

CHURCHILL COUNTYBOARD OF SCHOOL TRUSTEES

Fallon, Nevada

REGULAR MEETING

March 10, 2016

CALL TO ORDER

President Hendrix 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

Paul Eskeldson led the pledge of allegiance.

VERIFICATION OF POSTING OF AGENDA

President Hendrix confirmed that the agenda was posted pursuant to NRS.

ROLL CALL

Trustees Present

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

Trustee Absent

Trustee Rich Gent

Others Present

Dr. Sandra Sheldon, Superintendent
Phyllis Dowd, Director of Business Services
Jacob Sommer, Substitute Legal Counsel

Debra Shyne, Secretary

(Interested Staff/Community Members per Attached List)

REVIEW AND ADOPTION OF AGENDA

Trustee Hyde made a motion to approve the agenda as written, seconded by Trustee Schank. There were no public comments. The motion passed unanimously.

PUBLIC COMMENT

There were no public comments.

SUPERINTENDENT'S UPDATE

A. Update regarding district-related matters

Dr. Sheldon reported that the District received the certificate of occupancy for the Auxiliary Gym. Dr. Sheldon explained that the locker rooms and bathrooms can be used for the upcoming track meets. The bleachers will be finished this week, the flooring will then be sanded, sealed, and striped, A&K will asphalt the parking lot, the chain link fence and gates will be installed, and a beautiful wall graphic will be placed on the wall opposite the bleachers. The architects and Rachel Mills (student artist at the high school) designed the

wall graphic. Dr. Sheldon thanked Paul Eskeldson for all of the work that he has done on this project.

Dr. Sheldon reported that the District received the Nevada 21 Technology grant for the middle school. The District will move forward with purchasing Chromebooks and schedule training for teachers. The grant is approximately \$435,000 and will continue the use of Chromebooks from elementary through middle school. Last year the Board approved \$300,000 for technology through the Capital Projects and Facilities budget, which can be focused on the high school. It won't be enough for a one-to-one implementation, so administration might come back to the Board requesting additional funds.

Dr. Sheldon stated that she has been looking for opportunities to get information out about the district's schools. Dr. Sheldon met with a representative from MyBaseGuide, which also has a mobile application, and is looking at placing an advertisement in that publication. The cost for an article and advertisement is \$3,700. The magazine is published in May. Dr. Sheldon stated that Trustee Gent is checking with Fleet Services to ensure that the magazine is distributed to incoming families.

UPCOMING BOARD EVENTS

- A. April 9-11, Sunday-Monday, National School Board Association, Boston**
- B. May 19, Thursday, Adult Ed Graduation, 7:00, CCHS Auditorium**
- C. May 27, Friday, 7:00 p.m., High School Graduation, Ed Arciniega Stadium, Churchill County High School**

CONSENT AGENDA

- A. Approval of Recommended Personnel Action (Attachment A)**
- B. Approval of Vouchers**
- C. Approval of February 2016, Payroll**
- D. Approval of February 25, 2016, Regular Board Meeting Minutes**

President Hendrix reminded the Board of the revised personnel action form in their red folders. Dr. Sheldon reported that postings for licensed staff were removed as it doesn't make sense to hire a teacher for two months. Trustee Whitaker made a motion, seconded by Trustee Hyde, ***to approve consent agenda action items A with revisions, B-D.*** There were no public comments. The motion passed unanimously; Trustee Gent was absent.

REPORTS BY BOARD MEMBERS

Trustee Hyde reported that he was approached by Mr. Campbell, Special Education Teacher at the middle school, who was looking for ideas to set up phones so he could teach his students the proper use of phones. Trustee Hyde requested a donation by CC Communications, which has provided two phones to the middle school. Trustee Hyde thanked CC Communications. Trustee Schank reported on her attendance at the Nevada Performance Plan Committee Meeting. Trustee Whitaker reported on her and Trustee Schank's attendance at Numa and E.C. Best staff gatherings where cake was served and they thanked staff for their hard work and efforts on behalf of our community.

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.

- B. **For Discussion and Possible Action:** Approval of audit corrective action plan to address 2nd 2014-15 budget augmentation which was properly authorized by the Board of Trustees in open meeting but no resolution was passed to implement it.

