

MINUTES

Present:

Trustees:

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

Absent:

Ross Chichester, 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

1. Call to Order

Mrs. Hales called the meeting to order at 3:32 p.m. Ms. Cronin led the Pledge of Allegiance.

Mr. Green moved to adopt the agenda, seconded by Ms. Jamin.

There was no public comment.

Motion carried, 5/0.

2. Consent Items (For Possible Action)

Mrs. Hales stated a change was necessary to Item 2-C, "Personnel Report No. 12-10." An additional accounts payable voucher had been provided, although not listed in the agenda. Voucher Number 1232 was additionally approved.

A change was noted for Item 2-C, "Personnel Report No. 12-10." Lisa Berg, listed under Classified Changes, was shown as having worked 3.5 hours when she actually worked 3 hours at CCMES, and would be changing to a 4 hour position.

Clarification for Item 2-D, "SES and MES Boiler Mods Bid," was provided in written form. No questions were brought forward.

Mrs. Chessell moved to approve the Consent Agenda with the corrections noted, seconded by Ms. Jamin.

Mrs. Hales called for public comment. None were offered.

Motion carried, 5/0.

- A. Approve the Minutes of the Regular Board Meeting of September 11, 2012.
- B. Approve payments contained in Special Run Voucher Number 1306 and Regular Run Voucher Number 1307 for FY 12-13.
- C. Approve personnel actions described in Personnel Report No. 12-10.
- D. Approve request by Business Services to award a contract in the amount of \$87,837 to the lowest, most responsive and responsible bidder, Smith Mechanical, for materials and labor for the SES and MES boiler modifications. Award amount and 10% estimated Owner Contingency (total not to exceed \$97,000) will be funded through the Capital Projects Fund.
- E. Approve the 2012-13 Keeping School Safe Manual.

3. Report on Adequate Yearly Progress Designations (Administrative Report/Program Review)

Brian Frazier, Director of Assessments and Grants, provided Adequate Yearly Progress (AYP) results for the 2011-2012 school year. The NCLB system of data tracking had ended with the past school year. All DCSD schools met or exceeded AYP for the final year. A few subpopulations achieved the "adequate" progress designation through various allowable changes to benchmarks and adjustments. Baseline scoring in the old system was scheduled to increase with an expectancy of 100% efficiency in 2014. AYP targets for 2011-12 determined AYP results for August 2012. The 2012-13 school year will be governed by the Nevada Education Performance System following approval of the State Waiver for an updated and improved data tracking and performance system for Nevada. Baseline target scores for measurement of annual performance objectives had been recalculated for reading and math.

Dr. Noonan provided a reference sheet to assist in learning the 3 principles that were the basis of the new system. This document would be provided repeatedly in the future as Trustees were presented various components to gain insight with regard to the totality of the new structure.

4. Nevada School Performance Framework Overview (Administrative Report/Program Review)

Mr. Frazier explained the three principles of the new student performance tracking system. They are (1) College and Career Readiness; (2) School Accountability, recognition, and support systems; and (3) Teacher and Principal evaluation and support systems. Principle 1 had been rolled out with much progress already obtained. Adoption of the Common Core State Standards, included in the first principle was well underway. English Language Learner (ELL) standards would change. Professional development in ELL would be offered to teachers. Career Technical Education (CTE), as well as science, technology, engineering, and mathematics (STEM) education improvements were being implemented. Learning in the area of literacy learning is currently supported by funding from the Striving Readers Grant. Assembly Bill 222 supported Principle 3 which included creation of The Teachers and Leaders Council (TLC). The TLC worked currently to establish a basis for effectiveness and guidelines for evaluations to be used in education. Professional support systems were being addressed herein that included multiple measures.

Principle 2 - the Nevada School Performance Framework (NSPF), currently replacing the Adequate Yearly Progress (AYP) data tracking system for growth, was explained as a balanced student growth, gap elimination and proficiency approach. Student growth would be factored to balance reported achievement, rather than just begging the question, "Did an individual meet the bar?" Schools would receive an overall index score, shown as a point based rating with classifications assigned of 1 to 5 stars. Student Growth Percentiles (SGP) will be calculated for grades 4 – 8 to include students with two consecutive CRT scores for the two most recent years. The Nevada Growth Model will report

the SGP target score needed to become proficient. Subpopulations, Free/Reduced Lunch; Individual Education Plans; and Limited English Proficiency (LEP) students will be focused upon with a new N-Size from 25 to 10 students. When the N-size is not met for the subgroups, the analysis will be made using a “super subgroup.”

