

Douglas County School District

Regular Meeting
Douglas High School
Minden, Nevada
Wednesday, June 8, 2010
3:30 p.m.

*Minutes Approved
July 13, 2010*

MINUTES

Present:

Trustees:

Teri Jamin, President
Thomas Moore, Vice President
Keith Roman, Clerk
Sharla Hales, Member
Karen Chessell, Member
Randy Green, Member
Cynthia Trigg, Member

Personnel:

John Soderman, Superintendent
Lyn Gorrindo, Assistant Superintendent, Education Services
Holly Luna, Chief Financial Officer
Rich Alexander, Assistant Superintendent, Human Resources

Others Present:

Rick Hsu, Legal Counsel

1. Call to Order

Ms. Jamin called the meeting to order at 3:41 p.m.

- A. Ms. Jamin led those present in the Pledge of Allegiance.
- B. Mrs. Chessell moved to adopt the agenda, seconded by Mr. Green. Motion carried, 7/0.

2. Special Recognition

Mr. Alexander congratulated Dina Parra (not present at the meeting), Secretary for Jacobsen High School for receiving the Classified Employee of the Year award. Jill Monfiletto, Scarselli Elementary School teacher, was recognized and congratulated for receiving the Teacher of the Year award. Mr. Soderman and Ms. Jamin congratulated Ms. Monfiletto and awarded her a clock to commemorate the event. Mr. Alexander honored and expressed appreciation for the classified and certified retirees for the year.

A break was taken to celebrate with the employees who were retiring and those who had received recognition.

3. Consent Items (Action)

Ms. Jamin called for items that might be pulled from the Consent agenda. Items 3-A, "Minutes of the Regular Board Meeting of May 19, 2010;" 3-B, "Bid Award Rekeying Contract;" 3-H, Bid Award – DHS/MES Network Re-wiring Contract;" 3-I, "Minutes of the Special Meeting of March 19, 2010;" 3-J, "Minutes of the Special Meeting of March 22, 2010;" 3-K, Minutes of the Special Meeting of March 23, 2010;" 3-L, Minutes of the Special Meeting of March 24, 2010; 3-M, Minutes of the Special Meeting of March 29, 2010; 3-O, "Minutes of the Special Meeting of April 21, 2010," 3-P, Minutes of the Special Meeting of April 26, 2010;" and 3-Q, "Minutes of the Special Meeting of May 3, 2010," were pulled for discussion.

Mrs. Hales moved to approve the remaining Consent Agenda items (Items, 3-C, 3-D, 3-E, 3-F, 3-G, 3-N, and 3-R), seconded by Mrs. Chessell.

Motion carried 7/0.

- A. Approve the Minutes of the Regular Meeting of May 19, 2010.
- B. Approve request by Business Services to award a contract to the lowest responsive and responsible bidder for the materials and installation of new locks at all elementary and middle school
- C. Approve payments contained in Voucher Numbers 1131 and 1132 for FY09-10.
- D. Approve personnel actions described in Personnel Report No. 10-06.
- E. Approve the renewal of the District's property and casualty liability coverage for the period of July 1, 2010 through June 30, 2011 as detailed in Wells Fargo's summary. Additionally, approve the Student Accident Coverage Policy for the period of July 1, 2010 through June 30, 2011 as detailed in Wells Fargo's summary.
- F. Approve the renewal of the District's Excess Workers' Compensation and Bond coverage for the period of July 1, 2010 through June 30, 2011 as detailed in Nexo's Summary.
- G. Approve the renewal of the District's Life/Accidental Death and Dismemberment Insurance coverage, changing carriers from Sun Life to Standard, for the period of July 1, 2010 through June 30, 2011 as detailed in the Wells Fargo Summary.
- H. Approve request by Business Services to award a contract to the lowest responsive and responsible bidder for the network re-wiring and installation of related hardware as submitted.
- I. Approve the Minutes of the Special Meeting of March 19, 2010.
- J. Approve the Minutes of the Special Meeting of March 22, 2010.
- K. Approve the Minutes of the Special Meeting of March 23, 2010.
- L. Approve the Minutes of the Special Meeting of March 24, 2010.
- M. Approve the Minutes of the Special Meeting of March 29, 2010.
- N. Approve the Minutes of the Special Meeting of April 14, 2010.
- O. Approve the Minutes of the Special Meeting of April 21, 2010.
- P. Approve the Minutes of the Special Meeting of April 26, 2010.
- Q. Approve the Minutes of the Special Meeting of May 3, 2010.
- R. Approve Board Meeting Dates and Locations for the 2010-2011 School Year

Item 3-A, "Minutes of the Regular Meeting of May 19, 2010," was addressed by Mrs. Hales. She suggested a change in the SpringBoard adoption Item to clarify that the audit mentioned was done independently.

