

Douglas County School District
Douglas High School
Wednesday, May 20, 2015
3:30 p.m.

Minutes Approved
June 9, 2015

MINUTES

Present:

Trustees:

Ross Chichester, President
Cynthia Trigg, Vice President
Neal Freitas, Clerk
Teri Jamin, Member
Karen Chessell, Member
Robbe Lehman, Member
Thomas Moore, 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. Chichester called the meeting to order at 3:30 p.m. and led the Pledge of Allegiance.

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

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

Motion carried 6/0.

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

Consent Items 2-A and 2-D were pulled for discussion.

Mrs. Trigg moved to adopt the Consent Agenda with the exception of Items 2-A and 2-D, seconded by Mrs. Chessell.

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

Motion carried, 6/0.

- A. Approve the Minutes of the Regular Board Meeting of April 14, 2015.
- B. Approve the Minutes of the Special Board Meeting of May 11, 2015.
- C. Approve final corrective action to be implemented by May 29, 2015.

- D. Approve personnel actions described in Personnel Report No. 15-05.
- E. Approve Regular Run Voucher Number 1535.
- F. Approve May Budget Vouchers as recommended by the Chief Financial Officer.
- G. Approve contracts as presented.

Mr. Moore stated with regard to Item 2-A, he was not present for the meeting and would abstain from voting.

Mr. Freitas moved to approve Item 2-A, the Minutes of the Regular Board Meeting of April 14, 2015, seconded by Ms. Jamin.

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

Mr. Lehmann noted having received a lot of correspondence regarding personnel being decreased and asked to discuss Item 2-D, "Personnel Report No. 15-05." Consensus was to discuss Item 2-D following the budget presentation later in the evening.

3. Principal's Report – (Minden Elementary School) (Administrative Report/Program Review)

Ken Stoll, Principal, Minden Elementary School, began by introducing Melissa Rains, Vice Principal of MES + 2 other elementary schools.

MES was reported to be a three star school under the Nevada School Performance Framework (NSPF). More recent alignment of curriculum with the new state SBAC assessments was expected to improve test scores. Data were provided for review with regard to student performance improving year over year and how groups of students compared to their cohorts. The overall proficiency had increased slightly in some areas and dipped in others. Roughly 75% of students were shown to be proficient in reading and math.

School Improvement Plan goals were reported to focus on gaining proficiency in reading throughout the school, with a main target on the Free and Reduced Lunch subpopulation; as well as, to increase math proficiency school-wide. Instruction would be guided by the Nevada Academic Standards (NACS) with an increased level of Depth of Knowledge (DOK) instruction in the classroom.

All teachers were trained in DRA2, an assessment diagnostic tool this year. Highly Qualified Sheltered Instruction (HQS) had been used that is designed around the English Language Learner (ELL) platform as an improved instructional strategy. Balanced literacy had been implemented school wide. Family engagement included a family literacy night and food for thought nights, funded through a grant. Parents and children attended in order to enjoy spaghetti and participate in learning teaching strategies to assist their kids. Familiarization with writing rubrics was an example of a new approach for parental awareness. Mr. Stoll informed the Board, the Smallwood Foundation had granted funding for six elementary schools to continue this type of family activities.

Newly purchased, MobyMax intervention curriculum, is being used in all grade levels to aid in teaching literacy and math, in addition to DesCartes and the Kahn Academy. Chromebooks were provided starting with the second grade to enhance writing skills. The new math curriculum had been found to need work to align with the Common Core Standards and was noted to be more difficult than alignment for English Language Arts. Matching expectations for fifth graders was difficult due to the high achievement expected at that grade level. A math interventionist was supported through a grant that allowed for each grade level to collaborate 30 minutes a day. According to records kept, 26% of grades K-6 had received assistance. Bently employees had also come to MES to assist students at lunch, throughout the year.

Board members thanked Mr. Stoll and his staff for their hard work and for new activities incorporated at MES such as "Food for Thought" parent involvement nights. MobyMax, intended as a diagnostic test tool, was acknowledged as well as, use of the Kahn Academy that helped students with interventions in math.

4. Superintendent's Report and Legislative Updates (Administrative Report)

Dr. Noonan commended the Douglas County Education Foundation for providing funding for both classroom grants and the annual Teacher of the Year banquet. Site teachers selected a nominee from their buildings that resulted in an overall winner announced at the banquet. Stephanie McMillan, from CCMES, was congratulated for being the district wide Teacher of the Year for 2014-15. A similar process for classified employees took place wherein employees from sites nominated a candidate. The Classified Employee Brunch, at Minden Park, had also taken place on a chilly morning this month. Steve Rooney from Transportation was selected and honored for having won the district wide Classified Employee of the Year. Teri White, Human Resources Director, and her staff, were thanked for coordinating the events. Dr. Noonan had attended the National Honor Society (NHS) and National Junior Honor Society (NJHS) end of year award events at the middle and high schools; as well as, the senior scholarship awards nights.

