

Douglas County School District

Regular Meeting

Kingsbury Middle School

Stateline, Nevada

Tuesday, December 12, 2006

3:30 p.m.

**Minutes Approved
January 9, 2007**

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:

Mike Malloy, Legal Counsel

1. Call to Order

Mrs. Wennhold called the meeting to order at 3:30 p.m. with Mrs. Wennhold, Mr. Louritt, Mrs. Jamin, and Mr. Roman, a quorum of trustees, in attendance. An auto accident delayed a number of members and presenters from arriving at the start of the meeting.

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

B. Mr. Louritt moved to adopt the agenda, seconded by Mrs. Jamin.

Mrs. Wennhold called for public comment on adopting the agenda. There was none.
Motion carried, 4/0.

2. Consent Items (Action)

Mr. Louritt stated he would like to pull Item 2-B, Calendar Committee Minutes, from Consent for discussion.

Mrs. Hales arrived at 3:32 p.m.

Mrs. Wennhold called for public comment and any further Board discussion on the Consent Items. There was none.

Mrs. Jamin moved to adopt the Consent items, with the exception of Item 2-B, seconded by Mrs. Hales.

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 November 14, 2006.
- B. Approve the Minutes of the Special Board Meeting (Calendar Committee) held on November 14, 2006.
- C. Approve personnel actions described in Personnel Report No. 06-12.
- D. Excuse from compulsory attendance the students described in the Home School Report for November 2006.
- E. Approve payments contained in Voucher Number 1022 for the 2006-2007 fiscal year.
- F. Approve the request submitted by Kristopher Dale Cossette to take the GED examination.
- G. AB 280 Incident - Approve Corrective Action implementation by the school and teacher.

Motion carried, 5/0.

3. Special Recognition

3-A. Special Recognition

Mrs. Wennhold, on behalf of the Board, recognized and congratulated Dr. Florey for receiving the President's Award from Northampton Community College, Bethlehem, Pennsylvania where Dr. Florey began her education. Mrs. Wennhold announced Dr. Florey's many educational accomplishments and current responsibilities as Director of Grants and Assessments for the District. The inscribed award was presented to honor Dr. Florey in October of this year by the Northampton Community College alumni.

4. Special Recognition and Performance

4-A. Special Recognition and Performance – DHS Band

Mrs. Wennhold introduced Mr. Zabelsky, the music director of Douglas High School. Mr. Zabelsky and students in the band were recognized for their excellence in performance this year and in prior years. Many trophies and awards were displayed for Board members and the public. The marching band was congratulated on their achievements and was noted for the many hours of practice and dedication involved to attain such high honors. Among many awards earned, it was noted that in November, the marching band won the Grand Sweepstakes trophy at the Fairfield Tournament of Championships for the best marching band in both street and field show, while competing against 47 bands for the prize. Two DVD's were shown to share both pageantry and marching band performances.

Mrs. Wennhold thanked and congratulated Mr. Zabelsky and all band members in attendance.

Mrs. Wennhold stated due to the auto accident, presenters were still in traffic, including Mrs. Gilmartin who would give the Principal's Report. Therefore, Item 5-A, Principal's Report, was skipped and Item 5-B was presented next.

5. Administrative Reports and Program Reviews

5-B. Report on Textbook Selection for Adoption

Leigh Luce, PDC's math trainer, discussed the math textbook selection process and the *Integrated Mathematics I, II, and III* textbooks published by McDougal Littell that were chosen. After reviewing several publishers, the McDougal series was adopted to replace the textbooks of the same variety, due to wear and tear. The process included a committee of fourteen math teachers who based their decision on the alignment with state standards, district competencies, and critical content. Ms. Luce stated that in math, the District is currently the second lowest in the state for remediation, giving credit to the use of this book series that integrated a successful hands-on approach to math.

Mrs. Lark and Mrs. Bryant arrived at 3:57 p.m.

Ms. Luce noted that the curriculum required training for new teachers, as it was not a traditional format.

Mrs. Wennhold thanked Ms. Luce for informing the Board.

6. Information and Discussion

Item 6-B was presented next to give a moment to Mrs. Lark to get settled.

6-B. NASB Director's Report

Mrs. Hales mentioned a recent newsletter produced by Dotty Merrill and stated that the iNVEST program was the current project underway. NASB was concerned with the creation of a team for education by the governor and they hoped it would be comprised of people that would be credible to educators.

Karen Chessell arrived at 4:01 p.m.