Ms. Jamin asked for public input. There was none.

Mrs. Hales moved to adopt the Minutes of May 19, 2010, as revised, seconded by Mrs. Trigg.

Motion carried, 7/0.

Item 3-B, "Bid Award Rekeying Contract," pulled by Mrs. Luna, Chief Financial Officer, was reported to have had only one response to each of the two areas put out to bid. A responsive and responsible bid was received for the locks and materials portion of the project. Upon receipt of the locks and materials, they would be stored at the warehouse until such time as the installation portion of the bidding process could be completed. In regards to bids for labor, Mrs. Luna reported the one bid received was nonresponsive, not acceptable, and that per NRS she would need to repost an ad in the Record Courier.

Mrs. Luna responded to questions, informing the Board current district maintenance staff would not be able to complete the tasks due to the size of the project; bonding companies were apparently hesitant to cover business liabilities due to the economic downturn; and should a new posting be met with no bids, the project scope might need to be reduced to a site by site bid.

Ms. Jamin called for public comment. There was none.

Mr. Moore moved to allow Business Services to award a contract to the lowest responsible and responsive bidder for the materials portion of this project – Anchor Door and Hardware bid for \$479,720. Additionally, require Business Services to post notice to secure a responsive and responsible bid for the installation of the locks, seconded by Mrs. Chessell.

Motion carried, 7/0.

Item 3-H, "Bid Award – DHS/MES Network Re-wiring Contract," was addressed by Mrs. Luna. The issue was similar as in Item 3-B, in that no bids were received. Mrs. Luna added that bonding was not required by NRS, but was instead a District requirement that bidders maintain 100% bonding in order to protect public funds. The Board was asked to allow the network rewiring at DHS and MES to be re-advertised per NRS 338.1385. The lowest responsive and responsible bidder would be chosen to complete the project.

Mr. Moore moved to allow Business Services to post a notice of "No Bids Received" to secure a responsive and responsible bid, allowing Business Services to award a contract to the lowest responsible and responsive bidder should bids be received," seconded by Mrs. Trigg.

Motion carried, 7/0.

Items 3-I, 3-J, 3-K, 3-L, 3-M, 3-O, 3-P, and 3-Q, all Special Meeting Minutes that included Mr. Moore's disclosure statement, were pulled by Mrs. Chessell.

Mr. Moore stated he would abstain from voting as he didn't believe this warranted discussion.

Mrs. Chessell requested the reference in the Minutes, with regard to the disclosure, include "he believes there were no material effects." Mr. Hsu was noted to have provided an idea for changing the statement in the Minutes. Mrs. Chessell requested that Mr. Hsu's changes be included in all the Minutes, if acceptable to Mr. Moore.

Mr. Soderman stated he had requested that Mrs. Moore abbreviate the disclosure within the Minutes. A change of wording regarding "believes" or "feels" was not preferred in order that a precedent not be set regarding a "fact" or "thought" in the future. Mr. Soderman concluded the Minutes were a summary, and the reference could be, Mr. Moore disclosed his wife was Secretary to the Superintendent and Board, noting the full disclosure was available upon request.

Mrs. Trigg responded that she agreed with Mr. Soderman's suggestion and had reviewed the two sets of Minutes she previously mentioned a concern about. As a result, she had no additional changes.

Ms. Jamin called for public comment. There was none.

Mrs. Hales moved that Items I-M and Items O-Q be changed to reflect, Mr. Moore disclosed his wife was Secretary to the Board and Superintendent and that the full disclosure is available upon request, seconded by Mrs. Chessell.

Motion carried 6/1, Mr. Moore abstained.

