

*Minutes Approved On:
May 18, 2005*

Douglas County School District
Regular Meeting
Douglas High School
Minden, Nevada
Tuesday, April 12, 2005
3:30 p.m.

MINUTES

Present were:

Trustees:

Sharla Hales, President
Connie Wennhold, Vice President
John Louritt, Member
Keith Roman, Member
Cynthia Trigg, Member
Teri Jamin, 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
Norma Villasenor, Classified Human Resources Administrator
Brandon Swain, Principal, Scarselli Elementary School
Nancy Bryant, Principal, Piñon Hills Elementary School
Cris Etchegoyhen, Principal, Gardnerville Elementary School
Susan Lacey, DCPEA President
Jasmine Gouviea, DCPEA Vice President
Robbin Pedrett, Principal, Pau-Wa-Lu Middle School

Others Present:

Robert Cox, Legal Counsel
Suzanne Stockdale, Smallwood Foundation

Absent: Loren Orr, Clerk

1. Call to Order

Mrs. Hales called the meeting to order at 3:35 p.m.

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

Mrs. Hales announced that Mr. Orr's absence was absent due to medical reasons.

B. Mrs. Wennhold made a motion to adopt the agenda, seconded by Mrs. Jamin.

Motion carried by a unanimous vote of 6/0.

2. Board Training

Mr. Louritt led the Board in a training regarding acronyms and their meaning. He explained that he took these acronyms from documents such as the School Improvement Plan, the District Improvement Plan, and the State Improvement Plan. He used a PowerPoint presentation to quiz the Board on common and uncommon acronyms used in education, such as NCLB (No Child Left Behind), and AYP (Adequate Yearly Progress). After the presentation, he cautioned the Board to use acronyms sparingly in their conversations with the public to avoid confusion since the public would not necessarily be familiar with the acronym's meaning.

Mrs. Hales and the Board thanked Mr. Louritt for his enlightening presentation.

3. Special Recognition

Norma Villasenõr, Human Resources Administrator for Classified Personnel, gave a brief history of the FACT scholarship, which was founded in 1996 to provide financial assistance to those classified employees and high school seniors in the District who aspire to become teachers. The scholarship provides \$1,000 to each recipient. She then introduced Suzie Stockdale, representative of the Smallwood Foundation, who expressed her congratulations to those selected to receive this scholarship.

Ms. Villasenõr provided an overview of the goals and educational experience of those scholarship recipients who were not able to attend as follows:

Adam Cronis is a Whittell High School graduate currently attending University of Nevada, Las Vegas

Denise Bickmore is a playground aide at Pinõn Hills Elementary currently attending WNCC and Nevada State College

Rhonda Lee Vega is a special education aide at Minden Elementary School and is currently attending WNCC

Wendy Ward is a Elementary Early Childhood Education aide at Jacks Valley currently attending WNCC

Ms. Villasenõr and Ms. Stockdale introduced the FACT scholarship recipients in attendance at the meeting and provided an overview of each recipient's goals and experience in education. Scholarship recipients present at the meeting to accept the scholarship certificate were:

Ryan Haltom, a Special Education Aide at Douglas High School, graduated from Douglas High School in 2001. He is currently taking classes at WNCC and plans to become a teacher at Douglas High School and coach the baseball team.

Kathryn Oxoby, an Even-Start Teacher Assistant at C. C. Meneley Elementary School, has an AA in Early Childhood Education and plans to transfer to University of Nevada, Reno in the Fall.

Andreas Marcus Quiroga is an Extended Day Kindergarten Aide at Scarselli Elementary School and is currently assisting students with phonics and other reading skills. He is enrolled at WNCC and plans to receive a degree in Early Childhood Education.

Ms. Stockdale announced that Norma Villasenõr, on behalf of the Douglas County School District, has been awarded two \$5,000 grant awards toward future scholarships for classified employees who want to become teachers.

Mr. Soderman expressed his gratitude for the financial support of the Smallwood Foundation since 1996. The Board thanked Ms. Villasenõr and Ms. Stockdale for their efforts in providing this scholarship to classified employees.

4. Consent Items (Action)

Mrs. Hales announced that Mrs. Wennhold requested that Item 4-I, "One-fifth Retirement Credit for Teachers in Schools Designated as 'In Need of Improvement'" be pulled from the Consent agenda items for further discussion.

Mrs. Hales then called for public comment on the consent items. There was none.

