# Douglas County School District Douglas High School

Minutes Approved December 9, 2014

Tuesday, November 18, 2014 2:45 p.m.

### **MINUTES**

Present:

Trustees:

Thomas Moore, President Ross Chichester, Clerk Neil Freitas, Member Sharla Hales, Member Teri Jamin, Member Cynthia Trigg, Member

Absent: Karen Chessell, Vice President

Personnel:

Lisa Noonan, Superintendent Teri White, Director, Human Resources Holly Luna, Chief Financial Officer Christi Hines-Coates, Director Area 1 Brian Frazier, Director Area 2 Rommy Cronin, Director Area 3

Others Present:

Mike Malloy, Legal Counsel

Brandon Swain. Director Area 4

#### 1. Tour – Douglas High School Construction Progress

Scott McCullough, Project Manager, led a tour of the new construction and renovations underway at Douglas High School. The foundation and outside supporting walls were in for the new STEM Center. Improvements completed, along with some still underway, included the Commons area, some hallway wings, the kitchen servery, large gym and 500 building. The welding shop renovation included many added safety features.

### 2. Call to Order (For Possible Action)

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

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

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

Motion carried 5/0.

### 3. Consent (For Possible Action)

Items 3-A, "Minutes of the Regular Board Meeting of October 14, 2014"; 3-B, "Personnel Report No. 14-11;" and 3-C, "Accounts Payable Special and Regular Run Vouchers," were pulled from the

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Consent Agenda.

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

Motion carried, 5/0.

- A. Approve the Minutes of the Regular Board Meeting of October 14, 2014.
- B. Approve personnel actions described in Personnel Report No. 14-11.
- C. Approve Special Run Voucher Numbers 1511, 1512, 1513, and 1514; and Regular Run Voucher Number 1515.
- D. Approve the Corrective Action Plan.
- E. Approve contracts as presented.

Consent Item 3-A was tabled and addressed later in the evening, due to 2 of the 5 Trustees present this evening, were not present at the October 14<sup>th</sup> meeting, and would need to abstain from voting.

With regard to Item 3-B, an announcement was made that Sally Neddenreip's position listed under Classified Personnel should reflect that her location is at MES (not PHES).

Ms. Jamin moved to approve Item 3-B, with the change of Ms. Neddenreip's location being recorded correctly at Minden Elementary School, seconded by Mr. Chichester.

Motion carried, 5/0.

An announcement was made that Item 3-C, included Voucher Number 1511 that had been approved previously. Voucher Number 1511 was stricken from the list of Vouchers at this time.

Mr. Chichester moved to approve Item 3-C, with the exception of Voucher No. 1511 that had been previously approved, seconded by Mrs. Hales.

Motion carried, 5/0.

### 3. Principal's Report – (Piñon Hills Elementary School) (Administrative Report/Program Review)

Piñon Hills Elementary School Principal, Jason Reid, reported a Nevada School Performance Framework (NSPF) star rating had been received for the 2013-14 school year equaling 4 stars. A slight drop in index points was seen year over year due to a change in the average daily attendance; although, this did not lower the overall rating of 4 stars celebrated two years in a row. An effort to increase math and reading scores for lower achieving students was noted. PHES would focus on increasing the Student Growth Percentile (SGP) and Adequate Growth Percentiles (AGP) for students. The difficulty in doing so is due to a high baseline proficiency rate to begin with. 80% of students were currently meeting or exceeding standards in reading and math. MAP scores were noted to be in line with State CRT scores. Emphasis had been placed on reading in the first grade. The 20% of students below grade level had seen targeted instruction during the 2013-14 school year that resulted in an increase in the math AGP score of over 2 points; and an increase in the reading AGP - 12 points. Teachers received additional training on DesCartes software to analyze specific areas where students needed to improve and to assist in goal setting for increased achievement. Special education teachers were working together with regular education staff to improve student learning.

This year, one focus to improve achievement growth included encouraging families to work with their children to enhance their learning. Common Core curriculum had confused some parents wherein assistance was being offered to them for best understanding. Individual goal setting meetings would

be held with students.

Mr. Reid clarified that Common Core was not a change of curriculum, but a change in the needs for teachers in order that they more effectively teach to the new standard

Dr. Noonan added the district had moved to the higher level of rigor embedded in the Common Core Standards, knowing the district's alignment of materials, assessments, and knowledge would not come together until the spring of 2015. This reasoning was due to the desire for students to begin working with the standards in order to arrive at high school more prepared. Spring assessments for grades 3-8 would see the results.

