

Minutes Approved On:
January 11, 2005

Douglas County School District
Regular Meeting
Douglas High School
Minden, Nevada
Tuesday, December 14, 2004
3:30 p.m.

MINUTES

1. Call to Order

Mr. Louritt called the meeting to order at 3:35 p.m. He advised the Board that Item 9B, regarding the Level III Grievance filed by Toni Gumm would be heard in public session. He directed their attention to the material in their red folder that further explained Item 2F, "One-Fifth Retirement Credit for Hard to Fill Positions."

Present were:

Trustees:

John Louritt, President
Sharla Hales, Vice President
Connie Wennhold, Clerk
Keith Roman, Member
Don Forrester, Member
Loren Orr, Member
George Echan, Member

Personnel:

John Soderman, Superintendent
Rick Kester, Director of Business Services
Rich Alexander, Assistant Superintendent, Human Resources
Roy Casey, Assistant Superintendent, Education Services
Lisa Fontana, Director of Curriculum and Instruction
Janice Florey, Director of Grants and Assessments
Jan Keith, Director of Special Services
Brandon Swain, Principal, Scarselli Elementary School
Nancy Bryant, Principal, Piñon Hills Elementary School
Wendy Yankowski, Teacher, Piñon Hills Elementary School
Jasmine Gouviea, DCPEA Vice President
Tracy Gruber, Teacher, Scarselli Elementary School
Janie Gray, Principal, George Whittell High School
Ed Perkins, Vice Principal, George Whittell High School

Others Present:

Mike Nivinskus, Legal Counsel

Mr. Soderman led those present in the Pledge of Allegiance.

Mr. Forrester made a motion to adopt the agenda with the noted change of item 9B being heard in public session, seconded by Loren Orr. Motion carried by a unanimous vote of 7/0.

2. Consent Items

A. Minutes of the Regular Meeting of November 9, 2004

B. Personnel actions described in Personnel Report No. 04-12 as follows:

2004-2005 SCHOOL YEAR - HIRING RECOMMENDATIONS FOR CLASSIFIED PERSONNEL:				
Name	Position/Location	Effective Date	Salary	Replacing
Clarence Light	Bus Driver – Valley Transportation	11-01-04	EE(P)	Tina Bateson
Donna King	Playground Aide – PHES	11-01-04	11EE1	Cindee Maxwell
Laurel Barnhill	Attendance Clerk – DHS	11-09-04	21EE1	Ruth Cummins
Laura Light	Special Ed Aide/IEP – Transportation	12-01-04	11EE1	Ruth Sherman
Jo Sorenson	Clerk Typist – DHS (4hrs)	11-19-04	17EE1	New Position
Doris Banathy	Library Assistant – DHS (4hrs)	11-19-04	23EE1	Stacey DeBie
Laura Almeida	Playground Aide – GES	11-22-04	11EE1	Jan Dye
George Buscay	Custodian – GWHS	12-06-04	23EE1	Michael Hoffman
Shelli Belanger	Special Ed Aide/IEP – CCMES	12-08-04	11EE1	Amanda Ivie
Michael Ivie	Custodian – CCMES	12-06-04	23EE1	Sandra Hubbart
Julie Rice	Head Secretary – GWHS	12-06-04	26EE3	Diane Rea
CLASSIFIED RESIGNATIONS:				
Name	Position	Effective Date		
Sandra Hubbart	Custodian – CCMES	11-04-04		
Stacey DeBie	Library Assistant – DHS	12-05-04		
Kathryn Keever	Special Ed Aide/IEP – CVMS	12-17-04		
Stephanie Kerr	Health Service Nurse – JVES	12-10-04		
Mary Merry	Interpreter/Hearing Impaired – PWLMS	12-17-04		
CLASSIFIED CHANGES:				
Name	Former Position	New Position	Effective Date	
Ruth Cummins	Attendance Officer – DHS	Library Assistant – DHS (4hrs)	11-09-04	
Amanda Ivie	Special Ed Aide/IEP – CCMES (5hrs)	Special Ed Aide/IEP – CCMES (6hrs)	11-29-04	

