

Douglas County School District

Regular Meeting
Douglas High School
Minden, Nevada
Tuesday, June 14, 2011
3:30 p.m.

*Minutes Approved
July 12, 2011*

MINUTES

Present:

Trustees:

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

Personnel:

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

Others Present:

Rick Hsu, Legal Counsel
Brian Rippet, President, Douglas County Professional Education Association

1. Call to Order

Mrs. Hales called the meeting to order at 3:32 p.m. Mike Jessup, retiring CCMES teacher, led the Pledge of Allegiance.

Mrs. Chessell moved to adopt the agenda, seconded by Mrs. Trigg.

Motion carried, 7/0.

2. Special Recognition

Mr. Alexander congratulated Jorge Salazar (not present at the meeting), aide at Jacks Valley Elementary School, for receiving the Classified Employee of the Year award. Kerry Stack, Douglas High School Culinary Arts teacher, was recognized and congratulated for receiving the Teacher of the Year award. Dr. Noonan awarded her a clock to commemorate the event. Mr. Alexander and Mrs. Hales 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)

Mr. Moore asked that Items 3-A, "Minutes of the Regular Meeting of May 18, 2011;" 3-H, "Second Reading Bylaw No. 060, "Article VI – Meetings;" 3-K, "Bid Award – Rekeying Contract;" and Item 3-L, "Bid Award – Promethean Board Purchase & Installation," be pulled from the Consent Agenda. Ms. Luna stated an update for Item 3-L was provided in the red folder.

Mrs. Hales informed the Board of corrections to Item 3-E, "Personnel Report No. 11-06." The locations for two teachers in the "To Position/Location" column had been reversed. Tara Nixon would be moving to JVES and Nicole Colquhoun would move to PHES. The classification for Laura Parks, Assistant Principal, DHS, should have shown she was a Reduction in Force (RIF) rather than a resignation. Additionally, Cynthia Monroe was retiring and had turned in her notice after that Agenda was printed.

Mrs. Hales called for a motion on the Consent Agenda.

Mr. Chichester moved to approve the Consent Agenda with the exception of Items 3-A, 3-H, 3-K and 3-L, seconded by Mrs. Chessell.

Motion carried 7/0.

- A. Approve the Minutes of the Regular Board Meeting of May 18, 2011.
- B. Approve the Minutes of the Special Board Meeting of May 23, 2011.
- C. Approve payments contained in Voucher Numbers 1027 and 1028 for FY10-11.
- D. Approve the renewal of the District's Excess Workers' Compensation and Workers' Compensation Bond coverage for the two-year period of July 1, 2011 through June 30, 2013as presented. The coverage will be funded out of the District's Self-Insured Workers' Compensation Fund.
- E. Approve personnel actions described in Personnel Report No. 11-06.
- F. Approve for second reading Board Policy No. 809, "Transportation."
- G. Approve for second reading Bylaw No. 050, "Article V – Organization."
- H. Approve for second reading Bylaw No. 060, "Article VI – Meetings."
- I. Approve for second reading Bylaw No. 070, "Article VII – Code of Conduct."
- J. Approve Board Meeting dates and locations for the 2011-2012 school year.
- K. Approve request by Business Services to award a contract to the lowest, most responsive and responsible bidder, Al Shankle Construction, for installation of new locks at MES and ZCES. Award amount not to exceed \$26,226.00 with funding to come from the Bond Fund.
- L. Approve request by Business Services to award a contract to the lowest, most responsive and responsible bidder for the purchase and installation of Promethean Board for SES, CCMES, ZCES and ASPIRE. Funding to come from the Community Foundation of Western Nevada donation and ASPIRE discretionary.

Mr. Moore stated Item 3-A, "Minutes of the Regular Meeting of May 18, 2011," was pulled to note a correction to page 9, regarding the Bylaw he referenced during Future Board Agenda Items. The Minutes should reflect Bylaw No. 060, rather than No. 070.

