

Douglas County School District
Lake Tahoe Visitors Authority – Visitor Center
Tuesday, January 13, 2015
3:30 p.m.

MINUTES

Minutes Approved
February 10, 2015

Present:

Trustees:

Thomas Moore, President
Karen Chessell, Vice President

Ross Chichester, Clerk
Neil Freitas, Member
Robbe Lehman, Member
Teri Jamin, Member
Cynthia Trigg, Member

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
Brandon Swain, Director Area 4

Others Present:

Mike Malloy, Legal Counsel

1. Call to Order
(For Possible Action)

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

Mr. Moore welcomed newly elected Board Member, Robbe Lehmann, to the school board.

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

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

Motion carried 7/0.

2. Consent Items
(For Possible Action)

Mrs. Chessell asked that Item 2-A, "Minutes of the Regular Board Meeting of December 9, 2014," be pulled due to her absence at that meeting.

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

Mrs. Trigg moved to adopt the Consent Agenda with the exception of Item 2-A, seconded by Mr. Chichester.

Motion carried, 7/0.

- A. Approve the Minutes of the Regular Board Meeting of December 9, 2014.
- B. Approve personnel actions described in Personnel Report No. 15-01.
- C. Approve Special Run Voucher Numbers 1517 and 1518; and Regular Run Voucher Number 1519
- D. Accept the cash donation in the amount of \$85,000 from Bently Enterprises, LLC to support ASPIRE Academy High School.
- E. Approve contracts as presented.
- F. Approve recommended action plan and response to Department of Taxation as submitted.
- G. Approve the Family Life Sex Education AIDS Advisory Council Members.
- H. Authorize the District to apply for entitlement and competitive grant funds listed above as well as other grant opportunities that may arise during Fiscal Year 2015-2016.

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

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

Motion carried 5/0; Mrs. Chessell and Mr. Lehmann abstained.

3. Election of Officers for 2015 (For Possible Action)

Mr. Moore called for the election of officers for 2015. Nominations were discussed individually. Mr. Moore stated he was honored to have served as Board President for the past two years and appreciated the support; although, at this time he did not wish to continue as an officer due to his work load.

A. President – Mrs. Chessell nominated Mrs. Trigg for President. There was no second to the nomination.

Mr. Freitas nominated Mr. Chichester, seconded by Mrs. Trigg.

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

Motion carried, 7/0.

Mr. Chichester was passed the gavel and ran the meeting starting at this time. Mr. Chichester thanked the Trustees.

B. Vice President – Mr. Chichester called for nominations for Vice President. Mr. Freitas nominated Mrs. Trigg.

Ms. Jamin asked Mrs. Chessell if she was interested in continuing in an officer role. Mrs. Chessell stated she was unable to work in the role of the President of the Board, but would serve otherwise if the Board wished.

Mr. Chichester seconded the motion for Mrs. Trigg as Vice President and called for public comment. There was none.

Motion carried, 7/0.

C. Clerk – Mr. Moore nominated Mr. Freitas. There were no other nominations and no public comment.

Motion carried, 7/0.

Dr. Noonan thanked Mr. Moore for his service as President of School Board for the past two years.

4. Annual Organization (For Possible Action)

4-A. Mr. Chichester called for any discussion and a motion on either of the two annual organization items. They were the designation of the Record-Courier as the newspaper to be utilized for all legally required notices; and approval of the regular meeting schedule as offered in the Agenda.

The proposed November meeting date was discussed, as the date had moved around a holiday the past two years.

Mrs. Chessell moved to approve, Item 4 in its entirety, seconded by Mrs. Trigg.

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

Motion carried, 7/0.

4-B. Regularly Scheduled Board Meeting Dates

Additional meetings will be scheduled as necessary.