Mrs. Jamin made a motion to approve the following consent items, seconded by Mrs. Wennhold:

- A. Approve the Minutes of the Regular Meeting of March 8, 2005
- B. Approve the personnel actions described in Personnel Report No. 05-04
- C. Approve the payments contained in Accounts Payable Voucher 1036 for FY 2004-2005
- D. Approve the request submitted by Jesse Brandon Madore and Emily McNair-Gough to take the GED Examination
- E. Excuse from compulsory attendance the students listed in the Home Schooling Report for April 2005 as follows:

Mr. & Mrs. Gary Johnston, 14 year-old son, 9th grade, 1st year homeschooling. Using an approved correspondence program. Performance objectives delineated.

Mr. & Mrs. Michael Kidd, 14 year-old daughter, 9th grade, 2nd year homeschooling. Performance objective delineated.

Mrs. Judith LeDoux, 11 year-old son, 6th grade, 1st year homeschooling. Performance objectives delineated.

Mrs. Lori Shaw – 13 year-old son, 7th grade. 1st year homeschooling. Using an approved correspondence program. Performance objectives delineated.

Mr. & Mrs. Andrew Winans – 14 year-old son, 8th grade. 1st year homeschooling. Performance objectives delineated.

- F. Approve for Second Reading and Adopt Board Policies 226, "Parent and Family Involvement," 705, "School Safety," and 901, "Communication with Staff, Parents and Community"
- G. Approve the Award of a contract for the replacement of carpet at George Whittell High School and the vinyl tile in the multi-purpose room at Zephyr Cove Elementary School in the amount of \$80,824.00 to Rick's Floor Covering, Inc. as the lowest responsive and responsible bidder meeting District specifications. Funding to come from the District's 2005-06 general fund major maintenance account.
- H. Approve the Administration recommendations to leave the 2005-06 food service program meal rates the same as 2004-05 as follows:

	<u>Existing</u> <u>2004-05</u>	<u>Recommended</u> <u>2005-06</u>
Elementary	\$2.00	\$2.00
Middle School	2.25	2.25
High School	2.50	2.50
Adult	3.00	3.00
Breakfast	\$1.25	\$1.25
Breakfast – Adult	1.50	1.50
Milk	.30	.30

Motion carried by a unanimous vote of 6/0.

I. One-fifth Retirement Credit for Teachers in Schools Designated as "In Need of Improvement"

Mrs. Hales began discussion on Item 4-I, "One-fifth Retirement Credit for Teachers in Schools Designated as "In Need of Improvement" which was pulled from the consent agenda at the request of Mrs. Wennhold.

Mrs. Wennhold asked Mr. Alexander, Assistant Superintendent of Human Resources, to explain this item in more detail.

Mr. Alexander explained that NRS 391.165 authorizes a one-fifth retirement credit to eligible teachers in schools identified as "In Need of Improvement" and an administrator must be authorized to distribute this credit. Approval of this item would designate him as the authorized administrator. He further explained that this is an under funded mandate that will cost the District approximately \$30,000. He also provided an overview of the information provided in the Board's packet regarding the criterion that must be met by teachers in order to receive this retirement credit. He added that between this one-fifth retirement mandate and the "hard-to-fill" mandate, the district has had to fund approximately \$120,000 above the state's contribution.

Mr. Cox interjected that the list of teachers receiving this credit is preliminary and that eligibility under the statute is ambiguous. He is working with Mr. Alexander to determine eligibility.

After further discussion amongst the Board, Mrs. Hales advised that this is a state mandate and the Board must comply, regardless of the financial burden to the District.

Mrs. Wennhold suggested that the Board state their concerns in the motion, and offered the following motion, seconded by Mrs. Trigg:

“Approve Rich Alexander, Assistant Superintendent for Human Resources, as the Authorized Designee for the administration of the one-fifth retirement credit incentive for eligible teachers in schools identified as “In Need of Improvement” although we take this action for the sole reason that it is required of us under NRS 391.165, and we object to this requirement as an under funded mandate by the state which provides no advantage to our district but costs the equivalent of approximately 1/3 of an across-the-board salary increase of one percent.”

Mrs. Jamin objected to the wording “no advantage to our district” in the motion.

Mrs. Trigg moved to amend the motion as follows:

“Approve Rich Alexander, Assistant Superintendent for Human Resources, as the Authorized Designee for the administration of the one-fifth retirement credit incentive for eligible teachers in schools identified as “In Need of Improvement” although we take this action for the sole reason that it is required of us under NRS 391.165, and we object to this requirement as it is under funded.”