Mrs. Wennhold commented on the well-organized recent NASB conference.

6-A. Superintendent's Report

Mrs. Lark noted that Mrs. Hales received an award for her work with NASB at the conference. Next, Mrs. Lark presented information regarding meetings of the past month and future meetings of interest. Involvement over the past month included several Teach for Success site reviews; Site Communications; District Technology Steering Committee; both the DSA Finance Committee and Sierra Pacific Power meetings, with Mrs. Luna; The Community Partnership; Teacher Quality Task Force; MAP training; Governance Board; Lions Club speaking engagement; and the Superintendent Association meeting where discussion involved a database being created that will allow the tracking of success for students from high school to college. Upcoming items of interest included, a Breaking Ranks in the Middle Schools conference with principals, and the Superintendent Academy three-day conference, paid for by the Association, involving Superintendent's and their Cabinet members from all seventeen Nevada counties.

Mike Malloy, attorney, arrived at 4:14 p.m.

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

Mr. Roman announced that Eddie Bonine was elected as the new Director for the NIAA. Decisions regarding the realignment of AAA and AAAA designations for Nevada schools were discussed. Ultimately, that realignment would not be taking place.

Mr. Alexander suggested the Board go into Closed Session at this time due to Mrs. Gilmartin and Mr. Silva, CPA, not having arrived.

11. Executive Session: Litigation Update

At 4:20 p.m., Mr. Louritt made a motion to recess into Executive Session pursuant to NRS 288.220(4), seconded by Mrs. Chessell.

Mrs. Wennhold called for any discussion on the motion. There was none.

Motion carried, 5/0, as Mr. Roman had stepped away.

At 4:45 p.m. Mrs. Hales made a motion to return to Public Session, seconded by Mr. Louritt.

Motion carried, 7/0.

Mrs. Trigg arrived at 4:28 p.m., while the Board was in Executive Session.

Mrs. Gilmartin arrived at 4:45 p.m., following Executive Session.

Next, Mrs. Wennhold stated that with all Calendar Committee members present, the Board would address Consent Item 2-B, Minutes of the Special Meeting of the Calendar Committee that had been pulled at the beginning of the meeting.

Mr. Louritt inquired as to whether or not the entire Board would need to approve the Minutes of the Calendar Committee.

Mr. Malloy stated they could all approve the Minutes as they were agendaized, or they could approve them as a quorum.

Mrs. Chessell made a motion to approve the Minutes of the Special Board meeting (Calendar Committee) held on November 14, 2006, seconded by Mrs. Trigg.

Motion carried with a vote of 4/3, by Mrs. Wennhold, Mrs. Trigg, Mr. Roman, and Mrs. Chessell, members of the Calendar Committee. The three members not on the Calendar Committee, abstained.

5. Administrative Reports and Program Reviews

5-A. Principal's Report – Jacks Valley Elementary School

Mrs. Gilmartin shared a PowerPoint presentation representing the goals and accomplishments of the Jacks Valley Elementary School Improvement Plan. The three goals being, improving achievement in reading and math, and improving school climate. Mrs. Gilmartin stated staff had reviewed CRT test scores, noted a dip in scores in the fourth grade, and that one third of students at JVES were not at grade level. Next, she reviewed remediation being offered in the area of literacy.

Several examples were given, including training of school aides as tutors and implementation of an intensive twelve-week session, equaling four to six hours of instruction. Mrs. Gilmartin reviewed the twelve week program that first began with sixth grade students in a reading lab, noted Kindergarten through third grade was involved in guided reading, and fourth to sixth graders were offered books from the Book Nook, which they could take home.

Additionally, Mrs. Gilmartin stated Plato software was available for math improvement for students below grade level. Students were also learning math through songs, with the help of aides on staff.

Last, Mrs. Gilmartin stated school climate was being improved through the use of visuals and recognition, promoting caring and fairness. One avenue was the Block E award program based on grades and citizenship. Additionally, a Golden Eagle recognition program had been put in place, and the Tribes and Asset program was revived to celebrate one asset each month. Teachers had received books and packets to help promote those monthly assets.

When asked about the occurrence of retention at JVES, Mrs. Gilmartin stated they had retained students in kindergarten and first grade, as that intervention was best at the earlier level.

Mr. Roman congratulated Mrs. Gilmartin on their effort to build self-confidence and awareness.

Mrs. Wennhold stated the next item would be Item 8-A, AR302 (b) "Personnel Guidelines for Selecting School Principals."