Mrs. Trigg moved to approve Item 3-A with the change of reference from Bylaw No. 070 to No. 060, seconded by Mrs. Chessell.

Motion carried, 7/0.

Also, Item 3-H, "Second Reading Bylaw No. 060, "Article VI – Meetings," was pulled for discussion of adding verbiage to allow for the Board to possibly prioritize the list of future agenda items. Trustees clarified the intent of the suggestion. Language was suggested that might be added to Bylaw No. 060. Mrs. Hales suggested adding to Section 4(d), "Items brought forward under the Future Board

Agenda process will be prioritized by the Board at the end of each Regular Meeting.” The question was raised as to how this would affect district business. It was explained that a list of future agenda items is maintained and reviewed, and the new reviews process would basically increase the time necessary at meetings.

Ms. Jamin moved to approve Item 3-H with the addition to Section 4(d), “Items brought forward under the Future Board Agenda process will be prioritized by the Board at the end of each regular meeting,” seconded by Mr. Chichester.

There was no public comment.

Motion carried, 7/0.

With regard to Items 3-K, “Bid Award – Rekeying Contract,” and 3-L, “Bid Award – Promethean Board Purchase & Installation,” Mr. Moore took a moment to recognize the fact the District and Board had received criticism over the perception local businesses were not always hired for district projects. He asked that the record reflect only one bid was submitted for these projects.

Mr. Moore moved to approve Items 3-K and 3-L, seconded by Mr. Green.

There was no public comment.

Motion carried, 7/0.

4. Principal’s Report – (C. C. Meneley Elementary School) Administrative Report/Program Review

Becky Rugger, first year principal at C.C. Meneley Elementary School, reported data obtained one year ago, spring 2010. The School Improvement Plan was changing with her leadership in order to improve achievement results. Criterion Referenced Testing (CRT) in Math, Reading and Science, as well as Measurement of Academic Progress (MAP) assessment scores for Reading, Math, and Language were provided. Ms. Rugger stated concerns for math MAP data across the grade levels that were on a continual downward trend. Funds available at the end of the school year were used to assist students in the area of math. Support for the Teach for Success protocol was expressed with the upward trend in all five strands reported as fall 2010 data. Teachers were commended for their efforts in the classroom. Student enrollment was reported as 580 students at this time.

The CCMES No Child Left Behind (NCLB), Adequate Yearly Progress (AYP) status for 2009-2010 was reported to be on the “watch” list in the area of free and reduced lunch and IEP math.

Lunch interventions provided in the past were reported to not have been the most effective approach; therefore, changes to intervention strategies through streamlined scheduling for the next school year were underway. Several areas were mentioned as a focus for growth. The Instructional Consultation Team (ICT) worked to increase effectiveness, and to provide ongoing interventions for students. EduJobs grant funding provided for math and reading tutor assistance. Common Formative Assessments were a focus in the area of writing in order to improve student achievement. Ms. Rugger and her staff were focused on improving school climate through respect, responsibility, and resilience for a positive, result oriented environment.

Opportunities for students included sixth grade advanced math, of which student results showed a 68% pass rate. CCMES will host the Spelling Bee for 2011-12, and offers GT, drama, yearbook, leadership, band and various clubs as extracurricular activities for students.

Ms. Rugger was thanked for her hard work and appreciation was expressed for all of her efforts.

5. Annual Renewal of Property and Casualty Liability Insurance Discussion and Action

Mrs. Hales introduced Ann Wiswell, Nevada Public Agency Insurance Pool (NPAIP) and Steve Romero, Wells Fargo Insurance Services. Ms. Wiswell presented the resources provided through membership in POOL. Mr. Romero explained the renewal coverage and premiums offered.