B. Personnel Report 04-12, continued

CLASSIFIED RETIREMENTS:		
Name	Position	Effective Date
Loren Davis	Groundsperson – Maintenance	12-01-04
CLASSIFIED TERMINATIONS:		
Name	Position	Effective Date
Tami Crosby	Health Aide – KMS	11-15-04
Jami Mosbacher	Special Ed Aide/IEP – JVES	11-24-04
CERTIFIED RESIGNATIONS FOR 2004-2005:		
Name	Position/Location	
Lori Lillo	SpEd/Special Services	

C. Payments contained in Accounts Payable Voucher 1024 for FY 2004-2005

D. Excuse from compulsory attendance the students described below for the 2004-2005 school year:

Mr. and Mrs. Keith Novotny – 16 year-old son, 11 th grade. Fourth year homeschooling. Using an approved correspondence program. Performance objectives delineated.
Mr. and Mrs. Paul Breaux – 13 year-old daughter, 7 th grade; 15 year-old son, 9 th grade; 11 year-old daughter, 6 th grade. Fourth year homeschooling. Performance objectives delineated.
Ms. Susan Beck-Divird – 11 year-old son, 6 th grade; 11 year-old son, 6 th grade. Fourteenth year homeschooling. Performance objectives delineated.
Ms. Marcy McShane-DeRose – 13 year-old daughter, 8 th grade. Second year homeschooling. Performance objectives delineated.
Mr. and Mrs. Herb Shedd – 14 year-old son, 8 th grade. Fifteenth year homeschooling. Performance objectives delineated.
Mr. and Mrs. Chuck Monson – 10 year-old daughter, 5 th grade; 15 year-old son, 10 th grade. Third year homeschooling. Performance objectives delineated.
Mr. and Mrs. Andrew MacMillan – 13 year-old son, 8 th grade; 16 year-old daughter, 11 th grade; 11 year-old son, 6 th grade. Ninth year homeschooling. Performance objectives delineated.
Mr. and Mrs. Dwight Englekirk – 15 year-old son, 10 th grade. Seventh year homeschooling. Using an approved correspondence program. Performance objectives delineated.
Ms. Leah Biggs – 15 year-old son, 10 th grade. Twelfth year homeschooling. Using an approved correspondence program. Performance objectives delineated.
Mr. and Mrs. Kevin Ply – 12 year-old son, 7 th grade; 10 year-old daughter, 5 th grade; 8 year-old son, 3 rd grade. Seventh year homeschooling. Performance objectives delineated.
Mr. and Mrs. Rob Breeden – 8 year-old son, 3 rd grade; 7 year-old son, 1 st grade. Third year homeschooling. Performance objectives delineated.
Mr. and Mrs. Miguel Berumen – 11 year-old son, 6 th grade. First year homeschooling. Using a home educator consultant. Performance objectives delineated.

D. Excuse from compulsory attendance, continued

Ms. Kelly Powers – 6 year-old daughter, 2 nd grade. Second year homeschooling. Using an approved correspondence program. Performance objectives delineated.
Ms. Stefinie Rippe – 18 year-old daughter, 12th grade. Second year homeschooling. Using an approved correspondence program. Performance objectives delineated.
Ms. Crawford – 16 year-old daughter, 11th grade. First year homeschooling. Using an approved correspondence program. Performance objectives delineated.
Mr. and Mrs. John Ottman – 10 year-old daughter, 5th grade; 7 year-old son, 2nd grade. Second year homeschooling. Performance objectives delineated.
Ms. Kathy Carlisle – 16 year-old daughter, 11th grade. Second year homeschooling. Using an approved correspondence program. Performance objectives delineated
Mr. Robert Lochridge – 16 year-old daughter, 11 th grade. First year homeschooling. Using an approved correspondence program. Performance objectives delineated.
Mr. and Mrs. Roy Love – 15 year-old daughter, 10 th grade. Second year homeschooling. Using an approved correspondence program. Performance objectives delineated.

- E. Second Reading and Approval of Douglas County School District Board Policy Number 334 (Certified) "Unpaid Family and Medical Leave."
- F. One-Fifth Retirement Credit for Hard to Fill Positions

Motion carried by a unanimous vote of 7/0.