The point system worked as an index to gather points earned through evidence of growth. Elementary, middle, and high school performance indicators were provided. High school reporting was more complex in that status and growth were combined to equal 30% of the composite score; a 10% gap would be factored in additionally, along with the graduation rate, college readiness, and other areas broken down for a total 100% combined score. Achievement gap indicators would be explained in more depth at a later time.

5. Data Dashboard Update (Administrative Report/Program Review)

An updated data dashboard was provided by Mr. Frazier as a first draft. Changes incorporated triangulated data including a focus on Strategic Plan goals, the Nevada School Performance Framework and other important strategies and program points. The dashboard was reported to have changed to include accurate, current performance indicators. The Student Growth Percentiles (SGP) and Adequate Growth Percentile (AGP) were incorporated in the place of Adequate Yearly Progress (AYP) reporting. Striving Readers Grant data had been added including results around the new A+ and Read 180 software purchased with grant funding. Graduation data will reflect a larger variety of information. A change not yet incorporated, would be shown in the heading of the next update with regard to Advanced Placement (AP) results. This AP heading was currently written as “Class of 2012,” and would be updated to “Spring 2012.” Mr. Frazier stated he believed the best indicators for data were shown. Board members were asked to provide input regarding revisions to the format. Categories of information now included Career & Technical Education, as well as several other educational opportunities.

Mrs. Chessell stated student nontraditional data might be included within CTE reporting. She noted funding opportunities were available under certain circumstances. Another idea was to include High School Performance Exam information, cross walked with CTE data, for a look at student achievement as compared to CTE participation.

Mr. Frazier noted the section pertaining to Excellence in Instruction, strategies for improved teaching, professional development, surveys and technology feedback still needed to be completed. The new performance standards were reflected under Strategic Plan, Goal 3, to analyze assessment data. Additionally, it was reported work was underway to modify the parent survey.

Mrs. Hales suggested further review of the data dashboard format, as it was a tool for the Board. This topic could be addressed as an agenda item or Special Workshop in the future. Lifetrack questions might be reviewed, along with CTE data possibilities. Board member comments included addressing this following elections in order that any new Trustees become familiar with the entire process.

6. Principal’s Report – George Whittell High School and Zephyr Cove Elementary School (Administrative Report/Program Review)

Principals of the two Lake area schools presented reports containing performance data and work towards their School Improvement Plans.

The Department of Education (DOE) Annual Reports of Accountability Demographic Profile for the DCSD and all sites, would be provided as a data reference sheet for Board members when hearing the Principal’s Reports on an ongoing basis. Additionally, Count Day Historical Data would be

continually available for review.

Crespin Esquivel, Principal, George Whittell High School reported first. The 2011-12 school year was the first year a middle school cohort was reflected in GWHS data. An overall school focus was placed on literacy to improve reading and writing. Increasingly, assignments had been aligned with Common Core Curriculum allowing for ongoing data tracking. Statistics were provided around the overall graduation rate of 90.6% for the class of 2011, advanced placement coursework, ACT and SAT scores, student attendance, and student interventions.

This year, utilization of assessments and resulting data would be used to measure strengths and weaknesses of instructional strategies. Professional development was underway to train teachers in Common Core strategies for math. Thinking Maps were being incorporated into classrooms as another tool to support reading and writing. Efforts have been underway to measure writing through eWalk usage to help teachers focus on best strategies. Lesson plans would be reviewed for accountability.

Mrs. Hales inquired about the number of advanced placement (AP) classes that were being offered at GWHS. The Board was informed it was difficult to place support classes within the Master Schedule when only 3 or 4 students might be enrolled in the courses.