4. Principal's Report - (Pau-Wa-Lu Middle School) Administrative Report/Program Review

Keith Lewis, Principal, Pau-Wa-Lu Middle School, presented School Improvement Plan (SIP) goals; data collected from Criterion Reference Testing (CRT) through 2008-09; Measurement of Academic Progress (MAP) assessment data through the current school year; intervention funding usage for 7th and 8th grade math camps and Study Island; and 2008-09 Adequate Yearly Progress (AYP) data.

SIP goals were to increase proficiency in all sub-populations in math and English Language Arts (ELA) through cross curricular collaboration. Achievement would be increased in ELA through implementation of Reading strategies, in the content areas, identified to be an area in need of improvement. Reading and writing improvement goals included staff development and creation of common department writing rubrics. Four writing traits were included within a rubric developed by the English Department, and were being used across the curriculum. English teachers held a workshop for staff to incorporate the rubric and organized prime time lunch interventions for students. Math concepts currently being taught were identified, in order to look across the curriculum and provide more opportunities to include math concepts for students.

Mr. Lewis reported CRT data was analyzed to determine the weakest strands in order to focus on particular areas to improve student achievement. MAP scores, resulting from interventions, were reported to show as much as 10 points of RIT growth as compared from the first to the second semester. Longitudinal MAP data for reading, writing, and math was shared over a three year period. The average RIT scores for three years were reported to be at or above grade level in a cohort group. Online CRT preparation proved beneficial. Remediation opportunities were changed to incorporate specific student needs.

Specific areas of focus within the PWLMS Teach for Success data were reported. Student engagement and emphasis on key vocabulary were strong points. An emphasis was also placed on repetition of word usage to increase learning.

2008-09 AYP data was provided. The use of a confidence interval in the area of math was reported in the free and reduced lunch and Hispanic subpopulations to maintain adequate yearly progress. Individual Education Plan (IEP) students were reported to not have achieved AYP in math or ELA. The Percent Above Cut rate scores (PAC) were noted to increase in the next school year; therefore, increasing the focus on successful interventions to improve these small populations of students.

Mr. Soderman complimented the presentation that was shown in a data dashboard format that focused on specific information.

5. Possible Closed Session Pursuant to NRS 288.220(1), with the Selected Candidate Present, to Negotiate Employment Contract

At 4:48 p.m., Mrs. Trigg moved to go into closed session, pursuant to NRS 288.220, subsection (1), seconded by Mr. Green.

Motion carried 7/0.

The meeting resumed at 5:23 p.m.

**6. Superintendent Selection and Possible Approval of Superintendent's
Employment Contract – Open Session
Discussion and Action**

Mrs. Noonan, Superintendent candidate, was not present at this meeting.

Mr. Green moved to remove this Item until the Board arrived at a date for a Special Meeting, to be prior to July 1, 2010, seconded by Mrs. Trigg.

There was no further discussion or public input.

Motion carried, 7/0.

**7. Sierra Crest Charter Revocation
Discussion and Action**

Individuals were invited to sign up for public comment on this issue following the staff presentation. Ms. Jamin offered Sierra Crest Board Member, Renee Sweeney, ten minutes to speak as representative of their Board. Other individuals were offered three minutes.

Ms. Jamin announced Mrs. Trigg and Mr. Moore had listened to the entire recording of this item that carried forward from the last Regular Meeting, May 19th.

Lyn Gorrindo, Assistant Superintendent, Education Services, stated this was a revocation hearing, requesting revocation of the Sierra Crest Charter effective June 30, 2010. Should the charter not be revoked, it would be automatically renewed due to a renewal application having been submitted by Sierra Crest Academy. Mrs. Gorrindo presented a time line detailing events and findings that included meetings held, school visits by DCSD staff, SCA Board decisions, and audit information surrounding the recommendation for revocation and non-renewal of the Sierra Crest Academy charter. An audit conducted in May, to be completed in June, found the school negligent in the areas of attendance, curriculum, and lesson plans. A final audit was reported to be due to the Nevada Department of Education in August 2010. Sixty six students were reported to be enrolled currently.

Should the Board decide to have Sierra Crest remain open, Mrs. Gorrindo stated supportive efforts would include a major focus by the District, including 1000 hours of staff time that would impact the other eleven sites. The request for revocation followed six years of recorded non-compliance.