Phyllis Dowd explained that the Department of Taxation needs to approve financial statements submitted to them in October and this agenda item is for approval of the Corrective Action Plan.

Trustee Evans made a motion, seconded by Trustee Whitaker, ***to approve the audit corrective action plan to address the second 2014-15 budget augmentation.*** There were no public comments. The motion passed unanimously; Trustee Gent was absent.

NEW BUSINESS

- A. **For Discussion and Possible Action:** Approval of the purchase of a new Softball Scoreboard for the Churchill County High School athletic complex from Daktronics, Inc. in the amount of \$12,035 (\$4,500 donated by Rotary and \$7,535 to be paid for out of the Capital Projects Fund). Approve dedication of Softball Scoreboard in memory of Virgil Getto in accordance with District Policy/Regulation 1510.0.

[The Board temporarily skipped New Business A and B.]

Mr. Billwith and Ms. Huckaby, members of Rotary, explained that every year they have a fundraising project with matching grants from Rotary International. They decided to dedicate the scoreboard to Virgil Getto, a Rotary member who did so much for our community. This would be a good way to honor him.

Paul Eskeldson explained the construction of the scoreboard and stated that the pricing was competitive with other manufacturers. Dr. Sheldon stated that she asked Mr. Eskeldson to look into the cost of replacing theater seats as well.

President Hendrix asked Phyllis Dowd about the Capital Projects Fund. Ms. Dowd explained that the Capital Projects fund is at 42% of this year's budget, so it is in a good position.

Trustee Evans made a motion, seconded by Trustee Koenig, ***to approve the purchase of a new softball scoreboard for the Churchill County High School athletic complex from Daktronics, Inc., in the amount of \$12,035.*** There were no public comments. The motion passed unanimously; Trustee Gent was absent.

Trustee Evans made a motion, seconded by Trustee Hyde, ***to approve the dedication of the softball scoreboard in memory of Virgil Getto.*** There were no public comments. The motion passed unanimously; Trustee Gent was absent.

Ms. Huckaby requested the scoreboard purchase expedited as a good portion of softball players are seniors who helped raise money and their last home game is April 23. Dr.

Sheldon stated that the purchase order will be generated on March 11, so that Mr. Eskeldson could order the scoreboard.

B. For Discussion and Possible Action: Approve the purchase of a new Soccer Scoreboard for the Churchill County High School athletic complex from Daktronics, Inc., in the amount of \$8,860, to be paid for out of the Capital Projects Fund.

Paul Eskeldson explained the purpose for purchasing a new soccer scoreboard.

Trustee Koenig suggested that Mr. Eskeldson look into a mesh covering to protect the scoreboard. Mr. Eskeldson will check with the manufacturer to see if they have a covering that they fabricate or he will check with a local vendor.

Trustee Schank made a motion, seconded by Trustee Koenig, ***to approve the purchase a new soccer scoreboard for the Churchill County High School Athletics complex from Daktronics, Inc., in the amount of \$8,860, to be paid for out of the Capital Projects Fund.*** There were no public comments. The motion passed unanimously; Trustee Gent was absent.

C. For Discussion and Possible Action: Approve the design for the Churchill County High School Theater Remodel and Music Addition project.

Paul Eskeldson explained the Theater Remodel and Music Addition projects.

Trustee Evans made a motion, seconded by Trustee Schank, ***to approve the design for the Churchill County High School Theater Remodel and Music Addition project.*** There were no public comments. Trustee Schank asked if this would expend all of the bond funds. Mr. Eskeldson explained that this project will cost just over \$1,000,000 and there is \$1,400,000 remaining in the bond. Dr. Sheldon explained that the Board may consider looking at a second entrance into the parking lot from Taylor. Attorney Jake Sommers requested the Board stay on agenda. The motion passed unanimously; Trustee Gent was absent.

[The Board returned to Item A.]

D. For Discussion and Possible Action: The Board will discuss all aspects of the 2016-2017 Budget and set budget priorities in an effort to provide direction to the Budget Committee and staff so that items to be reduced can be explored and quantified. Staff will provide information to the Board for review. Any and every line item in the budget may be discussed and acted on for possible reduction.

