

# CHURCHILL COUNTYBOARD OF SCHOOL TRUSTEES

Fallon, Nevada

## REGULAR MEETING

October 13, 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

Trustee Hyde led the pledge of allegiance.

### VERIFICATION OF POSTING OF AGENDA

President Hendrix confirmed the posting of the agenda pursuant to NRS.

### 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 Tricia Strasdin  
Trustee Kathryn Whitaker

#### Others Present

Dr. Sandra Sheldon, Superintendent  
Sharla Hales, District Counsel  
Phyllys Dowd, Director of Business Services  
Lisa Bliss, Assessment and Data Coordinator  
  
Debra Shyne, Secretary  
*(Interested Staff/Community Members per Attached List)*

### REVIEW AND ADOPTION OF AGENDA

Trustee Gent made a motion to adopt the agenda, seconded by Trustee Hyde. The motion passed unanimously.

### PUBLIC COMMENT

Becky Dodd commented on the lack of substitutes in the District and on the new curriculum of the District. In the past, teachers were asked to assess the pros and cons of each option, and the top choices were piloted. Teachers are no longer involved.

Elena Marsh reported that an athlete was injured on the high school field recently and no one was there to assist. She requested the District hire an athletic trainer. Ms. Marsh also commented that the District changed insurance and she is paying double on her prescriptions. The Health Insurance Committee had told employees that the coverage would be the same.

### SUPERINTENDENT UPDATE

- A. Principal Shawn Purrell and School Counselor Noreen Swenson will provide a presentation to the Board regarding Numa's work on student.**

Noreen Swenson had a family emergency and could not attend the meeting. Principal Purrell reported on Eureka Math, IXL, FOSS Kits, and Zearn (curriculum), as well as literacy in the classroom and remediation. IXL helps students practice math in the classroom on Chromebooks. Several teachers are trying Zearn, which follows Eureka Math curriculum but it is electronic. After parent conferences, Numa will start an after school program focusing on math. Numa is focusing on their literacy plan and are using FOSS kits in science. Mr. Purrell reported that fifth grade is one-to-one and fourth grade is two-to-one with Chromebooks. Chromebooks are used a lot in most subjects. Mr. Purrell reported that the UNR Mobile Engineering Unit will be visiting Numa. Mr. Purrell meets with teachers quarterly to go over assessment data and to discuss ways for improvement.

Mr. Purrell reported on the positive behavior supports following the S.O.A.R. model where students and staff work together to create an atmosphere that is safe, develops outstanding character, promotes academic achievement, and encourages respect for self and others. Mr. Purrell reported that students are given golden tickets and duck bucks for good behavior and students who consistently exemplify S.O.A.R. goals are recognized monthly. Numa uses Character Counts and the TRIBES model. Mr. Purrell reported on other ways that Numa promotes student unity and family involvement.

Trustee Schank asked if Mr. Purrell felt that special education classes were adequately staffed. Mr. Purrell stated that Numa is adequately staffed.

Trustee Schank asked about the GATE program. Dr. Sheldon reported that Derild Parson's has been working with teachers and Patty Fleming continues to work with teachers who have GATE students, helping them differentiate and expand on the learning in those classrooms. GATE students will be given Chromebooks to take home where they can work on project-based curriculum.

Trustee Whitaker stated that the committees in technology, English language arts, math, and science have representatives from each school and she is concerned that information is not getting back to schools. Mr. Purrell stated that representatives from the committee do not report at staff meetings, but they send out an email the day after the meeting to inform the rest of the staff of the progress made at committee meetings.

President Hendrix asked Mr. Purrell his opinion of how grade level schools are working. Mr. Purrell stated that this is the second year of implementation and while it represents different dynamics and challenges, it is too early to tell about academic changes.

## **B. Update regarding district-related matters**

Dr. Sheldon reported that surveys will be available for parents to take at parent conferences on October 20 and October 21 utilizing Chromebooks. There will be a link on the District website starting on October 20 and the link will be posted on the District's and schools' Facebook pages. A letter will go home to parents on October 18 regarding the purpose of the survey. Student surveys for middle and high school will be available after the high school students get their Chromebooks. The link to the survey will be available to students in the Google Classroom. Staff will receive an email that will contain a link to the survey. That survey will be open on October 31 and will close November 10.

Dr. Sheldon reported that there will be a District survey for staff, parents, and the

community, but she does not want to have two surveys in the same time period, so that survey might launch in December or January. The District's new parent community engagement person will be on board by then and might go to Wal-Mart or Safeway and provide information to community members.

Dr. Sheldon stated that she was not planning on having custom questions on the survey. She plans to provide hand ballots at teacher conferences to ask parents whether they are in favor of having school uniforms.

Dr. Sheldon reported that she will be attending the City Council meeting on October 18 to testify regards the medical marijuana business that wants to open on Williams Avenue, located within the circle of proximity to West End Facility. While most of the West End Facility is the District's warehouse and used for technology support, the Adult Education building has some high school, middle school, and elementary students that utilize the facility with the District's online program.