Mr. Soderman added, with the past being an indication of future performance, he supported revocation of the charter. The trade off for DCSD staff to improve the charter school would be a loss of administrative time for all other sites.

Ms. Jamin called for public comment.

A written plan for improvement was provided to the DCSD Board, proposed by the Sierra Crest Academy Board of Trustees.

Mrs. Sweeney, SCA Board member, thanked the Trustees for their efforts and time to hear the input provided by all SCA supporters. With the loss of administrative help at SCA, the preliminary compliance review findings had been obtained, but not available to Mrs. Sweeney in order that she could thoroughly address them to ensure accuracy, prior to this meeting. A plan was reported to have been provided this evening in writing, as requested by the DCSD Board, and offered the first course of action as amending the charter. Should the Charter be renewed, the SCA plan was to

acquire interim administration to address administrative concerns, by June 30th. Parents and students offered public comment to support keeping Sierra Crest Academy open. Main points included:

- 1) Some students required focused attention available at a small school due to psychological needs.
- 2) Questions were raised, such as, "Aren't our students worth it?"
- 3) Parents feared their student would be on the street and not attend school.
- 4) An organized charter school sponsor would prevent problems early on.
- 5) If offered one more chance, parents would commit to improving administrative duties, including curriculum and attendance recording problems.
- 6) Students stated they had been taught personal respect, were inspired to learn, and provided skills to publicly speak.
- 7) A concern was raised regarding the economy with regard to a loss of SCA positions.
- 8) A growth analysis was requested in lieu of a "managerial analysis."
- 9) The community needed an alternative setting for non-typical and at risk students.

Mr. Green stated he would abstain from voting due to his contractual relationship with SCA.

Board members expressed their viewpoints, pros and cons, including thoughts regarding students currently attending the charter school.

At 7:00 p.m., Ms. Jamin stated there was no one signed up for public comment on non agenda items.

In summation of the Board's deliberations, the following action was taken.

Mr. Moore moved that the revocation of Sierra Crest Academy's charter by the sponsor, Douglas County School District, be effective June 30, 2010, seconded by Mrs. Trigg.

Ms. Jamin thanked parents and students for their efforts and attendance at the two meetings involving Sierra Crest Academy.

Motion carried 4, yea; 2, nay, Mrs. Chessell and Mr. Roman; 1 abstention, Mr. Green.

A break was taken from 7:32 – 8:00 p.m.

Public Comment

Ms. Jamin called for public comment on non agenda items at 8:01 p.m. There were no comments.

8. SpringBoard Adoption Discussion and Action

Kerry Pope, Director of Curriculum and Instruction, presented points in support of adopting the SpringBoard English curriculum in grades 7 – 11, and piloting senior English in English IV classes. Seven of the nine Strategic Plan Goals were supported through the SpringBoard research based practices to increase student achievement using a more rigorous curriculum. Reading opportunities, in addition to novels, included a variety of opportunities. Students are encouraged to choose novels and read outside of class. Grammar was emphasized by grade level, encompassed within reading, as a research based technique using excerpts. Mrs. Pope stated traditional curriculum had been supplemented with grammar booklets, which could continue, although the vertical alignment of coursework, SpringBoard incorporated common standards in the area of grammar usage and terms. Horizontal alignment was apparent in the building of skills year over year. Literacy was noted to be changing using 21st Century Skills necessary in order to produce globally competitive students. Advanced Placement course preparation was the goal

throughout all levels of coursework. Students were reported to gain six years of growth in three years. Program expense was shown to be comparable when costs were broken down.

Ongoing controversy surrounding the English adoption was addressed by Mrs. Pope. Relationships could be mended between those who were on different sides of the issue, following a decision to support implementation of the SpringBoard English curriculum. Revisions to the scope and sequence of secondary English curriculum, refined every two years, would be incorporated in the upcoming school year. Two levels of training were used to for teachers supporting usage of lesson unit plans and pacing. The Board was informed part of the conflicting views within the English Department, through time, surrounded choices in reading and individual support of best literature.

The Research paper, a concern within the scope and sequence, was noted to need to be moved to the junior year to provide familiarization for students within various units. The nature of SpringBoard makes collaborative planning and program implementation essential to maximize the impact of instruction.

