

Douglas County School District
Douglas High School
Tuesday, August 13, 2013
3:30 p.m.

Minutes Approved
September 10, 2013

MINUTES

Present:

Trustees:

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

Personnel:

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

Others Present:

Mike Malloy, Legal Counsel

1. Call to Order

Mr. Moore called the meeting to order at 3:30 p.m. Mr. Chichester led the Pledge of Allegiance.

Mrs. Chessell moved to adopt the agenda, seconded by Ms. Jamin.

Mr. Moore called for public comment. There was none.

Motion carried 6/0.

Mrs. Hales arrived at this time.

2. Consent Items **(For Possible Action)**

Mr. Moore asked if there were any items to be pulled from the Consent Agenda. Mrs. Hales requested Item 2-A, "Minutes of the Regular Meeting of July 9, 2013," be pulled.

Mr. Chichester moved to approve Items 2-B through 2-E, seconded by Mrs. Chessell.

Motion carried, 7/0.

- A. Approve the Minutes of the Regular Board Meeting of July 9, 2013.
- B. Approve payments contained in Special Run Voucher Numbers 1402 and 1327; and Regular Run Voucher Number 1403 and 1328 for FY12-13 and FY13-14.
- C. Approve personnel actions described in Personnel Report No. 13-08.
- D. Approve the dual credit course additions to master list as submitted.
- E. Approve Business Services to participate in Joinder Contract "MA812" for (3) Type D buses

as specific for a total of \$295,224 with funding to come from Vehicle Maintenance – Bus Fleet budget.

Mrs. Hales stated she was not in attendance at the July meeting; therefore, she would not vote on the Minutes of that meeting.

Mrs. Chessell moved to approve Item 2-A, seconded by Ms. Jamin.

Motion carried, 6/0. Mrs. Hales abstained.

3. Honorarium Award – Dr. F. Gregory Betts (Special Recognition)

Dr. Noonan introduced Doris Betts, widow of DCSD former Superintendent, and their son Chris, one of four brothers. Having been hired by Dr. Greg Betts, Dr. Noonan appreciated his leadership and having known him. The family put together the Honorarium Award in his honor to select a DCSD teacher pursuing an advanced degree in curriculum and instruction.

Dr. Noonan introduced Blaine Spires, President, Douglas County Education Foundation (DCEF) who organized this selection committee and chose the first recipient of the Betts Honorarium. Claudia Bertolone-Smith, Minden Elementary School 6th grade teacher, was awarded the Honorarium and congratulated for her work towards a doctorate in the area of curriculum, teaching and learning with a focus on mathematics. A check was awarded to Mrs. Bertolone-Smith on behalf of the Betts family. The Betts family celebrated with Mrs. Bertolone-Smith and enjoyed remembering graduation day at Douglas High School together many years prior!

Mr. Moore thanked the Betts and DCEF for sharing this time with the Board and community.

4. Award of High School Diplomas (Special Recognition)

Dr. Noonan welcomed graduates in attendance who had worked hard this summer to complete their final graduation requirements. Mr. Swisher, Douglas High School Principal, recognized eight students, two who were present with their families, for accomplishing their graduation goals. Students who were present received their diplomas and were honored by the School Board and Superintendent.

Approximately 20 minutes was taken to celebrate with the graduates.

Item 9 was heard out of order at this time.

9. Report on Summer School Program for 2013 (Administrative Report)

Miki Trujillo, Summer School Administrator, reported on courses offered, attendance and achievement data, as well as successes and challenges of the past summer. This year competency recovery classes were not offered. The exception was the research paper graduation requirement. A more rigorous software, A+, was used in lieu of Odysseyware this year for credit recovery. Summer School was run four days a week, one hour per day longer than had been scheduled in the past. The week resulted in one half hour more instructional time. Courses consisted of interventions for math, reading and English Language Arts (ELA), as well as for math, science, reading and writing High School Proficiency Exams (HSPEs). Middle and high school students were invited, with a larger percentage of high school students being in attendance. Students earned a total of 158 - .5 credits, catching up the equivalent of a semester per summer school credit recovery course taken. Measurement of Academic Progress (MAP) testing was required at the end of the reading, math and ELA courses.

