

**Douglas County School District**  
Regular Meeting  
Douglas County Public Library – Lake Tahoe Branch  
Zephyr Cove, Nevada  
Tuesday, January 11, 2011  
5:00 p.m.

***Minutes Approved  
February 8, 2011***

## **MINUTES**

Present:

**Trustees:**

Sharla Hales, President  
Thomas Moore, Vice President  
Karen Chessell, Member  
Randy Green, Member  
Teri Jamin, Member  
Ross Chichester, Member  
Cynthia Trigg, Member

**Personnel:**

Lisa Noonan, Superintendent  
Lyn Gorrindo, Assistant Superintendent, Education Services  
Rich Alexander, Assistant Superintendent, Human Resources

Absent:

Holly Luna, Chief Financial Officer

**Others Present:**

Rick Hsu, Legal Counsel

### **1. Call to Order**

Ms. Jamin called the meeting to order at 5:09 p.m. Mr. Chichester was welcomed to the meeting as a new member of the Board.

- A. Ms. Jamin led those present in the Pledge of Allegiance.
- B. Mrs. Trigg moved to adopt the agenda, seconded by Mrs. Chessell.

Motion carried, 7/0.

### **2. Consent Items (Action)**

Mr. Chichester stated he would abstain from voting on the Minutes, Items 2-A and 2-B of meetings he had not attended.

Ms. Jamin inquired if there were any items to be pulled from Consent. There were none.

- A. Approve the Minutes of the Regular Board Meeting of December 14, 2010.
- B. Approve the Minutes of the Special Committee Meeting of December 10, 2010.
- C. Approve payments contained in Voucher Numbers 1015 and 1016 for FY 10-11.
- D. Approve personnel actions described in Personnel Report No. 11-01.
- E. Approve the composition of the Family Life, Sex Education, AIDS (FLSEA) Advisory Council.
- F. Approve for second reading, changes to Board Policy No. 529, "Suspension and Expulsion."
- G. Authorize the District to apply for entitlement and competitive grant funds listed above as well

- as, other grant opportunities that may arise during 2011-2012.”
- H. Approve the dual credit course additions to the master list as submitted.
  - I. Approve the graduation credit course as submitted

Mrs. Trigg moved to approve the Consent Agenda, seconded by Mrs. Chessell.

Motion carried, 7/0, with the exception of Items 2-A and 2-B, wherein Mr. Chichester abstained.

### **3. Board Review of Bylaws Information and Discussion**

Ms. Jamin offered that she had suggested the Trustees review the Bylaws prior to the election of officers, thus ensuring a clear understanding of the roles. Certain presidential duties, such as agenda organization had been handled differently over time. This review highlighted possible areas of improvement that might be addressed in future changes to Bylaws such as outdated language and professional development. Through discussion the role of each position was defined.

### **4. Election of Officers for 2011 (Action)**

- A. Mr. Moore stated he had enjoyed the position as Vice President and would not entertain a nomination for President for several reasons. Therefore, Mr. Moore nominated Mrs. Hales for President, seconded by Mr. Green.

Ms. Jamin called for any other nominations.

Mrs. Chessell nominated Ms. Jamin for President. Ms. Jamin declined the nomination. Next, Mrs. Chessell nominated Mrs. Trigg for President, who also declined this office.

Mrs. Hales responded to the motion to nominate her as Board President by explaining her beliefs on holding this position, the seriousness of her acceptance of the nomination, and ideals of best supporting the Board and District should she be elected.

A vote was taken. Motion carried, 6/1, Mrs. Chessell, nay. Mrs. Chessell stated she would support Mrs. Hales in her role.

At 5:47 p.m. Mrs. Hales thanked the Board and presided over the meeting.

- B. Regarding the position of Vice President, Ms. Jamin nominated Mr. Moore, seconded by Mr. Green. Mrs. Chessell also nominated Mrs. Trigg for Vice President. This motion was not carried and there was no further discussion.

The motion carried in support of Mr. Moore, 5/2, Mrs. Trigg and Mrs. Chessell, nay. Mrs. Chessell and Mrs. Trigg stated they would support Mr. Moore in his role.

- C. Mr. Moore nominated Mrs. Chessell for Clerk, seconded by Mrs. Trigg.

Motion carried, 7/0.

### **5. Annual Organization (Action)**

- A. A motion was made by Mr. Moore to designate the Record Courier as the newspaper to be utilized for all legally required notices, seconded by Mr. Green.

