

MINUTES

Present:

Trustees:

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

Absent:

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:

Mike Malloy, Legal Counsel
Nancy Hamlett, Vice President, Douglas County Support Staff Organization

1. Call to Order

Mrs. Hales called the meeting to order at 3:31 p.m. Mr. Chichester led the Pledge of Allegiance.

Mrs. Hales called for the adoption of the Agenda.

Mrs. Chessell moved to adopt the agenda, seconded by Mr. Chichester.

Motion carried, 5/0.

2. Special Recognition

Mr. Alexander recognized and congratulated Angela Wold, Library Media Technician at Zephyr Cove Elementary School, for having received the Classified Employee of the Year award. Janae Ballingham, Carson Valley Middle School P.E. teacher, was also recognized and congratulated for receiving the Teacher of the Year award. A gift of an engraved clock commemorated the Teacher of the Year event. All classified and certified employees of the year were commended. Mr. Alexander provided a brief overview of the support and contributions provided by each of the employees who were retiring. Mrs. Hales honored and expressed appreciation for all of the classified and certified retirees for the year.

Mr. Moore arrived at 3:45 p.m.

At 3:54 p.m. a break was taken to celebrate with the employees who were retiring and those who had received recognition.

3. Special Recognition

Dr. Noonan recognized Rebecca Winter for her contributions to the District over many years. Mrs. Winter was thanked for assisting with technology problem solving and for providing both software and hardware technology support to all levels of personnel throughout the district.

4. Consent Items (For Possible Action)

Mrs. Hales called for any discussion or a motion to approve the Consent Items.

Mr. Chichester moved to approve the Consent Agenda, seconded by Ms. Jamin.

Motion carried, 6/0.

- A. Approve the Minutes of the Regular Board Meeting of May 16, 2012.
- B. Approve the Minutes of the Special Meeting of May 29, 2012.
- C. Approve personnel actions described in Personnel Report No. 12-06.
- D. Approve the renewal of the District's Excess Workers' Compensation and Workers' Compensation Bond coverage for the second year of the two-year period of July 1, 2011 through June 30, 2013 as detailed in Nexo's summary for the amount of \$28,622 in Year 2 (FY12-13) for the Excess Coverage only with Bond coverage to be determined by State requirements. Additional coverage required by the State for the bond or due to increased payroll expenses is approved prospectively. Funding to be provided through the Self-Insured Workers' Compensation Fund.
- E. Approve the renewal of the District's property and casualty liability coverage for the period of July 1, 2012 through June 30, 2013 as presented. Additionally, approve the Student Accident Coverage Policy for the period of July 1, 2012 through June 30, 2013 as presented. Funding provided through the General Fund.
- F. Approve the renewal of the District's Life/Accidental Death and Dismemberment Insurance coverage for the three year term of July 1, 2012 through June 30, 2015 with Lincoln Financial and annual premiums of \$33,142. Funding provided through the Self-Insurance Fund.
- G. Accept the recommendation of the Superintendent to hire Kathy Bomba-Edgerton as Program Coordinator for the Striving Readers' Comprehensive Literacy Grant.
- H. Approve payments contained in Special Run Voucher Numbers 1223 and 1224; and Regular Run Voucher Number 1225.
- I. Approve the Memorandum of Understanding with Alpine Unified School District of California for the 2012-13 school year.
- J. Approve request by Business Services to award a contract in the amount of \$27,085 to the lowest, most responsive and responsible bidder, Opening Solutions, for installation of new locks at CVMS and JVES. Award amount not to exceed \$29,785, including Owner Contingency, with funding to come from the Capital Projects Fund.
- K. Approve request by Business Services to award a contract in the amount of \$31,094 to the lowest, most responsive and responsible bidder, Anchor Door and Hardware, for materials for the door and lock replacement at CVMS and JVES. Award amount not to exceed \$34,294, including Owner Contingency, with funding to come from the Capital Projects Fund.
- L. Approve Board Meeting dates and locations for the 2012-2013 school year.