Date	Location	Time
Tuesday, February 10, 2015	Douglas High School	3:30 p.m.
Tuesday, March 10, 2015	Douglas High School	3:30 p.m.
Tuesday, April 14, 2015	Lake Tahoe Visitors Authority – Visitor Center	3:30 p.m.
Wednesday, May 20, 2015	Douglas High School	3:30 p.m.
Tuesday, June 9, 2015	Douglas High School	3:30 p.m.
Tuesday, July 14, 2015	Lake Tahoe Visitors Authority – Visitor Center	3:30 p.m.
Tuesday, August 11, 2015	Douglas High School	3:30 p.m.
Tuesday, September 8, 2015	Douglas High School	3:30 p.m.
Tuesday, October 13, 2015	Lake Tahoe Visitors Authority – Visitor Center	3:30 p.m.
Tuesday, November 10, 2015	Douglas High School	3:30 p.m.
Tuesday, December 8, 2015	Douglas High School	3:30 p.m.
Tuesday, January 12, 2016	Lake Tahoe Visitors Authority – Visitor Center	3:30 p.m.

5. Appointment of Board Representatives (For Possible Action)

Trustees reviewed the committee list and discussed. The following table lists committee members as decided upon for 2015.

Appointment Position	Board Member(s)
Debt Management Commission	Ross Chichester <u>Alternate:</u> Neal Freitas
Board of Directors – Nevada Association of School Boards	Karen Chessell <u>Alternate:</u> Cynthia Trigg
Douglas County Parks and Recreation Board	Thomas Moore <u>Alternate:</u> Teri Jamin
Liaison Between Board of Trustees and County Commission & Douglas County Planning Commission	Robbe Lehmann <u>Alternate:</u> Neal Freitas

**5. Appointment of Board Representatives
(For Possible Action) (Continued)**

Liaison to Douglas County Education Foundation	Teri Jamin Cynthia Trigg
School Safety Task Force	Neal Freitas <u>Alternate:</u> Karen Chessell
Expulsion Hearings Subcommittee	Neal Freitas Ross Chichester Thomas Moore Cindy Trigg Robbe Lehmann Karen Chessell Teri Jamin
Employee Relations Communications Committee	Cindy Trigg <u>Alternate:</u> Teri Jamin
Liaison to Family Involvement Team	Neal Freitas Teri Jamin
Liaison to Tahoe/Douglas Chamber of Commerce	Cynthia Trigg
Liaison to Carson Valley Chamber of Commerce	Ross Chichester
Career and Technical Committee	Teri Jamin Ross Chichester
Gifted and Talented Task Force	Robb Lehmann <u>Alternate:</u> Teri Jamin
Legislative Liaison	Cynthia Trigg

Mrs. Trigg moved to adopt the appointments of board representatives, seconded by Mrs. Chessell.

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

Motion carried, 7/0.

**6. Principal's Report – (George Whittell High School)
(Administrative Report/Program Review)**

Mr. Esquivel, Principal, stated two Nevada School Performance Framework (NSPF) ratings were given to GWHS. The middle school was rated as a 5 star school; the high school as a 4 star school. Both the middle and high schools were shown to have growth in reading. Reading blocks were held twice a day for 30 minutes, 2 days a week. Math was an area of concern for all grade levels.

MAP assessments were administered several times over the school year. Following the assessments, the Data Based Decision Making (DBDM) team discussed results in order to assist students in need of enrichment and interventions. MAP scores reflected higher achievement levels for students in reading vs. math, similar to the CRT's. Advanced Placement (AP) exam results reflected a downturn in the number of students taking the exams and in the proficiency rates for those who participated. These results would be addressed for the current year. An increase was seen in the number of students taking the ACT and SAT exams. 7th grade students took a math Smarter Balanced Assessment Consortium (SBAC) pilot this year.

The unofficial graduation rate for 2014 was reported by the principal to be 92%. 21 advanced diplomas; 13 standard; and 14 honors diplomas were awarded.

Typically, two School Performance Plans (SPP's) were created at GWHS to address both the middle and high school levels of instruction. Goals for the site were created this year through the process of accreditation.