Mr. Moore noted that in Item 5-B, “Regularly Scheduled Board Meeting Dates,” one meeting listed for November 22, 2011 should be changed to November 29, 2011.

Mr. Chichester inquired about the Tahoe Tribune being used for legal notices as well as the Record Courier. Mr. Hsu, attorney, stated the need to research the circulation numbers to determine if the Tahoe Tribune would meet the requirements. Mrs. Hales requested that information be provided regarding the addition of the Tahoe Tribune to the media required for District legal notices.

Mr. Chichester moved to amend the motion to state if it is financially feasible, that the District will also run legal notices in the Tahoe area paper general circulation, in addition to the Record Courier.

Mr. Moore stated he agreed with the friendly amendment to his motion. There was no public comment.

Motion carried, 7/0.

- B. The Regular Meeting Schedule was reviewed for approval, noting a change was needed to reflect a change from November 22<sup>nd</sup> to November 29<sup>th</sup> for the Superintendent Workshop.

Ms. Jamin moved to designate regular meetings of the Board of Trustees to be held on the second Tuesday of each month, at 3:30 p.m., at the Douglas High School Library or Douglas County Public Library – Lake Tahoe Branch unless otherwise announced, seconded by Mr. Green.

Discussion ensued regarding changing the location of one of the meetings to the Lake in order that meetings would be held at that location quarterly.

Mrs. Trigg offered a friendly amendment to the motion to include the July meeting location would be changed to Lake Tahoe, seconded by Mrs. Chessell.

There was no public comment.

Motion carried, 7/0.

The meetings of the Board of Trustees for 2011 are as follows:

| <b>Date</b>                 | <b>Location</b>  | <b>Time</b> |
|-----------------------------|--|-------------|
| Friday, January 28, 2011    | Genoa Lakes – Strategic Planning                         | 8:00 a.m.   |
| Tuesday, February 8, 2011   | Douglas High School                                      | 3:30 p.m.   |
| Tuesday, March 8, 2011      | Douglas High School                                      | 3:30 p.m.   |
| Tuesday, April 12, 2011     | Lake Tahoe Public Library                                | 3:30 p.m.   |
| Wednesday, May 18, 2011     | Douglas High School                                      | 3:30 p.m.   |
| Tuesday, June 14, 2011      | Douglas High School                                      | 3:30 p.m.   |
| Tuesday, July 12, 2011      | Lake Tahoe Public Library                                | 3:30 p.m.   |
| Tuesday, August 9, 2011     | Douglas High School                                      | 3:30 p.m.   |
| Tuesday, September 13, 2011 | Douglas High School                                      | 3:30 p.m.   |
| Tuesday, October 11, 2011   | Lake Tahoe Public Library                                | 3:30 p.m.   |
| Tuesday, November 8, 2011   | Douglas High School                                      | 3:30 p.m.   |
| Tuesday, November 29, 2011  | Douglas High School – Superintendent Workshop and Budget | 3:30 p.m.   |
| Tuesday, December 13, 2011  | Douglas High School                                      | 3:30 p.m.   |
| Tuesday, January 10, 2012   | Lake Tahoe Public Library                                | 3:30 p.m.   |

## Public Comment

Ernie Monfiletto, Douglas High School teacher, stated changes he desired in the secondary school calendar in order to best support student achievement. He asked that the first semester end prior to the two week break, instead of having students take the break and return to final exams; examples were provided regarding shifting the school year start day, ending school two days earlier, reducing teacher work days by one day, and shifting instructional days from the 1<sup>st</sup> to the second semester. The fall collaboration day was suggested to be put in the spring adding an extra "A" schedule day to the second semester for DHS. Mr. Monfiletto stated an informal staff survey supported his suggestions and that these ideas would increase staff morale and achievement by increasing fewer imbalances between semesters.

A break was taken from 6:08 – 6:24 p.m.

### **6. Principal's Report – (Douglas High School) Administrative Report/Program Review**

Marty Swisher, Douglas High School Principal, presented High School Proficiency Exam (HSPE), SAT/ACT, Adequate Yearly Progress and Teach for Success (T4S) longitudinal data. Hispanic and special education subpopulations were reported to have shown significant growth on the HSPE exams. Overall, HSPE reading results had increased over time. New standards and a more difficult assessment implemented by the Department of Education reflected a decrease in HSPE writing results. The percentage of students who were college ready according to ACT math results had increased, although ACT science scores had decreased and would be a focus for science teachers in the future.