5. Principal's Report (Scarselli Elementary School) **Administrative Report/Program Review**

Keith Lewis, Principal, Pau-Wa-Lu Middle School, reported student achievement and School Improvement Plan results for the past year. CRT math scores had increased for the spring of 2011; although, CRT reading and science score percentages declined. With the onset of new reading standards, a literacy coach and Read 180 software were being used to improve grade level cohort trends. Eighth grade State Writing Exam results had improved and were above both District and State averages. Professional Development was provided in order that Thinking Maps could be incorporated into classrooms for improved learning. Longitudinal MAP scores were provided for grades 7-9. An upward trend reflecting the percentages of competencies completed by students was provided. Two Teach for Success (T4S) areas targeted student engagement and formative assessments that resulted in improvement over the previous year. eWalk software was now being used to emphasize other areas in the T4S protocol, such as the key vocabulary and analyze-evaluate-create categories. Positive, continually increasing percentages were reported in the area of parent involvement data. Mr. Lewis shared a variety of student remediation and acceleration efforts in place at Pau-Wa-Lu. The focus for next year would be continued implementation and improvement of the Common Core Standards, Thinking Maps and Read 180. Additional educational software, A+, was scheduled to be incorporated that had been received as a result of the Striving Readers Grant.

Mr. Lewis received appreciative, supportive comments for incorporating creative programs, upholding staff positivity and for working to meet the needs of all students.

6. Strategic Plan Revisions **(Discussion and For Possible Action)**

Dr. Noonan provided revisions, as discussed at the April 10, 2012 Board Meeting, to the High Priority Focus Areas, Inventory, and Glossary within the Strategic Plan. The receipt of the Striving Readers Grant helped to fine tune the focus areas and inventory in order to impact student achievement. Changes presented were related to Goals 1-3. Goals 4-6 would be discussed during the next year's cycle. A new accountability system would come in to play in the next year due to grant requirements. The data dashboard would also be modified to reflect the most recent ideas as well as, the changing data requirements for the grant. Definitions were adjusted due to the implementation of Common Core curriculum.

Mr. Moore moved to approve the 2012 Strategic Plan, seconded by Mrs. Chessell

Motion carried, 6/0.

7. First Reading Board Policy No. 603, "Budget Preparation" **(Discussion and For Possible Action)**

Holly Luna, Chief Financial Officer, recommended changes to Board Policy No. 603, "Budget Preparation." Updated language incorporated current practice and revised statute language. No additional fiscal impact would be incurred. Following approval of the Policy, Ms. Luna stated the Administrative Regulation would also likely be updated. Board members commented that changes made to the cycle and ending fund balance references were appropriate.

Mrs. Chessell moved to approve for first reading Board Policy No. 603, "Budget Preparation," seconded by Ms. Jamin.

Motion carried, 6/0.

**8. First Reading Board Policy No. 619, “Fund Balance Accounting and Reporting”
(Discussion and For Possible Action)**

Ms. Luna presented new Board Policy No. 619, “Fund Balance Accounting and Reporting.” The Governmental Accounting Standards Board (GASB) and the District’s external auditors provided guidance for creating protocols and designations of categorical allocation of ending fund balances. Some government entities were noted to have interpreted the new standards differently; although, approval of this new Policy would coincide with direction provided by external auditors. Suggestions offered in the auditors Management Letter included creation of a Policy to provide guidance for operations.

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

Mr. Chichester moved to approve for first reading Board Policy No. 619, “Fund Balance Accounting and Reporting,” seconded by Mrs. Chessell.

Motion carried, 6/0.

**9. AB 551 Board Report to the Legislative Counsel Bureau
(Discussion and For Possible Action)**

Rich Alexander, Assistant Superintendent Human Resources, stated the District was required to submit a report to the Legislative Counsel Bureau to fulfill AB551. Mr. Alexander noted the importance of efficient use of tax dollars. A report was provided to the Board for their approval.

Ms. Jamin moved to approve sending the report to the Legislative Counsel Bureau, seconded by Mr. Moore.

Motion carried, 6/0.

