

Douglas County School District
Regular Meeting
Kingsbury Middle School
Minden, Nevada
Tuesday, July 11, 2006
3:30 p.m.

Minutes Approved
August 8, 2006

MINUTES

Present were:

Trustees:

Connie Wennhold, President
John Louritt, Vice President
Teri Jamin, Clerk
Sharla Hales, Member
Cindy Trigg, Member

Absent were:

Keith Roman
Karen Chessell

Personnel:

Carol Lark, Superintendent
Nancy Bryant, Assistant Superintendent, Education Services

Others Present:

Paul Anderson, Legal Counsel

1. Call to Order

Mrs. Wennhold called the meeting to order at 3:30 p.m.

A. Mr. Louritt led those present in the Pledge of Allegiance.

Mrs. Wennhold welcomed Carol Lark as the new Superintendent for Douglas County School District.

B. Mr. Louritt made a motion to adopt the agenda, seconded by Mrs. Trigg.

Mrs. Wennhold called for any public comment on adopting the agenda. There was none.

Motion carried by a unanimous vote, 5/0.

2. Board Training

Mr. Louritt led a Board Training on the topic of Board Responsiveness noting that many of the issues were addressed at the June 21, 2006 Special Meeting and in correspondence shared with the Board between Mr. Soderman and attorney, Paul Anderson wherein the processes had been discussed.

Mr. Louritt referenced the *American School Board Journal*, a publication the Board receives. First, he defined Board responsiveness as satisfying needs, wants, desires and generally being responsive to other persons needs and wants.

Mr. Louritt discussed the fact that the Board makes courageous decisions on many occasions. He stressed the importance of developing the abilities that are necessary for the Board to not be monopolized by any one individual or group. Keeping goals in mind, he stated that the Board listens and respects each individual's time and knowledge contributed to all issues, including input from the Superintendent's office as well as staff, parents, and community members. Additionally, Mr. Louritt reviewed that there can be conflicts for Trustees. For example, being responsive to such issues as threats to their reappointment, personal conflicts in decision making, public comment sessions that are designated for listening and not responding, and issues of time allowed for the public comment.

In conclusion, Mr. Louritt noted that Board members both listen to questions and direct individuals to site or district level personnel for solving issues. He noted the Board was to protect policy governance and that the superintendent and district personnel were to carry out the policies and regulations.

3. Consent Items (Action)

Mr. Louritt made a motion to adopt the Consent items, seconded by Mrs. Trigg. Mrs. Wennhold called for public comment on the motion. There was none.

- A. Approve the Minutes of the Regular Board meeting held on June 13, 2006.
- B. Approve the Minutes of the Special Board meeting held on June 21, 2006.
- C. Approve personnel actions described in Personnel Report No. 06-07.
- D. Accept the recommendation of the Superintendent and appoint Lorolyn Gorrindo as Director of Curriculum, Instruction, and Title III.
- E. Excuse from compulsory attendance the students described in the Home School Report for July 2006.
- F. Approve payments contained in Voucher No. 1087 for the 2006-2007 fiscal year.
- G. Award a contract for asphalt sealing at Pau-Wa-Lu Middle School and Douglas High School as specified in the Bid Summary to the lowest responsive and responsible bidder meeting District specifications. Funding to come from the District's 2006-07 general fund major maintenance accounts.
- H. Approve for second reading and adopt Board Policy No. 113, "Safe and Respectful Learning Environment."
- I. Approve for second reading and adopt Board Policy No. 508, "Use of Medications."

Motion carried unanimously, 5/0.

4. Administrative Reports and Program Reviews

4-A. Principal's Report

Dr. Florey, Director of Grants and Assessments and Principal of Jacobsen High School reported on the School Improvement Plan (SIP) for this alternative education facility. She stated that there were currently forty boys and twenty girls enrolled and receiving instruction in a segregated environment. She noted that one hundred thirty four students had rotated through during the 2005-2006 school year and they are typically enrolled for four and a half to six months after sentencing by the judicial system.

The SIP for both the current and past school year focused on reading and math, as most of these students do not enter Jacobsen at grade level in either category. Dr. Florey stated the goal is to achieve growth for students of one academic year after attending for only four to six months. Eighty percent of the '05-'06 students achieved the goal of accelerating one academic year with the assistance of a new special education teacher having a master's degree in reading.

Dr. Florey stated that a full time math and science trainer had spent many hours targeting student needs. Additionally, a new math and science teacher had been hired who will help to achieve the goal of one year academic growth in the short time period.

She reviewed HSPE cohort data that does not follow a particular group of students; noted a new reading intervention as being two pronged to reach the lower and upper end readers; and their goal of achieving passing of the HSPE by more students at the high school level. Additionally, new units were added on disease and human rights engaging students in science, math, and technology. She stated this data was currently being gathered for their SIP.

