

# CHURCHILL COUNTY BOARD OF SCHOOL TRUSTEES

Fallon, Nevada

## REGULAR MEETING

May 10, 2017

### CALL TO ORDER

President Hendrix called to order the regular meeting of the Churchill County School District Board of Trustees at 6:31 p.m. at the Churchill County School District Administration Office, 690 South Maine Street, Fallon, Nevada.

### PLEDGE OF ALLEGIANCE

### VERIFICATION OF POSTING OF AGENDA

President Hendrix confirmed the posting of the agenda pursuant to NRS 241.

### ROLL CALL

#### Trustees Present

Trustee Clay Hendrix, President  
Trustee Kathryn Whitaker, Vice President  
Trustee Carmen Schank, Clerk  
Trustee Matt Hyde, Acting Clerk  
Trustee Phil Pinder  
Trustee Rich Gent  
Trustee Tricia Strasdin

#### Others Present

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

### REVIEW AND ADOPTION OF AGENDA

Trustee Hendrix noted that Jillian Burns, number two on the Personnel Action form, is removed from the Licensed Personnel hiring list as she has declined employment with the District. Trustee Gent moved to approve the agenda as provided with the changes accordingly, seconded by Trustee Schank. There were no public comments. The motion passed unanimously.

### PUBLIC COMMENT

Patty Fleming, teacher on special assignment, thanked the Board for the tote bags for staff during teacher appreciation week. Ms. Fleming thanked Kristin Sheldon, Family Involvement Coordinator, for creating the "Math Made Easy" flyer advertising for family involvement (parents and students) in elementary school mathematics. The event is scheduled on May 23 from 5:15 p.m. to 6:30 p.m. in the training room at the District Office.

## **RECOGNITION**

### **A. The Board will recognize the high school students who created the Emergency Response video and the Earthquake Safety video with a Certificate of Appreciation by the State of Nevada, Department of Education.**

The Board and audience viewed the Emergency Response video. Dr. Sheldon reported that students from E.C. Best were actors in the Earthquake Safety video. The Department of Education has asked if they could use the Emergency Response and Earthquake Safety videos. Mr. Rutledge introduced the students in attendance and explained the process for making the videos. Trustee Gent applauded the students' efforts for safety. Trustee Gent presented those in attendance with a certificate from the State of Nevada Department of Education in appreciation of their efforts in creating the training videos. The following high school students participated in the creation of the videos: Bryan Duenas, Leslie Duenas, Marly Green, Michael Hannah, Jefery Horne, Miliana Lattin, Michelle Manzo, Karen Sanchez, and Kiley Woolsey.

### **B. The Board will recognize 2017 school district Retirees.**

Trustee Whitaker thanked the retirees for their work and service to the District for the benefit of employees, staff, and especially students. Trustee Whitaker presented marble apples with engraved nametags to the following retirees in attendance: Carol Reynolds-Woodsford, Arlene Detomasi, Teresa Moyle, Patricia Fleming, Debra Smotherman, and Kirsten Wilson. Retirees not present: Robert Freeman, Eileen Haugen, Joan Hutchings, Lucy Rickman, Diana Strickland, and David Wuth.

## **SUPERINTENDENT UPDATE**

### **A. Report regarding AP Online courses**

Dr. Sheldon provided Board members with information regarding Clark County's online program (handout provided). This program aligns with the Nevada Academic Content Standards, is accredited and recognized by the State of Nevada, and is hosted through the Canvas Learning System. The program offers AP classes, honors classes, and classes where students can receive certification, such as CTE courses. Teachers are engaged in working online with students taking these courses. The cost is \$175 per class and students remain enrolled in Churchill County School District when taking these courses. President Hendrix asked that staff circulate this information at the high school to students who would like to take AP courses not provided by our District. Dr. Sheldon stated that the Board would need to determine if the high school would pay for those courses. The District is also looking at a new online program for Adult Education and for the high school for credit retrieval at no cost, as the District pays for that program up front. Dr. Sheldon stated that she would bring information to the Board regarding guidelines to implement this program. Trustee Whitaker asked for information about pass rates for the AP courses taken through Clark County's online program. Dr. Sheldon stated that she would provide the Board with that information.