3. Special Recognition

Superintendent John Soderman presented Mr. Roy Casey with the NASB Distinguished Administrator Award, which was presented at the NASB Conference, held in Elko, Nevada in November of 2004. Mr. Casey expressed his appreciation to the Board for the nomination and explained that although he was unable to accept this award at the NASB Conference in Elko, he is very grateful to have been chosen as the recipient. Superintendent Soderman also mentioned that Sharla Hales received the NASB Director of the Year Award at the Elko Conference.

Superintendent Soderman and Scarselli Elementary Principal Brandon Swain presented Tracy Gruber with an award in recognition of her achieving National Board Certification. Mr. Soderman explained that this award is very coveted and that only one other teacher in our district have received it. Mr. Swain described the amount of work necessary to receive Board certification and expressed his gratitude to Tracy for being a part of the Scarselli Elementary School staff. Mrs. Gruber accepted the award and expressed her gratitude for the recognition.

Superintendent Soderman and the Board of Trustees presented outgoing Board members George Echan and Don Forrester with an award for their service while serving on the Douglas County School District Board of Trustees. Each Board member thanked Mr. Echan and Mr. Forrester for their dedication and leadership while serving on the Board. Mr. Dave Brady, former Board member and president, conveyed his admiration for both Mr. Echan and Mr. Forrester. Mrs. Pat Corbitt, former Board secretary, also came forward to

thank them for the positive working relationship she experienced with them while serving as Board secretary.

Mr. Forrester and Mr. Echan thanked each member of the Board and those present in the audience for the opportunity to serve the parents, students, staff, and community of the Douglas County School District.

4. Administrative Reports and Program Reviews

A. Principal's Report (Piñon Hills Elementary School)

Pinon Hills Elementary School Principal Nancy Bryant presented a report on the implementation of their School Improvement Plan and described the structure of the School Improvement Planning team. She shared their progress towards the Parent Involvement, Math, and Reading goals and described some of the programs in place to implement the progress towards the goals. She also shared assessment data, interventions, and professional development in place for each goal.

Ms. Wendy Yankowski, Special Education teacher at Piñon Hills Elementary, provided further details on the materials in place for students, parents and teachers to utilize. She explained that many of the resources available were purchased with funds from the Education Foundation Grant and the Community Partnership Grant.

After their presentation, the Board thanked Mrs. Bryant and Ms. Yankowski for their informative presentation and hard work towards Pinion Hills' School Improvement Plan.

5. Information and Discussion

A. Report on Textbook Selection for Adoption

Mrs. Lisa Fontana, Director of Curriculum and Instruction, advised the Board that the process of review and selection of new materials to support Critical Content in the areas of Chemistry and Physics have been completed. She said that teachers and parents have reviewed all materials, and the materials were selected according to district and state guidelines, including alignment with Critical Content for the appropriate grade levels. She presented an overview of the review, selection, and adoption processes for these materials.

She stated that textbooks on these subjects currently in use were published in the 1980's and that the Chemistry and Physics teachers are very anxious to begin using the new materials this spring. She invited the Board and the public members to look through the textbooks, which were on display during the meeting.

B. Superintendent's Report

Superintendent John Soderman reported to the Board on various meetings and events he

had attended since the last Board meeting. He described his meeting with the Kingsbury Middle School staff regarding declining enrollment and possible school closures and reassured the staff that decisions would be shared with them and would not be immediate, but it is an issue that may need to be addressed in the future.

He acknowledged Sherry Dilley, a volunteer who has recruited approximately 50 other volunteers to work at the school sites and expressed his appreciation for her efforts.

He stated that four Board members (Mrs. Hales, Mr. Louritt, Mrs. Wennhold, and Mr. Roman) accompanied him to the Carson City Board meeting that the District was invited to attend. At this meeting, local legislators were present to discuss 2005 legislation and related educational issues.

He directed the Board's attention to the Advanced Placement article to appear in the Record Courier, which was the result of his meeting with Advanced Placement teachers and Administration from Douglas High School and George Whittell High School. In conclusion, he reminded the Board of upcoming meetings and events that might be of interest to them.