Ms. Wiswell stated the POOL was a member owned, nonprofit, public sector insurance company. DCSD had been a member of the POOL for 14 years, although DCSD was not a member of the Public Agency Compensation Trust – PACT. Members benefited from stable and/or reduced rates. 13 other districts and over 100 other government entities were enrolled. POOL was reported to manage the insurance fund, pay claims, and provide risk management services. A brochure was provided that explained resources and services offered to help prevent the onset of claims, as well as the claims settlement process. One resource included staff consultants who were available to look at risks and offer advice. Additionally, Human Resource personnel assisted in writing job description templates to assist Human Resource departments. Another service provided was a three year rotation of property appraisals to assure district buildings were properly insured. Building maintenance consultants were offered to assist in identifying fire hazards. Boiler inspections were an example of this ongoing service as well as playground ADA compliance reviews. OSHA, staff health and safety training, and risk management grants were available. The district was reported to have received grants for the installation of a surveillance and alarm system at the new ASPIRE building. Ms. Luna attended POOL business meetings as the representative for DCSD.

A premium increase of 3.25%, due to “exposure increases,” was reported by Mr. Romero. The total annual premium was reported to include a Student Accident Coverage Policy (initially added to the coverage three years ago) provided for district transportation of students to and from school and/or school related activities. The student transportation premium decreased this year by 1.1%. Alternative policy options were available and had been reviewed by Ms. Luna in January that included auto and property liability exposure.

Mr. Romero stated his commission was 6%, much less than 12.5% on the public market. Ms. Wiswell added that the commission was determined by the POOL Board of Directors.

Ms. Luna commended Gina Steinman, in the Business Office, for having applied for POOL offered grant funding for ASPIRE surveillance cameras.

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

Ms. Jamin moved to approve the renewal of the District’s property and casualty liability coverage for the period of July 1, 2011 through June 30, 2012 as presented. Additionally, approve the Student Accident Coverage Policy for the period of July 1, 2011 through June 30, 2012 as presented, seconded by Mrs. Chessell.

Motion carried, 7/0.

6. Consideration of Final 2010-2011 Budget Amendments and Augmentations Discussion and Action

Holly Luna, Chief Financial Officer, presented the final budget amendments for FY10-11. This budget submittal reflected an ending fund balance in line with the FY11-12 budget as previously submitted and approved by the Board at the May meeting. The final budget amendments and augmentations would be submitted to the Department of Taxation upon approval.

Ms. Luna explained Resolution 11-01 reflected adjustments made to the FY10-11 General Fund. One transfer was in the amount of \$160,000 from the Contingency Fund to the General Fund, due to additional fuel expense. Additionally, \$406,608 was transferred to the Special Education Fund from

the General Fund and accommodated a reduction in Maintenance of Effort. A reduction in revenues of \$150,000 was noted due to a combination of reduced LSST and Government Services taxes based on last best input from the Department of Taxation. Increased expenditures were reflected, excluding the previously mentioned transfers. This net gain of \$50,000 to the General Fund resulted in a 4.1% ending fund balance. Board members inquired about a \$2,700 increase to the General Fund shown for senior surveys. Dr. Noonan stated this reflected a transfer of the expense for the LifeTrack contract to process senior survey information for the 10-11 class.

Resolution 11-02, a Resolution to augment and amend Special Revenue Funds was explained. It was noted ad valorem taxes were not allocated herein, and this Resolution affected a Pay As You Go cash transfer of \$1.4 million transfer to the Capital Project Fund from the Debt Service Fund for FY10-11, based on the cash flow from tax receipts. Additionally the previously mentioned transfer to the Special Education Fund from the General Fund was incorporated and accommodated the required 4% ending fund balance as suggested by Board Policy and Regulation. Additionally, the Self Insurance Fund was amended to reflect one Premium Holiday taken in June 2011.

Resolution 11-03, offered to amend the Debt Service Fund, reflecting funds moved from the Debt Service Fund (Pay As You Go cash) to the Capital Projects Fund. The cash transferred was in excess of the required reserve amounts needed for current interest and principal as well as 100% reserve requirement for the following year. Legislation was reported to have been passed regarding the bond fund cash usage in the favor of school districts. More flexibility was incurred upon final legislation in that districts would not need to maintain 100% reserve; instead a 50% requirement would be the minimum.