Mrs. Hales stated when referencing Common Core, parents should know Common Core is a set of "standards" not a new curriculum.

Mr. Reid informed Trustees the highest number of students moving from 6<sup>th</sup> to 7<sup>th</sup> grade advanced math had occurred.

Mr. Reid stated new math textbooks were in place this fall for grades 6/7/8. Ms. Cronin added the Common Core Standard implementation began in 2010 with teachers reviewing curriculum constantly, to improve scope and sequence. This 4 year effort worked to align what is being taught to the new assessments, and had been ongoing. Next year, the CRT tests would not necessarily compare to new SBAC assessments. A K-5 grade curriculum adoption would likely occur for the next school year, depending on the quality and availability of resources.

Board members expressed appreciation for all efforts underway.

### 5. Capital Planning and Funding (Information/Discussion)

Marty Johnson, JNA Consulting, presented historical information with regard to outstanding and projected debt service coverage.

Property tax revenues were reported to have artificially topped out in 2010. Assessed value had gone down in 2010 but abatement reserves had allowed continued growth in tax revenues.

Outstanding debt service was reviewed along with the associated repayment schedule. Additionally, projected debt service coverage and bonding capacity was discussed in light of current rollover authority through 2018. The current \$0.10 rate would generate enough revenues to cover repayment of debt incurred along with the proposed 2015 Bond Resolution of \$5,000,000. As shown in the next agenda item the proposal would obligate the district for up to 30 years of repayment and would include legal counsel and financial consulting fees in the terms of the sale. Assumptions included 3% revenue growth through FY25 and 1% thereafter, with a potential issuance in 2018, bonds and a minimal amount of money would be available for Pay As You Go.

Tax rate history for Minden was provided. It was noted that in 2003, the school district had a rate of \$0.2130, which reduced to \$0.10 rate as old debt was paid off. Other taxing entities had the ability to raise taxes without voter approval, and had done so with 2013 noted as capped at \$3.66. Voters had supported the continuance of the \$0.10 rate in 2008 for school district capital projects. Obstacles to funding in the future were noted as no additional debt could be incurred beyond 2018 because of the current cap of \$3.66 until 2030 when existing debt service was paid down. Other school districts were facing similar challenges with the tax caps that would limit revenue in the near term. In Douglas County new revenue would be limited to new construction development due to the current \$3.66 tax limitation. Under current legislation, a question could only be proposed to voters in the event another government entity would enter into an agreement to lower their rate.

Mrs. Trigg arrived at 4:20 p.m.

A question was asked with regard to timing necessary for the district to continue to receive the .10 tax revenue rate. Mr. Johnson responded the rollover bond would need to be renewed to ensure funding no later than the November 2018 election. The 2016 ballot would be the first ballot to propose renewing the .10 tax rate.

### 6. Bond Sale Resolution (Discussion and For Possible Action)

Holly Luna, Chief Financial Officer, informed the Board approval of the Bond Sale Resolution No. 14-03 would allow for moving forward with planning the bond sale. Approval had been previously granted from the Debt Management Commission. Bond sales were noted to be geared for use within three year increments. There were more initiatives for capital improvements than money available. The 5 Year Capital Improvement Plan for the district captured the list of building improvements.

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

Mrs. Hales moved to approve the 2014 Bond Sale Resolution #1403, as submitted, seconded by Mrs. Trigg.

Motion carried 6/0.

### 7. Presentation and Acceptance of Financial Audit for Fiscal Year (Discussion and For Possible Action)

Representatives from The Bullard Macy Group were unable to attend this evening. Ms. Luna, Chief Financial Officer, provided this report. An unmodified opinion (new terminology this year) was granted, meaning it is the best opinion that could be earned. An updated page (p49) was provided to the Board with Note 2 revised to state that the district conformed to all significant statutory constraints with exception of an over expenditure in the Class Size Reduction Fund of \$2,518. Ms. Luna explained the Board had been previously informed of this potential effect due to salaries and benefits paid that was higher than initially budgeted as a result of negotiations completed postbudgeting cycle. The audit of federal programs resulted in an unmodified, clean opinion with no material weaknesses. Operating fund balances including general, special education, CSR, grants and food service funds were noted. These funds realized revenue increases of 3.6%; although, expenditures exceed 4.5%, reducing fund balances overall. Unrestricted fund balances were determined to be healthy. The Government Finance Officers Association (GFOA) recommended 8.3% - 17% as targeted fiscal responsibility levels. The district is at approximately 10%. The percentage equaled 1-2 months of operating expenses. Budget efficiency was noted for the General Fund balance with an audited ending fund balance for the fiscal year 6/30/14 at \$5,129,300 with budgeted opening fund balance projected at \$5,001,200; a variance of ¼ of 1% of total fund expenditures.