C. NASB Director's Report

Mrs. Sharla Hales reported on the NASB Director's meeting and reminded the new Board members of the upcoming New Board Member Orientation in Reno, Nevada, January 21 – 22, 2005. She advised the Board of the decision by the EMRB (Employee Management Relations Board) regarding teacher evaluations being made a part of collective bargaining. Board Counsel Mike Nivinskus explained to the Board that the EMRB decision is not final and binding, and will be brought before the court in Washoe County. Sharla also reported that Randy Robison, Executive Director, Nevada Association of School Boards, is researching the possibility of reducing the amount of the National Affiliate membership dues. Mrs. Hales then asked the participants of the NASB Conference held in Elko on November 11 – 14 to provide a brief overview of the various presentations they attended:

Connie Wennhold reported that Dr. Michael Stewart's presentations on "Keys to Leadership and Hanging Together" was very lively and elaborate. She stated that Dr. Stewart provided excellent methodologies for working and communicating effectively as a group.

Teri Jamin began her presentation by thanking the District for the opportunity to participate in this conference. She reported each district shared "best strategies" and White Pine County shared their experiences in negotiations training. She stated that Craig Thompson's presentation on Youth at the Crossroads was outstanding. Participants were asked to challenge themselves and determine "what language they think in." The goal of the exercise was to determine the status of our collective thinking about all students and their potential. Then they were asked the question "What are the images/stereotypes that exist regarding certain racial groups and is there an achievement gap?" All school leaders acknowledged the existence of stereotypes and achievement gaps based on race, economic status and other factors.

Mr. Loren Orr reported on school budgets in Nevada, best practices from Churchill County, and on-line high school. He said that the on-line program allowed students who would otherwise drop out of school to continue their education. As a side note, he thanked Mr. Soderman for the field trip they took to Beowawe, Nevada, on the way to the Elko Conference. He then described the presentation on school budgets in Nevada where he learned a great deal about the finances of school districts. He learned how sales taxes are distributed to each district and how an increase in sales in a particular district does not necessarily mean that the district's schools would receive more money.

Sharla Hales reported on the Open Meeting Law and defined "meeting" and "quorum." She then illustrated what would constitute a violation when communicating with other Board members either by telephone or e-mail. She provided guidelines for agenda preparation and hearing public comment. She concluded by describing the consequences of violating the Open Meeting Law and stated that the golden rule is to always properly agendize and hold the meeting in open public session if it is unclear whether the meeting should be open or closed.

Superintendent John Soderman requested that he reported on iNVEST '05 as part of the next agenda item 6A, "Resolution No. 04-08 in Support of iNVEST '05."

6. Items Requiring Discussion and Action

A. Resolution Number 04-08 in Support of iNVEST '05

Superintendent John Soderman explained that the purpose of iNVEST '05 is to identify educational priorities to increase student achievement in Nevada instead of simply obtaining increased student funding without identifying how it would be used. He described the three tenets of iNVEST: adequate basic support; attract and retain a quality workforce; and increase student achievement and asked the Board to consider a resolution to support iNVEST '05 and its primary purpose of improving student achievement in Nevada in accordance with these fundamental principals. He informed the Board that school trustees in all 17 counties are in the process of passing resolutions in support of iNVEST '05 and its three tenets, and that a bill draft sponsored by the NASB will once again bring the iNVEST '05 plan to the 2005 state legislature for consideration.

Mr. Forrester stated that the plan was comprehensive and very well written. Mr. Orr also voiced his support of iNVEST '05.

Mr. Louritt called for public comment. Hearing none, Mr. Echan made a motion to adopt Resolution 04-08 in support of iNVEST, '05, seconded by Mrs. Wennhold.

Motion carried by a unanimous vote of 7/0.

B. Douglas County School District Improvement Plan

Roy J. Casey, Assistant Superintendent of Education Services, presented the Douglas County School District's Improvement Plan. He explained that the purpose of the plan is to improve the achievement of students enrolled in the school district excluding students who are enrolled in the Sierra Crest Charter School. Senate Bill 1 clearly states that a school district improvement plan will be developed by the district and submitted to the Nevada Department of Education no later than December 15th of each year. Mr. Casey provided an overview of the needs assessment, inquiry process, the master plan, and plans for implementation and monitoring and informed the Board that an in depth discussion of the implementation of the District Improvement Plan will be discussed in January at the Board's Strategic Planning session.