Ms. Jamin stated Mrs. Trigg and Mr. Moore had listened to the recording of the previous Regular Board Meeting to hear public comments offered at that time. Public comments were welcomed starting at 8:33 p.m.

Students provided the following input:

- 1) The program was enjoyed and supported through techniques used to teach reading, writing, and speech by students who had SpringBoard class experience.
- 2) An essay created in a SpringBoard English class was provided as an example of an embedded assessment.
- 3) A student who completed the coursework stated creativity was promoted.
- 4) A different student preferred dissecting a book with a teacher, noting the shift to the SpringBoard program stifled creativity.
- 5) A successful Douglas High graduate, while not having used the curriculum, offered that worksheets were not the best way to teach. Another student stated a preference of not using worksheets only in class.
- 6) A concern for diversity in non-support of adopting this common curriculum was expressed.
- 7) A student commented that administrators were mandating a program that teachers did not wish to teach.
- 8) Creativity was lacking in SpringBoard.
- 9) A preference was stated for reading complete novels over excerpts.

Teacher, administrator, and parent input provided included the following positive and negative reasoning:

- 1) Active classroom engagement, incorporating areas that could be identified as depth of knowledge/critical thinking skills was supported.
- 2) Independent readers were created.
- 3) Middle school administrative support was offered for the increased rigor and the common core curriculum, following two years of implementation.
- 4) Teacher input opportunities were provided through the course of the adoption.
- 5) Teachers missed the opportunity for creative teaching when using a variety of novels.
- 6) A teacher who was a DHS graduate stated her success was based on the traditional coursework.
- 7) The Board was advised to review Board Policy regarding adoption of textbooks and curriculum. A statement was made that educators did not feel valued in the adoption process. The process was stated to be broken.
- 8) Questions were asked with regard to implementation and expense of the program, as well as, why middle school teachers were not allowed to compare products. The Board was encouraged to start the adoption process again.

- 9) Grammar usage and mechanics were an area of weakness in SpringBoard, not well addressed within the program.
- 10) Traditional textbooks were reused each year and preferable as a non-consumable product.
- 11) Advanced Placement testing included questions related to classic novels that were not part of the SpringBoard curriculum.
- 12) The Board was encouraged to adopt the SpringBoard program that allowed for free reading and could be supplemented with additional grammar materials.
- 13) Research based, embedded assessments, allowed students to apply research and rhetorical skills.
- 14) The new curriculum did not align with writing competencies.
- 15) Updating curriculum to increase rigor and enrichment in English instruction was supported in the Strategic Plan.

Following careful consideration, Board members expressed their basis for reasoning on both sides of the issues around the concepts and goals of the SpringBoard program.

Ms. Jamin commented that instructional goals were similar, although individuals were split with regard to support of traditional English curriculum vs. SpringBoard. Amicable implementation was a key to the process.

Mrs. Trigg moved to adopt SpringBoard, a vertically-aligned, research-based, articulated curriculum in grades 7-11 and pilot senior English in English IV classes, seconded by Mr. Moore

Motion carried 5/2, Mr. Green and Mr. Roman, nay.

A break was taken from 11:18 – 11:28 p.m.

9. Consideration of Final 2009-2010 Budget Amendments and Augmentations Discussion and Action

In order to make final amendments and augmentations to the final 2009-10 budget, which was recently approved at the May Board Meeting, Mrs. Luna explained the following Resolutions. These amendments were added for the term following the December budget augmentation and amendment approval.

Resolution #10-03, amending the General Fund, addressed the reduction in revenues per Assembly Bill 6 (AB6) that reduced the DSA from \$5,333 to \$5268.00 per pupil. The Department of Taxation revised the Local School Support Tax (LSST) and Public Schools Operating Property Tax (PSOPT) revenues, necessitating changes to expenditure accounts listed in the summary provided to the Board. The Government Services Tax was adjusted down due to a reduction in revenues of 8% in order to balance the budget. Offsets included the decrease in the premium holiday item due to a grievance, and reduction in the health insurance premium benefit, due to contract bargaining. A \$50,000 fund transfer resulted due to revisions.

