

# CHURCHILL COUNTY BOARD OF SCHOOL TRUSTEES

Fallon, Nevada

## REGULAR MEETING

June 23, 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

Sharla Hales, legal counsel, led the pledge of allegiance. President Hendrix commented that Trustee Koenig had a family emergency and would not be at the meeting. President Hendrix requested a moment of silence for Trustee Koenig's family emergency.

### VERIFICATION OF POSTING OF AGENDA

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

### ROLL CALL

#### Trustees Present

Trustee Clay Hendrix, President  
Trustee Matt Hyde, Acting Clerk  
Trustee Carmen Schank, Clerk  
Trustee Rich Gent  
Trustee Kathryn Whitaker  
Trustee Tricia Strasdin (appointed at meeting)

#### Others Present

Phyllis Dowd, Director of Business Services  
Sharla Hales, Legal Counsel  
  
Debra Shyne, Secretary  
*(Interested Staff/Community Members per Attached List)*

#### Trustees Absent

Trustee Greg Koenig, Vice President

### REVIEW AND ADOPTION OF AGENDA

Trustee Whitaker requested Consent Agenda Item E pulled for discussion. Trustee Schank made a motion to approve the agenda as written with modification, seconded by Trustee Gent. The motion pass unanimously; Trustee Koenig was absent.

### PUBLIC COMMENT

There were no public comments.

### 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 Oath of Office will be administered following action to appoint.**

Board applicants drew numbers to determine order of interviews: Ms. Strasdin was first and Mr. Drost was second. The applicant not being interviewed waited in the Board Conference Room. Board member asked questions of each of the applicants.

The Board deliberated. Trustee Whitaker made a motion, seconded by Trustee Hyde, ***to appoint Tricia Strasdin to the Churchill County School Board of Trustees for the unexpired portion of Trustee Evan's term.*** Trustee Hyde seconded the motion. There were no public comments. The motion passed unanimously; Trustee Koenig was absent.

President Hendrix thanked Ms. Strasdin and Mr. Drost for applying. President Hendrix administered the Oath of Office to Tricia Strasdin. Trustee Strasdin agreed to take over the committee's vacated by Trustee Evans.

## **PUBLIC HEARING**

- 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.**

Phyllys Dowd explained that there was one typographical error in the amended budget that was corrected (handout provided). Ms. Dowd explained the changes to the budget. Ms. Dowd explained that the ending fund balance is anticipated to be at \$1,505,000; roughly a \$500,000 increase from what was projected in December. There have been some changes to the District's funding stream, more special education funding, and District administrators and staff have been conscientious and did not expend 100% of their budgets.

Trustee Schank made a motion, seconded by Trustee Gent, ***to approve the Amended Budget as written with the corrections for fiscal year 2016.*** There were no public comments. The motion passed unanimously; Trustee Koenig was absent.

## **BUSINESS SERVICES UPDATE**

- A. Budget to Actual Report (written report provided)**  
**B. Update regarding general business items**

Ms. Dowd commented that on June 1 (after the District held the 2017 budget public hearing) the Department of Education reported that the funding per pupil went down \$69 per student, which equals \$212,000 in funding (6,744 per student). This was not expected so late in the budget process and the Department of Education apologized. Ms. Dowd stated that the higher ending fund balance plus the contingency fund will help with this decrease in funding for next year.

## **EDUCATIONAL SERVICES UPDATE**

- A. The latest Student Enrollment Data will be provided to the Board of Trustees (written report provided)**  
**B. April, May, 2016, Violent Acts Report (written report provided)**

## **CONSENT AGENDA**

- A. Approval of Recommended Personnel Action (Attachment A)**
- B. Approval of Vouchers**
- C. Approval of May, 2016, Payroll**
- D. Approval of May 26, 2016, Regular Board Meeting Minutes**
- E. Approval of Amendment to Employment Contract for Steve Russell, Director of Transportation/Safety**
- F. Approval of Employment Contract for Derild Parsons, Director of Special Education**
- G. Approval of Employment Contract for Phyllys Dowd, Director of Business Services, no changes to contract**
- H. Approval of Workers' Compensation Insurance Renewal for July 1, 2016 to June 30 2017**

Trustee Gent made a motion ***to approve Consent Agenda Items A-D and F-H as provided***, seconded by Trustee Hyde. Public Comment: Becky Dodd, Churchill County Education Association President, requested contracts have the same expiration date as teachers and classified in April, so that contracts can be included in budget reduction discussions. The motion passed unanimously; Trustee Koenig was absent.

Trustee Whitaker identified a typographical error where "the board employees" should be changed to "the board employs." Trustee Whitaker made a motion, seconded by Trustee Schank, ***to approve Item E with noted change***. Public Comment: Ms. Dodd voiced concern about giving one person a raise and not everyone. She asked what Mr. Russell has accomplished this past school year to merit this raise. The Board took a brief break while Sharla Hales, legal counsel, conferred with Trustee Strasdin. The motion passed unanimously; Trustee Koenig was absent.

## **REPORTS BY BOARD MEMBERS**

Trustee Whitaker reported on her and Trustee Koenig's attendance at the Nevada Association of School Boards professional development training and relayed some information to the Board regarding the qualities of an effective school board.