There were no audit findings in major programs that were tested. The required management letter from the auditors had been distributed with no other audit findings. The letter informed the district with regard to enhancing operating efficiencies. Changes forthcoming to Governmental Accounting Standards Board (GASB) requirements would affect Other Postemployment Benefits (OPEB) for 2014-15. The auditors would explain the details in a future report.

Board members thanked Ms. Luna who cited her staff for all of their hard work involved with the audit process. Hundreds of hours were devoted to the audit process allowing for an efficient system to be collaboratively conducted.

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

Mrs. Trigg moved to approve the 2013-14 Independent Audit Report and direct the Chief Financial Officer to file the report as Public Record in accordance with NRS 354.624, seconded by Mr. Chichester.

Motion carried, 6/0.

## 8. DCSD Self-Insured Health Insurance Plan – Proposed Revisions to Plan for Calendar Year 2015

(Discussion and For Possible Action)

Andrew Fromdahl and Holly Luna represented the self-insured health plan advisory committee. Recommendations and changes to the upcoming 2015 plan year included vision and dental benefits, as well as changes to medical and prescription plan benefits due to the Affordable Care Act (ACA). The individual recommendations were referenced and it was noted the Board could review and act on each item individually or collectively.

Ms. Luna stated the ending fund balance was noted in the audit as \$4.36M. The previous calendar year had reflected the highest claim loss rate that had been experienced. The current year was a good year claims year that, along with a revised IBNR projection, had resulted in a significant ending fund balance difference.

The following changes to the health plan were presented:

Exhibit A & B -All changes resulting from the ACA were fully supported by the committee with an impact of approximately \$500,000. Co-pays and deductibles were now included in a capped out of pocket maximum for plan users, per changes to the law. Plan changes to both the PPO and HSA plan were noted.

<u>Exhibit C</u> – Renewal rates proposed by Third Part Administrators, Hometown Health, were recommended to be approved for 3 years. Fees would increase 3% per employee, per month, for each of the next 3 years and was fully supported by the committee.

<u>Exhibit D</u> - Increased dental benefits from \$1500 to \$2000 with an estimated 6% increase in cost (\$32,525) as fully supported by the committee.

Additionally, a rollover of maximum benefit balance with an estimated 3% increase or \$15,760 (at the \$1500 benefit rate and would increase beyond the proposed 3% if the first part of Item D was approved) and was recommended with a 5/2 vote by the committee. Hometown Health would track the rollover of benefits from one year into the next for individuals.

Exhibits E1-3 – Vision benefits to increase annual eye exam benefit from \$45 to \$150, incurring an additional cost of \$42,000 that had been fully supported by the committee. Formulary changes moving from Hometown Health to MedImpact using a 6 month grandfather clause for current members was fully supported and had an estimated savings of \$37,000 plus additional rebates after 9 months of new formulary usage.

Exhibits F & G reflected proposals as submitted by DCPEA regarding proposed plan changes.

Overall proposed benefit changes would increase health plan expenditures approximately \$90,000.

Ms. Luna further explained the proposed formulary change from Hometown Health to MedImpact. Savings of \$37,000 would be realized and had been fully supported by the committee. Drug brands and tiering of certain drug classes would change; therefore, members would be notified with regard to prescriptions. A 6-month window would allow time for members to become familiar with the new drug companies offered.

Exhibit G, Option 3 was noted as not voted on by the committee due to the meeting agenda not having listed this proposal, to ensure compliance with the open meeting law. Parts 1 and 2 were noted as approved by the committee.

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Discussion ensued among the Board and committee representative regarding the above Items offered for review.

Mr. Moore disclosed that, as board members, each Trustee benefited by having the insurance plan available to them.

A question was posed to Ms. Luna regarding the proposed rollover of dental benefits for individuals from one year into the next plan year. Ms. Luna was asked to state as the CFO, any negative consequences. Ms. Luna responded that the district viewed the health insurance plan package as a benefit offering to retain employees. The concern would be the erosion of the ending fund balance over time as cost of claims continued to rise. Her preference was noted to retain a stable benefit package rather than to add, and then subsequently remove, benefits during annual reviews.