Next, Nancy Cauley, Principal, Zephyr Cove Elementary School, presented student data, ZCES School Improvement Goals (SIP) and parent involvement efforts. Her teachers were thanked for their hard work towards a large increase in the spring 2011-12 math Criterion Referenced Test (CRT) scores for the 3rd and 6th graders. The 5th grade science, as well as the majority of reading CRT scores across the grade levels, had also improved. Teachers were guided with regard to hands on learning, constituting a rigorous process. The Parent Teacher Organization (PTO) supplied an Artist in Residence who conducted workshops that included various aspects of learning. The School Improvement Plan goal of increasing the percentage of proficiency in math was obtained for the 2011-12 school year. The English Language Arts (ELA) SIP goal of increasing proficiency was just shy of the 75.9% requirement, reaching 71.2%. Board Intervention Funds worked to support students with reading interventions.

Ms. Cauley also reported using eWalk software to observe classrooms and provide instructional feedback to teachers. Professional development would continue into this school year in the area of Thinking Maps, Write From The Beginning software usage, and implementing Common Core State Standards. Promethean Boards had now been installed for a year and were used daily. For this school year, ZCES would strive to earn at least 3 of 5 stars in the new Nevada Education Performance System.

Parent volunteers were assisting in providing help to Backpack Buddies with packaging food for 18 students. In addition to the Artist in Residence, the PTO provided resources for students including assemblies with breakout sessions geared to specific grade levels.

**7. Opening of Written Offers, Call for Oral Bids and possible
Acceptance of qualified offer for the sale of the property located at 1900 Echo Drive,
Zephyr Cove, Nevada 89448 (Formerly Kingsbury Middle School)
(Discussion and For Possible Action)**

At 5:05 p.m., Mrs. Hales called for bids on the property located at 1900 Echo Drive in Zephyr Cove, Nevada. There were none.

**8. KMS Resolution Amendment
(Discussion and For Possible Action)**

Dr. Noonan offered that an amended Resolution would be necessary to continue the sale of the Kingsbury Middle School property.

Mrs. Hales called for public comment. No comments were offered.

Mrs. Chessell moved to adopt the provided amendment to the July Resolution and continue with the effort to sell the former Kingsbury Middle School property at the January Board Meeting, seconded by Mrs. Trigg.

Motion carried 5/0.

9. Drug Testing Data – Parent Feedback (Administrative Report/Program Review)

A report on random drug testing for athletics, co- and extracurricular activities was provided by Lyn Gorrindo, Assistant Superintendent Education Services. 776 secondary students were tested during the 2011-12 school year. The rate of identification in the last year was 2.3%, with a total of 15 tests resulting in positive results. Students who refused a drug test were considered to have received a positive result. It was noted an individual student could have been identified more than one time. The process had been refined in order that students lost a minimal amount of class time. The typical drug test panel identified alcohol, as well as a list of other drugs. Add-on tests could be requested for an additional fee to identify additional specific drugs. Ms. Gorrindo noted the vast majority of positive results identified marijuana usage.

Some parent surveys were received with regard to drug testing; although, the survey process would be improved for the next school year. Students who tested positive were subject to removal from sports and activities, required to participate in drug counseling provided by Tahoe Youth and Family and given follow-up drug tests. Student drug testing began in the 2009-10 school year. The expense had increased approximately \$1000 over time equaling \$24,422 for the 2011-12 school year.

10. History Competency Modification for 5th and 8th Grades (Discussion and For Possible Action)

Lyn Gorrindo, Assistant Superintendent Education Services, and Rommy Cronin, Director of Curriculum and Instruction, proposed competency modifications with regard to Achievement Level Tests (ALT's) in the 5th and 8th grades. The assessments were in need of updating in the area of Social Science. The Northwest Evaluation Association (NWEA) previously supported this exam; although, no longer do so. In the past, results were not incorporated into Adequate Yearly Progress (AYP) data and not referenced by teachers as formative data used to inform instruction; therefore, the recommendation was to eliminate the test for the 2012-13 school year. Time would be spent to develop Common Core formative reading and writing assessments for history to be implemented in 2013-14.

Dr. Noonan stated the current school year written in the agenda recommendation was incorrect, and should be 2013-14.

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

Mrs. Chessell moved to eliminate the test in the 2012-13 school year and develop common formative reading and writing assessments to align with Common Core State Standards to be implemented in the 2013-14 school year, seconded by Ms. Jamin.

Motion carried, 5/0.

A break was taken from 5:27 – 5:53 p.m.

Mr. Moore and Ms. Luna arrived during the break.

Public Comment

At 5:53 p.m., Mrs. Hales called for public comment.

