

Douglas County School District

Regular Meeting

Kingsbury Middle School

Stateline, Nevada

Tuesday, November 14, 2006

3:30 p.m.

**Minutes Approved
December 12, 2006**

MINUTES

Present were:

Trustees:

Connie Wennhold, President

John Louritt, Vice President

Teri Jamin, Clerk

Karen Chessell, Member

Keith Roman, Member

Sharla Hales, Member

Cindy Trigg, Member

Personnel:

Carol Lark, Superintendent

Nancy Bryant, Assistant Superintendent, Education Services

Rich Alexander, Assistant Superintendent, Human Resources

Holly Luna, Director of Business Services

Others Present:

Bob Cox, Legal Counsel

1. Call to Order

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

A. Mrs. Trigg led those present in the Pledge of Allegiance.

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, 7/0.

Board members passed the new Biology textbook amongst themselves for review prior to the report listed as Item 5-B.

2. Board Training

Dr. Florey gave an overview of the elementary Gifted and Talented Program that began in 1979.

Dr. Florey stated that funding is received through the Department of Education. The District is currently granted four special education units, equating to \$120,000. There are one hundred fifty four students enrolled for the 2006-2007 school year in this program that is run according to the Nevada Administrative Code. Qualifying students are first through sixth graders recommended by teachers or parents, tested by a licensed Psychologist individually. The must achieve a score in the ninety-eighth percentile, or top two percent of the population. Dr. Florey explained the test as an

assessment of cognitive ability, critical thinking, and perceptual skills. Noting the focus of higher-level thinking and research skills, Dr. Florey stated this was important to NCLB and pushes students beyond thinking levels that might be required in the general classroom.

Mrs. Wennhold called for questions from Board members.

Through questioning, Dr. Florey stated that student needs were being met through both enrichment and acceleration, the tests were a combination of verbal and written information, were administered by district psychologists in a uniform and consistent manner, and that program evaluations revealed positive results.

Consent Items (Action)

Mr. Louritt made a motion to adopt the Consent items, seconded by Mrs. Jamin.

Mrs. Wennhold called for public comment on the motion. There was none.

The following Consent Items were approved:

- A. Approve the Minutes of the Regular Board meeting held on October 10, 2006.
- B. Approve personnel actions described in Personnel Report No. 06-11.
- C. Excuse from compulsory attendance the students described in the Home School Report for November 2006.
- D. Approve payments contained in Voucher No. 1019 for the 2006 – 2007 fiscal year.
- E. Approve the request submitted by Andrew Helwig, Sarah Whitaker, and Brittany Later to take the GED examination.
- F. Approve the Progressive Discipline Plan Implementation Report.

Motion carried unanimously, 7/0.

4. Special Recognition

4-A. Special Recognition

Sue Shannon, George Whittell High School Principal, Mrs. Lark, and Mrs. Wennhold recognized two students who completed final graduation requirements. Jessica Flores and Stacy Flores Hernandez received their diplomas with much excitement and congratulations from their families and district staff.

5. Administrative Reports and Program Reviews

5-A. Principal's Reports

Zephyr Cove Elementary School

Nancy Cauley, Principal, Zephyr Cove Elementary School, presented a PowerPoint overview of their School Improvement Plan. Mrs. Cauley stated their main goal was to increase student achievement in literacy and math. In reviewing Spring 2006 ALT and CRT scores for the third through fifth grades, Mrs. Cauley noted students met or exceeded cut scores in all areas except reading in the third grade. This is due in part to a large group of diverse learners in that particular grade level.

Mrs. Cauley reported that she believed the addition of mandatory fifth grade student participation in the Science Fair created a positive effect in test scores. Other statistics reported included, student

achievement of 59% proficiency in fifth grade on the state writing assessment and Teach For Success data showing an increase in student engagement from 41% to 67%. SB404 grant usage was shared and she decreased interventions such as, After School Homework Club for ELL students, Math Club, and Math Olympiads.

Mrs. Wennhold called for questions from the Board.

Discussion ensued as to the support for the third grade class that was noted to have lower test scores. These students were determined to be fourth graders for the 2006-2007 school year, had required help since kindergarten, and consisted of a group of diverse learners that included ELL and special education students. Mrs. Cauley reported these students as receiving services at all levels and that other interventions, including Summer School and After School Homework Club were well attended.

Mr. Louritt expressed appreciation for the implementation of intervention techniques at the elementary level.

Kingsbury Middle School

Dan Wold, Principal Kingsbury Middle School, reviewed goals and progress towards their School Improvement Plan. Through the use of a flip chart, Mr. Wold stated that KMS was in danger of not making AYP due to attendance being 91% during the 2005-2006 school year, with the cut off for the AYP watch list being 90%. The attendance issue was being addressed through participation grades to encourage students to attend school each day and be on time.