Significant achievement gains were obtained in summer school through program strengths that included highly qualified teachers, the addition of a counselor, and Extended School Year (ESY) support for special education students. A meeting held for all students on the first day of school was found very beneficial to set clear expectations for learning. Continuing to offer a kick off meeting for students was highly recommended for summer school in the years to come. Additional services recommended from the previous year included added computer assistance. Improved technology support this summer resulted in a smoother program start and completion.

Dr. Noonan offered clarification that summer school was a program of choice for the district, while ESY is federally required for special education students.

Mrs. Trujillo's recommendations for future improvements to the program included increasing the length of HSPE seminars to allow for larger achievement gains. In order to improve learning for senior students needing to pass a HSPE high stakes graduation requirement, Mrs. Trujillo offered that only this group could be invited to attend the HSPE summer session. Additionally, seniors needing to pass could be recruited at a more intense level in order that they all would attend. It was recommended collaboration between the summer school and ESY administrators be conducted as early as possible for ease and student success.

Mrs. Trujillo was thanked for all of her work and efforts to administer summer school 2013.

5. Principal's Report – (Jacobsen High School) (Administrative Report/Program Review)

Brian Frazier, Principal, Jacobsen High School commended his staff at JHS and presented their goals of improving achievement in reading, math and science. Staff included five teachers, one of which was shared with ASPIRE. Teachers would continue to develop units to address critical content in preparation for State CRTs and HSPEs. Standards were updated continually to stay current with CRTs. Students were expected to gain one academic year's growth in all subject areas in four months.

Jacobsen High was reported to service students across the State as a result of judicial placement. Formative assessments are used to obtain data for accurate placement and interventions. Students use A+ software to gain credits that would cross over to DCSD and other districts for seamless transitioning. JHS would not receive a star rating in the new State star NSPF system, due to the lack of data to do so.

Mr. Frazier reported he was looking to improve intake data at the time of registration by incorporating multiple data points to best reflect accurate growth. Data was presented with regard to the percentage of students who entered the program below grade level and compared with the percentage who achieved one year's growth as follows:

Reading - 63% were below grade level target upon entry - 63% achieved 1 or more years of growth
Math – 83% were below grade level at entry – 67% achieved 1 or more years of growth
Science – 66% were below grade level at entry – 78% showed 1 or more years of growth

Mr. Frazier reported the average length students stayed in the program increased steadily over time.

Mr. Moore inquired if funding was appropriate to the needs of Jacobsen High School. Mr. Frazier responded the alternative school was grant funded and adequate with current expectations.

6. Board Intervention Fund Reports (Administrative Report/Program Review)

Mr. Frazier informed the Board sites did a good job using both the Board Intervention Funds (BIF) and Striving Readers Comprehensive Literacy (SRCL) grant as support for interventions in the past year. The BIF funds provided a broad opportunity for principals to target a variety of needs as identified for students.

Mr. Moore inquired about having the principals jointly provide information this evening, rather than presenting individual PowerPoint reports. This approach could offer combined information, would be a little more relaxed and might have the least impact on time commitments for administrators who were present.

Mrs. Chessell offered that the BIF information might also be included with the monthly principal reports in the future.

Board members expressed their desire to hear information principals had prepared and learn what each site put together to make a difference for students.

The collaborative presentation approach was decided upon and administrators came forward to offer comments and data regarding each of their experiences in offering interventions for students.

Mrs. Hales asked administrators to best express how the BIF funds impacted growth, beyond average expectations.