Phyllis Dowd directed the board to page 74 in BoardBook; a synopsis of what was presented to the budget committee. The largest transaction on that page is the elimination of seven positions within the District. Six of the positions are resignations or retirements and one is a paraprofessional Instructional Assistant who would be reduced, but Mr. Jensen believes there is another position within the District for that employee. The District plans to increase bandwidth from 100 mpbs to 350 mpbs to enable each student to have enough bandwidth at a cost of \$25,000. This is a requirement by the State of Nevada for the middle school grant. The District will receive 77% back through E-Rate funds in the following year.

President Hendrix asked Phyllis Dowd the status of the Budget Committee work. Ms. Dowd reported having several Budget Committee Meetings. The Budget Committee has reviewed revenue projections and Ms. Dowd expects an update on revenue projections from the

Department of Taxation soon. The committee will discuss staffing on March 15 and will meet again on April 5 to wrap up the remaining items for the tentative budget that will be presented to the Board on April 14. If the Board approves the positions presented at the board meeting, the deficit will be \$843,000.

Dr. Sheldon sent the Board a high school class schedule. Dr. Sheldon requested Mr. Lords and Ms. Weldon reduce six to eight staff members. An average class load for a high school teacher over six periods would be 30 students per class, or 180 students. With 28 students per class the total students would be 168, thus an average of 168-180 students per teacher. Career and Technical Education courses would be smaller because of equipment and safety issues. PE, band, and choir can be much larger. Dr. Sheldon will meet with Mr. Lords next week to see if class sizes could be pared back.

Trustee Evans voiced concern about reducing three special education teachers and asked how it affects elementary caseworker loads.

Will Jensen stated that the reduction would be the life skills unit currently housed at E.C. Best. There are three life skills units, one at each elementary school, and each are currently being taught by long-term substitute teachers. The students in the E.C. Best classroom would be moved to Lahontan and Numa, based on their grade level. This would eliminate one of the transitions between schools for this group of students, which would be beneficial for these students. Mr. Jensen explained that a large number of students currently in the life skills units are not on the Nevada Alternative Assessment plan, developed by the state to meet the needs of students most significantly impacted by disability. Mr. Jensen stated that the life skills unit at Lahontan would have the most severely impacted students and would have a resource classroom taught by a special education teacher. Two teachers at Lahontan and Numa would handle inclusion. Mr. Jensen stated that this model has been run in the District before and was extremely successful.

Trustee Evans asked Mr. Jensen how he was going to shift staff to ensure needs are met. Mr. Jensen explained how he would balance caseloads. Trustee Schank asked Mr. Jensen to provide a report identifying the specifics of the restructuring. Discussion occurred regarding the size of special education teachers' caseloads, reasons to reduce the maintenance of effort, and the preference to not reduce-in-force staff, if possible.

Trustee Koenig made a motion, seconded by Trustee Schank, ***to accept the 2016-17 budget recommendations presented in the amount of \$370,733 dollars.*** There were no public comments.

Trustee Evans asked Principal Lords about the P.E. teacher reduction, asking if the high school would have two female and one male P.E. teacher and how many students are enrolled in P.E. Mr. Lords stated about 500 students are enrolled in P.E. and three teachers is sufficient.

President Hendrix asked Mr. Jensen if the District reduces the maintenance of effort how does that affect the district's relationship with the Department of Education and would the District be equipped if we had two more severely impacted students come to the District. Mr. Jensen explained that the District can reduce the maintenance of effort under the five federal legal exemptions and the District expends among the highest per student for students with disabilities in the state. If two more students with severe disabilities came to

the District, it could cause expenditures, but it would the way the District is configured now as well.

Discussion occurred regarding the reconfiguration of special education funding in the state.

The motion passed unanimously; Trustee Gent was absent.

President Hendrix stated that the Budget Committee needs an understanding of where the Board is going with respect to budget. President Hendrix requested each board member express their priorities in reducing \$800,000 to provide direction to the Superintendent and Ms. Dowd. President Hendrix stated that his priority was to increase morale.

Trustee Hyde stated that he was not interested in increasing class sizes, including classes at the high school, and perhaps looking at cutting administration.