**10. Consideration of Final 2011-2012 Budget Amendments and Augmentations
(Discussion and For Possible Action)**

Holly Luna, Chief Financial Officer, offered budget Resolutions 12-05, and 12-06 for approval. Ms. Luna stated there was an update to the Capital Projects Fund to allow for revised Current Budget column (December Augmented) in the red folder and that a complete replacement of Resolution 12-06 was not necessary. An overview sheet was provided with details of object code changes made to each of the Resolutions. Ms. Luna provided a general summary of the changes. The Capital Projects account had been corrected to reflect Franchise and Government Service Tax revenue adjustments resulting in an ending fund balance decrease of \$60,000.00. The two Resolutions were offered to augment and amend the General Fund and Special Revenue Fund for FY2011-12. Adjustments had been made to true up the Food Service inventory, as well as Special Education in the area of transportation. The Board was asked to approve the recommended Resolutions independently.

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

Mr. Moore moved to adopt Resolution #12-05 as submitted by Business Services, seconded by Mr. Green.

Motion carried, 6/0.

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

Mr. Moore moved to approve Resolution #12-06 as submitted by Business Services, seconded by Ms. Jamin.

Motion carried, 6/0.

Items 12, 13, 14 and 15 were heard before Item 11.

12. Superintendent's Report (Administrative Report)

Dr. Noonan updated the Board with regard to certified position call-backs. Following approval of reinstatement of 8.5 positions, an additional 8 positions were opened due to grant funding, plus 4 more due to late resignations and retirements. Appreciation was expressed for the work performed by Michele Baugh and Rich Alexander in Human Resources over the stretch of this difficult time period. Currently, the District had only one Reduction In Force (RIF) and five partial reductions due to budget constraints.

The demolition of the Multipurpose Room at GES was scheduled for the next day. The abatement was reported to have been completed and test results would be received soon. A new wing was almost complete, and construction of the kitchen was underway. Completion of all projects with the exception of the 100 wing was scheduled for August 15th, prior to the start of school. Dr. Noonan offered that an open house might be held at GES and a Board Meeting scheduled at that location on the same evening to showcase building improvements. A tour with Scott McCullough was offered to the Board for anyone who wished to see the construction progress.

Changes to the No Child Left Behind (NCLB) accountability system had been submitted by the U.S. Department of Education. Some information was noted to be available; although final approval would occur this summer. The Board would be informed when the final accountability information was available.

Dr. Noonan reminded the Board she would be on vacation the following week.

13. Nevada Association of School Boards (NASB) Report

Mrs. Hales informed the Board the Association leadership was currently securing speakers for the next conference scheduled for November 2012.

14. Possible Agenda Items for Future Board Meetings

Ms. Jamin stated she would like to review graduation requirements pertaining to the types of diplomas offered by the District to include ASPIRE student graduation opportunities, seconded by Mrs. Chessell.

15. Correspondence

There was no correspondence mentioned.

Public Comment

At 5:14 p.m., Mrs. Hales recognized Neil Freitas, parent, who was in the audience waiting to speak during public comment. Mr. Freitas addressed the Board to thank them for their patience in handling the budget this spring, along with the related lay-off and call back process. His understanding for the

personal struggles incurred by employees and staff throughout the process was expressed.

11. Closed Session

At 5:17 p.m., Ms. Jamin moved to recess to closed session in order to discuss matters with its management representatives pursuant to NRS 288.220(4), seconded by Mr. Moore.

Motion carried, 6/0.

Public Comment

Mrs. Hales called for public comment a second time at 6:21 p.m. There were no further comments.

16. Closed Session: Consideration of a Level III Grievance and a Possible Meeting with the Board's Management Representative

Mr. Moore moved that the Board in its role as a fact finder convene in closed session pursuant to NRS 288.220(3) to hear a Level III grievance, seconded by Mrs. Chessell.

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

Motion carried, 6/0.

17. Decision in Open Session Regarding the Level III Grievance (Discussion and For Possible Action)

At 10:00 p.m., Mr. Moore moved, based on evidence presented, that the Board deny the grievance, seconded by Mr. Chichester.

Motion carried, 6/0.

Ms. Brennan, Douglas County Support Staff Organization Representative, inquired about why the Board had deliberated in Closed Session vs. Open Session.

Mr. Malloy stated the Board could provide an answer to her question at a later date.

18. Adjournment

Mrs. Chessell moved to adjourn at 10:06 p.m., seconded by Mr. Moore.

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.