Mr. Moore stated due to a variety of responses, the dental benefit rollover from one year to another would be voted on separately. Additionally, Mr. Moore stated the existing plan is very sellable, a tremendous package and he did not support the rollover potential additional expense.

Mr. Moore called for public comment.

Christine Cooley, committee member, supported the rollover of dental benefits with an anticipated ending fund balance of \$4.3 million dollars.

James Mathews, committee member, stated the proposed impact to the system would be minimum and the potential benefits could greatly help some individuals.

Mrs. Hales moved to approve plan changes represented as Items A, C, and E 1-3, seconded by Mrs. Trigg.

Motion carried 5/1, Mr. Moore, nay.

Mrs. Hales moved to approve Item E increasing the maximum dental benefit within the plan, seconded by Mrs. Trigg.

Motion carried 5/1, Mr. Moore, nay.

More discussion occurred regarding the dental rollover benefit from one year to the next.

Mr. Moore called for public comment.

Mr. Fromdahl stated the district also maintained a stop loss policy which limited the district's liability.

Ms. Cooley offered that the vision increase brought the plan into alignment with current vision expenses.

Mrs. Trigg moved to approve Item D, Part II, with the caveat this benefit would be the first to be reviewed in the event of a decrease in the ending fund balance, seconded by Ms. Jamin.

Motion carried, 5/1, Mr. Moore, nay.

The committee was thanked on behalf of the Board for their hard work on the health insurance committee.

### 9. Climate Transformation Grant - SEA (Administrative Report)

Christi Hines-Coates, Education Services Director, Area 1, reported the district was awarded the school Climate Transformation Grant from the U.S. Department of Education. The grant provided for positive behavior intervention support. The objective of the grant is to help build the capacity in Nevada for safe and positive learning environments. All DCSD schools benefit from a three year rollout from this grant of five years. Training would be provided to 5 schools at a time as written into the grant. Another grant, LEA was written for the district that had resulted in funding having been received only by the State, but would also benefit our schools. \$540 would be received for a stipend to be paid to a staff member for data collection. Each school would also receive \$1,000 stipend for purchasing supplies used in training and program implementation. During the first year of the Positive Behavior Interventions and Supports grant, DCSD would receive \$20,000 to pay toward substitutes for training. A district action planning committee will be created and will begin planning in January for a February rollout.

A break was taken from 5:44 – 5:50 p.m.

Item 13 was heard at this time.

### 13. First Reading Board Policy No. 434, "Benefit Eligibility" (Discussion and For Possible Action)

Teri White, Director Human Resources, stated Board Policy No. 434, "Benefit Eligibility," was revised to comply with the current health insurance plan and to reflect changes due to recent negotiations. The major revision to the Policy is that the waiting period for newly hired classified employees to obtain health insurance was reduced from 120 to 60 days.

Mr. Moore called for questions from Board Members and public comment. There was none.

Mrs. Trigg moved to approve for First Reading, Board Policy No. 434, "Benefit Eligibility," seconded by Ms. Jamin.

Motion carried, 6/0.

### 3. Consent (Continued) (For Possible Action)

Item 3-A, "Minutes of the Regular Board Meeting of October 14, 2014," had been pulled earlier in the meeting to await the arrival of more Trustees in order to have enough who had attended the meeting, take action on the Item. Mr. Freitas and Mr. Chichester were not present on October 14<sup>th</sup>.

At this time, Mrs. Trigg moved to approve Item 3-A, 2<sup>nd</sup> by Ms. Jamin.

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

Motion carried 4/0, Mr. Chichester and Mr. Freitas abstained.

Item 16 was taken next.

### 16. Orientation Document (Information/Discussion)

Two or more Board members requested an agenda item to discuss possibly creating a document to reflect past experiences of this board. Mrs. Trigg offered to assist in creating this guide that could be used in transitioning a new superintendent. The focus would be on more difficult events of the past and how those procedures could have been improved in order to ensure a smooth transition.

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Discussion ensued. It was understood the baseline for the document discussion surrounded the hiring of a superintendent. It was noted an orientation process was currently in place. Mrs. Chessell was not present this evening and had been one who had supported this idea. It was determined this topic could be removed from the Future Agenda Items list. Should Mrs. Chessell wish to encourage more work toward the proposed effort, she could mention the idea again at a later date.

#### **Public Comment**

At 6:00 p.m. public comment was heard.

Andrew Fromdahl, JVES teacher, invited school board members to visit a program supported by the legislature under SB504 that funded assistance for ESL students. JVES was afforded an aide for the ESL population of approximately 125 students. 30 of those students were noted to regularly attend the 8:00–8:45 a.m. ESL academic club. Students provided their own transportation to come and work in the computer lab prior to school on Tuesday and Thursday of each week. Board members were welcomed.

