustee Hendrix explained that, due to budget agenda items, that some of these items might not be addressed until April.

Trustee Shank inquired about the Pepsi Fund at the high school, as carbonated beverages are not allowed per the Wellness Policy. Ms. Dowd will ask Principal Lords to email that information to the Board.

**ADJOURNMENT**

Trustee Hyde made a motion, seconded by Trustee Koenig, to adjourn the meeting at approximately 8:00 p.m. The motion passed unanimously.

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Carmen, Schank, Clerk of the Board

*Prepared by Debra Shyne*