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

Mr. Moore moved to adopt Resolution #11-01 as submitted by Business Services, seconded by Ms. Jamin.

Motion carried, 7/0.

Mr. Moore moved to adopt Resolution #11-02 as submitted by the District Office, seconded by Ms. Jamin.

Motion carried, 7/0.

Mr. Moore moved to adopt Resolution #11-03 as submitted by the District Office, seconded by Ms. Jamin.

Motion carried, 7/0.

There was no discussion prior to or after the three motions.

7. Legislative Session 2011 Update Administrative Report

Dr. Noonan reported the Bill that included the Distributive School Account (DSA) funding was in line to be signed by Governor Sandoval. She outlined the next steps in analyzing Assembly and Senate Bills related to education with regard to budget and programming. Requirements within Bills would be analyzed and interpreted by the Department of Education and district staff. With regard to presenting revised budget information, Dr. Noonan stated she would supply a packet for the Board to review various line items at the July Meeting. A letter from the Elementary Principals was provided this evening asking the Board to consider funding elementary classroom teachers as a top priority. This request was due to impacts on class size that would occur with teacher reductions. Dr. Noonan stated although the elementary certified staff reductions were double those of secondary, she was not in favor of one group being more influential in the decision process over another. Staffing guidelines used are district wide and considerations would be made in all areas when recommending

budget add backs. Recommendations would not necessarily flow in the reverse order from the list of budget cuts approved this spring.

8. First Reading Board Policy No. 227, “Methods for Handling Reports of Aversive Intervention and Physical and Mechanical Restraints on Students with Disabilities Discussion and Action

Jan Visger, Director of Special Services, explained the rewritten Board Policy and Administrative Regulation No. 227 offered for approval. Formerly AB280 and subsequently, AB56, interventions for disabled students were updated along with additional reporting requirements to comply with NRS. Ms. Visger stated parents were informed of all safety measures in place and she would check to be sure substitute folders contained proper information.

Mrs. Chessell inquired regarding the process for notifying the Board as it was written within the Administrative Regulation. Ms. Visger clarified that the Board President was notified, although statute quoted within the Regulation reflected the “Board of Trustees” would be notified upon violations of the use of physical or mechanical restraints.

Dr. Noonan and Mr. Hsu, agreed that the Regulation could be updated to state “or its designee” in the language referencing Board notification requirements for improper aversive actions.

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

Mr. Chichester moved to approve for first reading revisions to Board Policy No. 227, “Methods for Handling Reports of Aversive Intervention and Physical and Mechanical Restraints on Students with Disabilities,” seconded by Mrs. Chessell.

Motion carried, 7/0.

A break was taken from 5:10 – 5:43 p.m.

9. First Reading Board Policy No. 514, “Reporting Student Progress, Parent Conferencing, Academic Plan, Pupil-led Conferences, Peer Mentoring, and Small Learning Communities” Discussion and Action

Proposed changes to Board Policy No. 514, “Reporting Student Progress, Parent Conferencing, Academic Plan, Pupil-led Conferences, Peer Mentoring, and Small Learning Communities, were presented by Mrs. Gorrindo. NRS mandated these procedures to be in place by July 1st. Ms. Gorrindo reported counselors were already complying with Policy requirements through 8th grade transition meetings. Student led conferences were a result of recent legislation. Teachers were the facilitator of student led conferences that included parent participation. Churchill County was noted to have piloted this process. Survey results from those efforts found through 71% of parents responding, meaningful academic goals were realized. The rollout for DCSD is slated for the 7th grade in 2011-12 during prime time (or advisory period) and would include four students and their parents per session. While some mentoring existed in earlier grades, mentoring would be incorporated at the high school through small learning communities, for 10-15 minutes, scheduled during a designated block.

Mrs. Hales called for questions.

Mrs. Gorrindo stated initially, teachers were uncertain how the conferences would flow. With assistance from lead counselor Carly Strauss, questions were formulated to encourage positive student participation. This allowed parents to glean information from their children not necessarily gathered in typical conversations.

