

Douglas County School District

Regular Meeting
Douglas High School
Minden, Nevada
Tuesday, August 9, 2011
3:30 p.m.

***Minutes Approved
September 13, 2011***

MINUTES

Present:

Trustees:

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

Absent:

Randy Green, Member

Personnel:

Lisa Noonan, Superintendent
Lyn Gorrindo, Assistant Superintendent, Education Services
Holly Luna, Chief Financial Officer

Absent:

Rich Alexander, Assistant Superintendent, Human Resources

Others Present:

Mike Malloy, Legal Counsel

1. Call to Order

Mrs. Hales called the meeting to order at 3:36 p.m. Mike Rechs, summer school administrator, led the Pledge of Allegiance.

Mrs. Hales acknowledged the presence of Dotty Merrill, Executive Director, Nevada Association of School Boards.

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

Motion carried, 6/0.

**2. Award of High School Diploma
Special Recognition**

Douglas High School graduate, Aaron Talhelm, was recognized for having completed all requirements necessary to obtain his high school diploma. The diploma was awarded by Marty Swisher, DHS principal, Mrs. Hales and Dr. Noonan. Congratulations were offered to Aaron, his mother, and grandmother who were present.

Mrs. Hales stated she had received a request to have an additional, earlier time, for public comment. This request was honored following Item 3.

3. Consent Items (For Possible Action)

Mrs. Hales called for public comment on the Consent Agenda. There was none.

Mrs. Hales stated she had received a request to pull Items 3-A, 3-E, and 3-H from the Consent Agenda.

- A. Approve the Minutes of the Special Board Meeting of July 7, 2011.
- B. Approve the Minutes of the Regular Board Meeting of July 12, 2011.
- C. Approve payments contained in Voucher Numbers 1031, 1032 and 1033 for FY10-11 and Voucher Numbers 1201 and 1202 for FY11-12.
- D. Approve mileage and meal reimbursement rates as proposed.
- E. Approve change order to the various vendors for re-keying materials and installation as proposed.
- F. Approve personnel actions described in Personnel Report No. 11-08.
- G. Approve for second reading, Board Policy No. 514, "Reporting Student Progress, Parent Conferencing, Academic Plan, Pupil-led Conferences, Peer Mentoring and Small Learning Communities."
- H. Approve Change Order as proposed.

Ms. Jamin moved to approve the Consent Agenda with the exception of Items 3-A, 3-E and 3-H seconded by Mr. Chichester.

Motion carried, 6/0.

Mr. Moore stated he would refrain from voting on Item 3-A, "Minutes of the Special Meeting of July 7, 2011," due to his absence.

Mr. Chichester moved to approve Item 3-A, "Minutes of the Special Meeting of July 7, 2011," seconded by Mrs. Trigg.

Motion carried, 5/0, Mr. Moore abstained.

Items 3-E, "Rekeying Materials Change Order Approval – Phase 2," and 3-H, "GWHS Water Project – Change Order Approval," were pulled for commentary. Mr. Moore stated, seeing these change orders, he wished to note that it was important to hire a Project Manager quickly in order to decrease the District's exposure to liability. Mrs. Luna replied the Project Manager was slated to be funded by bond proceeds. While the rekeying initiative was bond funded, the GWHS project and other Capital Projects were not bond related; therefore, the position would have no bearing unless funded accordingly.

There were no further comments.

Mrs. Trigg moved to approve Items 3-E, "Rekeying Materials Change Order Approval – Phase 2," and 3-H, "GWHS Water Project – Change Order Approval," seconded by Mr. Moore.

Motion carried, 6/0.

Public Comment

At 3:45 p.m., Mrs. Hales allowed additional time on the agenda for public comment.

Dotty Merrill, Executive Director, Nevada Association of School Boards, thanked the Board for allowing this extra Public Comment time. A draft agenda for the NASB Conference to be held November 17 –19, was handed out. A three part module for Certified Public Officials was now

offered to Board members over a two year period. An article regarding Jamie Vollmer, nationally recognized for his efforts in public education to strengthen community and school partnerships, was cited as being in the monthly newsletter and accessible on the NASB Web site. The due date of August 15th for award nominations was announced. Dr. Merrill also invited Board members to attend a two hour workshop focusing on strategies for more effective Board Meetings. The workshop was scheduled for Saturday, October 1st, 9:30 a.m., at the Hyatt Place Hotel in Reno.

On behalf of the Association, Dr. Merrill awarded a framed certificate to Mrs. Hales in appreciation for her service as a devoted, ongoing NASB officer and member of the Executive Committee. Mrs. Hales was recognized for her numerous efforts, contributions, and her participation in the recent legislative session.