Board members discussed issues related to these high needs students. Dr. Florey noted students could be found to need a different placement if not academically progressing. She believed the flexibility of her staff and their ability to work together ,was a main reason students could gain so much in such a short time. In response to questions of family involvement, she reported that the secretary worked to send out communication and included any that had been returned in the mail as not having been received. These files followed students who left the facility and moved to other schools. She stated that some students did not reenter school. When questioned about how students were motivated, Dr. Florey stated the secretary began at enrollment and the teachers followed through continually to present a "big picture" that helped students understand why they needed to achieve and earn better test scores.

Mrs. Wennhold thanked Dr. Florey for doing an exceptional job.

5. Information and Discussion

5-A. Superintendent's Report

Mrs. Lark reported to the Board regarding activities of the past month and upcoming District events that might be of interest to them. She stated that on June 15th she met with principals, teachers, and parents of the Lake Tahoe schools regarding their interests and concerns, noting that after becoming more familiar through studying their situation, including the upcoming school consolidation, she would be able to offer suggestions. Mrs. Lark also stated that she attended both the Douglas High School and George Whittell High School graduations. Additionally, her meetings included the National Association of School Administrators conference in June that was very informative, and a meeting with the Douglas County Sheriff's Office regarding their relationship with the District.

Prior to school opening, Mrs. Lark noted that an Employee Communications meeting would be held August 7th, the Administrative Forum would begin August 2nd, and the annual District Picnic would be held August 24th, at Bently Science Park. She added the Forum would be exciting, and thanked Mrs. Bryant for organizing that event. Next, Mrs. Lark reviewed her professional memberships and briefed the Board on goals and efforts of those groups.

5-B. NASB Director's Report

Mrs. Hales reported attending a Board of Directors meeting on June 17th where they heard Ron Norton from Computer Corp. present. His message was that they took old computers, refurbished them and supplied them to families who were unable to purchase a computer. Mrs. Hales stated it was an entity worth supporting. Mrs. Bryant noted that principals had been given information related to this.

Mrs. Hales stated they were given a report on the P-16 Counsel that had been reconstituted; a Steering Committee had been formed consisting of a large membership, and felt that it would be a good effort to help tie things together within the state.

At the meeting, the America's Schools Program was mentioned as an offer to recycle inkjet cartridges throughout schools. Mrs. Hales asked that administration check on District enrollment in the program.

Mrs. Hales reported that the NASB conference would be in Carson City this year.

Additionally, she stated there was discussion about government accounting standards as it relates to pensions noting that Mr. Robinson would like to see Districts work together to obtain a solution. Mrs. Lark noted that the topic had come up in Superintendent's meetings and they did not favor the 1/5 retirement credit as it provided no incentive to young teachers.

Next, Mrs. Hales stated they discussed AB411 that directed the NASB to do a study

regarding seatbelts on buses, but noted NASB had no funds currently, and also that the DSA project was moving forward. She added that Mr. Kester, retired Douglas County School District Director of Business Services would remain involved until resolved.

6. Items Requiring Discussion and Action (Action)

6-A. First Reading of Revisions to Board Policy No. 516, "Student Records"

Mrs. Bryant stated that revisions were made to Board Policy No. 516, "Student Records" in order to meet NCLB requirements. She noted that the law states institutions of higher education may obtain addresses and telephone listings therefore, the language in the Policy and on the form was changed accordingly.

Mrs. Wennhold called for public comment. There was none.

Mrs. Hales made a motion to approve for first reading, revisions to Board Policy No. 516, "Student Records," seconded by Mr. Louritt.

Motion carried unanimously, 5/0.

6-B. Board/Superintendent Goals for 2006-2007

Mrs. Lark reviewed the proposed Board/Superintendent Goals as a PowerPoint presentation showing her seven current goals. She noted the basis for most of these Management by Objective statements is the result of Strategic Planning Committee goals. The seven MBO's addressed with Trustees were:

- 1) By June 30, 2007, the Douglas County School District will have integrated academic standards into CTE/elective course.
- 2) By June 30th, 2007 the Douglas County School District will develop a policy that promotes a rigorous high school course of study.
- 3) By June 30, 2007, the MAP training will have been implemented and fully operational.
- 4) Critical content and common assessments for all core subjects will continue to be developed and implemented. These will be aligned with district competencies and state standards in order to monitor and adjust student learning and curriculum delivery.
- 5) Audit proficiency and credit requirements to inform students/parents of their progress toward graduation, continuing education and career aspirations for grades 8-9, 9-10, and 11-12.
- 6) As a new Superintendent, it will be extremely important to reach out to all segments of the community. Board of Trustees, parent groups, civic organizations, licensed staff, classified staff and central office must all feel valued and listened to. Initial dialogue and ongoing feedback will be a priority of this superintendent.
- 7) Begin the process for consolidation of the Lake schools addressing the following issues:
 - *Use of KMS Property
 - *Personnel
 - *Development of a 7-12 High School
 - *Facility Needs – use of capital improvement funds

Discussion ensued as to timelines for implementation of the various goals, ways changes in master scheduling could be effective, how dialogue with principals will encourage use of new MAP software and their involvement in common assessment development and implementation.