A variety of data were reported that included an increase of parent surveys in 2013-14 from 9 to 46. School climate was always a focus, specifically how students treated each other. Parent support was good during and after the school day.

Teachers were celebrated for working in teams in support of accreditation this year. Five standards were assigned to collect evidence of best teaching skills, in order to rate each other. Good collaboration time resulted. Professional Learning Communities (PLC's) would be explored in the future to increase collaboration. A need for increased differentiated instruction surfaced through the accreditation process. As a result, a plan would be created for the next school year. State representatives would observe teachers the end of April to wrap up the accreditation process. Incorporating Chromebooks for students was underway. An Implementation Specialist had been hired to assist with professional development in order to move forward with improved technology in the classroom.

A college planning seminar by Naviance, a web based program, was now available to help prepare students and parents for college. *U.S. News & World Report* was reported to have rated GWHS as a 2014 Silver Medal Award winner for being the number 2 school in Nevada and the 810th school in the nation.

Board members were thanked for their support that included adding extra sections of coursework for students this year. The music, drama, culinary and sports departments were congratulated for their successful events and the titles they achieved.

Trustees asked clarifying questions and offered support and gratitude for Mr. Esquivel and his team's hard work.

7. Consideration of Bond Resolution (Discussion and For Possible Action)

Holly Luna, Chief Financial Officer, offered Bond Sale Resolution No. 15-01 for approval.

Marty Johnson, JNA Consulting, was present and stated interest rates were down, contrary to financial industry projections. A call with Standard and Poor's had been conducted with regard to preliminary official financial statements on behalf of the district. The district would likely be able to maintain its current rating. While the bond term was submitted in the resolution for up to 30 years, there may be potential for a 20 year bond to be obtained at approximately 3% interest. The date of sale was planned for January 29th which would lock in the interest rate; funding to be received mid-February.

Mr. Chichester commented on the efficiency of the district bond process. The Debt Commission, had given prior authorization for the district's authority to sell bonds.

Mr. Chichester called for public comment. There was none. There was no Board discussion.

Mrs. Chessell moved to approve the 2015 School Improvement Bond Resolution No. 15-01 as submitted, seconded by Ms. Jamin.

Motion carried, 7/0.

Item 15 was heard at this time.

15. Update on Lake Schools' Study Group (Information/Discussion)

At 4:33 p.m., due to a number of committee and community members being present, Dr. Noonan provided an update regarding the progress of the Lake Schools Study Group. The committee had concluded and the facilitator, Nancy McMillan, was working to complete a final document for review. A Special Meeting was requested to present the findings of the committee. The committee consisted of 7 individuals who all resided at the Lake; therefore, Dr. Noonan would hold the Special Meeting at a meeting room located in the Lake area.

Discussion ensued as to a date and time that could be scheduled for the majority of the Board to hold a Special Meeting. It was decided Thursday, February 19th, at 4:00 p.m. would be calendared at a Lake area location to be determined.

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

Dr. Noonan stated there were no offers for the property at this time.

No action was taken.

9. KMS Resolution Amendment (Discussion and For Possible Action)

Dr. Noonan inquired about any appetite to reduce the sales price. Wording in the Resolution had been softened; although, the sales prices remained the same as initially written.

Mr. Chichester asked if the Board wished to place an item on a future agenda to discuss the sales price. There was no response to this offer.

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

Mrs. Chessell moved to adopt the provided amendment to the Resolution and continue with the effort to sell the former Kingsbury Middle School property until the April 2015 Board Meeting, seconded by Mrs. Trigg.

Motion carried 7/0.

10. First Reading Board Policy No. 504, "Attendance" (Discussion and For Possible Action)

Rommy Cronin, Education Services Director, Area 3, stated language in the Board Policy and Administrative Regulation had been updated to align with NRS. DCSD maintained a Truancy Review Board. The name had been updated to Student Attendance Review Board. Language included the Attendance Officer who was now called the Dropout Prevention Specialist. Reference to the the School Resource Officer was also included. DCSD employed a full time dropout prevention specialist that resulted in improved attendance for secondary students. Work toward improving elementary student attendance was underway. Language within the policy was cleaned up to better align with the law.