Board Intervention funds for 2012-13 had been received by GES, MES, PHES, ZCES, CVMS, PWLMS, DHS and GWHS. Administrators from these sites reported on a variety of programs including lunch and after school tutoring, the numbers of student participants, length of time for interventions, and growth data for MAP and CRT scores in math and reading. It was noted middle school curriculum was being trued up to State CRT exams and the misalignment had created a drop in math scores district and statewide. Additionally, schools were focusing on growth for all students, while interventions for low achievers were necessary; raising the bar for all students was the major focus.

The need for additional transportation funding was mentioned in order that students could participate in interventions outside of school hours. Parent engagement was noted as a common link to success. Appreciation was shown to the Board for continuing BIF fund allocations.

When questioned, Mr. Frazier responded requests for funding interventions exceeded the current allocation.

Board members expressed gratitude for all tailored assistance offered to help students gain confidence and growth in order that they could succeed and achieve.

7. CRT and HSPE Assessment Results (Administrative Report/Program Review)

Mr. Frazier reported Criterion Referenced Test (CRT) and High School Proficiency Exam (HSPE) results for the 2012-13 school year. Board members were reminded cut scores had been raised for the Nevada Proficiency Exams with an end result of beyond 12th grade achievement growth. With a focus on college and career readiness, the Nevada Department of Education has increased rigor within the assessments through revisions to science and math in 2009-10 and reading in 2010-11.

Spring math, science and reading CRT results were compared over the last 4 years reflecting varied trends due to fluctuating assessments and test cut scores. Student performance overall, was

reported to remain consistent. With graduation requirements including passing of HSPEs, students worked to pass from their first attempt provided in 10th and 11th grades. HSPE assessments were required for reading, writing and science. Increased emphasis on math at the elementary grade levels with curriculum aligning to math concepts in high school was expected to increase proficiency results in upcoming years.

Common assessments were in the process of being developed by the Smarter Balanced Assessment Consortium (SBAC). Nevada is one of the states involved in the SBAC with a goal to have all students college and career ready upon graduation. With the development of a more balanced set of measures and tools, Mr. Frazier reported gaps in achievement would begin to close, Summative and interim assessments would now be computer oriented.

Mr. Frazier noted a good indicator of student success on HSPEs was seeing high proficiency on the CRTs as they were a measure of grade level standards. Achievement growth would be explained to parents through results provided under the umbrella of the Nevada Growth Model of Achievement (NGMA). The new reporting format would reflect student growth, rather than whether or not students achieved a grade level cut score. District efforts were also emphasizing growth in the Measurement of Academic Progress (MAP) assessments this year.

Item 13 was heard ahead of schedule, at 5:53 p.m.

13. Nevada Association of School Boards (NASB) Report

Mrs. Trigg stated she would not be able to attend the September NASB Director's Meeting in Las Vegas; although, Mrs. Hales would be attending. Mrs. Trigg announced Dotty Merrill, NASB Director, sent an email stating the Governor had appointed a new Nevada State Superintendent, Dale Erquiaga.

8. Facility Project Report (Administrative Report)

Dr. Noonan informed the Board this Item would begin with a follow up to the Heritage Building report provided in March. At that time, the Board had been asked to support creation of a parcel around the Heritage Building for future sale.

Scott McCullough, Project Manager, stated R.O. Anderson researched the creation of a parcel at GES to include the Heritage Building. Due to the district owning both pieces of property, there were no foreseen conflicts with the County in designating parcel boundaries. A County hearing would determine details. GES was noted to have separate electrical, gas and cable connections following the new construction. Some determinations with regard to property would be decided at the time of sale. Changes to property frontage on Toler Road would be allowed at any time in the process.

Public Comment

At 6:02 p.m., Mr. Moore called for public comment. There was none offered.

8. Facility Project Report (Continued) (Administrative Report)

The facilities report was continued following a request for public comment.

Dr. Noonan began the discussion on airport facilities by reminding the Board approximately a year ago portables had been obtained from a neighboring school district for the cost of transporting them. Three portables were in use at DHS and one, equivalent to a double classroom, was placed at the airport. The 5 year Capital Improvement Plan was reported to have included a line item this year for pay as you go improvements at the airport facility.