Dr. Sheldon reported that a person in the community wants to be a volunteer as part of a Foster Grandparent Program, managed out of Sparks, Nevada. The Foster Grandparent Program vets the applicants, runs them through a background check, and finds them a school to volunteer in. Dr. Sheldon stated that principals were in favor of this program. There used to be a Foster Grandparent Volunteer program in the District years ago.

## **BUSINESS SERVICES UPDATE**

### **A. Update regarding general business items**

Phyllis Dowd stated that the auditors have completed their field work and there were no new findings to report. The audit report will be presented to the entire board at the November meeting. The document will be presented to the Board President by the end of the month, as per statute requirements.

## **UPCOMING BOARD EVENTS**

- A. Friday-Saturday, November 18-19, Nevada Association of School Boards Annual Conference, Atlantis Casino Resort Spa, Reno**
- B. Saturday-Sunday-Monday, March 25-27, 2017, National School Board Association's 77<sup>th</sup> Annual Conference, Denver, Colorado**

## **CONSENT AGENDA**

- A. Approval of Recommended Personnel Action (Attachment A)**
- B. Approval of Vouchers**
- C. Approval of September, 2016, Payroll**
- D. Approval of September 22, 2016, Regular Board Meeting Minutes**
- E. Approval of October 6, 2016, Special Board Meeting Minutes**
- F. Approval of 2016-17 School Site Student Progressive Discipline Plans**
- G. Approval of Student 16-17 for Exemption from Receiving Immunizations based on Religious Reasons (NRS 392.435)**
- H. Approval of Student 16-18 to Enter the General Education Development (GED) program**

Trustee Whitaker requested Item 10E pulled for discussion.

Trustee Gent made a motion, seconded by Trustee Whitaker, **to approve Consent Agenda Action Items A-D and F-G as provided**. There were no public comments. The motion passed unanimously.

Trustee Whitaker requested that information about the district vision be included in the October 6 minutes. The minutes will return for approval at the next Board meeting.

## **REPORTS BY BOARD MEMBERS**

Trustee Hyde reported that he and Trustee Koenig spoke with Senator Heller and Representative Amodei about the Coalition when they were in Washington D.C.

Trustee Whitaker reported on the progress of the recent policy committee meeting, and that she went with the Lahontan Elementary School staff to volunteer time at the Fallon Daily Bread.

Trustee Schank reported on her visit to the middle school and on her experience eating Chartwells' food at the school. The food was excellent.

Trustee Hendrix thanked the Board for their attendance at the Board Retreat where they shared their personal beliefs, philosophies, and got to know the new board member, Phil Pinder, who will be coming on the Board in January. Trustee Hendrix stated that Lisa Bliss provided information on test scores and that a report will be on the Board agenda at a future meeting.

## **NEW BUSINESS**

### **A. For Discussion Only: Report on Chartwells Food Services.**

Phyllis Dowd provided a handout that contained meal counts and various programs that Chartwells has implemented. Ms. Dowd reported that the Fresh Fruit and Vegetable program has been implemented at all four elementary schools where students get to experience different fruits and vegetables as a snack in the classroom. Chartwells initiated five days of staff training before school started, paid for by Chartwells, which including Infinite Campus point of sales processes. Some topics covered were: culinary techniques, food safety, kitchen safety, civil rights, customer service, marketing, and meeting our USDA standards. Ms. Dowd reported on the new equipment that Chartwells has purchased for schools and provided the numbers of meal sales (see handout). Adult sales and ala cart items were not provided, but Ms. Dowd reported that adult sales are increasing.

President Hendrix asked how the District communicates with food services. Ms. Dowd reported that she and Dr. Sheldon meet weekly with Mark Harrison, and they communicate via phone, email, or text messages on a daily basis.

Trustee Gent asked Mr. Harrison how Chartwells' Corporate Office feels about the significantly lower number of meals being served due to breakfast at the elementary schools occurring before school starts. Mr. Harrison stated that any time there is a decrease in meals it raises eyebrows but they are looking at ways to take meals to the students; perhaps making bagged breakfast and taking it to the children on the playground. The weather has been so beautiful it's hard to get the students to come into the cafeteria to eat.

Dr. Sheldon reported that the middle school breakfast count is low. Perhaps breakfast could be taken out to the courtyard or, if the weather is bad, to the small gym, where students congregate.

Trustee Hyde asked about marketing strategy. Mr. Harrison reported that he intends to get information out on Facebook, the District's web page, the local radio station, and through Lahontan Valley News. Some parents do not know that breakfast is free for Pre-K through 5<sup>th</sup> grade.

Dr. Sheldon commended Mr. Harrison as he arrived in Fallon two and a half weeks before the start of school and has done an excellent job. Mr. Harrison stated that his staff is excellent and they have embraced all of the changes.

**B. For Discussion Only: Agenda item to ascertain who will attend the National School Board Association (NSBA) Annual Conference, March 25-27, 2017, Denver, Colorado. (Housing Opens October 19)**

Dr. Sheldon reported that, through a budget augmentation, the District could send as many Board members who are interested in attending the conference.

