

**Douglas County School District**  
Regular Meeting  
Douglas High School  
Minden, Nevada  
Tuesday, February 13, 2007  
3:30 p.m.

**Minutes Approved**  
**March 13, 2007**

**MINUTES**

Present were:

**Trustees:**

John Louritt, President  
Connie Wennhold, Vice President  
Cynthia Trigg, Clerk  
Karen Chessell, Member  
Sharla Hales, Member  
Teri Jamin, Member  
Keith Roman, Member

**Personnel:**

Carol Lark, Superintendent  
Holly Luna, Director of Business Services  
Rich Alexander, Assistant Superintendent, Human Resources  
Nancy Bryant, Assistant Superintendent, Education Services

**Others Present:**

Paul Anderson, Legal Counsel

**1. Call to Order**

Mr. Louritt called the meeting to order at 3:30 p.m.

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

**2. Consent Items (Action)**

Mr. Louritt stated that Item 2-B would be pulled from the Consent Items in order to have only the members of the committee approve the Minutes of the Calendar Committee.

Mrs. Wennhold made a motion to approve the following consent items, excluding Item 2-B, Minutes of the Special Meeting, Calendar Committee of January 3, 2007, seconded by Mr. Louritt:

- A. Approve the Minutes of the Regular Board meeting held on January 9, 2007.
- B. Approve the Minutes of the Special Board meeting, Calendar Committee, held on January 3, 2007.
- C. Approve the minutes of the Special Meeting, Strategic Plan Committee, held on January 26, 2007.

- D. Approve the final corrective action of the AB 280 incident, to be implemented by the Director of Special Services.
- E. Approve instructors to teach the FLSEA program.
- F. Approve an increase in the District's employee mileage reimbursement rate from 44.5 cents per mile to 48.5 cents per mile effective February 1, 2007
- G. Excuse from compulsory attendance the students described in the Home School Report for February 2007.
- H. Approve the requests submitted by Dustin Robertson and Samuel Ian Michael Grady to take the GED examination.
- I. Approve personnel actions described in Personnel Report No. 07-02.
- J. Approve payments contained in Voucher No. 1026 for the 2006-2007 fiscal year.

Mr. Louritt asked for any discussion or public comment on the Consent agenda. There was none.

Motion carried by a unanimous vote, 7/0.

Mrs. Wennhold made a motion to approve Item 2-B, Minutes of the Calendar Committee by the committee members.

Motion carried, 4/0, by committee members: Mr. Roman, Mrs. Wennhold, Mrs. Trigg, and Mrs. Chessell. The three trustees not on the committee abstained.

Mrs. Wennhold recognized the retirement of Dr. Florey, Director of Grants and Assessments, effective at the end of this school year. She expressed sentiment for the loss of Dr. Florey, and acknowledged her commitment, dedication, and skills shown in over thirty years of service to the District.

### **3. Administrative Reports and Program Reviews**

#### **3-A. Principal's Report (Scarselli Elementary School)**

Principal Brandon Swain presented a PowerPoint on progress towards their School Improvement Plan goals. Student achievement data based on spring ALT scores, ITBS testing, and AYP information was reported. The CRT and ITBS data showed that Scarselli was above the District average in third and fourth grade. Although, a concern was expressed for continually meeting Adequate Yearly Progress (AYP) requirements. He reported that one grade of students was consistently below grade level. While reviewing Teach For Success data, Mr. Swain reported that the amount of instructional time had doubled and complimented his staff for their efforts. School Improvement goals were stated as 1) Increasing student achievement in Literacy, 2) Increasing student achievement in math, and 3) Increasing parent involvement. Mr. Swain reported on interventions used to attain these goals, including the SB404 interventions of Homework Club held twice a week, and a daily tutoring program that supported over 150 students this school year. Additionally, staff members were working to improve next year by rolling parent involvement into the Achievement goals of math and literacy. Future professional development in the area of math would also be attained in the future.