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

Dr. Sheldon reported that the video displayed just prior to the meeting was a video of the recent “Yellow Bus Tour” on May 2 where 17 participants boarded a bus and toured Northside Early Learning Center where Principal Johnson provided an overview of their program and guests viewed classrooms and spoke with teachers. The guests then toured Numa Elementary School. The 5<sup>th</sup> grade students were testing, so guests visited Ms. Moore’s 4<sup>th</sup> grade classroom where half of the student were working with Chromebooks and the other half were reading books. Students were identifying whether they were going to read a book, write in a journal, or work on Chromebooks. Guests were able to visit with Patty Fleming and three teachers who just completed a walk-through as they discussed what they learned in those classroom walk-throughs. Guests then had lunch at the high school, prepared by the culinary arts students. Mr. Lords spoke about the programs at the high school and then guests toured the performing arts center and the new gym. Guests went to Mr. Rutledge’s class and they were filming Bleed Green News, so guests were able to go into the control room while students were filming and editing the video. Guests saw Dan Combo’s stock market ticker, where students had a pretend million dollars to invest in the stock market at the beginning of the year, and then they measured gains and losses in stocks over the year. Guests toured Ag Mechanics and Construction and spoke with Mr. Evans regarding jobs that students can qualify for as high school graduates.

On the way back guests commented that, they did not know that the District had such quality programs. Dr. Sheldon thanked Kristin Sheldon, Debra Shyne, Selena Gomes, and Kimi Melendy for their efforts in coordinating the tour, and thanked staff at schools for accommodating the tour as well. Dr. Sheldon also thanked Aly Lawson, LVN reporter, who attended the tour. Dr. Sheldon stated that over the course of the next school year several tours will be scheduled for parents and community members. Captain Halloran from the Naval Air Station stated that he would get this information out, that the District is a quality school district, and the wrong information is out there. Dr. Sheldon stated that the District is working at public relations.

Trustee Schank attended the tour and stated that guests were very impressed and it was a great way to show case the District. Trustee Whitaker commented that so often the Board deals with the challenges, so it was good to see the successes of the staff and the work they do with students. Dr. Sheldon will send each person who attended the tour a Touchnote thank you card in the mail.

Dr. Sheldon reported that the District has completed testing and thanked Oasis Online for their support. Nine students will receive Adult Education diplomas, but graduates have decided that they did not want an Adult Education graduation. On May 22, Dr. Sheldon will represent the District at the WNC Graduation in Carson City where the District will have Jump Start students graduate with AA degrees before getting their high school diplomas.

## **BUSINESS SERVICES UPDATE**

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

Phyllis Dowd reported that she hoped to have some definitive news on the DSA rate but she doesn’t. The Department of Education is not going to change their approach on allocating the DSA funding in their proposal to the Nevada Legislature. They have our

District at slightly over \$7,000 per student, which is significantly higher than what the District budgeted. Ms. Dowd is not sure what the legislature will do with that recommendation. Ms. Dowd requested the Board not spend the extra money, as she knows the District is getting allocations that the District should not be getting. By the next Biennium, the District will be paying back money. Ms. Dowd would rather have a fund balance than making cuts to pay the money back to the state. Ms. Dowd will know more at the next Board meeting with the public hearing on the final budget.

### **EDUCATIONAL SERVICES UPDATE**

- A. Report regarding Summer School opportunities (written report provided)**
- B. January, February, March 2017, Violent Act Reports (written report provided)**

There were no questions.

### **UPCOMING BOARD EVENTS**

- A. Thursday, May 18, 6:30 p.m., Adult Education Graduation, Old High School Auditorium**
- B. Friday, May 26, 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 April, 2017, Payroll**
- D. Approval of April 12, 2017, Regular Meeting Minutes**
- E. Approval of Student 17-17 for Exemption from Receiving Immunizations based on Religious Reasons (NRS 392.435)**
- F. Approval of Projected Class Size Reduction Report for the 2017-2018 School Year**
- G. Approval of Cannon Cochran Management Services, Inc., As the District's third-party administrator for the District's Workers' Compensation Program for 07/01/17 to 06/30/20.**

Trustee Gent made a motion to approve A, as amended at the beginning of the meeting, and B-G, as provided. Trustee Pinder seconded the motion. There were no public comments. The motion passed unanimously.

### **REPORTS BY BOARD MEMBERS**

Trustee Schank reported that more than \$1.72 million dollars was given in scholarships to high school seniors. Trustee Schank reported that Joseph Hill, Kaelehn Nemeth, Bradley Sorensen, and Ally Steele were each recipients of a \$500 scholarship provided by the Board of Trustees.