Mrs. Hales requested the bottom of page 1, a reference made to teacher involvement, reflect that “a” or “one of” the students’ teachers be involved with the small learning community.

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

Mr. Green moved to approve for first reading, revisions to Board Policy No. 514, “Reporting Student Progress, seconded by Ms. Jamin.

Motion carried, 7/0.

10. Project Manager Job Description Discussion and Action

Ms. Luna provided the status of bond funded construction projects underway. Piñon Hills Elementary School was recognized for having broken ground this week. The Gardnerville Elementary School Guaranteed Maximum Price (GMP) meeting was scheduled for July 25th. Following Approval of the GMP, construction would also begin at GES. Meetings had begun for Douglas High School improvements involving education specifications and visioning necessary prior to construction. The DHS design would be based around a 9-12 grade configuration. Next, the district would move forward with aligning the Construction Manager At Risk (CMAR) Request for Proposal/Qualification process for DHS. Following alignment of the DHS project, C.C. Meneley and Jacks Valley would move into the CMAR process. Future discussions would include possible middle school consolidation, as well as possible sales of Kingsbury Middle School, the Heritage Building, and District Office.

The Project Manager position would be funded through bond funds approved in 2008 that would be expended within a few years. In Phase III of the Master Plan, a decision would have to be made as to whether or not the Board desired to ask voters for renewal of the ongoing .10 portion of taxation currently secured. Ms. Luna stated there were pros and cons of hiring an internal Project Manager versus using a Construction Management Service. With regard to using a service, it was noted projects continually varied in intensity, and the amount charged by a service was two to three times that of an employee’s salary. A Project Manager job description was provided for the Board’s review.

Mrs. Hales called for comments from the Board regarding the job description.

Ms. Jamin stated she interpreted the job description as one that would not involve supervision. Mrs. Hales asked for clarification of the person’s requirement to be a supervisor or if the intent was the individual would be supervised. Dr. Noonan clarified this person would not be an immediate supervisor and would not write evaluations for other employees. The Classified Supervisor designation was stated to be a key term of authority for this individual when viewed by sites as having district backing, although there would not be any subordinates. In order to use bond funds, other bond funded employees would need to supervise this position.

Mr. Moore stated the job description provided was a good rough draft. In reviewing the essential functions he felt the tone implied the person had no authority for overseeing the construction projects and in his professional opinion, it was an essential component. He further explained his intent was not to wordsmith, only that the individual should be able to provide direction to contractors in order to avoid liability for the district. Additionally, he expressed concerns regarding the experience and training listed not being more specific, in that a person straight out of college or with ten years of experience in the construction field might not qualify to run projects of this size. Mr. Moore stated he offered an example of a job description from another company to Dr. Noonan, and spoke with Mr. Chichester regarding obtaining a Douglas County Project Manager job description.

A copy of the Douglas County Project Manager job description was provided by Mr. Chichester for review. Mr. Moore supported adopting a similar job description noting the next item, an interlocal agreement surrounding this position included an employee who was hired based on requirements of

the County job description.

Discussion ensued regarding whether or not the job description was required for posting and whether or not approval by the Board was necessary to add the position in itself.

Dr. Noonan stated she preferred to table this discussion and bring it back for discussion.

Mrs. Hales stated consensus of the Board was to have staff bring this item back for further discussion.

Public Comment

There was no public comment offered.

11. Consideration and Approval of Interlocal Agreement with Douglas County Discussion and Action

Ms. Luna reported she had pursued an interlocal agreement per a suggestion made by Mr. Chichester, who knew the Project Manager at Douglas County might be available to assist the district, and to maximize employee usage by public agencies. The County Manager agreed to enter into an agreement that would offer Scott McCullough's shared services. The County would bill for hours worked on DCSD projects at a rate of \$63.00 per hour including benefits. Ms. Luna asked the Board to look at whether or not the agreement should be extended to September 30th in that a job description could be produced, posted, and an individual hired as an in-house Project Manager.