Through questioning from Board members, Mr. Swain stated that both MAP and DesCartes were positive additions for both the students using the software, and for student achievement data gathered.

### **3-B. SCPE Report – Nancy Bryant**

Nancy Bryant reported on enrollment in the Supervised Curriculum Physical Education program that had been approved by the Board during the 2005-2006 school year. Mrs. Bryant stated that thirteen students had enrolled, two students didn't participate, and one didn't complete the program. She reported individual activities are approved through the State Superintendent.

### **3-C. Advanced Placement Report – Nancy Bryant**

Nancy Bryant reported on Advanced Placement courses. A chart reflecting District preliminary AP testing data was shown beginning with 2004-2005 data. The number of students expected to take the AP exams increased significantly, in all courses, with these results attributed to announcing to students that the exam was an expected requirement when taking these courses. Fee waivers had been offered to sites to assist students financially, if necessary.

### **3-D. Administrative Regulation 219(a), "Use of Commercial Films/Videotapes"**

Nancy Bryant informed the Board that a change had been made to the Administrative Regulation 219(a), "Use of Commercial Films/Videotapes. This change was the addition of an administrative signature line as it had not been included before, and approval was necessary.

### **3-E. Community Volunteer Program – Active Volunteers in Douglas County (AVID)**

Carol Lark presented a PowerPoint and led a discussion regarding volunteerism, seeking information and ideas for maximum involvement of volunteers in the schools. Board members shared that an idea broached in the past had been to have a coordinator for volunteers in a central location. Recommendations made were to possibly have students create a public service announcement, an informational block and/or volunteer sign-in could be placed on the District Web site, and members of Active Volunteers in Douglas County (AVID) could be approached.

Mrs. Lark stated that plans for a new Boys and Girls Club had been implemented and efforts were underway in that area to provide help for students.

### **3-F. Athletic Policy Review**

Mrs. Lark began by stating that at the last Board Meeting, high school administrators reviewed current information pertaining to coaching, and that this report would be based on newly developed parent communication. She introduced administration from both George Whittell and Douglas High Schools to present new information and procedures relating to coaching.

Mr. Swisher stated that administration has made supportive efforts to improve communication with parents in regards to sports by creating a brochure that was a guide for parents, coach evaluation forms, and student and parent survey forms. Mr. Swisher and Mrs. Shannon presented brochures from their respective sites. Discussion ensued as to differences in the information contained in the school's individual brochures. Board members made some suggestions through this review process.

Next, the new coaching evaluation forms were reviewed and discussed. It was noted that some information had been arranged differently on the forms created by the individual schools. A determination was made that one form would be best to offer parents.

Mrs. Hales stated that the new information had neglected to address supervision of coaches.

Finally, parent and student surveys produced for both high schools were discussed. Mr. Swisher relayed concerns from coaches. One such was the use of this perception data in their evaluation process. Mrs. Shannon stated that information provided would be taken seriously, but was not the evaluation in its entirety. Administrators planned to distribute brochures and coaching evaluations in the fall. Implementation of the new surveys was slated for this spring.

Mrs. Hales read from a list of incidences involving coaches spanning over several years. She stated her desire to look at forming a taskforce that would incorporate parents into the coaching process.

Mr. Louritt called for a break at 5:40 p.m.

## **Public Comment**

Ernie Monfiletto, Douglas High School teacher and coach, spoke as a representative for the coaches at Douglas High School. Making it clear that parent input to improve coaching was useful and desirable, he stated that offering a survey allowing individuals to optionally include their name, was uncomfortable. His feeling was that responsible communication should be encouraged, not anonymous comments.