## **NEW BUSINESS**

### **A. For Discussion Only: The Board will receive information from the Churchill County Middle School regarding the number and types of behavior incidents reported, the investigation and discipline process, and the school's practices that ensure student safety.**

Principal Amy Word and Vice Principal Robbie Wickware briefed the Board regarding behavior incidents at the middle school and explained ways they are being proactive in improving the culture and safety of students at the middle school. Ms. Word explained the process involved in investigating incidents. Ms. Word stated that every student put into Infinite Campus associated with an incident is counted in the total number of incidents. If two students were involved in an incident, it would count as two separate incidents. As part of the investigation, statements are taken from all students and witnesses involved. CCMS follows the discipline matrix in the student handbook. If there are repeat offenders, an administrator meets with parents and a behavior plan is outlined. Ms. Word stated that there has been very few behavior plans created this year.

Principal Word reported about forms located on Google Drive to help guide students access resources in situations where they need to ask for help. The 7<sup>th</sup> and 8<sup>th</sup> grade classes are forming tribes and have activities associated with tribes. The middle school is working on common language for students to help them understand expectations, which aids communication. Starting this school year students have an extra half hour in advisory classes on Fridays so that teachers can make connections with students and so students have an adult to use as a resource when navigating difficult things as students move through in middle school. Ms. Woods, the middle school counselor, meets with students during lunch. Dr. Sheldon has provided the middle school with more supervision support during lunch. This week was the first time the middle school was able to get seven duty aids to work during lunch.

Dr. Sheldon reported that next year the District plans to extend the time of those duty aids, especially lunch aides, as it is difficult to get someone to come in for one and one half hours in the middle of the day. Some of these aides are bus drivers at the beginning and end of the school day, so additional hours allow some of these employees to qualify for benefits. Administration is looking at minimizing the playground area, which will aid supervision.

Dr. Sheldon reported that the District does not tolerate bullying. When bullying is reported, principals follow through with the law, notify parents, and follow protocols put in place through NRS. Some of the conflicts at school are not a result of bullying, but are conflicts that may come from outside of school. Some students plan to get in a fight to get time off because they don't want to be in school.

Principal Word stated that their Positive Committee would like to have organized games on the playground during lunch, but they need people to do that, and they hope to implement some structured games during lunch next year.

Trustee Gent reported that he attended a conference in Denver where he learned about a school in Milwaukee, which had a working civilian volunteer program. The program was well organized and helped with discipline issues.

Board members asked questions and discussed the potential for a Dean of Students at the

middle school.

Dr. Sheldon reported that Navy personnel volunteer their time at lunch to mentor students, but that is not on a regular basis. We need to ensure that we have foundational supervision in place, and then volunteers are welcome beyond that.

Trustee Whitaker asked about training for duty aides. Principal Word stated that aides get training before they start work. Duty Aides are asked to work a station, such as the basketball area or one of the ends of the field.

Dr. Sheldon stated that the District could purchase a teacher's prep or create a classified position who would have the responsibility of organizing intermural types of activities during lunchtime.

Principal Word stated that the middle school has called the police department probably ten or less times this school year. Police officers, when they have time, have been present at the middle school during the lunch hour. Principal Word stated that there has been a significant reduction in discipline issues in the last six weeks.

Principal Word stated that when students go to inappropriate sites on their Chromebooks or break the firewall the administrator puts in a help ticket with Oasis Online so that the sites they have visited can be reviewed. If sites visited are deemed inappropriate, student privileges are revoked, as outlined in the Technology Agreement and Guidelines document.

**B. For Discussion and Possible Action: Approval of a Diesel Technology class at the high school**

Staff indicated that at least fifteen students have registered for this class. Funds are available through CTE and the District can write competitive grants for equipment to support the program.

Trustee Hyde made a motion to approve a diesel technology class at the high school, seconded by Trustee Pinder. Public Comment: Mr. Marsh clarified that the teacher would not be Mr. Evans. Mr. Ott would teach the course, as a second year teacher. The motion passed unanimously.

**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 Schank requested a report on the number of Chromebooks that have been damaged or lost, and the cost to repair them.

**SET DATE AND TIME FOR NEXT BOARD "AGENDA SETTING" MEETING**

Trustees Hendrix, Whitaker, and Strasdin will meet on May 16 at 5:00 p.m.

**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.**

The Board did not hold a negotiations session.

**ADJOURNMENT**

Trustee Whitaker made a motion, seconded by Trustee Schank, to adjourn the meeting at approximately 8:35 p.m. The motion passed unanimously.

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Carmen, Schank, Clerk of the Board

*Prepared by Debra Shyne*