8. Information and Discussion

8-A. AR302 (b), "Personnel Guidelines for Selecting School Principals"

Rich Alexander discussed the current and revised Administrative Regulation pertaining to the hiring process for principals. Mr. Alexander reviewed the reasoning for having implemented a hiring committee, as being a check and balance system, but this had not provided the Superintendent flexibility beyond the choice of the committee's recommendation. Additionally, problems were noted of past experiences with confidentiality as it related to committee members, and those on the committee having pre-selected their candidate prior to the interview.

Discussion ensued as to the process, as it related to Board members, in order that they are made aware of progress in the hiring of an administrator. Mr. Alexander stated sites could be asked for input to be given to the Superintendent, who could then report to the Board her findings.

Mrs. Hales expressed an interest in the reporting of how a match would be made between the input gathered and the candidate's strengths.

Mrs. Jamin suggested that a candidate could be asked to meet people before being hired and beginning employment.

Mrs. Lark stated the selection of principals was the single most important decision a Superintendent makes and that she was completely comfortable being held accountable for those decisions.

Mrs. Wennhold announced that a break would be taken at 5:25 p.m. and the meeting would reconvene at 5:45 p.m.

7. Items Requiring Discussion and Action (Action)

7-A. Presentation and Acceptance of Financial Audit for Fiscal Year Ended June 30, 2006

Mrs. Luna introduced Dave Silva, CPA representing Solari and Sturmer, LLC, who audited the District financial statements. Mr. Silva delivered the final audit report at the meeting, noting there were no changes made to the draft. He used a PowerPoint presentation as he discussed the auditor's report, referencing pages in the report, and quoting findings listed in the report. Mr. Silva reported the firm found no instances of noncompliance of internal control conditions relative to laws, regulations, contracts and grants. They also reviewed Major Federal Award Programs (Grants) and found no instances of noncompliance. Additionally, Mr. Silva discussed charts showing data including a three-year comparison of assets, a three-year change in net assets, and a three-year comparison of liabilities. In regards to statutory compliance, the District conformed to all significant statutory constraints in its financial administration during the year. In relation to major federal programs, Mr. Silva stated they tested Title 1 (Part A) Special Education, and the National School Breakfast and Lunch Program.

Mr. Silva wrapped up by stating the audit process involved 735 hours of work.

Mrs. Luna recognized and credited Sue Estes for having dedicated many hours and much involvement for completion of the audit process.

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

Mr. Louritt moved to accept the 2005-2006 independent audit report, seconded by Mrs. Trigg.

Motion carried, 7/0.

Public Comment

Mrs. Wennhold asked that anyone wishing to comment on the calendar issue wait until it was addressed. Groups wanting to speak were asked to combine comments so as not to be repetitive, and for persons addressing the Board to limit comments to three minutes.

Doug and Sally Battista, DHS parents, reported to the Board issues they had with the coach of the girl's soccer team. Concerns were stated to be a violation of the Mission Statement. They alleged verbal and mental abuse was administered by the coach to various team members, and alleged that the coach was a poor role model for students.

Fritz Schweigert, coach for Great Basin Youth Soccer stated he filed a complaint regarding the DHS coach recruiting players from his team both after registration and during the season, as it was an agreement violation. He added there were not enough students who would admit to being approached, but he had emails outlining these actions.

Eric and Pat Sturgess, DHS parents, stated their daughter was in tears time after time due to the soccer coach's actions towards her. They felt the coach ran the team through fear and asked that there be a method of dealing with a coach who humiliated students and created fear instead of earning respect through proper leadership.

Ralph Johnson, DHS parent, stated he had sent letters in an attempt to correct the problem that he felt started last year. Mr. Johnson stated incidences that occurred noting that humiliation tactics had been used with his daughter, and that administration protected the coach and did not correct the

coach's actions. Adding that he was also involved with another team, Mr. Johnson reported he was working to develop policy with the NIAA regarding players.

Mrs. Wennhold asked for any further comments. There was none.

A short break was taken at 6:45 p.m.

7-B. Calendar Committee Proposal

Rich Alexander discussed the Calendar Committee process, and their goal of arriving at a calendar proposal for the consideration of the Board. Meetings began on September 12th with a recommendation to be produced no later than January 2007. Mr. Alexander reviewed the history of the District calendar, the many guidelines, including state, district, budget concerns, remediation, and holidays reviewed by the committee in order to arrive at the current proposal.