Larry Lippman, School Board candidate, addressed the Board to support technology based learning for Advanced Placement (AP) courses. Future use of software, based on Common Core curriculum, was encouraged. Computer based coursework sample problems could be referenced and taught to students in a scaffolded manner, such that student learning might be most effective while learning at a particular individual's pace.

11. DMC Notice Resolution No. 12-07 (Discussion and For Possible Action)

Holly Luna, Chief Financial Officer, stated preliminary information had been provided to the Board regarding issuance of the next Bond Series. A requirement at this time was to provide a Resolution in order to allow the District to move ahead and present documents to the Debt Management Commission (DMC). Following review of the submission, the DMC would determine the District's ability to pay. The AAA rating received through the Permanent School Fund process would allow for state backing in order to receive the best interest rate. A preliminary official statement would be made available to Board members upon request. It was noted the KIDS Committee was informed of the proposed bond sale through email, and two responses from past Committee members with varying recommendations were received.

Mrs. Luna stated the Resolution offered for approval was a template with language as provided by bond legal counsel.

Mrs. Hales called for questions and public comment. There were none.

Ms. Jamin stated her appreciation for the work involved to gain insight from the past KIDS Committee members.

Mr. Moore moved to approve Resolution #12-07 in its entirety, seconded by Mrs. Chessell.

Motion carried 6/0.

Items 13 and 14 were presented prior to Item 12.

13. Advisory Insurance Committee Recommendations (Discussion and For Possible Action)

Holly Luna, Chief Financial Officer, reported having worked with the Self-Insured Health Fund Advisory Insurance Committee for several months to look at various options for benefits and premium changes. The recommended plan and premium changes were supported by a unanimous vote and recommendation from the Committee. Priorities were identified and changes settled upon through negotiations held with the bus drivers and teachers. Board members were provided Current and Proposed PPO and HSA Plan Change documents listing all changes for review, to be effective January 1, 2013. Highlights included a \$10.00 premium increase to employer paid premiums for eligible employees and \$50.00 increases on spouse/dependent premiums had been approved. The plan deductible for an individual would increase from \$250.00 to \$500.00, with a family deductible increasing from \$1,250 to \$1,750. An overall 80/20% benefits rate was now incorporated, and a \$50 deductible had been instituted for prescription benefits. Changes to the health insurance plan had been restructured to line up better with industry standards. Claims data were projected to increase in the next calendar year by 14.84%. In the future, when discussing insurance premium rates with a third party administrator, the new plan structure would be of benefit to the district for ease of administrating the plan. The Self-Insured Fund ending fund balance, supported \$346,000 of the

remaining premium shortfall leaving approximately \$3,000,000.00 in reserve based on preliminary FY11/12 audit data. Ms. Luna announced the Committee did not desire to take another premium holiday.

Mrs. Hales called for public comment.

Brian Rippet, President, DCPEA provided public comment in support of budget decisions around use of the ending fund balance and the positive process used to reach an agreement.

Mr. Moore moved to approve plan changes and premiums as presented, seconded by Mrs. Chessell.

Motion carried, 6/0.

14. Count Day Report – DCSD Student Enrollment (Not Certified) and Trends (Administrative Report)

Ms. Luna provided the Uncertified Student Enrollment Report. An enrollment audit would be performed in the near future by the Nevada Department of Education. The enrollment for students in DCSD had decreased by 151. This figure was 81 students more than Ms. Luna had projected, equaling a 2.4% decline from last year. Weighted enrollment was explained as having prekindergarten and kindergarten given a 0.6 factor and grades 1 through 12 with a factor of 1.0. The total district enrollment equaled 6,124 students. Over five years, a 1.9% downward trend was realized.

Mrs. Luna left the meeting at 6:18 p.m.

12. Tripod Update

Rich Alexander, Assistant Superintendent for Human Resources, shared a PowerPoint used in Washoe County last year when a pilot program started to collect student classroom surveys for data. During the pilot, Washoe surveyed all elementary students and one secondary class. The process was reported to be cumbersome when working with elementary level students. Principals at all levels received class results that were anonymous, unattached to teacher names.

Mrs. Trigg inquired whether or not any questions were asked involving instructional leadership on behalf of administrators. Dr. Noonan responded the questions were based on the instructional environment – student feedback on classrooms.

