

# CHURCHILL COUNTY BOARD OF SCHOOL TRUSTEES

Fallon, Nevada

## REGULAR MEETING

May 24, 2017

### CALL TO ORDER

President Hendrix called to order the regular meeting of the Churchill County School District Board of Trustees at 6:00 p.m. at the Churchill County School District Administration Office, 690 South Maine Street, Fallon, Nevada.

### PLEDGE OF ALLEGIANCE

Trustee Gent led the 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  
Kimi Melendy, Director of Educational Services  
Debra Shyne, Secretary  
*(Interested Staff/Community Members per Attached List)*

### REVIEW AND ADOPTION OF AGENDA

Trustee Gent moved to approve the agenda as provided, seconded by Trustee Schank. There were no public comments. The motion passed unanimously.

### PUBLIC COMMENT

There were no public comments.

### RECOGNITION

#### **A. The Board will recognize additional 2017 school district retirees.**

Trustee Schank presented Eileen Haugen with a commemorative marble apple.

#### **B. The Board will recognize Cyndi Lipnicki, Jennifer Blosser, and Sheila Washington for their dedication as Parent Involvement Coordinators for the Churchill County School District.**

Trustee Schank, Kimi Melendy, and Kristin Sheldon recognized Jennifer Blosser and Cyndi Lipnicki for their service to the District as Parent Involvement Coordinators. Sheila Washington was not available to attend the meeting.

**C. The Board will recognize Steve Johnson, CCHS Teacher, for being selected as the VFW National Teacher of the Year.**

President Hendrix recognized Mr. Steve Johnson for his service to the District and for being selected as the VFW National Teacher of the Year.

**SUPERINTENDENT UPDATE**

**A. Report regarding the Blended Learning Program successes and management of the District-wide Chromebooks.**

Amy Word, Churchill County Middle School Principal, and Nate Waite, Secondary Technology Integration Coach, provided a presentation regarding technology at CCMS. They reported on Google applications and devices. Mr. Waite stated that it was a pleasure to work with the Oasis Online team supporting technology in the schools.

Mr. Waite stated that the middle school and Oasis Online worked together to collect Chromebooks at the middle school. There are only four Chromebooks not yet collected out of 721 Chromebooks issued to students. Mr. Waite knows where three of the four Chromebooks are located and a student is looking for the fourth Chromebook. Out of 721 Chromebooks, approximately 35 Chromebooks will be sent for repairs, predominantly to repair damaged screens. There were 49 chargers and 13 cases not returned. Computer Technology Link Corp, the company the District purchased the Chromebooks from, will be going to all schools as part of a grant to put screen protectors on screens to reduce potential damage. Mr. Waite reported that fewer than five percent of the Chromebooks were damaged this year.

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

Dr. Sheldon reported that the District received a letter of retirement from Caryn Marshall. The District will post her position and Ms. Marshall's resignation will be on the June 14 Board consent agenda for approval.

Dr. Sheldon explained that Board Members have an envelope with tickets and parking passes for the graduation. Dr. Sheldon also informed the Board that cases for their Surface Pro computers arrived.

Dr. Sheldon reported that she attended the WNC Commencement Ceremony where ten Churchill County High School students graduated with their Associates Degrees. President Hendrix also reported on his attendance at the WNC graduation. The ceremony was inspiring and President Hendrix encouraged others to attend next year.

Dr. Sheldon attended the signing for the Dual Credit Bill at the Governor's office. The Governor acknowledged Dr. Sheldon for presenting them with the idea of Jump Start in 2013 when she met with Dean Kinkella and inquired about College in High School. Governor Sandoval stated that the college has an exemplary program and it should be cloned in other colleges and districts throughout the State. Dr. Sheldon reported that Governor Sandoval is providing \$2 million in grant funds to help Jump Start students.

Dr. Sheldon reported that Southwest Gas was conducting a standard check with their sniffer and discovered a gas leak between the Minnie Blair and Vocation buildings at the high school on May 23. Staff conducted a precautionary evacuation. The electricity was shut off for the rest of the day, so students and staff were sent home.

## **BUSINESS SERVICES UPDATE**

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

Phyllis Dowd reported that the Board's Budget to Actual report was part of the general business update. Dr. Sheldon and Ms. Dowd hosted a barbeque for the food service team to thank them and recognize them for their efforts this year. Dr. Sheldon had other commitments and could not attend. Ms. Dowd reported that it is her intent to host a barbeque again next year. Chartwells is expected to have a Director in place next year.

## **EDUCATIONAL SERVICES UPDATE**

### **A. The latest Student Enrollment Data will be provided to the Board of Trustees (written report provided).**

There were no questions regarding enrollment numbers. Kimi Melendy reported that there are funds in the Read by Three Grant to provide summer school for elementary school students, kindergarten through fifth grade, from June 12 to June 30.