Mr. Alexander stated the committee had deliberated and arrived at two calendars for consideration at this time. Concerns were discussed with Board members as questions arose as to whether or not the shortening of the first semester was desirable for secondary schools, holidays were laid out best for families, staff development fell at the right time for teachers, and start and end times of the school year were shown favorably.

Mrs. Wennhold called for public comment.

Many elementary and secondary principals, teachers, and a parent expressed views on the various aspects of the calendar issue.

Mrs. Trigg moved that the Board accept the recommendation of the Board Calendar Committee and adopt a District calendar to go into effect for the 2007-2008 school year and remain in effect for five years starting with the green calendar and the blue calendar, however, changing the date to finish school on the 6th for the secondary and the 10th for elementary, adding the one school inservice day that would be more flexible for elementary and secondary.

Board members discussed the motion briefly, to decide on the specifics being referred to in the statement.

Trustees did not second this motion.

At 8:30 p.m. Mrs. Jamin stated necessities of clarifying criteria before moving to adopt the calendar.

With the understanding the best fit for all students' education was of utmost concern and was the basis of all calendaring considerations, discussion leaned toward the calendar committee meeting one more time before taking action on adopting a calendar. This would allow the school year start and end date to be reexamined, the shortening of the first semester in relation to further research to be reviewed, and vacation times to be nailed down prior to the January Board meeting.

Mrs. Trigg moved to table a decision until the January meeting allowing time for information gathering and the meeting of the calendar committee one more time, seconded by Mrs. Jamin.

Mrs. Wennhold called for comments from the public and the Board. There was none.

Mr. Malloy stated a motion was not necessary unless approving a calendar.

The Board did vote, and the motion was carried 7/0.

7-C. ALT/MAP Target Score Adjustments

Mrs. Bryant and Dr. Florey reported on ALT/MAP target score adjustments to the Achievement Level Tests. Mrs. Bryant stated the exit scores remained the same. Dr. Florey reviewed a regression analysis prepared as the basis for the changes, beginning her presentation with end scores and working backwards. She noted the increased target scores at the elementary level, in reading, language, and math. Dr. Florey also noted that the number of items students must get correct for mastery at the 50th percentile is significantly higher at the elementary level. This equated to a bumping up of the RIT scores to meet the 50th percentile standard at almost all elementary levels. She arrived at new target scores for winter based on current DCSD spring target scores. Dr. Florey added that students would receive remediation as necessary to meet the higher RIT cut scores that would also help students to pass the state administered CRT exams.

Mr. Louritt moved to approve the changes as designed for the first reading of the ALT/MAP Target Scores Adjustments, seconded by Mr. Roman.

Motion carried unanimously, 7/0.

Mrs. Bryant and Mrs. Wennhold thanked Dr. Florey for her presentation.

7-D. Database Change Consideration

Mrs. Luna presented information regarding the purchase of PowerSchool, new database software for containment of student information. Pearson was noted as phasing out the existing software, SASIXP, over an approximate two-year time frame, as they recently acquired the PowerSchool software from Apple Computer. Mrs. Luna reviewed the proposal from Pearson that was included in Board packets. With the offer of a 0% finance fee, a lease option enabling the District to implement PowerSchool while overlapping fiscal years, the software being web integrated, and more user friendly, Mrs. Luna recommended the purchase and implementation of PowerSchool as the new Student Information System (SIS).

Mrs. Wennhold called for public comment.

Ms. Ozolins, DHS counselor, and Ms. Tretton, DHS teacher, both spoke of previous experiences with the PowerSchool software. They reported their usage as being very positive, noting communication, accountability, and grading was much improved over SASIXP.

Mrs. Hales moved to accept Business Services' recommendation to sign a four-year lease option with Pearson for the PowerSchool web-integrated SIS. Funding will come from the District's Capital Projects Fund, \$43,826.00, for the next four years. The Five Year Capital Projects Fund is revised annually and the next revision is due in June 2007. The 2007 revised Five Year Capital Plan will include this four-year lease option, seconded by Mrs. Jamin.

Motion carried, 7/0.