Mr. Alexander reported teachers received email responses with results based on their own classrooms. School wide results were difficult to decipher but could be studied more carefully in the future. A computer approach may be used, although elementary teachers would share the need to rotate through computer labs or possibly use iPads if available.

In addition to Tripod, the State of Colorado, through the Colorado Legacy Foundation, used the existing Tripod program as the basis to develop a new program. The possibility existed that this new, less expensive program might become available. Future state requirements for districts would likely include a student survey component, yet to be determined through the Teachers and Leaders Council process. Mr. Alexander informed the Board, upon state approval of a system involving teacher evaluations, communication with DCSD union representatives would take place. The surveys would be anonymous unless a recommendation was made otherwise by the Council to the State School Board and approved. Teacher participation was recommended to be on a voluntary basis.

Three options were offered at varying expense levels. The Superintendent's recommendation was Option 1, for approximately \$7,500.00 per year that would provide reports and analysis of individual

classes along with an overall district wide overview. This would entail a pilot project at 2 secondary schools, involving 700 students and a maximum of 28 teachers.

Board discussion ensued. Points noted were:

- 1) Tripod was a validated program that could be legally defended.
- 2) State funding would most likely not be offered.
- 3) Funding would come from District Office department budgets.
- 4) A recommendation for district, from the State, should be received by July 2013.
- 5) It would be desirable to include administrator evaluations in an approved process, as best support for teachers.
- 6) A look at freeing administrators from some duties to provide them more time to supervise and mentor teachers was desirable.
- 7) Proper preparation would assist with acceptance, participation, and results of the surveys by all staff on behalf of students.
- 8) Survey results were tied to student achievement. Questions were predetermined.

Mr. Alexander recommended the pilot program would best be offered on a voluntary basis until such time student surveys were state mandated. Additionally, results would be anonymous unless mandated.

Mr. Moore moved to implement Option 1 in fall 2013 if state approval of the Teachers and Leaders Council calls for a student feedback component, seconded by Mrs. Chessell.

Mrs. Hales called for public comment.

Brian Rippet, President, Douglas County Professional Educators Association, provided public comment. He expressed apprehension on behalf of the Association. A suggestion was made that working together with the District, the Classified and Certified staff organizations would be receptive to a rollout in the next school year.

Mrs. Hales stated she would prefer to change the motion to include a sooner timeframe and define spending through use of underspent budget funds.

Board discussion continued that included logistics of implementing this new program.

Mr. Moore amended his motion and moved to implement a pilot program in fall 2013 for a student feedback process, seconded by Mrs. Chessell.

Mr. Moore clarified his motion in that the company, Tripod, would not be the only possibility for a model to be used with the intent of providing more flexibility in that area. The removal of "Option 1" also provided the Board flexibility to implement a program in line with future state requirements.

Mr. Alexander stated Tripod had the highest rating for incorporating researched based practices.

15. Superintendent's Report (Administrative Report)

Dr. Noonan stated public comment information had been updated on the "Information Concerning Board Policy and Procedures" page of the Board Meeting Agenda. The newly incorporated statements reflected procedures the Board would follow prior to taking action on any given item.

The need for a Special Meeting with regard to the Douglas High School building and renewal project was necessary to receive information from architects and contractors. This would be an opportunity for Board members to provide input and take action as necessary. The date and time was agreed upon and scheduled for Thursday, November 8th, at 3:00 p.m.

16. Nevada Association of School Boards (NASB) Report

A reminder was provided regarding the NASB Conference to be held November 16 and 17. Mrs. Trigg and Mr. Moore stated they were both scheduled to be out of town during the conference dates.

17. Possible Agenda Items for Future Board Meetings

Ms. Jamin noted she would like to have the topic on the Future Agenda Item list, "School Site Communication Meetings," treated as a priority in order that the issue is addressed during this school year. Her goal was to determine a valuable, effective communication process for staff with the Board, seconded by Mrs. Chessell.

Mrs. Hales asked that the first listing on the Future Agenda Items list be removed, due to work being performed currently.

Mrs. Hales informed the Trustees she would be sending a letter of thanks to administrators for their hard work over the years in achieving AYP for Douglas County School District.

18. Correspondence

There was no correspondence.

19. 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 Ms. Jamin.

Motion carried, 6/0.

20. Adjournment

Mr. Green moved to adjourn at 8:30 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.