He explained that the next step in this process is to form implementation teams that will monitor the plans progress towards the stated goals. He also reminded the Board that the District Improvement Plan must be reviewed every year. Because of this requirement, he advised that we combine the District Improvement Planning meeting with the Strategic Planning meeting since they are so closely related.

Mr. Louritt thanked Mr. Casey for his presentation. Mrs. Hales also thanked Mr. Casey for ensuring that the District complied with the state's filing deadlines.

Mr. Louritt called for public comment. There was none.

Mr. Echan warned that the District should not become shortsighted in terms of reacting to current bureaucracy and state requirements and should always establish and work towards long-term goals.

Mr. Forrester made a motion to approve the District Improvement Plan, seconded by Loren Orr.

Motion carried by a unanimous vote of 7/0.

Mr. Louritt called for a brief recess at 6:05 p.m. The meeting reconvened at 6:15 p.m.

Public Comment

Ms. Kathleen Miller addressed the Board regarding the District's lack of a systematic approach to the teaching of gifted children. She stated that a support group of parents of gifted children had been formed to share ideas and brainstorm solutions. She also said that while there is a pullout program for gifted children in elementary schools that many students are involved in, it doesn't provide for advanced academics. In secondary schools, there doesn't seem to be information about accelerated math courses provided to parents. She knew only by word of mouth that her student could take higher-level courses. Parents Sheryla Lengdorfer, Dianne Jennings, Marie Johnson, and Lucy Cao resonated Mrs. Millers' concerns regarding the lack of opportunities for identified gifted students in the District.

Mr. David Ruf, a parent of a Carson City student, addressed the Board regarding the possibility of building a joint Carson City/Douglas vocational high school. He informed the Board that Carson City had passed a bond for \$25 million dollars. He argued that 70 percent of students are not interested in going to college and would benefit greatly from a vocational high school. Mr. Soderman committed to contacting the Superintendent of Carson City School District, Mary Pierczynski, regarding this issue.

Autumn Gray spoke to the Board regarding the offering of Physical Education credit for students participating in rodeo. She advised the Board that there is no liability issue for the District and that other districts allow students to receive credit for their participation in rodeo. Mr. Louritt offered that Mr. Casey would receive the information that she had on this issue.

C. Consideration of 2004-05 Budget Augmentations and Amendments

Mr. Kester reminded the Board that each year (in November or December) when actual enrollment, employee contracts, and fund balances from the prior year are known, the District augments and/or amends all of its fund budgets to incorporate the financial effects of the new information into District budgets. All revenue and expenditure accounts have been reviewed and revised based on the latest information available. He shared data that reflected which accounts were adjusted and explained why the adjustments were necessary. He stated that 85 percent of the District's operating budget is spent on salaries and benefits.

He concluded his presentation by explaining the purpose for each resolution and reminded the Board that Nevada Revised Statutes and Nevada Administrative Code require adoption of the resolutions in order to officially amend and augment the District's 2004-2005 budgets. In addition, Nevada Revised Statute 354.598005 requires such a revised budget be filed with the State by January 1 of each year.

Mr. Louritt called for public comment. Ms. Jasmine Gouveia asked Mr. Kester how much money is budgeted for legal fees and litigation costs. Mr. Kester answered that there is currently \$120,000 in the budget this fiscal year to cover legal fees. He explained the average fees paid for legal services have, in the past, ranged from \$50,000 to \$150,000, and that the monthly retainer for legal services is \$3,500 per month.

After further discussion, the following motions were made:

Mrs. Wennhold made a motion to adopt Resolution Number 04-04 to augment the General Fund budget of the Douglas County School District for the 2004-2005 fiscal year, seconded by Mr. Forrester. Motion carried by a unanimous vote of 7/0.

Mr. Orr made a motion to adopt Resolution Number 04-05 to amend the General Fund budget for the 2004-2005 fiscal year, seconded by Mr. Forrester. Motion carried by a unanimous vote of 7/0.

