

Douglas County School District

Regular Meeting
George Whittell High School
Stateline, Nevada
Tuesday, October 14, 2008
3:30 p.m.

**Minutes Approved
November 6, 2008**

MINUTES

Present:

Trustees:

Teri Jamin, President
Cynthia Trigg, Vice President
Karen Chessell, Member
Sharla Hales, Member
Keith Roman, Member

Absent:

John Louritt, Member
Thomas Moore, Clerk

Personnel:

Carol Lark, Superintendent
Nancy Bryant, Assistant Superintendent, Education Services
Rich Alexander, Assistant Superintendent, Human Resources
Holly Luna, Chief Financial Officer

Others Present:

Mike Malloy, Legal Counsel

1. Call to Order

Ms. Jamin called the meeting to order at 3:39 p.m.

- A. Ms. Jamin led those present in the Pledge of Allegiance.
- B. Mrs. Chessell moved to adopt the agenda, seconded by Mrs. Trigg. Motion carried unanimously, 5/0.

Ms. Jamin inquired as to whether or not Board members desired to pull any Items from the Consent Agenda. Item 2-H, "Approval of Increased Mileage Reimbursement Rate" and Item 2-I, "Approval of Big George Ventures Donation Acceptance of \$1,432,614," were pulled as requested.

Mrs. Trigg moved to approve the Consent Agenda, with the exception of Items 2-H and 2-I, seconded by Mr. Roman.

Motion carried, 5/0.

2. Consent Items (Action)

- A. Approve the Minutes of the Regular Board Meeting held on September 9, 2008.
- B. Approve payments contained in Voucher No. 1008 for the FY2008-2009 fiscal year.
- C. Approve personnel actions described in Personnel Report No. 08-10.
- D. Approve the request submitted by Amber Ambrose to take the GED examination.
- E. (1) Approve the revised salary range for one (1) Maintenance Technician II position (Range 31) to an Electrician – Journey (Range 36); (2) Approve the revised salary range for one (a) Maintenance Technician II position (Range 31) to a Maintenance Specialist – NVACR/EMS (Range 36).
- F. Approve Correction Action implementation by the school and teacher.
- G. Approve Correction Action implementation by the school and WNRTTP.
- H. Approve an increase in the District's employee mileage reimbursement rate from 50.5 cents per mile to 58.5 cents per mile effective October 1, 2008.
- I. Accept Big George Ventures' donation of \$1,432,614 for the purpose of supplementing the District's capital funding of \$950,000 earmarked for the GWHS gym.
- J. Authorize Rich Alexander, Assistant Superintendent for Human Resources, to administer the New Teacher Bonus program.
- K. Authorize the district to continue to participate in the Class Size Reduction program using the Alternative Plan.

Mr. Roman discussed Item 2-H, "Approval of Increased Mileage Reimbursement Rate," with regard to a possibility of not increasing mileage reimbursements for the District, as had been adopted by the State of Nevada. This was an effort to save money in light of preparation for budget cuts. Mr. Alexander took a few moments to research this possibility. Having been the tradition of the Board to adopt the same mileage reimbursement as the State and Federal government, as well as, this having been negotiated with the unions, Mr. Alexander advised it was best to adopt the change as written.

Mrs. Trigg moved to approve an increase in the District's employee mileage reimbursement rate from 50.5 cents per mile to 58.5 cents per mile, effective October 1, 2008, seconded by Mrs. Hales.

Motion carried unanimously, 5/0.

Item 2-I, "Approval of Big George Ventures Donation Acceptance of \$1,432,614," was discussed. First, Mrs. Hales recognized Ray Sidney and expressed gratitude for his generosity in making another large donation. Additionally, Mrs. Hales stated that in the event the bond initiative did not pass, enabling increased funding for capital projects, the funds held in abeyance to complete the gym would need to be used for other purposes. In that case, high priorities, such as roof or HVAC repairs, would need to be funded. In this light, Mrs. Hales asked that gym related contracts be held before moving forward, for the outcome of the bond.