President Hendrix commented that his son was not aware that he would need to take additional credits in order to graduate the Jump Start program with honors. Ms. Melendy stated that she would be sure students are notified of the requirements.

## **UPCOMING BOARD EVENTS**

### **A. 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 May 10, 2017, Regular Meeting Minutes**

Trustee Strasdin requested Chelle Dalager pulled from Item "A" on the Consent Agenda. Trustee Strasdin stated that NRS 281A.240 requires her to disclose a conflict of interest. The matter before the Board affects her commitment in a private capacity. Therefore, her independence of judgment would be materially affected by this relationship. Because of this clear case of a disqualifying conflict of interest, Trustee Strasdin will abstain from the vote for Item 6 regarding Chelle Dalager.

Trustee Gent moved to approve "A" with Chelle Dalager removed, Items B and C, seconded by Trustee Schank. There were no public comments. The motion passed unanimously.

Trustee Gent moved to approve Item #6 Chelle Dalager, seconded by Trustee Pinder. There were no public comments. The motion passed; Trustee Strasdin abstained.

## **REPORTS BY BOARD MEMBERS**

Mr. Pinder reported on his attendance at the Food Services banquet. Trustee Schank reported that she attended the high school vice principal interviews and Brenda Boone was selected to fill that position. Trustee Schank reported on her attendance at Lahontan Elementary School where students showed PowerPoint presentations using Chromebooks. President Hendrix stated that the Nevada State Junior High School and High School Rodeo finals are taking place in Winnemucca starting May 25.

## **NEW BUSINESS**

### **A. For Presentation and Discussion: Report on the State of Technology in the District.**

Dan Slentz provided a presentation regarding technology in the District. Mr. Slentz reported that he has implemented training with his staff every Thursday for approximately an hour and a half and that his staff is moving towards additional certifications. Mr. Slentz reported that under Dr. Sheldon's guidance the District has done incredible things with technology upgrades, specifically Chromebooks, staff computers, and promethean boards, as well as infrastructure upgrades. Mr. Slentz reported about security issues and that his staff periodically runs vulnerability tests to hack the system in an attempt to look for exploits. Mr. Slentz invited Board members to come to his office to see how they run vulnerability tests and how they monitor the system 24/7. Mr. Slentz shared examples of phishing emails and explained the signs to look for in phishing emails. Mr. Slentz reported that not a single employee was scammed with phishing emails.

Mr. Slentz reported that it took eight weeks last year for SBAC testing at the middle school; where it took only four days this year thanks to larger bandwidth and utilizing Chromebooks for testing. The middle school tested 690 students at the same time. Thanks to CC Communication's upgrades and District administration's vision in upgrading bandwidth, the District only utilized one-tenth of its bandwidth at peak testing. Over 3,000 to 3,500 unique devices connect to the District's network every day, devices such as Chromebooks, computers, cellphones, etc.

President Hendrix asked Mr. Slentz what Oasis Online is doing to control content as it comes across bandwidth to be sure students do not have access to inappropriate content. Mr. Slentz reported that Oasis Online uses the IBoss web filter system and are able to block students from websites and can print reports of the sites that an individual student accesses. IBoss has a Chromebook application, so when the student takes the Chromebook home, they still have to come back to the District and make contact with the IBoss filter. The site administrator can put in a help ticket with Oasis Online if they suspect a student has visited inappropriate sites. Oasis runs the report and provides that information to the administrator.

Dr. Sheldon stated that Oasis Online distributed Chromebooks to elementary schools in the fall and then distributed Chromebooks to the high school in November. Oasis Online also collect hundreds of old computers and surplus and disposed of them. Board Members thanked Dan Slentz and his staff for their efforts and hard work.

**B. For Discussion and Possible Action: Revisit the Board's Budget Priorities with the potential to approve an increase in Site Budgets, a Churchill County Middle School Dean, and a Churchill County High School Dean.**

Dr. Sheldon stated that the previous week administration was confident of the funds to move forward, and remain quite confident. However, the Department of Education is unsure of which formula they will use to distribute DSA. Phyllys Dowd budgeted conservatively in the 17-19 budget and Dr. Sheldon believes there is funding to support the three top priorities that the Board discussed. Dr. Sheldon explained the spreadsheet in BoardBook regarding costs for Board budget priorities. The District is in negotiations with all three associations regarding potential increases in staff pay.