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

Mr. McCullough was present and was introduced. Working for the County Community Development Department, Mr. McCullough explained his involvement in a variety of projects over a twenty year span. He noted having been involved in over \$32 million in projects for Douglas County.

Mrs. Hales inquired if he would be available through September 30th. Mr. McCullough responded that he would be available.

Mr. Chichester disclosed that he had a working relationship with Mr. McCullough with regard to work Mr. McCullough would be conducting for the Sheriff's Department. No financial gain would be incurred by Mr. Chichester; therefore, he was deliberating and voting on this item.

Mrs. Trigg moved to approve the Interlocal Agreement with Douglas County with the ability to extend it through September 30, 2011, seconded by Mrs. Chessell.

Motion carried, 7/0.

12. IRS Audit Agreement

Ms. Luna stated a letter provided to the Board for review and approval was only one step of the 2009 IRS audit underway. The auditor would continue with the audit following receipt of correspondence from the Board, although the letter might satisfy his requirement at this time. The question rose related to the designation of a long term or interim Superintendent as a contractor versus an employee and the timeframe in which they are paid. A payment had not been seen by the auditor in the same calendar year that services were performed. Language within the letter was noted to have been reviewed and revised by District counsel. Ms. Luna stated the audit had not been completed and would have other areas of focus.

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

Mr. Chichester moved to accept the recommended audit agreement, and direct the Board Clerk to sign the revised letter as provided in the red folder, on behalf of the Board, seconded by Mrs. Trigg.

Motion carried, 7/0.

Ms. Luna recognized Nikki Bertone in payroll for many hours of work, to date, that satisfied requests surrounding the audit process.

13. Kingsbury Middle School Report

Dr. Noonan reported Kingsbury Middle School was closed June 2008. Bordered on three sides by public land, current zoning did not allow for business use of the property, although zoning could be changed. NRS required two appraisals, one of which would be chosen by the Department of Education and one by DCSD. A recommendation in the Facilities' Master Plan was to sell this and other properties for financial gain to the Capital Fund. Dr. Noonan stated she held two public meetings, one each at the Lake and in the Valley to gather ideas from the community with regard to sale or use of the KMS property. The meetings were attended by a handful of individuals on each occasion. A former Board member was noted to have provided background information. Specific questions were raised by parents at the Lake meeting. Parents shared recreation, art/culture and business needs. Kahle Community Center was recognized for its heavy recreational use; therefore, it was suggested the KMS property might help accommodate the community through county wide use. Other suggestions from the public included that the University of Nevada Reno owned property at the Lake and might have an interest, as well as, a deal might be worked out for trading of properties with Douglas County.

Mrs. Trigg stated many considerations were discussed with regard to use or sale of the property in Lake Consolidation meetings of the past. Dr. Noonan reported her plan was to move forward from the Facilities' Master Plan recommendations.

Trustees offered comments that resulted in an overall desire to obtain a preliminary title search as a first step in moving forward with decisions around the KMS property.

14. District Vision Statement Committee Recommendation

Discussions involving possibly adopting a new Vision Statement were reported by Dr. Noonan to have been underway via Board Subcommittee meetings and inquiries of staff and students. Three suggestions were offered for approval, along with an invitation to add any further suggestions for a District Vision Statement. Logo options were offered, that included use of the current logo and/or changing it to reflect a new or additional statement. Board members offered suggestions and stated preferences for what was offered. "High Standards For Peak Performance," the current statement within the district logo, was a popular option. Comments included retaining the current logo statement and adding the favored new vision verbiage within the logo, for a complete District Vision Statement.

Mr. Chichester moved to approve the last statement offered, "Education, Graduation, Stronger Nation," to be used in conjunction with the current District logo, placed at the bottom, seconded by Mrs. Trigg.

Motion carried, 7/0.