Motion seconded by Mrs. Jamin.

Mrs. Hales called for a vote on the amended motion. Motion failed by a vote of 3/3, (Mr. Roman, Mrs. Wennhold, and Mrs. Hales, dissenting)

Mr. Cox suggested simply taking out the wording “which provides no advantage to our district” in the original motion.

Mrs. Jamin moved to amend the main motion by removing “which provides no advantage to our district,” seconded by Mr. Roman.

Mrs. Hales called for a vote on the amendment. Motion carried by a vote of 5/1, (Mrs. Trigg, dissenting).

Mrs. Hales called for a vote on the main motion as amended, which reads:

“Approve Rich Alexander, Assistant Superintendent for Human Resources, as the Authorized Designee for the administration of the one-fifth retirement credit incentive for eligible teachers in schools identified as “In Need of Improvement” although we take this action for the sole reason that it is required of us under NRS 391.165, and we object to this requirement as an under funded mandate by the state, but costs the equivalent of approximately 1/3 of an across-the-board salary increase of one percent.”

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

Motion carried by a unanimous vote of 6/0.

Mr. Louritt left the meeting at 4:15 p.m. due to illness.

5. Administrative Reports and Program Reviews

A. Principal's Report (Carson Valley Middle School)

Carson Valley Middle School Principal Marty Swisher presented a PowerPoint presentation of CVMS' School Improvement Plan. His presentation began by listing the members of the Student Achievement Committee, consisting of him and eight teachers. He then shared a summary of 2004-2005 assessment data and noted areas of strengths, as well as areas of concern. He noted that he is very pleased with assessment results and that CVMS made "Adequate Yearly Progress" last school year (2003-2004). Among the areas of concern were proficiency rates in 8th grade reading and math CRT for special education and limited English proficient students.

Mr. Swisher provided an overview of CVMS' six goals and the action plans in place to reach each goal. The focus of each goal was to increase student achievement in reading, writing, and math for all subpopulations. Mr. Swisher concluded his presentation by explaining CVMS' areas of focus for the 2005-2006 school year, which included increasing professional development for teachers, evaluating assessment results, and piloting of a web-based grading program.

The Board and Superintendent congratulated Mr. Swisher for a very successful school year and thanked him for his presentation.

6. Information and Discussion

A. Presentation by Douglas High School Band

Mrs. Hales announced that the presentation by the Douglas High School Band item (6-A) would be taken before the next item on the agenda, (5-B. Family Life, Sex Education, AIDS Program Updates).

Band Director Bill Zabelsky, along with some of the students who participated in the inaugural parade, presented the Board of trustees with a plaque and commemorative sweatshirt. Board members watched a presentation on DVD, which was a montage of photographs from the trip set to music. The students present described their experiences (best and worst) to the Board, and thanked the Board for their support.

Mrs. Hales recognized Davelyn Miyashiro as one of the band's parent volunteers who has donated countless hours to the band. The Board thanked the students and Mr. Zabelsky for the presentation.

5. Administrative Reports and Program Reviews (continued)

B. Family Life, Sex Education, AIDS Program Updates

Lisa Fontana, Director of Curriculum and Instruction, began her presentation by explaining that Nevada law (NRS 389.065) requires this curriculum and that the Curriculum and Instruction Department has been working with teams of teachers and counselors for the past year to update

the district's Family Life, Sex Education, AIDS (FLSEA) program to bring the content and materials up-to-date. She said that the current materials used to teach the subject were very old-fashioned and students did not take them seriously. She played a portion of the new video that will be shown to students at the secondary level. She explained the focus that will be emphasized at each grade level, which were general growth for grades K – 4, self confidence, friendships and relationships for grades 5 – 6, science unit for grades 7 – 8, health for grade 9, and an AIDS review for 11th grades. She explained that there is no current curriculum for 10th grade, but it will be added in the future. She said that this curriculum is abstinence based for all grades.

After answering questions from the Board, Mrs. Fontana invited the Board to read the material on this curriculum on display at the meeting. The Board thanked Mrs. Fontana for her work in updating this curriculum.

7. Items Requiring Discussion and Action

To adhere to the posted time on the Agenda that Item 7-A would be heard, Mrs. Hales announced that this item would be taken before the Superintendent's report.