A DMV requirement was added to the Regulation, wherein students upon being declared a habitual truant, would be required to surrender their driver's license to the School Resource Officer. Language was added to include that DMV required a signed Certificate of Attendance form to verify a students' minimum attendance requirement of 90%. The School Dropout Prevention Specialist

would be the designated employee to research and sign these forms. Unusual circumstances, such as illness had been built into an appeal process with the validity to be determined by the School Dropout Prevention Specialist.

Board member discussion and questions involved language included in the wording that referenced hardship circumstances, the appeal process and elementary vs. secondary attendance requirements.

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

Mr. Freitas moved to approve for first reading, Board Policy No. 504, "Attendance," seconded by Mrs. Trigg.

Motion carried, 7/0.

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

Ms. Cronin offered revisions to Board Policy No. 518, "Graduation Requirements," for a first reading, as requested by Trustees in December. Language was changed to reflect schools with more than 1000 students would be required to have Speech for graduation. Smaller schools would no longer maintain this requirement.

Mrs. Chessell had been absent in December and asked to be brought up to date on the discussion. The previous conversation regarding the difficulties for smaller schools such as ASPIRE, JHS and GWHS to provide the required .5 credit of Speech had resulted in the policy revisions offered at this time. Dr. Noonan stated when first presented, DHS was thought to be changing their schedule to an 8 period day. Following receipt of more information, it was determined DHS would remain on a 6 period day schedule. Speech would not continue to be a requirement of 9th grade. A new technology class would be scheduled instead, with an emphasis on CTE. Speech would now be offered in the 12th grade. The older, more mature students would benefit by learning public speaking skills to be college and employability ready upon leaving high school. Dr. Noonan suggested the Policy state Speech is offered, not required, for graduation.

Mr. Swisher, DHS Principal, informed the Board he supported the shift of Speech from 9th grade to the 12th. The .5 credit of Speech was opposite of Health. The new computer literacy course would now be in place of the two .5 credit courses at the middle school. The only flexibility in student schedules at high school wherein the .5 credit could be offered is in the 12th grade. It was noted to staff teachers required for the .5 credit of speech at DHS it would require 1.5 to 2 teachers. Having taught Speech himself, Mr. Swisher stated the rigor of the class was questionable. Due to the improved Common Core and Nevada Academic Content Standards, English now included teaching more presentation skills. This is an improvement over only having the research paper as a high stakes requirement. Should .5 credit of Speech be offered, another .5 credit would be needed to offset the class. Students who moved to Douglas County typically took Speech in the 12th grade to meet the current graduation requirements.

Board discussion ensued regarding having Speech class as a graduation requirement vs. embedding requirements into other curriculum. Also, the facts around Speech being offered as an elective for Seniors, was explored.

Mr. Swisher added the Common Core standards contained more oral presentation requirements than had just presenting results of a research paper in English classes. Opportunities for public speaking is now included in a wide variety of classes.

Mr. Esquivel, GWHS Principal, supported not continuing the graduation requirement of .5 credit for the Speech course. The number of elective offerings for students was minimal at GWHS.

Mr. Freitas questioned the initial reasoning for the Board's decision to continue to require the .5 credit of Speech for graduation at the larger high school. The biggest concern for not requiring Speech was whether or not a learning loss to students would occur due to embedding presentation skills in class content, in lieu of offering more focused curriculum. Following this discussion, it was noted implementing the 8 period day, in the future, might dictate a flexible Policy at this time.

Mr. Chichester called for public comment.

Brian Rippet, DCPEA President, stated that change is necessary due to evolving requirements for students.

Mr. Moore moved to approve for first reading, Board Policy No. 518, "Graduation Requirements."