The percentage of sophomores meeting competency requirements for graduation had increased. Middle schools were complimented on assisting students, and the resulting decrease in remediation needed at the high school level. The Research Paper is a focus with data showing approximately 50% of juniors passing. Consistent grading by English teachers had been identified as a need that would result in better continuity.

The number of students taking the Advanced Placement (AP) tests increased. The test is offered to students not enrolled in AP courses with results equating to an approximate 50% pass rate.

Mr. Swisher reviewed Teach for Success data and explained areas in need of improvement where observation data results had declined, including the analyze-evaluate-create and formative assessment strand percentages. These two strands would be a main focus for improvement.

Assistance for students was offered in the form of lunch tutoring for special education students. Staff mentors had also been assigned to students to offer them encouragement.

The JROTC Tiger Battalion color guard was congratulated for having been invited by the Governor of Nevada to perform at his upcoming State of the State address.

### **7. Grandfather Groups on ALT Social Studies Make-up Tests Discussion and Action**

Mr. Swisher clarified a change approved July 2010 to remediation for their World History courses. Two groups of students were reported to have taken the course without passing the Achievement Level Test (ALT). Discussion had occurred at a previous Board Meeting regarding having students pass 4 out of 6 essays, both semesters of the course. Mr. Swisher was asking that students pass two of three essays, either semester, to graduate. If this notion passed, 85 students would currently not need to take a second set of essays. The requirement of passing 4 of 6 essays equaled double the remediation time to accomplish.

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

Mrs. Trigg moved to approve the revised requirements, as presented for students currently in grades 11-12, seconded by Mrs. Chessell.

Motion carried, 7/0.

## **8. Tahoe Basin Prosperity Report Information and Discussion**

Steve Teshara of the LTBP Project Team and “B” Gorman, Tahoe Chamber, provided an overview of the Lake Tahoe Basin Prosperity Plan regional collaboration effort. A full written report was provided to the Board. Based on high unemployment, the group was working to improve the social and economic community through a grant based project. Priorities were identified and an action plan created to support goals of diversification of the economy and improvements to the overall standard of living. The spread of gaming to neighboring states created a downturn in casino revenue felt throughout the Lake Tahoe basin. Future workforce needs were considered with new innovation, along with improvements to old buildings necessary to sustaining new business. Through collaboration with a large, varied county steering committee, future workforce considerations included improved housing in this redevelopment that might support young employees looking into a variety of opportunities. Environmental investments through green initiatives were a key to private sector employer involvement and creation of new job opportunities.

## **9. GT Testing – CogAT Supplement Discussion and Action**

Mrs. Pope, Director of Curriculum and Instruction reported the Naglieri assessment was a non verbal test used to identify Gifted and Talented students that had been found to focus on one area rather than a full range of cognition. The CogAT test consisted of three sections including a verbal section and quantitative math. While high achieving students were identified with the Naglieri assessment, GT students were 2% of the population, and it was found that of second grade students tested, none had been identified for GT through the initial Naglieri assessment. The GT task force recommended the use of both tests to best identify GT students.

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

Mrs. Chessell moved to approve the additional use of the CogAT to identify GT students, seconded by Ms. Jamin.

Motion carried, 7/0.

Dr. Noonan asked the Trustees what type of information they would like provided in the future regarding the GT program. Consensus was reports to the Board were the preferred method of receiving this type of update. Ms. Jamin stated she had been attending the taskforce meetings and could report to the Board following her attendance at the periodic meetings.

## **10. Kingsbury Middle School Update Information and Discussion**

Dr. Noonan provided insight into future steps regarding Kingsbury Middle School, closed in 2008. The Nevada Revised Statutes guided the process following the closure of a school and possible sale or lease of public property. Dr. Noonan stated she would compile information regarding her research on possibilities for the property that would include a forum for community input. Future assistance might be sought through a consultant or a small budget might be necessary to providing Trustees with proposals and information.