Ms. Jamin stated her appreciation for Dr. Merrill having offered the Certified Public Official training course independent from UNR.

Board members thanked Dr. Merrill for all of her efforts and guidance.

4. Data Dashboard and Testing Update Administrative Report/Program Review

Brian Frazier, Director of Assessments and Grants, presented an updated format for the district and site data dashboards. Data points were realigned to the new Strategic Plan goals and identified accordingly. The data dashboard legend had also been refined.

The Nevada Department of Education math and science standards have changed, along with the related assessments over the last two years in order to increase rigor and assist with preparing students with college and career readiness skills through the twelfth grade. Development of assessments for the new standards was underway and would include interim (periodic), summative, and formative assessments. Nevada was noted to be a governing state in the Smarter Balanced Assessment Consortium, developed to provide a new student assessment system. Mr. Frazier explained that new reading cut scores were recently adopted to increase achievement and bring Nevada English Language Arts Standards in line with the new Common Core Standards. The High School Proficiency Exam (HSPE) cut score was increased as well. Mr. Frazier provided comparisons of old and new cut scores using percentages of students who would meet the level necessary to pass, upon incorporation of the new cut scores. It was noted that future student assessment scores could reflect a lower achievement level, due in part to higher student performance expectations and to the increased cut scores. This lower achievement level is expected to be temporary as students and teachers acclimate to the higher standards. Mrs. Gorrindo offered clarification that the Common Core Standards would replace the Nevada State Standards and were also considered to be curriculum.

Measurement of Academic Progress (MAP) interim assessments would continue to be used as a tracking method for vertical, grade level growth.

Mr. Frazier reported that State Writing Exams for 5th and 8th grade would be computer based for 2011-12. Adequate Yearly Progress (AYP) reporting would not include the 5th and 8th grade State Writing Exams through the 2012-13 school year.

5. Board Intervention Funds/EduJob Funds Report Administrative Report/Program Review

Mrs. Hales stated the Board approved an expenditure of Board Intervention Funds (BIF) as a direct, additional support for students. Administrators applied for funding through a format modeled after the state grant application process in an amount they felt necessary to supplement learning at their site.

Lake and Valley elementary and secondary principals reported Board Intervention and EduJob Fund usage for 2010-11. A variety of opportunities for students to gain proficiency in math and reading were shared. MAP growth data were presented by each school site, along with the criteria used to identify students who were invited to participate. Sites reported an increase in CRT scores within the group of students receiving assistance. Intervention offerings varied from several weeks to a full semester of assistance for targeted students. Administrators determined the number of certified teachers or tutors necessary to schedule and implement interventions. Sites offered interventions at various times including lunch, after school, Fridays at the Lake when students were typically out of school, and similarly, Saturdays in the Valley. Additionally, Pau-Wa-Lu identified and invited students to a retreat for 7th graders as support for a variety of their needs, prior to the interventions offered as a result of BIF and EduJob funds.

Douglas High School offered lunch tutoring to all students as a consistent opportunity to receive help with current course work. This resulted in an overall school participation rate of 14%.

Much appreciation was shown to the Board for allocating the funds used to positively, directly, impact students. Principals welcomed the opportunity to continue to supplement students through receipt of these resources.

6. Principal's Report – (C. C. Meneley Elementary School) **Administrative Report/Program Review**

Becky Rugger, C.C. Meneley Elementary School Principal, reported progress made toward school improvement goals. Criterion Referenced Test (CRT) data had been received since Ms. Rugger's presentation to the Board in June. Results were noted to show a downward trend overall; therefore, the focus at CCMES was a variety of change for staff in order to improve results. Professional development, school climate, parent involvement, staffing reorganization, and new scheduling methods were targeted to influence student achievement. Training and mobilization of volunteers would also be incorporated to assist staff. Student subpopulations identified as below grade level would be a main focus.

The Board was invited to attend a Teach for Success day at CCMES scheduled for September 27th. Book clubs for teachers would be offered as a new staff opportunity this year. Ms. Rugger noted due to receipt of Title I funds, she would not be using Board Intervention or EduJob funds at her site.

Adequate Yearly Progress (AYP) results were not reported due to the official release date being August 15th.

A break was taken at 5:31 p.m.

Mr. Moore left during the break. The meeting resumed at 5:51 p.m.