Mrs. White was commended for having carefully coordinated a variety of staff movement this year with all the transitions taking place among the various schools.

This past Saturday, Dr. Noonan stated she had attended the all-day State budget hearing at the Legislature involving K-12 budgets. The next step for the legislature to improve finances would be to raise taxes. Superintendents were noted to have worked hard on the iNVEST document that supported funding the base for school districts. With regard to having Nevada reach the national average for state public school funding, that was noted to be cost prohibitive, the superintendents recommended the State take steps to reach the needed increases, over a 10 year timeframe. At this point, the DSA bottom line was undetermined due to a variety of fluctuation over different uses of the funds being allocated. Full day kindergarten would be addressed in the next biennium. The month of June would be used to interpret legislative outcomes. One Legislative Bill dealt with the new teacher and administrator evaluation system. The Teachers and Leaders Council began amendments to initial documents that in turn, went to the State Board, and on to Legislators for final decision making. The end result would best support classroom teachers. Another bill addressed anti-bullying measures in the area of safe and respectful learning environments.

A meeting with parents the previous evening had been sad due to shifts in staff at elementary sites in order to use funds available to the best of the district's ability. High school needs increased, while elementary school enrollment would see movement of a whole grade level out of their buildings.

5. Location Change for the Regular Board Meeting on Tuesday, August 11, 2015 (Discussion and For Possible Action)

The Board received a list of meeting dates and locations that were approved in January. Dr. Noonan reminded Trustees they approved a pay as you go project at the Airport Rd. facility that enabled the creation of a conference room and additional offices at that location. Following the donation of a portable and construction improvements, the facility is complete and awaiting new furniture. Dr. Noonan proposed the August Regular Board Meeting be held at the Airport Training Center. Following that meeting, a decision could be made to continue to use the facility for Board Meetings if desired.

Mrs. Chessell moved that the Board move the location for the Regular Meeting set for August 11, 2015, to the DCSD Airport Road Facility in the new Airport Training Center, seconded by Mrs. Trigg.

Motion carried, 7/0.

6. First Reading Board Policy No. 337, "Mandatory Self-Reporting By Staff"

Teri White, Human Resources Director, informed the Board a word in the recently approved policy had inadvertently been changed. Employees were struggling with signing off on the language as approved. Ms. White had provided language as she believed was offered by POOL/PACT. The proposed revision would change the word "or" to "on" in the statement "on allegations..." within the Policy.

Mr. Chichester called for questions. There were none.

Mrs. Trigg moved to approve for first reading, Board Policy No. 337, "Mandatory Self-Reporting By Staff," seconded by Mrs. Chessell.

Nancy Hamlett, President, DCSSO, stated the error was missed the first time it was brought up for approval. Questions had been raised by employees that this revision would fix and address the misinterpretations that resulted. Noting the NRS required that only teachers needed to adhere to the policy was; although, all staff were being asked to comply, Mrs. Hamlett asked the Board if they also planned to accommodate the Policy requirement.

Mrs. Trigg responded Board Members have a Bylaw that addresses moral conduct.

Motion carried, 7/0.

7. Nevada Association of School Boards (NASB) Report

Mrs. Chessell thanked Dr. Noonan and Ms. Luna for providing potential NASB sponsorship names for contact by NASB. DCSD was celebrated as the sole district that had come forward with names on a timely basis. Two public policy specialists were hired by NASB recently that would be providing updates to Board Members all around the state. Mrs. Moore was asked to forward these via email as they were received from NASB.

It was announced a professional development opportunity had been scheduled August 1st at the Wyndham Garden Hotel, in Carson City, to review legislative outcomes. A State School Board Conference would be held January 2016, in Reno, to offer professional development for school board members. Applications for end of year awards were now available for completion.

8. Board Reports

Mrs. Chessell reported having attended the Mega Conference as part of her employment. The Nevada Educator Performance Framework (NEPF) was a topic of discussion.

Ms. Jamin stated she enjoyed attending the Teacher of the Year dinner and Classified Employees of the Year Brunch.

9. Correspondence

Mrs. Chessell reiterated that the forms were available to complete nominations for Board Member awards for submission to NASB.

Trustees received a Statement of Concern from the Advisory Insurance Committee in their Board packets.

Dr. Noonan shared a letter from Nevada Interscholastic Activities Association (NIAA). It invited DCSD to serve on their Board. A three year term was required and a Board Member was preferred to be selected, or a district administrator could be placed in the seat. Mr. Freitas and Mr. Lehmann expressed interest in the position. Following a coin toss, Mr. Freitas won and would be the primary NIAA Board Member; Mr. Lehmann the alternate.