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

### 11. Appointment of Board Representatives (Action Items)

Mrs. Hales asked that Trustees decide on committee representations. The NASB Legislative Committee was pulled from this list due to the NASB President appointing those positions. The NIAA Region II Board of Control Representative was also pulled from the list of DCSD Board Committees as a different county held this position this year. All other committee representatives were decided upon as follows:

| <b>The following appointments and reappointments of Board members were made for as follows:</b> |   |
|---|---|
| A. Debt Management Commission   | Ross Chichester   |
| B. Board of Directors – Nevada Association of School Boards                                     | Cynthia Trigg   |
| D. Douglas County Parks and Recreation Board  | Thomas Moore  |
| E. Liaison Between Board of Trustees, County Commission, and Douglas County Planning Commission | Randy Green<br>Teri Jamin, Alternate  |
| F. Liaison to Douglas County Education Foundation   | Karen Chessell<br>Teri Jamin<br>Cynthia Trigg   |
| G. School Safety Task Force   | Randy Green   |
| H. Expulsion Hearings Subcommittee  | Sharla Hales<br>Thomas Moore<br>Karen Chessell<br>Ross Chichester<br>Randy Green<br>Teri Jamin<br>Cynthia Trigg |
| I. Employee Relations Communications Committee  | Teri Jamin<br>Thomas Moore  |
| J. Liaison to Family Involvement Team   | Randy Green<br><u>Alternates:</u><br>Cynthia Trigg<br>Teri Jamin  |
| K. Liaison to Tahoe Douglas Chamber of Commerce   | Cynthia Trigg   |
| L. Liaison to Carson Valley Chamber of Commerce   | Randy Green   |
| M. Career and Technical Committee   | Thomas Moore<br>Teri Jamin<br>Ross Chichester   |

### 12. Superintendent’s Report

Dr. Noonan reported the Superintendent’s were supporting an iNVEST report, currently a two page draft, as a consistent message presented for the last five years to the legislature. Board members were reminded the upcoming Strategic Plan Meeting would be held at Genoa Lakes, January 28<sup>th</sup>. A larger representation of the community and stakeholders would be present, as well as the format had been changed to include an update to the planning process.

Carson Valley Inn was reported to have requested the use of the Douglas High School parking lot for a summer Corvette Club weekend event. Concerns were raised with regard to wear and tear on asphalt, permitting, and the close proximity of apartments to the parking lot. Consensus was to have

further information provided prior to making a decision regarding this event.

Dr. Noonan discussed the possibility of an elementary school transitioning to a K-8 grade configuration with regard to gathering community input. The status of planning and construction at elementary sites was reported. Facilities' Master Plan projects were already underway at PHES and GES. CCMES and SES were in the south end of the county, already very close to Pau-Wa-Lu Middle School. The reasonable location, should a K-8 configuration occur, was reported to be JVES. The Board discussed logistics and current project phasing, determining that input from the JVES community regarding a possible K-8 grade level school was desirable prior to moving forward.

### **13. Nevada Association of School Boards (NASB) Report**

Board members were encouraged to read the current month's NASB newsletter provided online. Mrs. Trigg noted information regarding budget information was provided. Board member professional development offered by NASB, New Board Member Orientation, Part II, was reported to be scheduled January 21<sup>st</sup> and 22<sup>nd</sup>.

Mrs. Hales stated as a past president, she was automatically on the Executive Committee for NASB and could represent Douglas in future work.

### **14. Correspondence**

Mrs. Trigg expressed appreciation for information provided regarding an upcoming student fundraiser.

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

Mrs. Chessell stated her desire to review Mr. Monfiletto's calendar suggestions, seconded by Mrs. Trigg. Mrs. Hales noted the calendar had been adopted for five years, and was currently about midway in the timeframe. At this point in time, Board input might frame preferences for the future. Dr. Noonan added that a variety of suggestions had begun to come forward and all ideas would need to be considered at the appropriate time. She suggested that the best time would be opposite of the biennium, possibly during the 2011-12 school year, for implementation in 2012-2013.

Mrs. Chessell withdrew her request for a discussion of school calendars at this time.

Mrs. Hales requested a report including calendar expiration dates and possibilities.

Ms. Jamin inquired how Site Communication Meetings might be reframed in an alternative process that the Board could participate in as a vehicle for receiving a variety of input. In this light, Mrs. Hales expressed an interest in including community involvement within the Strategic Plan. Discussion ensued regarding the previous staff communication process. Desire was shown to have future communication avenues available for Board members to receive staff and community input.

### **16. Executive Session**

Mr. Moore moved to recess to executive session in order to discuss matters pertaining to negotiations pursuant to NRS 288.220(4), seconded by Mr. Chichester.

Motion carried, 7/0.

### **17. Adjournment**

Mr. Moore moved to adjourn at 9:10 p.m., seconded by Ms. Jamin.

Motion carried, 7/0.

Submitted by,

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Carolyn Moore  
Secretary to the 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.