Next, Mr. McCullough brought the Board up to date on suggested uses for the portable at the airport facility. This report would be followed by a more formal presentation in a future meeting.

Mr. McCullough stated discussions involving airport staff brought forth concerns, ideas and ultimately a plan for improvement. Meetings with staff resulted in a variety of suggestions including where the new building might be located. Many areas would benefit from improved safety, as well as better office orientation and inclusion of a large training area, not currently available. A common copy room and kitchen break area with bus driver lounge had been incorporated into the design. Safety issues at the airport facility included the need for improvements to entrance/exit considerations for buildings. Additionally, traffic lanes within the grounds used by buses and vehicles would be altered for safer pedestrian and vehicle operations. A floor plan and site grading/utility plan for the proposed modular building along with improvements to an existing building were provided and explained. Offices affected included transportation and student nutrition. The necessary work would be performed by district staff and local subcontractors at a project cost of \$400,000 - \$500,000.

Project details included new parking lot lighting, an automatic gate, and additional restroom facilities. Mrs. Luna stated concerns and support regarding ongoing safety and organizational issues to be solved with the addition of one building and renovation of another, as well as for improvements to the exterior grounds in this area that housed approximately 100 staff.

Mr. Moore requested a revised plan view to include descriptions of the use of all offices.

9. Report on Summer School Program for 2013 (Administrative Report)

This Item was moved to earlier in the agenda.

10. Closed Session

Mrs. Hales moved to recess to Closed Session in order to discuss matters with its management representatives pursuant to NRS 288.220(4), seconded by Mrs. Trigg.

Motion carried, 7/0.

Mrs. Hales left at 6:53 p.m., the end of Closed Session.

11. Approval of Non-Represented Groups for Step Increases (Discussion and For Possible Action)

Mr. Moore stated he would not participate in this discussion due to his wife being a member of the Confidential employee group.

Mr. Alexander reported the non-represented groups consisted of confidential employees in Business Services, Human Resources and the Superintendent's offices; and the classified supervisors housed at the airport facility. These groups did not belong to a bargaining unit; therefore, they discussed employment matters in a meet and confer manner. A request was made to approve step increases for the non-represented groups for the 2013-14 year. In the past, it was noted these groups waited for other represented groups to settle their contracts.

Mr. Moore called for public comment. There was none.

Mrs. Trigg moved to approve step (experience) increases for the Classified Supervisors and Confidential employees, seconded by Mrs. Chessell.

Motion carried, 6/0; Mr. Moore abstained.

12. Superintendent's Report

Item 12 was heard earlier in the evening.

13. Nevada Association of School Boards (NASB) Report

Item 13 was heard earlier in the evening.

14. Possible Agenda Items for Future Board Meetings

Mrs. Trigg asked Board members to check the Web with regard to City Year, a non-profit education oriented program sponsored by AmeriCorp. Students aged 17-23 dedicate a year to assist high need schools. Mrs. Trigg believed Washoe was working to be involved and hoped that Douglas could tap into that resource to include having a young person help in an area such as tutoring students below grade level.

Mrs. Chessell suggested the Board Intervention Fund report format be discussed for future presentations, seconded by Mr. Moore. The more relaxed presentation this evening was enjoyed.

Mrs. Hales inquired about having the music curriculum report already on the list, placed on the next meeting agenda.

15. Board Reports

Mrs. Chessell announced she attended a Career and Technical Education (CTE) Conference. She invited other Trustees to attend in the future. Additionally, Mrs. Chessell attended a Food Services Conference and learned about the large requirements of that industry.

Mr. Freitas inquired about receiving a list of Back to School Night events.

16. Correspondence

Dr. Noonan stated an electronic letter had been sent to the Board. Trustees confirmed they had received the correspondence.

17. Adjournment

Mrs. Trigg moved to adjourn at 7:15 p.m., seconded by Mr. Chichester.

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.