Nancy Hamlett, President of DCSO offered good will and appreciation for continuing efforts to have a good working relation with the district on behalf of the DCSO membership.

Mr. Swisher and his administrative team recognized Mrs. Hales for her service, noting she would only have one more school board meeting prior to ending her term. She was thanked for all of the projects she had supported at Douglas High School

Mr. Moore called for any other public comment. No other comments were offered.

### 10. Middle School Configuration Update (Administrative Report)

A middle school parent survey had been conducted to gather information around parent concerns. Mr. Been and Mr. Lewis, principals of CVMS and PWLMS worked to involve parents in upcoming changes the families of middle school students would be experiencing. Philosophies and beliefs involved with new grade configurations had been finalized. Comparative opportunities were available at each of the middle schools for students. Various schedules had been reviewed for best opportunities for student learning with budget and time considerations having been analyzed across the school district system.

Efforts were underway to meet with parents from feeder elementary schools to gain input, provide facts and answer questions.

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

### 11. High School Transition Update (Administrative Report)

Updated information was provided by Marty Swisher, Principal Douglas High School, and his staff with regard to transitioning ninth graders into DHS for the 2015-16 school year, construction underway, staffing and bell schedule changes. Assistant Principals Tom Morgan, Joe Girdner, and Dave Pyle offered input throughout the presentation. Preparation was underway to bring both the 9<sup>th</sup> and 10<sup>th</sup> grade classes to DHS.

With regard to facilities, it was reported the STEM Center outside walls would be enclosed in the upcoming weeks; staff located in the 100 hall were moving prior to that hallway's demolition; the kitchen servery was scheduled to be open in January; and small gym construction would begin in March. The new counseling section and JROTC classroom would be completed during this school year.

Student course opportunities would be expanded through incorporation of a new 8 period day

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schedule. Staff supported this change for both advanced students and those needing remediation in order to have more flexibility with classes available. Some issues the 8 period day schedule would help resolve is that of obtaining enough credits to graduate for some students and expanded involvement in electives for others. A new option for lunch scheduling would be piloted next year as a single lunch for all students. A back up plan had been made to incorporate 2 lunches if necessary. The kitchen server designers estimated that 425 students could be served in 35 minutes and that not all would eat inside the cafeteria; with about 70% dispersing elsewhere into the building or off campus. Freshmen would have a closed campus lunch. Sophomores might also have closed campus. The single lunch break would allow for students to be involved in clubs and tutoring during that time. Broader course offerings would be developed to offer incoming freshmen such as speech, health and social studies. Transitioning activities were planned for students and parents. Parent Teacher Organizations would be notified and times offered for meetings at each of the middle schools to answer questions. An open house would be conducted in the spring and take home items offered with contact information for reference. The registration process was noted as a very informative time for parents and students. Parents and students would learn about course offerings, graduation requirements and extra/co-curricular opportunities. Students involved in Link Crew would also help orient new students to the campus.

Transitioning of new staff to Douglas would occur following posting of openings and sharing of information at the middle schools. Identifying teachers who would transition into the DHS staff would occur through early springtime of 2015. Orientation activities would get underway in the spring and summer of 2015 in order to welcome and familiarize staff. Welcome bags with DHS logo offerings would be provided, along with a series of formal and informal meetings to provide resources for staff success.

Board members commented in appreciation of efforts to build good relationships.

Dr. Noonan provided research regarding times for starting and ending school days. Studies on teenager sleep needs were referenced and noted to have been considered with a bell schedule offered for review. The bell schedule offered modified times for all Valley schools with a focus of not increasing transportation expenses and maintaining the ASPIRE/WNC agreement. A plan could be developed to implement the new bell schedules for 2015-17 as a pilot project. The timing would be easiest to transition into with the movement of grade levels throughout the system next year. PWL and CVMS times were staggered for potential staff sharing. Times offered were preliminary.

Dr. Noonan asked the Board to provide feedback on whether or not changing bell schedules in the Valley was desirable. Following some discussion, the consensus was to reach out to staff, students and parents, to gain input prior to implementing a pilot schedule.

### 12. First Reading Board Policy No. 518, "Graduation Requirements" (Discussion and For Possible Action)

Rommy Cronin, Education Services Director, Area 3, informed the Board suggested revisions to Board Policy No. 518, "Graduation Requirements," contained significant meaning. In the future, additional changes to Policy No. 518 would be forthcoming. JROTC would be offered as other credit opportunities to students, as designated by the State in the future. Additional course offerings to students might include Advanced Placement (AP) classes in the areas of science or math.