15. Strategic Plan Discussion and Action

Ms. Gorrindo reported having a new draft Strategic Plan wherein suggestions from Board members offered in a previous meeting were incorporated. As discussed, broader action steps with the new initiatives had been categorized into the six new 2011-12 goals. The district data dashboard replaced the former data format. Work to update the data dashboard was underway in order that the six goals were reflected accurately, in lieu of the eight goals from the previous year. The glossary was revised, outdated information was replaced, and new common core terms included. Additionally, military officer candidate school was added to exit level three.

Mrs. Hales stated she liked the six goals in the new color coded format. She suggested that the Board help prioritize specific individual line items with consideration for funding necessary, in order to arrive at three to five priorities to help guide the district.

Mrs. Chessell and Mrs. Trigg stated they would not be present at the July Regular Board Meeting. Mrs. Trigg offered to participate via phone up to 7:00 p.m. in July. The importance of hearing from each Board member regarding their priorities was stated.

Dr. Noonan offered that incorporating common core curriculum would be ongoing for a number of years and mandated initiatives were high priority. Mrs. Hales clarified she envisioned a process for the Board that was equivalent to the dot process used in past Strategic Plan Meetings.

Mrs. Trigg questioned if this would be a one step process, in that updates in areas such as the GT Task Force would need to be provided that might narrow down the list of initiatives. Board members stated their priorities as follows:

- 1) Goal 1 – Career & Technical Education – Integration of academic standards in CTE course curriculum (Mrs. Chessell suggested this be expanded to include “all electives”).
(Chessell, Chichester, Moore)
- 2) Goal 1 – Roll out of Common Core – Emphasis on Writing K-12
(Chichester, Green, Hales, Moore)
- 3) Goal 1 – Acceleration – High school students earn high school and college credit – Dual Credit (Trigg)
- 4) Goal 1 – Roll out of Common Core State Standards – Mid-Level Math, grades 5-7; k-8 ELA; K-2 Math (Chichester, Hales)
- 5) Goal 1 – Roll out of Common Core State Standards: Acceleration – Restructuring of Gifted and Talented identification protocol (Hales)
- 6) Goal 2 – Teach for Success – Effective staff development connected to increase in student achievement and promote teacher excellence (Chessell)
- 7) Goal 2 – Use of eWalk by administrators to monitor utilization of research-based instructional strategies in the classroom and provide real time feedback to teachers (Jamin)
- 8) Goal 2 – District wide Professional Development – Depth of Knowledge (Jamin)
- 9) Goal 2 – Technology in the classroom – (Mr. Moore asked that classroom initiatives be taken beyond installation of Promethean Boards) (Moore)
- 10) Goal 3 – Competencies – Begin revisions to dovetail Common Core State Standards
(Green, Trigg)
- 11) Goal 5 – Family Engagement – PowerSchool provides real-time communication with parents
(Green)
- 12) Goal 5 – K-12 Academic and Career/Job Readiness Counseling – (Trigg)
- 13) Goal 6 – District Level -Refine tracking system to reflect accurate graduation rates, causes for withdrawal, and suspensions/expulsions K-12 (Chessell, Jamin)

Mrs. Hales asked that the five top rated priorities be acknowledged in the Strategic Plan. A suggestion was made that these five could be listed at the top of the goal categories and/or italicized.

Mrs. Trigg moved to approve the 2011 Strategic Plan accordingly to the priorities established by the Board, seconded by Mr. Moore.

Motion carried, 7/0.

A break was taken from 7:36 – 7:47 p.m.

16. Superintendent's Evaluation Administrative Report

Dr. Noonan began with a recommendation that her formal evaluation take place in November or December with respect to a calendar year in lieu of a fiscal year. With a focus on the six Strategic Plan goals, Superintendent Management By Objectives (MBO's) were provided accordingly. Data provided for her evaluations would contain results from the previous year. Dr. Noonan's first year would be completed July 31st; therefore, the review of information provided at this meeting serve as her formal evaluation. Perception data was provided as five group survey results taken at the end of the school year. The Board, Leadership Team, district office staff, department supervisors, and Associations' leadership participated in the survey. The Superintendent's Entry Plan document, initially reviewed at the start of the year, was referenced as a guide used by Dr. Noonan to focus on familiarizing herself with the community and district wide staff members. A list of major work performed throughout the year was offered that included a main focus of budget considerations due to the 2011 legislative session. Dr. Noonan thanked the Board for their feedback and for allowing her the opportunity to serve the District.