7-E. Consideration of 2006-2007 Budget Augmentations and Amendments

Mrs. Luna reviewed budget Resolutions 06-03, 06-04, and 06-05, noting that after the reporting of enrollment in the fall, actual fund balances from the prior year are realized and revenue and expenditure accounts are reviewed as the basis for amending the budget. She stated this budget is filed with the state to officially make amendments and augmentations to the District's current year, 2006-2007 budget. Mrs. Luna reminded the Board this was the last year for hold harmless, and noted the Fiscal Year 2007-2008 budget will be based on Fiscal Year 2005 being down 132.4 weighted students, or \$650,000 less than was received for this school year. Figures were based on salaries including current information on personnel turnover and vacancies. Expense increases taken into consideration were noted as being a \$30,000 increase in expense due to the new larger auditing firm, a \$12,000 addition for internet filtering, and additional maintenance including removing of hazardous chemicals from sites. Mrs. Luna stated a \$19,000 increase in revenue was realized due to the sale of buses, but noted that would be placed back in to the transportation account for replacement of equipment. Board members were provided supporting data including summary highlights of the expenditure changes in the District's general fund and a breakdown of general fund resource changes.

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

Mr. Louritt made a motion to adopt Resolution 06-03, seconded by Mrs. Chessell.

Mrs. Jamin made a motion to adopt Resolution 06-04, seconded by Mr. Louritt.

Mrs. Hales, made a motion to adopt Resolution 06-05, seconded by Mrs. Chessell.

All three motions were carried, unanimously, 7/0.

7-F. District Improvement Plan

Mrs. Bryant reviewed the history and changes to the District Improvement Plan. She reported an expectancy of the lower students to grow at a quicker percentage rate (10%), and overall an expectancy of a 3% growth for all students. To accomplish the goal of "Improving academic achievement for all students," Mrs. Bryant stated the scope was being narrowed from the past, and noted the onset of MAP testing and DesCartes helped to gain focus on areas in need of improvement.

Mrs. Bryant reviewed data elements, priority needs, and action steps deemed necessary to achieve the goal. In reviewing the action steps, Mrs. Bryant noted that each had an implementation plan, timeline, and data element necessary to document attainment.

Work underway to implement the District Improvement Plan included staff development, implementation of co-teaching in special education, emphasis on CTE courses, and technology alignment through improvements made by the Technology Steering Committee. Additionally, courses not previously approved at sites were being reviewed for both critical content and alignment with state standards, and collaboration efforts were underway to implement common assessments.

Mrs. Lark thanked Mrs. Bryant and the District Improvement Plan team for putting forth much effort on aligning the Plan.

Mrs. Trigg moved to approve the District Improvement Plan, seconded by Mrs. Jamin.

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

Motion carried, 7/0.

7-G. Employability

Mrs. Bryant reported on the recent meeting of the Employability Report Card competency review team. Stating the competency's original goal was for students to gain competency in job retention, but having had fewer than five requests for Employability Report Card ratings from community members, Mrs. Bryant reported the team recommended the removal of the Employability Progress Report (EPA) from the employment competency requirements.

Mrs. Jamin moved to support the Committee's recommendation, seconded by Mr. Roman.

Motion carried unanimously, 7/0.

7-H. iNVEST Plan Resolution

Mrs. Lark reviewed the iNVEST Resolution Plan that was created in order to financially help with providing adequate basic support to educators. Upon approval, Mrs. Lark asked that Board members sign the resolution in support of the Plan. Superintendents were presenting this same resolution to all Nevada Board members in order to provide the legislature with documentation to support education, as outlined.

Mrs. Trigg stated the motion as: Therefore, be it resolved that the Superintendent and Board of Trustees of Douglas County School District fully endorse and support iNVEST '07 and its primary purpose of improving student achievement for all students and urge the Governor and Nevada State Legislature to support iNVEST '07 through specific action to enact the policies and provide the funding necessary to achieve the fundamental tenets of iNVEST '07: provide adequate basic support; attract and retain a high quality work force; and the means to increase instructional time and expand educational opportunities, seconded by Mrs. Chessell.

Motion carried unanimously, 7/0.

9. Correspondence

At 10:01 p.m., Mrs. Bryant passed out copies of letters received from parents of soccer players and stated two more would be given to Board members that were not available at the meeting this evening.

Mrs. Wennhold inquired as to who might want to attend the NSBA conference in San Francisco in April.

10. Possible Agenda Items for Future Board Meetings

Mr. Roman stated he would like to discuss moving the ninth grade to the high school, seconded by Mrs. Chessell.

Mrs. Hales stated she would like a report and possibly the formation of a committee or task force to look into long-term complaints about sports. She reviewed instances from current and previous years that had been reported. Mrs. Trigg seconded this suggestion.

12. Adjournment

Mrs. Trigg made a motion at 10:10 p.m. to adjourn, seconded by Mr. Roman.

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.