Mr. Wold reviewed CRT scores, stating that for reading and math, the goal was to increase each category (below standard, met, exceeds) by 5%, equating to seven students moving forward on the scale. An exercise called "Daily Skill Drills" had been implemented for reading in the previous year successfully, and had been increased to include an emphasis on grammar. Teachers were noted to be making efforts to emphasize grammar in all classes. Non-fiction reading was a newly implemented requirement for students and Daily Skill Drills were also being performed in math. Mr. Wold stated that students two years behind were required to attend remediation in place of elective courses.

Next, Mr. Wold shared student, parent, and staff survey data. SB404 grant monies were noted to be mainly used for tutoring and a four-hour Saturday school intervention.

Sharing MAP data, Mr. Wold stated that twenty-six students were more than one grade level behind in math and reading. They were identified as mainly ESL, special education, 504, and PEP students.

Mr. Wold wrapped up by stating accomplishments, such as, having been invited to the Mega School Conference due to KMS being one of three highest achieving schools in the state, with the Adequate Yearly Progress title having been held for three years, since the onset of the designations offered, beginning the 2003-2004 school year. He recognized student excellence in sports, science competitions, and both geography and spelling bees.

Mrs. Wennhold stated that achievement at KMS was impressive and thanked Mr. Wold.

Next, Mrs. Wennhold recognized and thanked the Boy Scouts who were attending the meeting in order to receive their "Citizen in the Community" merit badge.

5-B. Report on Textbook Selection for Adoption

Lyn Gorrindo, Director of Curriculum and Instruction, presented information on the selection and adoption process of the new Biology textbook, described as integrated and in-depth. She reported that the selection committee had reviewed ten different texts and selected, *BSCS Biology: An*

Ecological Approach, based on its alignment with standards, its content, and a curriculum structure that would help students become critical thinkers. Mrs. Gorrindo stated this text had been used in the District in one Biology class for eight years, was currently being used, was being piloted in Las Vegas, but was not listed on the State Textbook Adoption list.

Adding that Critical Content was designed during the 2005-2006 school year, and that Common Assessments were currently being developed, Mrs. Gorrindo stated the Common Assessments would be aligned to Nevada standards.

6. Information and Discussion

6-A. Superintendent's Report

Mrs. Lark gave an account of events of the past thirty days and the most important upcoming engagements. Mrs. Lark reported attending meetings and gave highlights of them including Family Involvement Team, several Teach For Success site observations, a two day Interest Based Bargaining Training, NorthernNVision Report Angelou Economics, Soroptomist Award luncheon, UNR Advisory Board Panel, iNVEST Plan luncheon and evening public meeting, the District Improvement Plan meeting, Professional Standards Commission, a Washoe Tribe meeting, and the Nevada Association of School Administrators Conference in Las Vegas.

Mrs. Lark commended the Douglas High School band for receiving awards at both the Nevada Day Parade and four first places in recent state competitions.

Upcoming events reported included, the Nevada Association of School Board Conference, a Lions Club speaking engagement, Breaking Ranks in the Middle Schools workshop produced by the Superintendent's Association, and a Western Nevada Regional Training Program, and a Teacher Quality Task Force meeting to be held in Las Vegas.

Mr. Louritt thanked Mrs. Lark for hosting the recent funeral held for a young veteran that attended Douglas High School.

6-B. NASB Director's Report

Mrs. Hales reminded Board members that the Nevada Association of School Board conference would begin that week in Carson City and asked that everyone attend all meals for which they had signed up.

6-C. Nevada Interscholastic Activities Association (NIAA) Report

Mr. Roman stated he was appointed to the NIAA for a three-year term. Being on the committee that would appoint the new Director on December 28th in Las Vegas, Mr. Roman reviewed the candidates and asked for input from Trustees on the finalists.

Next, Mr. Roman reported that the designations of five AAAA schools may be changed to AAA schools. This change would assist schools in the winning process that were struggling at the higher designation. Mr. Roman stated that ten schools would remain at the AAAA level, and expressed concerns related to these potential changes. Ultimately, the change in status could result in a school having teams at a variety of levels.

Mr. Roman added that leagues had been adjusted according to travel and distance to the best of the NIAA abilities.

6-D. Bond Information

Holly Luna explained recommendations and requirements for a solid approach to presenting a bond initiative in the 2008 elections. After much discussion with Marty Johnson, consultant for Johnson Consultant Group, Mrs. Luna reported that it was determined the District financial audit, currently in progress, would need to be completed. Additionally, a year of education and preparation was necessary, and a demographic cross sectional committee would need to be formed consisting of a variety of community members.

Mrs. Luna used the recent Carson City ballot as an example of a successful passing of a bond, noting that the same consultant firm she spoke with, was involved. Another factor discussed relevant to District income, was the construction tax granted according to population recorded on the Census. Although the next Census would be in 2010, this would affect future revenue.

Mrs. Wennhold called for questions from the Board.

Trustees discussed previous initiatives and the need to involve the community for a favorable outcome.

6-E. Douglas High School Track and Field

In order to follow up on the installation of the Douglas High School track and field project, Holly Luna updated the Board on both reasoning for past decisions and upcoming construction timelines.