Mr. Forrester made a motion to adopt Resolution Number 04-06 to amend the Debt Service

Fund budget of the Douglas County School District for the 2004-2005 fiscal year, seconded by Mrs. Hales. Motion carried by a unanimous vote of 7/0.

Mrs. Hales made a motion to adopt Resolution Number 04-07 to augment and amend Special Revenue Funds (to which ad valorem taxes are not allocated) of the Douglas County School District for the 2004-2005 fiscal year, seconded by Mr. Orr. Motion carried by a unanimous vote of 7/0.

7. Correspondence

Mr. Roman shared a letter he received from a parent requesting her daughter receive Physical Education credit for participating in a gymnastics program outside of school. He committed to make copies of the letter for all Board members.

8. Possible Agenda Items for Future Board Meetings

Mr. Louritt reminded the Board that, in accordance with current policy, two Board members must bring forth items for future agendas.

Mrs. Wennhold asked that the matter of examining the instruction of gifted and accelerated students be placed on a future agenda, supported by Mr. Roman. There was some discussion regarding which platform would be best for this issue, such as a taskforce or workshop.

Mr. Louritt called for a brief recess at 7:32 p.m. The meeting reconvened at 7:40 p.m.

9. Level III Grievance (held in open public session)

Mr. Alexander was present for the District. Mr. Gumm represented Mrs. Toni Gumm, who was not present. Mr. Louritt asked Mr. Gumm if there is any evidence that he would like to deliver to the Board. Mr. Gumm answered that he had no evidence to present to the Board.

Mr. Louritt asked Mr. Gumm to proceed with his arguments. Mr. Gumm stated his dissatisfaction with the manner in which he learned that this matter was on the agenda, and that if the Record Courier had not contacted him, he would not have known the matter was to be heard this evening. Because of this oversight, Mrs. Gumm could not accompany him due to a prior engagement.

Mr. Nivinskus asked Mr. Gumm if he would like to request a continuance of this matter so that the grievant, Toni Gumm, could be present. Mr. Gumm answered that he was prepared to proceed without Mrs. Gumm being present.

Mr. Louritt asked Mr. Nivinskus if the lack of a formal notice, and the absence of the grievant, precluded the Board from proceeding. Mr. Nivinskus advised that formal notice is

not necessary and the grievant's representative is ready to proceed, but it is the Board's decision as to whether they would like Mrs. Gumm to be present.

Mr. Roman asked if law requires any kind of notice to the grievant. Mr. Nivinskus explained that there is no law that requires formal notification, and that it was reasonable to expect that either Mr. or Mrs. Gumm could have asked if they are on the agenda. In addition, the agenda is posted on the District's website.

Mr. Louritt posed the question to the Board as to whether they feel comfortable to proceed in the absence of Mrs. Gumm. It was the consensus of the Board that it would be more appropriate to postpone the matter until the January 2005 meeting to enable the grievant, Mrs. Gumm, to be present.

Mrs. Wennhold made a motion to continue this grievance to the January 2005 meeting to enable Mrs. Gumm to attend, seconded by Mr. Orr.

Mr. Louritt called for public comment. There was none.

Mr. Alexander requested that he be allowed to respond to Mr. Gumm's statements. Mr. Louritt consented to Mr. Alexander's request. Mr. Alexander referred to the Negotiated Agreement, Article 2-C-3, "Grievant Procedures." He explained that the article describes the procedures to follow at a Level III grievance. It indicates that the Trustees shall hear the grievance no later than it's next regular meeting, and Mr. Gumm is well aware of this language. Since the request to proceed to Level III was submitted on November 23, the next regularly scheduled Board meeting is tonight, December 14, 2004. The District does not formally notice the grievant unless circumstances prevent the matter from being heard at the next scheduled Board meeting.

After further discussion, the motion for continuance carried by a unanimous vote of 7/0.

10. Adjournment

Mr. Forrester made a motion to adjourn, seconded by Mrs. Wennhold. Motion carried by a unanimous vote of 7/0.

Meeting adjourned at 8:05 p.m.

Submitted by:

Rebecca C. Winter
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.