Dr. Sheldon stated that she expects to hear soon what the DSA amount will be for next year. The Board discussed a range from seven to ten percent for increases to site budgets, as well as a Dean at the middle school and a Dean at the high school. Dr. Sheldon expects those funds will be available. Dr. Sheldon requested the Board approve one, two, or all three priorities contingent upon the soon to be announced DSA number to ensure that it supports those costs. President Hendrix asked if approval could wait until June 14. Dr. Sheldon stated that she would like to get the positions posted as soon as she hears about the DSA number, so that interviews can be scheduled and selections can be made.

Ms. Dowd stated that she doesn't have a firm DSA amount, but the allocation that the state DSA committee arrived at was \$7,055 per student. Ms. Dowd used \$6,745 per student, which is \$100 more in DSA than what the District currently receives. Ms. Dowd reported that the District could afford the seven percent site budget increase as well as the two dean positions and could sustain it over the biennium. If the DSA were less than \$6,745 per student, then these positions would not be filled and site budgets would not be increased.

Trustee Hyde voiced concern with a counselor at the high school versus a dean position. Kevin Lords stated that he polled the high school staff and 66 percent were in favor of a dean over a counselor.

Amy Word reported that she polled the middle school staff and, with discipline being an underlying issue, her staff preferred a dean position to an ESL or math position teacher. Principal Word stated that she is working with Kimi Melendy regarding the ESL program. Dr. Sheldon reported that state funding for ESL students is expected to be greater, so the District should be able to better to provide additional support for the ESL program at the middle school next year.

After additional discussion, Trustee Schank moved, contingent upon money coming in from the state, to hire deans at both schools and to increase site budgets to seven percent. Trustee Pinder commented that if the state allocates enough money he would like the site budgets increased by ten percent. Dr. Sheldon commented that the difference between seven and ten percent is not a huge impact to the budget. Trustee Strasdin seconded the motion.

Sharla Hales, legal counsel, requested clarification on the motion regarding the money that Ms. Dowd has estimated for the budget, approval be contingent that the money from the state is at or above \$6,745.

After discussion, Trustees Schank and Strasdin withdrew their motion.

Trustee Schank moved, contingent upon anticipated funding that we bring in two deans and increase site budgets at seven percent. Trustee Strasdin seconded the motion. There were no public comments. The motion passed unanimously.

### **PUBLIC HEARING ON FISCAL YEAR 2017-2018 FINAL BUDGET**

- A. For Presentation and Possible Action: The Board will discuss and take action to approve the Fiscal Year 2017-18 Final Budget, including taking action to revise, add, or delete any line item in the proposed budget.**

The Department of Taxation reviewed the tentative budget and requested two changes. Phyllys Dowd provided a handout to replace two pages in BoardBook. The first change is page 63 of BoardBook, column one, the Department of Taxation wanted the March 15 assessed valuation replaced with the March 25 projected revenue less abatements. The second change is on page 81, column one, where Ms. Dowd made a mistake on the statement. This is a statement of cash flows, so it is not on the accrual basis. This is the actual for fiscal year 2016 results. The District wrote checks for \$138,000 and Ms. Dowd accrued the reserve for the workers' compensation fund. The Department of Taxation requested it not be on this schedule, so it has been removed. There is no other change to the tentative amounts other than what the Board approved in the previous agenda item.

Trustee Whitaker moved to approve the fiscal year 2017-18 final budget, seconded by Trustee Hyde. There were no public comments. The motion passed unanimously.

### **POLICIES – FIRST READING – For Discussion Only**

- A. Policy 5136.0 – Weapons (Students)**

This policy was reviewed by the policy committee and has minor changes.

### **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 Schank requested a report on the food grant program: how successful the program has been, comments from schools, how students like the new program, and a report on the financial aspects of the program. Dr. Sheldon stated that it would be difficult over the summer, but could schedule this in August. However, the District can report on the financial aspects of the program sooner.

President Hendrix requested discussion regarding the functioning and scope of the policy committee.

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

President Hendrix, Trustee Whitaker and Trustee Schank will meet on June 5, 4:30 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.**
- B. Discussion of negotiations regarding contracts with the Secretary to the Superintendent/Board of Trustees and the Human Resource Analysts pursuant to NRS 288.220.**

Trustee Hendrix moved to go into closed session to discuss negotiations and strategies regarding Churchill County Administrators' Association, Churchill County Education Association, and the Nevada Classified School Employees Association pursuant to NRS 288.220 and discussion of negotiations regarding contracts with the Secretary to the Superintendent/Board of Trustees and the Human Resource Analysts pursuant to NRS 288.220. Trustee Strasdin seconded the motion. There were no public comments. The motion passed unanimously.

## **ADJOURNMENT**

Trustee Whitaker moved to adjourn the meeting at approximately 8:18 p.m., seconded by Trustee Schank. The motion passed unanimously.

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Carmen, Schank, Clerk of the Board

*Prepared by Debra Shyne*