Commending Sportex, the company who completed the turf installation at 2:00 p.m. on Homecoming day, she stated facts supporting decisions made by both the District and by Atlas, the company that initiated the final determination of holding off on the completion of the track until spring, due to inclement weather.

Mr. Roman requested the warranty information on the newly installed turf. Mrs. Luna responded that she would provide that information to the Board. The concern of maintaining the DHS mascot was expressed due to the complexity of the design.

Mrs. Wennhold called for a break at 5:45 p.m.

Public Comment

There was none.

6-F. Alternative Education Program Progress Report

Mrs. Bryant presented a PowerPoint on research relevant to changing the alternative education program. First, she reviewed definitions and laws that describe requirements of an alternative education program. Mrs. Bryant included clarification of distance learning, Charter schools, adult education, and teacher qualifications. Next, budget considerations were presented for Board members to understand expenses necessary for purchase of supplies, salaries, and facilities. Options explored were both the possibility of expansion of the existing night program, and incorporating a daytime program at an existing facility. Decreasing enrollment at certain sites could offer possibilities of available space.

Mrs. Bryant stated that many decisions would need to be considered when implementing changes including the type of program (independent study, distance learning, day program) to be offered, staffing, and budget allocations.

In conclusion, Mrs. Bryant stated that the recommendation of alternative education program

changes would need to be made through the upcoming Strategic Planning process.

7. Items Requiring Discussion and Action (Action)

7-A. Future and State of the Employability Report Card

Mrs. Bryant reviewed the Employability Report Card section of the Employability competency, currently required for graduation. Noting that employers are not reported to be using this information, she proposed that it's elimination be explored by a committee. Due to the work involved and the nature of the data reported being subjective and not valued by employers, it is time to review this competency. Mrs. Bryant presented a form that would allow for study and recommendation regarding this competency.

Board members discussed staff involvement, relevancy to students, and the changing of a competency, as this had not been an issue previously.

Mrs. Hales made a motion to approve the Competency/Assessment-Request for Modification form that Nancy Bryant prepared, and direct her to move through this process regarding the Employability Report Card competency, seconded by Mrs. Jamin.

Mrs. Wennhold called for public comment.

Two comments were made relevant to not having staff spend time on the Employability Report Card and to not seeing a need to judge a students character.

Mrs. Wennhold called for comments from Board members.

Questions were raised as to the need to poll students or parents before making a decision. Mrs. Wennhold stated that this portion of the competency was brought forth by people in the community as part of the Employability Strategy, and yet it was not being used as a consideration for student employment.

Mr. Roman expressed concerns related to changing the competency and implementing the change form.

Mrs. Wennhold called for a vote on the motion.

Motion carried 6/1. Mr. Roman, nay.

7-B. Superintendent Evaluation Process

Mr. Alexander discussed processes for evaluating the superintendent. Information provided to Trustees in their packets included a 360-Degree Evaluation description. This was further explained as a process created to provide a supervisor with feedback on areas that he/she was performing well in, as well as, areas where growth could be attained, and constructive criticism offered. The topics would include leadership, both abilities and style, decision making, and communication. Mr. Alexander stated the name "360-Degree Evaluation," was derived due to the involvement of all persons immediately surrounding the supervisor offering input.

Mrs. Hales made a motion that the December superintendent evaluation be a 360-Degree process with evaluations by the Board, Superintendent's Cabinet and secretary, District office level administration and site principals including Dan Wold, using a form based on the previous evaluation form, but modified for current purposes by Rich Alexander in conjunction with the Board President, and that the Board president and secretary compile the evaluations and prepare them for the Board to read with confidentiality and anonymity throughout the process. The motion was seconded by Mrs. Chessell.

Mrs. Wennhold defined staff included as being, "District level administration."

Discussion ensued as to the use of one or more forms and the number of persons to be involved.

After some discussion, Mrs. Hales asked that the original motion, which included Carol Lark in the listing of personnel to fill out an evaluation form, be amended to delete her from the list.

Mrs. Trigg stated there could be two forms, separating Board members from staff due to different levels of involvement.

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

Motion carried 7/0.

8. Correspondence

There was none.

9. Possible Agenda Items for Future Board Meetings

Mrs. Trigg mentioned an instance of a site parent meeting where concerns were raised that minutes written by the group were referred to, and a conflict of record was noted, as all attendees had not approved the minutes. She inquired as to whether the Board should review minutes such as these.

Mr. Cox stated that minutes of individual groups were not binding on the Board and this Board did not have oversight on such. Additionally, Mr. Cox stated that group minutes could be circulated for information and review purposes only.

Mrs. Chessell made note that PowerPoint presentations should include information in fonts large enough to be reviewed and understood.

10. Executive Session

There was none.

11. Adjournment

At 7:45 p.m. Mr. Louritt made a motion to adjourn, seconded by Mrs. Chessell.

Motion carried unanimously, 7/0.

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.