10. K-5 Math Textbook Adoption Committee Update

Rommy Cronin, Education Services Director, Area 3, reported the Committee followed a formal process for textbook adoption, as defined by the NDE. The Committee consisted of over 20 members, and herself. Following 6 meetings, members were trained to use an instructional material evaluation tool (IMAT) used to measure alignment of resources to Nevada Academic Standards (NVACS). The previously successful adoption of materials for grades 6-8 were a result of using the same tool. Five products from three publishers were reviewed. An agreement among elementary staff involved as to which product was the best had not been reached. The IMAT questions used were stated.

This curriculum review was unsuccessful in matching the NVACS. Ms. Cronin stated a former NWRPDP representative had informed her a national committee was presently working to make a recommendation with regard to available materials. Board backup materials provided recent articles with regard to the market not meeting the K-8 math requirements at this time. EdReports, edreport.org, a nonprofit organization, had evaluated the top 10% of materials available and found that math concepts were not aligning as building blocks necessary to meet Standards. EdReports was noted for helping to get the message out that publishers need to provide materials that align to new Standards.

In order to assist students in learning the new curriculum, additional funds were made available from RPDP to work toward providing resources to teachers that were the best available. Teachers would be invited to use materials and plan new lessons offered from RPDP. Also, a number of free teaching resources are available. Leading math teachers would work to help plan by grade level, core content that is necessary to meet Standards. It was expected to take 1 -2 years for publishers to catch up.

Due to new Common Core Standards, that supported changing math curriculum, the result of the K-5 Math Textbook Adoption Committee was to not adopt textbooks at this time.

A break was taken from 4:49 – 5:00 p.m.

11. Public Hearing on District's 2015-2016 Tentative Budget and FY2015-16 Adoption of Final Budget (Discussion and For Possible Action)

At 5:00 p.m., Mr. Chichester stated the Board would hold the public hearing on the District's 2015-16 Tentative Budget. Holly Luna, Chief Financial Officer, stated due to the legislative session underway the provision to allow a 30 day revision would be used to incorporate new state decisions with regard to the district budget. In June, following finalization and interpretation of the Legislative Bills and the effect on the Distributive School Account, the Final Budget would be presented for approval. Revisions to the Tentative Budget now included reductions to librarians, computer technicians, and administrative salary changes. Strategic Plan carryover initiatives included adding 1 position to the I.T. Department (Classified position); and adding a Literacy Coordinator at the Secondary level (certified position). Utilities and fuel usage had been adjusted within the General Fund. Underspending was revised to include the 1% contingency that remained intact. Ms. Luna noted that the \$1.2 million budget gap in revenues vs. expenses had been revised to approximately \$500,000 through revisions in salaries and benefits along with the unspent 1% contingency.

Ms. Luna informed the Board the Ways and Means Committee met on the topic of budget, but the Bill was not finalized and signed by the Governor; therefore, the final outcome of the Bill was undetermined.

Mr. Chichester called for public comment.

Several school librarians spoke with concern for a formula used in staff reductions. Concern for a lack of communication through the process was stated. Librarians supported all job responsibilities included in their positions and the academic assistance they offered to students. It was believed

administration lacked an understanding of the variety of job duties they maintain daily. Technology assistance was noted to be particularly important as well as, the operations of the library in itself. The volume of books checked out was expressed with the time and effort to re-shelve books noted.

A couple of teachers and parents spoke in support of relationships gained while students were in the library and the difference reading makes in children's lives. Reading levels increased due to continued reading in areas of interest to individual students. Skills were appreciated that were offered to students as well as, to teachers in the building. A petition from PHES parents was offered for the record. A point was made that computer technicians handle a lot of technical situations in addition to teaching.

A PHES student spoke with heart and concern for keeping their librarian. Many letters were offered for the record, written by students in support of continuing library and computer assistance.

Nancy Hamlett, President DCSSO, expressed concern for losing computer technicians with the district focused on increasing technology usage. Essentially, a 50% cut in computer technicians and a 50% reduction to librarians was unacceptable. Ms Hamlett also believed a formula existed for deciding positions with relation to enrollment. The positions being cut were noted to be instrumental in providing education for students.

Mr. Chichester thanked everyone present for coming to speak to the Board.

Dr. Noonan informed the Board she attended a parent event at PHES and heard the compassion and appreciation for their employees. The concern of a loss to students was noted. An explanation was provided with regard to budget that Nevada is severely underfunded when compared to other states. Art and music teacher committees also faced trying to implement ideas at no cost and changing job duties. Customization of staff to each school had been a focus for administration. Position changes included safety considerations as more students moved to DHS. Open campus lunch for all students was not desirable, leaving a larger volume of students on campus. In order to meet the changing needs of DHS, reductions needed to be made elsewhere in the system. Elementary schools were losing a full grade level. A reduction of playground aide hours was also underway. Vacated positions were not being filled. The lack of resources created a need to shift personnel allocations.