Mrs. Trigg moved to accept Big George Ventures' donation of \$1,432,614 for the purpose of supplementing the District's capital funding of \$950,000 earmarked for the GWHS gym, seconded by Mrs. Chessell.

Motion carried, 5/0.

Mr. Malloy, attorney, arrived at 4:00 p.m.

3. Administrative Reports and Program Reviews

3-A. Principal's Report – (Zephyr Cove Elementary School)

Mrs. Cauley, Principal, Zephyr Cove Elementary School provided an update on progress toward the one main goal, high academic achievement for each and every student, in their School Improvement Plan. ZCES was reported to have obtained a High Achieving School status for the fourth year in a row. Consolidation efforts among the Lake schools were stated as having gone very smoothly. Appreciation was offered for all support received from parents and staff.

Focusing specifically on the use of formative assessments to assist teachers in identifying areas of need for all individual students, Mrs. Cauley reported the resulting differentiated instruction was most beneficial to high achievement. Progress was noted through use of the math Investigations text with increasing understanding being obtained through professional development.

Data provided, included the formative assessments, Measure of Academic Progress (MAP) and the Criteria Reference Tests (CRT's). While data overall included a good pattern of growth for students, the fifth grade class was noted to be targeted for extra assistance as scores were lower than average within this group in both reading and math.

A variety of new programs were reported. An after school Spanish program was being held for the first time, with an enrollment of 25 students. Homework club was also being provided for students needing assistance with study skills. The September Collaboration Day was reported to have focused on math "Investigations" and balanced math in the classroom. Also, a book club was available for teachers that focused on teaching math through conversation in the classroom. The science fair theme this year was focused on Lake Tahoe and the environment. Different grade levels would be creating projects on a particular aspect of the Lake, as a classroom project, in an attempt to make this science fair very meaningful for students and the community.

The SB185 grant money supported a tutor on site five days a week, increased by one day from last year.

Mrs. Trigg inquired as to how additional support would be incorporated next year with the loss of grant money in 2009-2010. Mrs. Cauley stated the reading specialist would be focusing on comprehension and would need to increase the number of students being assisted in lower grade levels. Parent volunteers would also be welcomed for assistance.

MAP test data results were discussed with respect to comparison of results obtained from spring to fall, rather than as in the past, spring to spring data.

3-B. Update on George Whittell High School Empowerment Program

Sue Shannon, Principal, George Whittell High School, provided an update on the newly implemented Empowerment program. The timeline and preparation involved with receiving the Empowerment grant, was presented. Alignment with the accreditation review was stated, as an accreditation audit visit was scheduled for fall 2009. The Site Accountability Committee (SAC) was changed to a school design team to meet requirements of empowerment encompassing the same process as the SAC. Due to a limited elective offering at this smaller school, increasing distance learning, off campus, and independent study opportunities for students was being focused upon. This year, zero period was available for students and offered the opportunity to

take dual credit classes available in conjunction with Western Nevada College. Two classes were now available for juniors and seniors. Off site opportunities were noted to be a future addition to the program. Integrated math courses were replaced with traditional math in order that alignment with distance learning could be obtained. This year, Integrated math courses had begun to be phased out as the traditional math curriculum was being incorporated at appropriate grades. This process had required much planning and was reported to be well thought out and running smoothly. Five students were participating in the independent study program this year wherein completed coursework was brought in by students for teacher review. This program was mainly for students participating in highly structured sports. A tutoring requirement, paid for by the parents of students participating in the independent study program, was noted.

Possible future funding in the form of waivers would be offered to GWHS, if made available by the legislature, due to the recent filing for the grant, implementation of the program, and not having received grant monies for Empowerment implementation. Mrs. Shannon stated the additional course offerings obtained through Empowerment were put in place through an effort to increase enrollment at GWHS.