Resolution #10-04, augmenting and amending the Special Revenue Funds (to which ad valorem taxes are not allocated), included updating the Capital Project Fund to reflect additional revenues, ESCO related, and reflected a transfer of \$200,000 for the Master Plan expense. Federal and State grant income received after the December budget amendment were included. Reduction in Special Education funds offset this different. 70 teaching units had been approved by the Department of Education. Mrs. Luna stated one additional unit may be approved resulting from a legal settlement. There was no change from the general fund to the Special Education Fund. The health insurance fund was revised to reflect changes in the health insurance premium.

Resolution #10-05, amended the Debt Service Fund, and was reported to be an addition to the Resolutions initially listed in the agenda.

There was no public comment offered on Resolutions, #10-03, #10-04, or #10-05.

Mrs. Trigg moved to adopt Resolution #10-03 as submitted by Business Services, seconded by Mr. Moore.

Motion carried, 7/0.

Mr. Moore moved to adopt Resolution #10-04 as submitted by Business Services, seconded by Mrs. Chessell.

Motion carried, 7/0.

Mrs. Trigg moved to adopt Resolution #10-05 as submitted by Business Services, seconded by Mr. Green.

Motion carried, 7/0.

10. Consideration of Budget Adjustment Expenditure Authority

Discussion and Action

Mrs. Luna informed the Board regarding the need to identify specific program functions and objects within the budget to increase accountability within the system and allow for a timely reporting mechanism. Areas that might be over expended would be analyzed and identified prior to the time of an audit. The idea for this change had resulted from information obtained from Mr. Bob Anderson, former Director of Fiscal Services in Carson City. Mrs. Luna reported she would first discuss adjustments deemed necessary with Cabinet, and upon approval, subsequently place the amendments on the Consent Agenda for review in a public meeting, per NRS 354.598005. This change would allow Business Services more flexibility, in a timely manner.

Mr. Moore moved to approve and extend budget adjustment expenditure authority by Program/Function/Object to the position of Chief Financial Officer, with conditions as submitted, seconded by Mrs. Chessell.

Motion carried 7/0.

11. Consideration of Amendment to Current Energy Savings Performance Contract with Ameresco

Discussion and Action

A request was made by Mrs. Luna to approve an amendment to the current Energy Savings Performance Contract (ESPC) with Ameresco. This change order would allow the use of Nevada Office of Energy ARRA Grant Funds for two ESPC projects. Fan coil units would be replaced at C.C. Meneley Elementary and the boiler replaced at Jacks Valley Elementary School. The requested change order was in compliance with NRS 332.360 and ARRA requirements.

Ms. Jamin called for public comment. There was none.

Mr. Green moved to allow Business Services to modify the existing Energy Savings Performance Contract with Ameresco, via change order, to utilize NDOE ARRA Grant proceeds in the amount of \$440,955.00 to fund the mentioned projects and peripheral expenditures, seconded by Mrs. Trigg.

Motion carried, 7/0.

12. Superintendent's Report

There was no additional information reported. Mrs. Soderman stated he would contact Trustees by email when necessary.

13. Nevada Association of School Boards (NASB) Report

Mr. Jim Lemaire, NASB Board President, was reported to have requested a response from DCSD regarding a revised proposal for joining the National School Board Association. A sponsor had offered to contribute the majority of the dues. The sponsor was noted to be the Regional Professional Development Program in support of professional development for school board members. There were no objections to the request.

14. Correspondence

There was no correspondence.

15. Possible Agenda Items for Future Board Meetings

Mr. Moore mentioned his topic might not be a future agenda item, but he desired to discuss the consistency of public comment. Ms. Jamin added that a new question had been raised regarding submitting a video tape that might be addressed.

Mrs. Hales expressed appreciation to Ms. Jamin for having handled the long, difficult meeting, so well. She informed the Board that she had other commitments that fell at the time of the July and August Board Meetings and would therefore be unable to attend. Apologizing, Mrs. Hales stated she would listen to those recordings to keep informed.

16. Executive Session

There was no executive session.

17. Adjournment

At 12:06 a.m., Mrs. Trigg moved to adjourn, seconded by Mrs. Chessell. Motion carried, 7/0.

Submitted by,

Carolyn Moore
Secretary to the 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.