Mr. Chichester inquired as to when budget information might be obtained that would allow for addressing reductions to staff. Dr. Noonan responded not all information was in, but approximately \$2.5 of the projected \$5.5 million in budget cuts would be put back in place for FY2011-12.

Trustees expressed much appreciation for Dr. Noonan's overall work, her approach to problem solving, addressing of strife among various groups of staff, community involvement, and the approach she had taken to the legislative budget process.

Mrs. Trigg moved that Dr. Noonan is found by the Board to have a "Satisfactory" evaluation for the 2010-2011 school year, seconded by Mr. Green.

Motion carried unanimously, 7/0.

17. Superintendent's Report Administrative Report

This being the end of her first year, Dr. Noonan expressed her excitement for the year having culminated in her participation in the graduation ceremonies at Jacobsen, Douglas and Whittell High Schools.

18. Nevada Association of School Boards (NASB) Report

Mrs. Trigg thanked Mrs. Moore for forwarding NASB information including legislative updates to Board members. Mrs. Trigg announced an upcoming meeting scheduled July 30th for NASB leadership.

19. Correspondence

There was no additional correspondence.

20. Possible Agenda Items for Future Board Meetings

Mrs. Hales asked if any Trustees had suggestions for additions to the list they were provided of items to be placed on future Board Meeting Agendas. Mr. Moore stated basic finance had been on the list for some time. A report had been provided but had not satisfied the depth of information he would like presented. Dr. Noonan offered a binder of information on the topic that included scope and sequence documentation and handouts. She offered to discuss the information contained in the binder for further explanation. A Board library would be a future addition to assist in providing the Board with more documentation in various areas. Mrs. Chessell asked that the Board be informed of what the library contained for review.

Board members reviewed the list provided and felt the following items could be removed from the list:

- 1) Public comment time allotment
- 2) Closed campus - due to facility planning underway that would include Board input

Mrs. Hales felt the field trip and fundraising policy should be discussed soon.

Mrs. Trigg and Mrs. Chessell informed the group they would not be able to attend the July Meeting. Dr. Noonan offered that draft Policies and Regulations could be emailed ahead.

Mrs. Hales asked that Board members take their list home to consider items that might be removed or added. Dr. Noonan reminded the Board to keep Strategic Plan Goals in mind when deciding upon importance of items.

Ms. Jamin stated there were two future agenda items that could be merged. They were the student seat on the Board and student presence at Board Meetings items.

Mrs. Chessell read an article in the *Board and Administrator* publication regarding the superintendent evaluation process. She interpreted the article to suggest anonymous input from Board members should not be acceptable. This discussion included the article mentioned input gained anonymously from other individuals might not be considered, as well as, provided information regarding the superintendent's separation of an individual Board member comment vs. a Board taking action as a whole. Mrs. Trigg seconded the idea of looking into Board Policy to ensure anonymous comments would not be accepted for consideration.

Mr. Hsu, attorney, stated he had read the Policy relating to evaluation of the superintendent and it was in need of updating language to reflect current requirements.

Mrs. Hales stated she received a request to start meetings earlier in the summer and asked for input with regard to changing meeting times. Dr. Noonan added that a start time of 1:00 p.m. was suggested. Mr. Moore responded that 3:30 p.m. was best for him due to his work schedule.

21. Closed Session

Mrs. Chessell moved to recess to closed session in order to discuss matters with its management representatives pursuant to NRS 288.220(4), seconded by Mr. Green.

Motion carried, 7/0.

22. Decision in Open Session

There was no further discussion or decisions made at this time.

23. Adjournment

At 9:21 p.m., Mr. Chichester moved to adjourn, seconded by Mr. Green.

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.