Attendees are Dr. Sheldon and Trustees Strasdin, Schank, Gent, and Hyde. Debra Shyne will check with Phil Pinder to see if he can attend.

**C. For Discussion Only: Discussion regarding how the information gathered in Infinite Campus (the student information data collection system) is analyzed and used for decision-making, and whether there are adequate protections in place to keep the information secure and prevent its misuse.**

Trustee Schank expressed her concerns regarding student data collection. She contacted several sources, including the University of Nevada, Reno, the Department of Analytical Investigation, and Oasis Online. Trustee Schank's concern was that the system could be hacked and student data would be compromised. She was also concerned that data follows the students from kindergarten through universities and into the work force.

Glen Meyer, IT Director for the Nevada Department of Education, commented that while he agrees with Board Member Schank, if data exists it can be hacked, he does not agree with the statement that there is nothing that can be done to prevent a hack. There are a lot of things that can be done. First, become aware and understand what data is out there, where it is being stored, and who has access to the data.

Mr. Meyer stated that prior to the Infinite Campus implementation, every district (17 districts plus a charter school district), had separate student information systems. Those systems were housed locally within each district, sometimes in a not so secure environment. Each one of those implementations were unique in the fact that they were configured specifically for that district, and they could not speak to each other digitally.

Mr. Meyer stated that with the Infinite Campus state-wide implementation, each school district has its own Infinite Campus instance, isolated, and its security model is controlled by that district. The district grants access to the data that resides in the system. The State is required to collect certain information from districts. There is a state edition of Infinite

Campus also, which is a separate data set isolated from the districts' data sets. The districts' datasets synchronized the State's data.

Mr. Meyer reported that as the data moves up the chain from the district level to the state level and then to the federal level the data provided narrows in focus, and is filtered more

and more as it moves through the process. Although the State receives some student-level data, the federal government receives no student-level data. The State only provides the federal government with aggregate data for reporting purposes. Mr. Meyer included a link in the handout to the ED Facts website, which is where most of those federal reports are available for public viewing (see handout for website links). The handout explains the data that the federal government asks for and why.

Trustee Gent asked about internal threats and what prevents a person from bringing in a thumb drive and getting access to information.

Mr. Meyer stated that internal threats are definitely more of a concern than external threats. The State of Nevada continually provides security awareness training for all State employees at least annually. The Department of Education conducts internal security awareness training: what security level is in place and who should or should not have access of that information. Mr. Meyer stated that there are about 300 data points, but data is not collected for all students and NDE does not collect all of the data points.

Dr. Sheldon stated that employees have minimal access to student data. Teachers have access to students in their classroom, principals have access to students in their building, district-level employees have access to all students. Decisions have been made as to who will get access and what permissions they are given. Teachers are given in-service training on FERPA and are aware that student data is highly confidential and the data only goes to those people who are authorized.

Public Comment: Amber Sanchez commented on hacking, profiling, and questioned the district's liability if a breach occurred. Ms. Sanchez questioned if parents would be notified.

Dr. Sheldon stated that the District has a security plan in place within the laws of Nevada, and for security purposes, that plan cannot be divulged. The District meets bi-monthly with first responders to be sure everyone is aware of the protocols. Dr. Sheldon stated that parent communication is a high priority for the District on all information that can be shared with parents.

Dr. Sheldon shared a Lahontan Valley News article written by Aly Lawson about test data.

Trustee Whitaker stated that while anything can be hacked, she appreciated Trustee Schank for being concerned. If we are unaware we will be caught unaware in an emergency. The data's purpose is to help students who might be struggling and the misconception is that the data is followed all the way to the workplace. The important thing to remember is that we are using data wisely for the benefit of our students.

## **POLICIES – FIRST READING**

### **A. Revisions to Policy 5119.1 – Attendance Policy – All Churchill Count Schools (Students)**

*1. Review of Regulation 5119.1 – Attendance Policy – All Churchill County Schools*

### **B. Revisions to Policy 5135.1 – General Student Conduct (Students)**

### **C. Revisions of Policy 5135.6 – Students with Disabilities – Aversive Interventions and Mechanical and Physical Restraints (Students)**

*1. Review of Regulation 5135.6 – Students with Disabilities – Aversive Interventions and Mechanical and Physical Restraints*

There were no comments on these policies and regulations.

## **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 ITEM**

Trustee Strasdin requested discussion on the potential for an athletic exit interview to be given to athletes and parents upon completion of the athletic seasons for the District to get feedback regarding athletics.

Trustee Whitaker requested more discussion about test results.

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

Agenda setting was scheduled for Monday, October 17, 5:00 p.m. – Trustees Hendrix, Koenig, and Whitaker.

## **ADJOURNMENT**

Trustee Gent made a motion, seconded by Trustee Hyde, to adjourn the meeting at approximately 9:19 p.m. The motion passed unanimously.

The Board then met in closed session.

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Carmen, Schank, Clerk of the Board

*Prepared by Debra Shyne*