Board members commented that while a perfect solution had not been reached through discussion, the Policy would come for a second reading. The largest concern stated, was to release the smaller schools from having to meet the Speech graduation requirement. The existing Policy would remain in place until a second reading of this Policy met with approval.

Mr. Freitas seconded approval the Policy for a first reading.

Motion carried 5/0; Mrs. Chessell and Mrs. Trigg, nay.

A break was taken from 5:47 to 5:54 p.m.

12. First Reading of Proposed Board Policy No. 620, "Performance Based Contracting" (New Policy) (Discussion and For Possible Action)

Holly Luna, Chief Financial Officer, stated this new Policy was written to comply with 2013 Legislative requirements for service performance contracts. Policies written by other districts were reviewed.

Discussion ensued regarding the intent of the Policy and the NRS requirement. Ms. Luna informed the Board the intent was to have school districts look at energy performance contracts and include a reporting mechanism for efficiency.

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

Mrs. Chessell moved to approve for first reading, Board Policy No. 620, "Performance Based Contracting," seconded by Mr. Moore

Motion carried, 7/0.

13. Policy Revision Cycle (Administrative Report)

Dr. Noonan stated a summary of the Special Meeting of Friday, January 9, 2015 was included in the red folders for review. Six Trustees had attended the Special Meeting; therefore, Dr. Noonan's summary was brief. The number of policies to be reviewed annually was noted, and the fact that those currently underway were not shown in the current workload was stated. Cabinet would split up the review of policies and begin the cycle as detailed on the spreadsheet provided. The legislative session would dictate movement on the list of those required to be updated sooner than shown.

No action was taken.

Public Comment

Mr. Chichester called for public comment at 6:00 p.m. There was none.

Holly Luna left at 6:03 p.m.

14. District Performance Plan (Discussion and For Possible Action)

Brandon Swain, Education Services Director, Area 4, reported on how the District Performance Plan (DPP) fit into the cycle of district improvement. This cycle included the Strategic Plan and School Performance Plans (SPP). Goals were based on increasing student achievement in math and English Language Arts (ELA). Three Action Steps supported each goal. The DPP is not required by NRS; although, Title I and other grants were a basis for continuing to create and implement the district Plan. The process included having parents; teachers and administrators review student data to focus achievement efforts. Schools were required by the district to have a SPP. The State requires that schools receiving a 3 star or lower State rating submit a Plan for improvement. All required Plans are submitted to the State annually, by the end of January. Most schools had two goals with a main focus on math and ELA. The SPP's listed resources and interventions provided to students. Board members received an overview of individual site Plans in their packets.

The DPP Action Steps included professional development, implementation of the Nevada Academic Content Standards (NVACS), expanded technology, STEM instruction and alignment of science curriculum, K-12, to Next Generation Science Standards.

Mr. Swain explained the alignment of school district Plans from school to school, school to the district, and how the district Plan tied to the overarching Strategic Plan.

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

Mr. Moore moved to adopt the 2014-15 District Performance Plan, seconded by Mrs. Trigg.

Motion carried, 7/0.

15. Update on Lake Schools' Study Group (Information/Discussion)

This Item was heard earlier in the evening.

16. Closed Session

Closed Session was held later in the evening.

17. iNVEST 2015 (Information and Discussion)

Dr. Noonan provided a PowerPoint presentation that would also be shared in the future with various community organizations. Three categories of support were being asked for by Nevada superintendents. Those areas were support for students, support for educators and to provide for financial backing for districts. Statistics from 1963 were provided from the State of the State address. At that time Nevada had the highest literacy rate in the nation and was 4th in the nation on the basis of money spent per pupil. The goal was to improve education over the next ten years, by looking at improving it bit by bit, to include assisting the diverse student population that existed today.