Board members commented on this topic. A 21st Century approach to staffing was necessary.

At this time, Mr. Moore moved that following a public hearing, the Board adopt the revised Tentative Budget as Final for 2015-2016, seconded by Mrs. Trigg.

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

Motion carried, 7/0.

Mr. Moore stated this would be the time to vote on the Item skipped in Consent, Item 2-D.

Mr. Moore moved to approve Item 2-D, "Personnel Report No. 15-05," seconded by Ms. Jamin.

Motion carried, 7/0.

Public Comment

Mr. Chichester called for public comment at 6:15 p.m.

Randy Green, former Board Member was present to thank Dr. Noonan for her service and showed appreciation for her leadership in the district.

Eric Jacobs, DHS student, proposed adding an Advanced Placement Economics Class at DHS, in order to teach students the basics of economy.

Andrew Fromdahl, Health Advisory Committee (HAC) member, noted that Item 9, Correspondence,

had included a statement from the Committee of disapproval of the Board accepting a \$500,000 Health Insurance Premium Holiday. Mr. Fromdahl read the statement provided in backup material for Item 9.

12. Superintendent Search (Discussion and For Possible Action)

Dr. Noonan and Ms. White excused themselves for this Item.

Jim and Laura Huge were present and thanked all parties for having participated on the two days interviews were conducted. Candidates met with a variety of stakeholders and were captive to the process for an entire day. The portion of the day set aside for candidates to be with students was noted to be the most enjoyable and questions raised by students very interesting.

Mr. Huge outlined options available to continue moving forward in order to result in a decision on hiring a new superintendent. Consideration of input from a survey conducted, along with comments gathered from the previous two days of interviews was to be considered. The Board was reminded, the State Attorney General opinion received regarding the process, decreased the amount of time available to review candidate information. Options offered included, scheduling another meeting if necessary to finalize a candidate or candidate(s); making a decision at this meeting; narrowing the pool to 2 from 4; or asking for additional candidates to be interviewed.

Mr. Chichester called for comments.

Comments were made both in favor of having some time to review stakeholder input and that a decision could be made at this meeting. Due to the interviews having occurred on the two days prior to this meeting, a number of Trustees leaned toward taking time to digest information gathered. A desire was stated to call references in order to add another layer to their decision making. It was preferred that a 7/0 vote be made for the new superintendent in order to show the best support for an incoming person.

Mr. Huge offered to be available to meet or talk by phone. Additionally, several recently conducted superintendent searches resulted in new district staff being offered training that could also be offered in DCSD with regard to conducting difficult conversations with staff who were not performing well, in order to hold individuals accountable for their actions.

Consensus was to hold a Special Meeting at Douglas High School, Thursday, May 28th at 4:00 p.m.

Mrs. Trigg moved to defer action on this Item to Thursday, May 28th, at 4:00 p.m., seconded by Ms. Jamin.

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

Motion carried, 7/0.

13. Closed Session

Closed Session was moved to later in the Agenda.

14. Negotiated Agreement for Classified Employees (Discussion and For Possible Action)

Teri White, Director Human Resources, stated the classified employees requested a reopener of negotiations for this year. This followed a status of "impasse." Classified employees asked to reach agreement on the last best offer for salary increases. The last offer of 1.125%, with no other monetary attachments had therefore been agreed upon. A Memorandum of Understanding had been created to look at the salary structure in the future along with the PERS payment responsibility in 2015.

Mrs. Chessell moved to approve the final agreement of a 1.125% increase for the classified staff; agreement to include the NRS language clarifying the employee contribution to PERS on the salary structure; and agreement to the MOU that brings both parties back together during the 2015 negotiation cycle to negotiate over perceived inequities in the current salary structure.

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

Motion carried, 6/0; Mrs. Trigg was away from her seat.

15. Possible Agenda Items for Future Board Meetings (Discussion and For Possible Action)

Mr. Moore asked to have the naming of the new STEM building at DHS listed on the next Board Meeting Agenda, seconded by Mr. Chichester.

Mr. Freitas asked to have the first reading of the Drug and Alcohol Free workplace Board Policy placed back on the list, seconded by Mrs. Chessell.

Mrs. Chessell requested Policy be revisited regarding acceptance of different sources of funding for supporting various staff initiatives, seconded by Mr. Lehmann.

13. Closed Session

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

Motion carried, 7/0.

16. Adjournment

The meeting adjourned at 7:19 p.m.

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.