7. Facilities Master Plan – Phase 1A GES Update **Administrative Report/Program Review**

Holly Luna, Chief Financial Officer, explained the July Special Meeting cancellation and resulting delay of the Guaranteed Maximum Price approval for the GES Facilities' Master Plan, Phase 1A project. Due to new legislation, a prequalification application requirement needed to be in place prior to release of the Request for Proposal (RFP) by Core Construction, the Construction Manager at Risk (CMAR). The subcontractor bidding process changed for preconstruction and construction services as a result of SB268. The CMAR oversees the bidding process that now includes two 21 day windows, one from the time of advertising prior to the prequalification application due date, and another upon advertisement and confirmation of qualified applicants. This scheduled no longer allowed for time overlaps. Oversight by the "Public Body", the district, is now more rigid within the law. Ultimately, completion of the GES Phase 1A project would culminate in the same timeframe as originally planned for the start of the 2012-13 school year.

8. Competency Modifications – Common Core Alignment

Administrative Report/Program Review

Susan Moore, Professional Development Center (PDC) Trainer, and Kerry Pope, Director, Curriculum and Instruction, informed the Board students in grades K-8 will be taught according to Common Core Standards this school year. Mrs. Pope stated competencies, currently aligned with the outdated curriculum, would need to be addressed. English language arts and writing competencies were at the top of the list for reform due to the current high stakes requirement of students having to pass these to obtain their diploma. Rigorous assignments built into the new Common Core curriculum would either cause the need to realign competencies to proper courses and grade levels and/or take the place of current competency requirements. Common Core guidelines would need to be reviewed with respect to all expectations for students.

Mrs. Hales expressed concern of the new Standards being abbreviated; therefore, a need to add rigorous competencies might still exist in order to obtain a higher level of achievement. She stated community involvement would be necessary when incorporating this type of change. Mrs. Pope stated the Common Core guidelines were a sample of standard progression for students. The new target for students would be to align curriculum with 21st Century job opportunities. The standards created a different trajectory of curriculum expectations, now aimed at grade levels K-16, in lieu of K-12. Mrs. Pope reported informational parent meetings would be scheduled.

Board members learned that teachers were involved in implementation of the new standards from the ground up, in order to have a smooth transition. Professional development and idea sharing was well underway. With regard to district competencies, language in rubrics would need to be updated to offer a clear cut outline for teachers. The Board was reminded, the Smarter Balance Consortium was tasked with the creation of high stakes assessments as a target for achievement within all grade levels.

Discussion ensued regarding the need for the Board to review competencies as they compared to the new standards and address issues of variance with respect to the Common Core curriculum expectations.

Mrs. Hales stated a public workshop could be offered to inform the community of changes within curriculum necessary with the onset of Common Core Standards. This would allow for input regarding the current competency system. She offered specifically to invite community members who worked to initiate and support the competency system that was based on rigorous achievement.

Public Comment

At 6:00 p.m., the scheduled Public Comment time, there were no comments offered.

9. Kingsbury Middle School Update

Discussion and For Possible Action

Dr. Noonan informed the Board approval would be necessary for her to hire a company to appraise the Kingsbury Middle School property, per Nevada Revised Statute. Johnson-Perkins & Associates, Inc. was recommended as the preferred company. Ms. Jamin offered positive input regarding past dealings with this company.

Mr. Chichester moved to appoint Johnson-Perkins & Associates, Inc. of Zephyr Cove, Nevada as the District's selected appraiser for the KMS property and to have the findings reported at a future meeting, seconded by Mrs. Trigg.

Motion carried, 5/0.

**10. First Reading Board Policy and Administrative Regulation
No. 215, “Instructional Study Trips”
Discussion and For Possible Action**

Due to the elimination of funding instructional study trips for 2011-12, changes were incorporated to Board Policy and Administrative Regulation No. 215, “Instructional Study Trips.” Dr. Noonan reported receiving input from principals regarding fundraising and donations that might be applied to field trips.

Mrs. Chessell questioned the title of this Board Policy in that it might include reference to a trip as a “Field Trip” in addition to a “Study Trip,” due to the two types of outings that are addressed. The verbiage allowed approval of trips of a celebratory nature, for classes graduating from key grade level stages, as well as for those based on instruction currently referred to as “Instructional Study Trips.”

Dr. Noonan supported that all trips be based in some fashion on learning.

Mr. Chichester moved to approve for first reading, revisions to Board Policy No. 215, “Instructional Study Trips,” seconded by Mrs. Chessell.

Motion carried, 5/0.

Dr. Noonan pointed out that Administrative Regulation No. 216(a) had been provided to the Board for review due to the language within also addressing travel. A future revision to this Regulation might include an allowance for fundraising in order that students could stay overnight within the 150 mile radius.