## **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 public bids received. The Board concurred with Phyllys Dowd's request to remove this agenda item from future agendas and bring it back when the realtor identifies someone interested in purchasing the property.

- B. For Discussion and Possible Action: Action to ratify the 2016-2017 School Year Tentative Agreement between the Churchill County School District and the Churchill County Administrators Association, including fiscal impact data.**

Trustee Gent made a motion, seconded by Trustee Schank, ***to ratify the 2016-17 School Year Tentative Agreement between the Churchill County School District and the Churchill***

**County Administrators Association, including fiscal impact data.** There were no public comments. The motion passed unanimously; Trustee Koenig was absent.

## **NEW BUSINESS**

- A. For Discussion and Possible Action: Acceptance of renewal proposal from Nevada Public Agency Insurance Pool (POOL) and approval for payment from fiscal year 2016-2017 funds.**

Wayne Carlson, Executive Director of POOL, handed out a brochure to the Board of Trustees and explained the resources that POOL provides to the District.

Trustee Whitaker made a motion, seconded by Trustee Schank, ***to accept renewal proposal from Nevada Public Agency Insurance Pool and approval for payment from fiscal year 2016-2017.*** There were no public comments. The motion passed unanimously; Trustee Koenig was absent.

- B. For Discussion and Possible Action: The Board will receive information regarding the District's incurring of expenses within the approved budget and the timing of payments to vendors. The Board may take action to revise Policy 3300 to allow payments of all expenses for services and products that have been included under the approved budget prior to the Board's approval of vouchers.**

Phyllis Dowd commented that the Board did not have a quorum in place for the first meeting in July. Finance charges or late fees are assessed if the District does not pay vendors on time. Dr. Sheldon authorized the business office to mail payments to those vendors. Ms. Dowd noted that by the time vouchers come before the Board the District is obligated to pay the vendor as the purchase order has been created and it obligates the District to pay the vendor for services performed or products received. There are controls within the account system that does not allow sites to go over their budget. Ms. Dowd would like this policy change so that payments can be made to vendors on a weekly basis regardless of potential late fees and this change would make processing invoices in the business office easier. The Board will still see every voucher paid in BoardBook and the Board can request more information on payments made at any time.

It was decided that this policy would go before the Policy Committee if the committee meets before the next board meeting. If the Policy Committee does not meet before the July meeting, then this policy will return to the Board for second reading in July.

- C. For Discussion and Possible Action: The Board of Trustees will hear the appeal of Keith Boone's reassignment to Churchill County Middle School Vice Principal. The Board may meet in closed session pursuant to NRS 241.030(1) to consider the character, alleged misconduct, professional competence or physical or mental health of Mr. Boone as they relate to the reassignment.**

Mr. Evenson, attorney for Mr. Boone, commented that NRS 391.825 took effect in October of 2015 and subsection two makes the proposed action invalid as it violates this statute.

*[The Board took a break from 8:53 to 9:07.]*

President Hendrix asked if Mr. Boone would like the hearing in open or closed session. Mr. Evensen requested closed. The Board met in an Appeal Hearing and in Litigation Session.

Trustee Whitaker made a motion, seconded by Trustee Hyde, ***to go into closed session pursuant NRS 241.030(1) to consider the character, alleged misconduct, professional competence or physical or mental health of Mr. Boone as they relate to the reassignment.*** There were no public comments. The motion passed unanimously; Trustee Koenig was absent.

*[The board meeting reconvened at 10:50.]*

**D. For Discussion and Possible Action: The Board will deliberate and take action in open session to approve or deny Mr. Boone’s appeal of his reassignment to Churchill County Middle School Vice Principal.**

President Hendrix congratulated both parties for a professional, well-argued, and well-reasoned presentation. Ms. Hales provided handouts to the public of information that was requested by board members: Mr. Boone’s appeal letter, MAP test data, and salaries of administrators.

Trustee Schank made a motion, seconded by Trustee Hyde, ***to keep Keith Boone as principal at E.C. Best, to uphold the appeal.*** Public Comment: Nona McFarlane, Julie Getch, Heidi Emke Barnes, and Brenda Boone commented in favor of Mr. Boone remaining at E.C. Best. The motion passed unanimously; Trustee Koenig was absent.

**PUBLIC COMMENT**

Becky Dodd, Churchill County Administrators Association President, commented that there is an additional \$300,000 in the budget and requested the Board hire teachers to teach art, music, and physical education in the elementary schools.

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

Trustee Schank requested information about changes made to special education by transferring units to different school, specifically a report by Numa regarding special education at their school; a job description for Derild Parsons position (which can be provided by Dr. Sheldon); and a full report on how the different entities located at the West End Complex are functioning.

Trustee Whitaker requested minimum class sizes be removed from the list and creating a new trustee training program and address board governance book be added.

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

President Hendrix stated that he will be at the July meeting, but unavailable for agenda setting. It was decided that agenda setting would be Trustee Koenig, Trustee Hyde and Trustee Strasdin on July 18 at 4:00, if Trustee Koenig is available.

**ADJOURNMENT**

Trustee Schank made a motion, seconded by Trustee Hyde, to adjourn the meeting at approximately 11:19 p.m. The motion passed unanimously.

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Carmen, Schank, Clerk of the Board

*Prepared by Debra Shyne*