Trustee Schank asked Mr. Lords to speak about cutting seven or eight teachers at the high school. Mr. Lords stated that the high school would bear the majority of the budget cuts. Mr. Lords stated that an average class contains 160 students, but that does not include elective teachers, ROTC, or science classes with labs. There are pockets of classes where there are low numbers. Mr. Lords has reviewed the course requests to look at cutting positions. Mr. Lords reported that the online program has a teacher and an aide with a projected number of 394 students next year. Class sizes in second semester look low because some students fail first semester and then go online. Mr. Lords stated that the high school lost twelve licensed positions last year and he reported high numbers in history classes while he has a math class of 11, English with 16, and another English class with 32 students. Mr. Lords stated that he could perhaps reduce a couple of teachers, but would like to get more staff in the online program. Mr. Lords will be going through the schedule to balance classes and assess staffing needs.

Dr. Sheldon stated that she spoke with Mr. Lords about placing Honors students into Advanced Placement (AP) classes in some instances. Many of the high school teachers have a total of 130, 120, and 109 students, so there is room for reduction. Dr. Sheldon is not in favor of high class sizes either, but the Board needs to cut \$850,000. Mr. Lords felt he could reduce four teachers. Dr. Sheldon asked him to look at cutting perhaps six. Dr. Sheldon reported that next year there are fourth and fifth grade classes that will have 30 students.

Mr. Lords stated that he is not a huge advocate of the four-day week, and understands that classified staff would take a big hit, but it would reduce sub costs for coaches as sporting events could be held on Fridays and Saturdays. Current classified staff could be grandfathered in and hiring new staff could be for less work hours. Savings in transportation would be minimal. Mr. Lords reported that the majority of high school teachers would take the 1.2% pay cut so they don't have class sizes of 35. Mr. Lords was not sure how students would handle the longer day; especially the younger students.

Mr. Lords will provide Dr. Sheldon with a spreadsheet of course requests, number of sections for each course, and average class size, as well as positions that he could be reduced. If reductions are greater than his recommendation, it could present problems. Some vocational classes will be combined to keep the numbers above 15. Mr. Lords stated that if he cut eight positions, that would be twenty licensed positions over the last two

years. Mr. Lords has been at the high school for seven years and there are 300 less students now than seven years ago.

Trustee Hendrix stated that at the meeting with teachers at the high school credit recovery was discussed and how it interferes with students taking elective courses. Mr. Hendrix asked Mr. Lords if he was able to look into changing requirements for curriculum and required courses.

Mr. Lords stated that the English department meets on March 11. Students need to take English one and two, but if they pass those, they could go into a life skills type of English class where they might work on resumes and employability skills. Graduation requirements used to be 24 credits, and the high school now requires 22.5. The state requires three math classes; the high school requires four. The state requires two science classes; the high school requires three. Only upper echelon colleges require three and four of these classes. However, students who take a year off math before going to college make math harder and students might have to take remedial classes.

President Hendrix commented about the trend where people are becoming more interested in a four-day workweek. Trustee Whitaker asked if there was data in support of a four-day workweek at the high school level. Trustee Whitaker stated that the Board's duty is to educate students and to do that, the District needs teachers.

Trustee Koenig commented that Trustees are identifying things they want, not ways to reduce.

Trustee Evans commented about smaller class sizes and technology and stated that adjusting the ending fund balance would reduce the number of reduction-in-force notices.

Trustee Schank commented that Elko cut their middle school sports program and has parents and volunteers handle sports through leagues. Trustee Schank asked Mr. Lords if he would want a four-day week or lose eight teachers. Mr. Lords said he'd rather have a four-day week. Trustee Schank voiced concern about students who might be unsupervised on Fridays if the District had a four-day week.

Trustee Koenig requested the Board receive a list of items to cut with the associated costs. Trustee Hendrix stated that he was not interested in reducing teachers, would be interested in a four-day workweek, and is not interested in asking staff to take pay cuts.

Dr. Sheldon stated that she appreciated what board members said and commented that it is a huge job to reduce the budget. In the past two years the District has cut almost five million dollars. Dr. Sheldon stated that cutting the middle school sports program would cut approximately \$50,000, reducing a vice principal would be approximately \$100,000, and there is the potential to reduce custodial staff by changing the cleaning cycle where every day they would sanitize bathrooms and empty trash, and clean surfaces and vacuum classrooms every other day. Travel costs to the general fund are low. The budget is pretty bare bones. Dr. Sheldon is open to any suggestions.