A. Opening of Written Bids, Call for Oral Bids, and Acceptance of Highest Qualified Bid for the Sale of Real Property Adjacent to Piñon Hills Elementary School in the Johnson Lane Area of Douglas County

Mr. Kester announced that the District had complied with all posting and notification requirements required to sell approximately 14.97 acres of real property adjacent to Piñon Hills Elementary School by publishing the property sale resolution in newspapers as required by Nevada Revised Statutes and posting the resolution, including the "Instructions and General Conditions to Bidder," in public places as required by statute. Sealed written bids were accepted at the Superintendent's Office until 1:00 p.m., April 12, 2005. Only one bid was received by the deadline, which had been delivered to Mrs. Hales.

Mrs. Hales opened the sealed bid from Posnien Construction and Development. The bid was for the appraised amount of \$1.5 million, and a deposit in the amount of \$150,000 was included in the envelope.

Mrs. Hales then called for oral bids. There were no oral bids.

Mrs. Wennhold made the following motion:

"Following the receipt and tabulation of bids for the purchase of approximately 14.97 acres of real property adjoining Piñon Hills Elementary School from the District, accept the highest qualified bid, which is this bid, for the sale of the property." Motion seconded by Teri Jamin.

Mr. Soderman asked Board Counsel Cox if the bidder should be named in the motion. Mr. Cox agreed and suggested the motion be amended to include the bidder.

Mrs. Wennhold amended her motion to include Kim Posnien Construction and Development Company, seconded by Mrs. Trigg.

Motion as amended carried by a unanimous vote of 5/0.

Mrs. Hales called for a brief recess at 5:35 p.m.

Meeting reconvened at 5:50 p.m.

6. Information and Discussion (continued)

B. Superintendent's Report

Superintendent John Soderman reported to the Board his activities of the past month and upcoming District events that may be of interest to them, such as the Douglas County Education Foundation fundraiser to be held at Edgewood on May 3, 2005. He encouraged participation in this event, as well as the Washoe Tribe Awards Night scheduled for May 12, 2005, at 6:00 p.m. in the Douglas High School commons.

He described some of the damage done to Pinõn Hills Elementary School as a result of a recent graffiti incident and said that the incident is under investigation, and announced that Steve Wilcox was named Nevada's Athletic Director of the year.

In conclusion, Mr. Soderman advised the Board that his office would begin the process of advertising for the appointment of a new Board member to fill the vacancy created by Mr. Loren Orr's resignation.

Public Comment

At 6:05 p.m., Mrs. Hales called for Public Comment.

Astrid Sady, the mother of an 8th grade Carson Valley Middle School student, asked the Board to consider allowing advanced 8th grade students to take high school math. She felt that many advanced math students are not receiving advanced course offerings at the middle school level.

David Ruff addressed the Board regarding the possibility of a joint Douglas/Carson Vocational High School. He said that the Forest Services has land available at a reduced cost to school districts and that other districts he has been in contact with are receptive to the idea of a joint technical school facility. He presented the Board with information regarding the Education Land Grant Act 106-577, and a plot plan of available land.

Mr. Ruff also asked for information regarding our Gifted and Talented Education program (GATE). Mr. Soderman directed him to Mr. Roy Casey, Superintendent of Education Services, for more information on the GATE program. In response to Mr. Ruff's question regarding how he would know if this matter would be addressed at future Board meetings, he was directed to contact the Superintendent's Office to receive a copy of the agenda in the mail, or watch for the Agenda to be posted online three working days prior to the meeting.

6. Information and Discussion (continued)

C. NASB Director's Report

Mrs. Hales reported that with the legislature underway, Board members should be alerted that Randy Robison, Director of the Nevada Association of School Board, would contact them if a unified front was needed on an issue such as iNVEST. She informed the Board that she and Mr. Soderman would meet with Assemblyman Lynn Hettrick on April 21, 2005 to discuss the prohibition of using test scores in teacher evaluations.

7. Items Requiring Discussion and Action (continued)

B. Adoption of Property Sale Resolution (Resolution No. 05-02) for the Sale of Approximately 14.97 Acre Parcel of Land Adjacent to Piñon Hills Elementary School

Pursuant to Nevada Revised Statutes, if there were no qualified bids meeting the minimum bid price of \$1.5 million for the 14.97 acre parcel of land, the District must repeat the process once in its entirety prior to the time that the District can accept the highest price regardless of the minimum established price set by appraisal. Since a qualified bidder was named in item 7-A, this resolution was not necessary and was not adopted at this Board meeting.