Short term goals were to:

- 1) support full day kindergarten

- 2) increase funding to create ZOOM schools in 3 counties (wherein students below grade level would focus on getting caught up)
- 3) increase the teacher work year to add time for professional development at the rate of 1 day each year
- 4) review the minimum expenditure requirement, assess technological needs and fund for mandated assessments and curriculum
- 5) achieve the long term goal of increasing base funding incrementally over 5 years (\$203 per student per year over 10 years)
- 6) review the Task Force on K-12 Public Education Funding recommendations and use categorical funding to phase in increases to a weighted formula over the next 10 years.
- 7) Require that reversion funds remain in an educational rainy day fund until they accumulate to 10% of annual DSA revenues to accommodate non-recurring expenditures.

Dr. Noonan stated a lot of discussion had occurred regarding the funding formula for education. Reallocation of the Distributive School Account (DSA) resources was desired in order to better address issues overall. The hope was the State financial professionals would realize that needs varied among the districts.

Discussion of a large number of educational Bills would occur at the upcoming legislative session. Rural districts would work together in support of the goals, alongside the larger school districts.

18. Introduction of Administrative Regulation 227, “Virtual Community Bulletin Board” (Information and Discussion)

Board members were provided with revisions to Administrative Regulation No. 226, “Distribution of Materials in Peechees;” and a new Administrative Regulation No. 277, “Virtual Community Bulletin Board.”

Dr. Noonan informed the Board no action was necessary on this item. Revisions to Regulations reflected a new approach to providing community oriented flyers to parents and students. A virtual community board would be available on the district website for community offerings. At this time flyers would continue to be available in Peechees as well as, on the website. By summertime the transition would be made to accommodate online availability only. The cost of a computer application to maintain this was being explored. The web-board would include links to tie the district site directly to major sports and event providers such as the County, and others who maintained updated websites.

19. Superintendent’s Report (Administrative Report)

Dr. Noonan stated Mr. Swisher would report next month on collaborating with other agencies, specifically WNC, in regards to the Jump Start Program.

Following the move of ASPIRE Academy High School to the WNC campus, it was determined students needed space for P.E. class. To accommodate P.E. another agency collaboration had been approved wherein students would use the new County Community Center at no charge, as part of the current MOU to have P.E. Transportation was provided by the district.

Dr. Noonan informed the Board County commissioners expressed interest in visiting schools. Scheduling of a visit to ASPIRE, College Jump Start classes and Minden Elementary was underway. On this day, Commissions would visit the sites, be provided with lunch and return to their regular meeting. The visits would allow for a more hands on approach, in lieu of having the two boards meet and discuss projects underway.

Mr. Moore inquired as to the ownership of the benches and/or bleachers at the tennis courts. This was in response to a question asked at the recent Parks & Recreation Board Meeting. Dr. Noonan responded that she would find out.

20. Nevada Association of School Boards (NASB) Report

Mrs. Trigg encouraged Trustees to visit the NASB website for information on board work in other areas.

21. Possible Agenda Items for Future Board Meetings

Items 1 and 5 on the current list had been addressed and would be deleted from the list of future agenda items. The balance of the topics remained.

22. Board Reports

Ms. Jamin stated she attended a committee meeting that discussed upcoming biology, engineering and manufacturing offerings that would come to the Board in the future through Project Lead the Way.

Mrs. Chessell attended the National CTE conference in November. Topics included project based learning, Depth of Knowledge quadrants, gains that could be made by innovative students and entrepreneurship importance. Testing students for abilities involving entrepreneurship was suggested at the 8th grade level.

Mrs. Trigg attended an event supporting thinking without a box that encouraged expression of ideas.

Mr. Moore stated he attended the Parks & Recreation Commission Board Meeting and noted their working toward adding a park on Stephanie Way in the Johnson Lane area.

23. Correspondence

There was no correspondence.

16. Closed Session

At 6:42 p.m., Ms. Jamin moved to recess to Closed Session pursuant to NRS 288.220(4) in order to discuss matters with the management representatives, seconded by Mr. Moore.

Motion carried, 7/0.

24. Adjournment

At 7:21 p.m., Ms. Jamin moved to adjourn, seconded by Mr. Moore.

Motion carried, 7/0.

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.