**11. First Reading Board Policy and Administrative Regulation
No. 702, “Gifts, Grants, and Donations”
Discussion and For Possible Action**

A small change was noted within the wording of the title for Board Policy No. 702, “Gifts, Grants, and Donations.” The language was updated within the Administrative Regulation to include potential opportunities for donations that could include signage on site property; equitable donations to be received among schools; and provisions for donations slated for personnel opportunities.

No further suggestions for change were offered by Trustees.

Mrs. Chessell moved to approve for first reading, Board Policy No. 702, “Gifts, Grants, and Donations,” seconded by Mr. Chichester.

Motion carried, 5/0.

**12. First Reading Board Policy and Administrative Regulation
No. 207A, “Animals on Campus”
Discussion and For Possible Action**

Mrs. Gorrindo presented the new Board Policy No. 207A, “Animals on Campus.” She reported Paul Anderson, Attorney for the District, had written the Policy and Regulation to reflect service animal usage on district property.

Mr. Malloy stated he had a concern regarding the language involving the burden of liability to parents.

Mr. Chichester inquired if a form would be required for parents to submit as acceptance of the responsibilities relating to having their animal on campus.

Mrs. Chessell expressed concern that a hurdle not be created for students needing to have a service animal at school. She inquired about having two policies. One policy might address pets vs. another based on rules for service animals.

Mr. Malloy suggested a further review of the language for ADA compliance.

Dr. Noonan informed the Board, the family of the child needing to start school with a service dog had received approval. Concerns raised regarding this Regulation would be addressed; therefore, another first reading would be agendaized.

13. Legislative Report Administrative Report/Program Review

Highlights of recent legislation affecting education were provided as an informational report. Lyn Gorrindo, Assistant Superintendent for Education Services, offered to email the State Superintendent's synopsis of Senate and Assembly Bill requirements. The synopsis would also be posted on the District Web site per NRS. Bill topics included Open Meeting Law changes; movement of testing windows resulting in a delay of the release of final AYP designations; bullying, including cyber bullying, and intimidation creating the necessity to change reporting codes in PowerSchool; future implementation of small learning communities at the secondary level; provisions relating to collective bargaining; teacher evaluation system changes; the creation of a new position at the state level, in the office of parental involvement; credit by exams for students; and a variety of other changes to current law.

14. Superintendent's Report Administrative Report

Dr. Noonan reported the administrative Forum was held recently at the Nature Conservancy. The donated space provided administrators a building for various trainings including Common Core Standards, as well as acreage for hiking and team building activities.

An announcement was made that John Endter had been hired as the new Director for the Information Technology department. Mr. Endter previously held a similar position with the County and had filled in for DCSD, part time, over the summer. Two finalists were interviewed for the Vice Principalship at Douglas High. The final selection would be made and announced soon.

Dr. Noonan informed the Board the Health Advisory Committee Meetings would now be posted as a public meeting. Meetings were typically the third Tuesday of each month at the District Office, beginning August 30th, at 4:00 p.m.

15. Nevada Association of School Boards (NASB) Report

Mrs. Trigg stated Dotty Merrill, NASB Executive Director, had covered the update during the first public comment at the start of this meeting. A summary of legislative Bills was noted to be provided on the NASB Web site. Board members were reminded to let Mrs. Trigg know if they would be attending an upcoming training Saturday, October 1st, 9:30 a.m., at the Hyatt Place Hotel in Reno.

Item 15 was inadvertently skipped and heard following Item 17.

16. Correspondence

Mrs. Trigg offered letters written regarding education by Nevada Girls State for review.

17. Possible Agenda Items for Future Board Meetings

Mrs. Hales called for Board input on the list of future agenda items provided in their packet. Two topics, "Student Feedback Forms" and "Sick Leave Policy/Sub Usage" were tagged as priorities.

Number 11 on the list, "BP/AR changes – Transportation," was cited for removal due to the topic having been addressed at this meeting.

Ms. Jamin stated that the high school leadership class might offer suggestions with regard to having student involvement at the Board Meetings, seconded by Mrs. Trigg.

Mrs. Trigg inquired about having a GWHS leadership student attend a Lake Board Meeting who might write an article, possibly as a class project, for publication in the Tahoe Tribune.

18. Closed Session

There was no Closed Session.

19. Adjournment

At 8:10 p.m., Mr. Chichester moved to adjourn, seconded by Mrs. Trigg

Motion carried, 6/0.

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.