## **4. Information and Discussion**

### **4-A. Superintendent's Report**

Carol Lark reported to the Board District activities of the past month. She began by reviewing the Family Involvement Team meeting attended by the Nevadans for Quality Education. The NQE offered information via email to inform parents on issues relating to education and encouraged them to be involved with legislation through emailing legislators. A meeting attended by UNR personnel regarding data gathering for seniors who had graduated, was stated as an ongoing, progressive process. Mrs. Lark attended staff, parent, and a NJHS student meeting in order to obtain information regarding qualities desired for the person filling the CVMS principalship opening. Regularly scheduled District meetings including Communications, Employee Group Meeting, Tech Steering Committee, and the annual Strategic Planning were listed, along with the monthly Superintendent meeting and Mrs. Lark's participation in a panel of the Nevada Policy Research Institute (NPRI). The NPRI speaker presented revolutionary approaches to public education. Next, negotiations were mentioned, along with the Interest Based Bargaining approach to that process. Two new groups were announced. The Leadership Advisory Team was formed to obtain feedback from sites on how they can better be served. The Breaking Ranks in the Middle Schools group was formed to address issues facing middle schools.

Mrs. Lark expressed gratitude and announced an additional donation being received from Big George in the amount of \$450,000 in addition to the \$122,000 announced last month. The funds would be used for the Douglas High School track and field complex. Improvements made would include the scoreboard, security fences, cameras and more.

In conclusion, Mrs. Lark stated that the Leadership Douglas County group would be visiting the District on February 20<sup>th</sup> and the new Douglas High culinary class would be providing lunch for them.

#### **4-B. NASB Report**

Mrs. Hales stated she would be attending the new Board member training along with Karen Chessell, due to the simultaneous scheduling of the Executive Board Meeting. This was upcoming in March. NASB news included Dotty Merrill being involved with the legislature on behalf of NASB and the iNVEST '07 meeting presented by Superintendent, Mrs. Pierczynski having been well received.

### **5. Items Requiring Discussion and Action (Action)**

#### **5-A. Adoption of the Revisions of the Douglas County Strategic Plan**

The January 26<sup>th</sup>, Strategic Planning Meeting was reviewed through a PowerPoint presented by Nancy Bryant. First, she stated changes to the Plan as determined by the committee and then elaborated on the areas of focus that would determine the Board/Superintendent MBO's for the 2007-2008 school year. Showing the top five areas of focus, in order of priorities as voted on through a final e-mail process, Mrs. Bryant announced that several priorities overlapped. The combination of steps would allow the next two priorities in line to be included, with an end result of the top five having more sustenance.

Mrs. Wennhold moved to adopt changes to the Strategic Plan with combining the critical content and intervention strategies in order to include the sixth and seventh priorities, with an end result being five priorities, seconded by Mrs. Jamin.

Mrs. Wennhold stated for clarification purposes, the motion was made recognizing that interventions and critical content were currently being implemented and were therefore being combined, not viewed as two separate goals.

Motion carried by a unanimous vote, 7/0.

### **6. Correspondence**

Mr. Louritt mentioned the receipt of a letter provided by Mrs. Hales to the Board this evening in their red folders. There was no other correspondence.

### **7. Possible Agenda Items for Future Board Meetings**

Mrs. Chessell stated she would like to see a Board Policy created to protect students in the area of approving plays and any other extracurricular activities that included student involvement, from sexual or inappropriate connotations, seconded by Mrs. Wennhold.

Mrs. Hales stated she would like to have an agenda item be a community taskforce or committee to look at athletic communications to improve community involvement in the area of

sports, seconded by Mrs. Chessell.

Mr. Anderson, District legal counsel, stated as being the current counsel for NIAA, that it was necessary to be careful about infringing on rights of the coaches.

The possibility of adding a regularly scheduled report to the agenda was suggested by Mr. Louritt wherein a Board report could be a standing item.

### **8. Executive Session**

The Board adjourned to Executive Session for the purpose of hearing an update on negotiations

### **9. Adjournment**

Mrs. Wennhold made a motion to adjourn at 7:24 p.m., seconded by Mrs. Trigg.

Motion carried by a unanimous vote of 7/0.

Submitted by:

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Carolyn Moore  
Secretary to the Superintendent and  
Board of Trustees

Approved:

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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.