Mrs. Hales had suggestions for changing the audit proficiency and credit requirement goal as listed below:

- 1) Listed under "Describe activities designed to achieve this objective..." the first bullet would be changed to "Research best practices" instead of, "Research what is currently being done in other districts.
- 2) Also, listed under "Describe activities designed to achieve this objective..." the last bullet would be changed to "Implement plan," instead of, "Implement plan as soon as it is feasible, given staffing allocations."

Mrs. Lark stated that she would present to the Board steps for implementation of the goals for their consideration. Additionally, she stated that the principal MBO's would all reflect the Board/Superintendent MBO's for the year, and she would be working closely with the new Director of Business Services regarding Lake consolidation.

Mrs. Trigg made a motion to approve the seven Board Superintendent Goals with the changes as stated by Mrs. Hales during the presentation, seconded by Ms. Jamin.

Mrs. Wennhold called for public comment any further discussion from the Board. There was none.

Motion carried unanimously, 5/0.

Mrs. Wennhold called for a fifteen-minute break at 5:27 p.m.

Mrs. Trigg left the meeting following the break.

6-C. First Reading of Revisions to Bylaws No. 010, "Name and Classification;" No. 040, "Membership;" No. 050 "Organization;" and No. 060, "Meetings."

Mrs. Lark reviewed changes to Bylaws No. 010, "Name and Classification;" No. 040, "Membership;" No. 050 "Organization;" and No. 060, "Meetings," made at the recent June 21, 2006 Special meeting of the Board.

Mr. Anderson, attorney, reviewed information in the Board's red folder of information pertaining to questions raised regarding term limits and Bylaw No. 050, "Organization." Mr. Anderson stated that the Attorney General's opinion wasn't specific, but the information he had provided was his best reasoning of the information. He offered to look into the issues in greater depth at the Board's request, as it could be submitted to the Attorney General's office for further opinion.

Board members discussed the Bylaw changes and decided the following were appropriate language changes:

Bylaw No. 040, "Membership," -

"Section 8 – Group Insurance. A Trustee must not be excluded...that is provided for the

benefit of the district's employees and the district must purchase such policies for Trustees." (NRS 287.010)

Bylaw No. 050, "Organization," -

"Section 3 - Organization Meeting. The Board, at the organization meeting, may acquire and maintain membership in such associations as the State and National School Boards..."

Mrs. Wennhold called for comments from the public or the Board. There were none.

Mrs. Hales made a motion to approve for first reading, revisions to Bylaws No. 010, "Name and Classification;" No. 040, "Membership;" No. 050, "Organization," and No. 060, "Meetings, with changes as noted in the discussion, seconded by Mrs. Jamin.

Motion carried unanimously, 4/0.

6-D. First Reading of Bylaw No. 070, "Code of Conduct."

Mrs. Lark stated the Code of Conduct had not previously been a Bylaw and was therefore listed separately in order to incorporate it as such. Next, she reviewed revisions suggested during the June 2, 2006 Special Meeting.

Mrs. Wennhold called for comments from the public or the Board. There were none.

Ms. Jamin made a motion to approve for first reading Bylaw No. 070, "Code of Conduct," seconded by Mr. Louritt.

Motion carried unanimously, 4/0.

At 5:51 p.m., Mrs. Wennhold stated that Items 7 and 8 would be addressed next in order that Public Comment could be held at 6:00 p.m.

7. Correspondence

There was none.

8. Possible Agenda Items for Future Board Meetings

Ms. Jamin stated that a training conducted by Ms. Draper had been mentioned after her presentation at the June Board meeting and asked for input from other Trustees regarding including this as an agenda item. Drug and alcohol issues are a piece of expulsion hearings and this information could be used to make more comprehensive rulings. Board members discussed this training idea, including the role of a Board member in an expulsion hearing. This may provide information as to interventions for both regular education and special education students when determining expulsions.

Mrs. Bryant noted that a lot is governed by state statute, and that special education is mandated federally.

Mrs. Hales supported Mrs. Jamin in having a workshop conducted by Ms. Draper for Board members of approximately fifteen minutes in a future meeting.

Public Comment

There was no public comment.

9. Executive Session

There was no executive session.

Mr. Wold, Principal of Kingsbury Middle School, offered to join any committee created in regards to the Board Superintendent Goal of Academic Support as it relates to involving students in career training. Mrs. Lark thanked him.

10. Adjournment

At 6:00 p.m., Mr. Louritt made a motion to adjourn, seconded by Mrs. Hales.

Motion carried unanimously, 4/0.

Submitted by:

Carolyn Moore
Secretary to the Superintendent and
Board of Trustees

Approved:

Clerk of the Board

Note: Upon approval by the Board of Trustees in a public meeting, these minutes become the official minutes of the meeting held on the above date. Board minutes are kept on a permanent basis and are available for public review in the office of the Superintendent.