Revisions to Board Policy at this time included removing the .5 credit graduation requirement for public speaking. Discussion ensued regarding the value of public speaking, as opposed to the pros and cons of having the .5 credit requirement designated for speech, mandatory for graduation. Concerns were noted for students who scrambled to obtain this .5 credit due to transferring into Douglas County from other areas, and/or who were credit deficient due to socio economic influences and were working to graduate and recover enough credits. Students were currently bound by Policy. Secondary principals including DHS and ASPIRE Academy High Schools worked to have students complete the requirement but recognized the specific .5 credit focus was detrimental to particular situations.

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The speech credit was embedded in English Language Arts (ELA) curriculum from the  $7^{th} - 12^{th}$  grades and included group and individual presentations. Speech would remain a course offering available as an elective.

Discussion included that the computer literacy requirement for graduation was also being updated, and would focus on the Google drive and digital integration.

A higher standard would remain for a DCSD diploma. The number of credits required would remain the same, with the change of courses being incurred. The .5 credit would become an elective option for students at all high schools. Individualized teaching of the speech subject area, with a teacher dedicated to speech was the loss to students. Other teachers would now fulfill the requirement of speech within their coursework.

It was noted competency requirements had been challenged in the past. It was reiterated that the difference in this case is that the .5 credit graduation requirement is in Policy as a graduation requirement.

Mr. Moore called for public comment,

Callie Campbell-Parr, PWLMS speech teacher, supported students in learning speech as a basic life skill. The individual course was noted to be more substantive than embedding pieces of speaking skills into other courses. Consistent class requirements were noted to have more impact on student learning. Group presentations did not reinforce the same abilities learned in the actual course.

Following continued discussion, Mrs. Trigg moved to approve for First Reading, Board Policy No. 518, "Graduation Requirements," seconded by Mr. Freitas.

Motion carried 4/2, Ms. Jamin and Mrs. Hales, nay.

This Item was heard previously.

#### 14. Closed Session

At 7:45 p.m., Mr. Chichester 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 6/0.

The Board returned to open session at 8:35 p.m.

#### 15. Superintendent's Report

Dr. Noonan informed the board that 2 donations from Board Members had been provided tonight as contributions to the Board Arts Fund (BAF), bringing the fund to a total of \$1,000.

A homework packet was handed out to be used with the upcoming superintendent evaluation. Trustees were asked to complete the packet by Monday, 11/24 or no later than 12/1.

Board members were invited to a party provided by the Cabinet, for Mrs. Hales, who would be ending her term of service with the December Board Meeting. Dessert and hot beverages would be available.

Additionally, Dr. Noonan offered a document that was a different approach to a policy revision cycle for review.

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### 16. Orientation Document (Information/Discussion)

This Item was heard earlier in the evening.

#### 17. Nevada Association of School Boards (NASB) Report

With regard to the NASB conference for Trustees scheduled for the end of this week, Mrs. Trigg reported an invitation from a vendor had been received to go to a dinner during the event. She asked that those attending check their email for that opportunity.

#### 18. Possible Agenda Items for Future Board Meetings

Mr. Moore suggested elections for officers be held in February allowing for a new board member whose term begins in January, to attend a meeting prior to being asked to vote on officers, seconded by Mrs. Trigg.

Mr. Chichester inquired about being informed as to the outcome of grievances. Mr. Moore responded this could be addressed in a report or an email.

#### 19. Board Reports

Mrs. Trigg stated she attended a Nevada College Kickstart meeting and hoped the program would continue to be funded by the State. Mrs. Hales reported she visited ASPIRE and PWL with Robbe Lehmann, newly elected board member. Ms. Jamin noted having attended the GT Taskforce Meeting where discussion was around revisiting the purpose for the taskforce and attracting more students who were diverse.

#### 20. Correspondence

Dr. Noonan stated a letter had been received from State Superintendent, Dale Erquiaga, regarding time set aside at the December 11th State Board Meeting for School Boards. Dr. Noonan planned to attend and represent DCSD.

#### 21. Adjournment

At 8:50 p.m., Mr. Chiche	ester moved to adjourn, seconded by Mrs. Trigg.
Motion carried, 6/0.	
	Submitted by,
Approved:	Carolyn Moore Secretary to the Board of Trustees
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.

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