C. Consideration of 2005-06 Tentative Budget and Scheduling of Public Hearing on Wednesday May 18, 2005

Mr. Kester, Director of Business Services, called the Board's attention to the copy of the District's proposed 2005-2006 tentative budget and supporting documentation in their Board packet. He advised the Board that Nevada Revised Statute 354.596 requires that all school districts approve and file a balanced tentative budget with the Nevada Department of Taxation by April 15th, and that school district is required to hold hearings on their tentative budget on the third Wednesday of May, which this year falls on May 18, 2005. The District must file a final budget by June 8, 2005. Due to the hold harmless provision contained in the Nevada School Funding Plan, next year's tentative budget is built on the actual weighted enrollment of the 2004-2005 school year of 6,939.2. The District is anticipating enrollment in 2005-06 to be the same as in 2004-05.

Mr. Kester explained that the only new positions in the proposed tentative budget are 3.5 new teaching positions necessary to meet the District's normal student-to-teacher ratio and three new state funded special education unit teachers. The proposed tentative budget includes no salary increase, nor does it include an increase for health benefit costs, as those would require additional funding from the 2005 Nevada Legislature in order to be incorporated into the budget. At this time, the Administration does not have credible information on what additional funding will be approved by the Nevada Legislature. The tentative budget as presented has a combined property tax rate of \$.9050 per \$100 of assessed valuation, \$.7500 in the District's general fund as required by State law and \$.1550 in the District's debt service fund. The total combined tax rate of \$.9050 is down 4.8 cents from this year's combined rate of \$.9530 due to a 4.8-cent drop in the debt service rate (\$.2030 to \$.1550). This large drop in rate is the result of a 21.9% increase in the assessed valuation of Douglas County. Tax relief issues currently under consideration by the 2005 Nevada Legislature could significantly alter that rate drop if and when adopted by the Legislature.

In conclusion, Mr. Kester warned that the budget expenditures are very accurate as far as moving the District forward to next year, but that in a legislative year, revenue is still undetermined. He predicted a very tight budget in years to come because of such state-mandated costs as the "one-fifth retirement credit" and "hard-to-fill" incentives, which will cost the district \$120,000 that was not anticipated. He now has to find \$120,000 between now and July 1, 2005, which will be very difficult. These expenditures, along with a rise in fuel costs and utilities, will create strains on an already tight fiscal budget both by reducing the carryover from 2004-2005 and the need to increase appropriations for these items in 2005-2006.

Mr. Kester then reviewed the assumptions handout with the Board. He noted that projected utilities cost rose to \$2 million for the first time. He stated that he expects enrollment to be flat for the next fiscal year. He also explained the method the state uses to distribute funds statewide, indicating that a rise in property taxes does not mean extra money for the District it is offset by a reduction of funds from the state.

Mrs. Hales mentioned the need for a district-wide volunteer coordinator. Mr. Kester answered that he would take any directive that the Board deemed appropriate, but that they will need to review the projects already scheduled to proceed and determine which one the Board would like to delay in order to make the funds available for this new position. He also advised that he would need to receive more information regarding the parameters of such a position. He warned that legislative decisions would affect this budget, and it may be premature to include any new budget items at this time.

Mr. Soderman offered that he presented the secondary administrators with the idea of a district-wide volunteer coordinator, but they were more inclined to handle their volunteer needs at their site, perhaps with a stipend. Mrs. Jamin mentioned that the teachers and parents she had been in contact with were in support of such a position. Mr. Soderman offered that he will continue his inquiry on this with the elementary administrators.

Mrs. Wennhold made a motion to approve the 2005-06 Douglas County School District tentative budget and declare a public hearing on that budget for Wednesday, May 18, 2005 at 5:00 p.m. in the Kingsbury Middle School Library, 1900 Echo Court, Stateline, Nevada., seconded by Mrs. Jamin.

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

Motion carried by a unanimous vote of 5/0.

8. Correspondence

There was no correspondence.

9. Possible Agenda Items for Future Board Meetings

Mr. Roman asked that Mr. Wilcox be honored at the May 2005 Board meeting. Mrs. Hales was in support of this request.

Mr. Roman asked that Mr. Ruff's suggestion of a Vocational High School be investigated at a future Board meeting, supported by Mrs. Wennhold. Mr. Kester was asked to review Mr. Ruff's handouts and report to the Board at a future meeting.

10. Executive Session

No executive session.

11. Adjournment

Mrs. Wennhold made a motion to adjourn at 7:18 p.m., seconded by Mrs. Trigg.

Motion carried by a unanimous vote of 5/0.

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.