Phyllis Dowd commented that the District is looking at the potential to outsource foods service, and is not sure if there will be savings. The food service vendors will likely present to the Board at the next board meeting. There is a snag as the Department of Education has to review the Request for Proposal, and Ms. Dowd was unaware of that requirement. The

District did use the same RFP that Humboldt used and the state approved that RFP.

It was noted that if staff took a reduction of pay for the four-day work week it would represent a savings of approximately \$922,000, but all associations would have to agree. Becky Dodd commented that teachers have not had a pay raise in ten years.

E. For Discussion and Possible Action: Regarding contracting with a company to conduct a Parent, Teacher, and Student Perception Study.

[The board took a five minute break at 9:10 p.m. resuming at 9:19.] Trustee Evans left the meeting during break as he felt ill.

Dr. Sheldon stated that rather than develop a survey that would not scientifically-based, she would prefer working with a company, as she has done in the past, to conduct the survey on a yearly basis. The first year would provide a baseline, and from that point forward the vendor could provide an analysis of how perceptions have changed, either positive or negative. This data would assist with the district and school performance plans. Dr. Sheldon received two quotes from vendors. A question regarding school uniforms for elementary and middle students could be added to the survey.

Trustee Schank commented that this might not be the right timing for a survey. After discussion, there was no motion to move forward.

POLICIES – FIRST READING

A. For Discussion Only: Modifications to Policy 5121.0 – Exemption from Compulsory Attendance (Students)

For Review Only: New Regulation 5121.0 – Notice of Intent to Homeschool Form

This policy will return for second reading.

B. For Discussion Only: Deletion of Policy 5122.0 – School Attendance Sectors (Students)

This policy will return for second reading.

C. For Discussion Only: Modifications to Policy 5131.0 (renumbered from 5131.1) – Silent Contemplation (Students)

The Policy Committee questioned whether or not students knew the meaning behind the moment of silence, so it was decided to add the following sentence: The Superintendent ensures that the purpose of the moment of silence is communicated to students and staff at least yearly. This policy will return for second reading.

D. For Discussion Only: Modifications to Policy 5135.0 – Student Solicitation (Students)

Previously the policy said solicitation could occur for the Easter Seals, March of Dimes, and Cancer Society. It was decided that students collecting money is not a good idea. Trustee Hendrix suggested changing “cash” to “U.S. currency.” Collecting cash in support of fundraisers was discussed, as Becky Dodd commented that classes collect money to “save the whales” and for other environmental or community concerns.

Dr. Sheldon noted that this policy is for solicitation of cash for a cause. It does not preclude students holding car washes or bake sales where an adult is supervising the collection of money.

Trustee Hyde noted a loophole in the policy whereby the student could sell a pen for a donation for a cause.

This policy will return for second reading.

E. For Discussion Only: Modifications to Policy 5135.5 – Corporal Punishment (Students)

This policy will return for second reading.

PUBLIC COMMENT

Becky Dodd commented that the auxiliary gym is finished but there are lights on the building all the time. Ms. Dodd requested the lights be motion sensor lights.

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

Trustee Schank requested Eureka Math removed from the list. Trustee Schank requested that both positive and negative feedback be reported on the Read Well program.

Trustee Hendrix requested the survey be added to the BMAR list for July or August, after the budget is passed.

SET DATE AND TIME FOR NEXT BOARD “AGENDA SETTING” MEETING

Agenda setting will be after the Budget Committee meeting scheduled on March 15. Trustees Hendrix, Koenig and Schank will attend.

CLOSED SESSION

A. Discussion of negotiations and strategies regarding Churchill County Administrators Association, Churchill County Education Association, and the Nevada Classified School Employees Association pursuant to NRS 288.220.

At 9:58 p.m. Trustee Koenig made a motion, seconded by Trustee Schank, to go into closed session pursuant to NRS 288.220. The motion passed unanimously.

The Board also met in litigation session.

ADJOURNMENT

At 10:49 p.m. Trustee Koenig made a motion to go into open session, seconded by Trustee Hyde. The motion passed unanimously.

At 10:49 p.m. Trustee Koenig made a motion to adjourn, seconded by Trustee Hyde. The motion passed unanimously.

Carmen, Schank, Clerk of the Board

Prepared by Debra Shyne