3-C. KIDS Committee Report

KIDS Committee Chair, Cheryl Blomstrom, reported on data received from phone calls made to the community by the Committee. Positive statistics were reported and the undecided voters identified were being contacted by phone. Twenty five, 4 X 8 signs, as well as, many yard signs were reported to have been placed around the county listing the KIDS Web site for voter information. Ms. Blomstrom gave a brief explanation of tax abatement stating that approval of the bond meant the stream of money would continue to flow to the District rather than to Douglas County where the money would be placed for use in a variety of areas, as decided on by the County. The upcoming County Commission meeting was noted to have a Resolution listed on their agenda, to be voted on, in support of the school district continuing to receive the .10 portion of the tax abatement.

4. Items Requiring Discussion and Action (Action)

4-A. Replacement of the Narrative Essay 7th Grade High Stakes Assessment with the State of Nevada Analytical Writing Assessment

Nancy Bryant, Assistant Superintendent Education Services, Lyn Gorrindo, Director of Curriculum and Instruction, and Carson Valley Middle School eighth grade English teacher, Susan Van Doren, presented proposed changes to the competency system and how those changes were determined to be needed for the English Language Arts curriculum. Common assessments that are embedded into the new SpringBoard curriculum include current critical content, several DCSD competencies and rubrics thus precipitating modifications to the current competency system. Mrs. Bryant reviewed the top five Strategic Plan priorities noting that critical content that aligned with state standards were in place, in order that common assessments could be developed for all classes, as documented in the Strategic Plan. Collaboration time for teachers of grades 7 – 9 was intended to assist teachers with focusing on the sharing of best instructional strategies. The Strategic Plan goal was reviewed that focused on increasing achievement at the middle school level, in order that students could be prepared for more rigorous high school curriculum. English standards across grades 6 – 8 were enveloping increased rigor through implementation of theses pre-advanced placement (AP) strategies. Administrators and teachers were involved in professional development at the start of this school year that would assist teachers with aligning standards to the new

resources. Various instructional strategies were researched prior to adoption of the SpringBoard program. This program was noted to have been chosen to increase rigor throughout all levels of achievement, not just focusing on the high achievers, and was aligned with both state and College Board standards.

Mrs. Van Doren explained that the SpringBoard program allowed for teachers to use prepared skill building activities, allowing for better use of their time, as they would not have to create activities, as in the past. The units were reported to align in a timely manner with the curriculum.

Circumstances surrounding the proposed change to the benchmark for the 7th grade competency were provided. The benchmark narrative had been administered since inception of the competencies and was noted to be embedded in the common assessment already included in the SpringBoard curriculum. The State required, 8th grade writing assessment, was reported as high stakes for Adequate Yearly Progress (AYP) reporting purposes, and led into the 11th grade High Stakes Proficiency Exam (HSPE). Mrs. Gorrindo stated the 7th grade narrative provided student's with the opportunity to prepare for the State writing exam administered in 8th grade.

With common assessments and competencies already embedded in the new SpringBoard curriculum, suggested changes were presented in one PowerPoint, allowing for motions to be made succinctly for Items 4-A, 4-B, and 4-C.

Ms. Jamin called for public comment. There was none.

Mrs. Hales moved to eliminate the 7th grade narrative assessment replacing it with a score of 12 on the Nevada State Analytical Writing assessment, seconded by Mrs. Trigg.

Motion carried, 5/0.

4-B. Replacement of the 7th Grade Narrative High Stake Assessment Rubric with the creation of a new 7th Grade Benchmark Narrative Rubric

Ms. Jamin called for public comment. There was none.

Mrs. Trigg moved to approve the replacement of the 7th grade High Stake Narrative Rubric with the adoption of the new 7th Grade Narrative Benchmark Rubric, seconded by Mrs. Chessell.

Motion carried, 5/0.

4-C. Addition of a new 8th Grade Narrative Essay Benchmark Rubric

Ms. Jamin called for public comment. There was none.

Mrs. Chessell moved to approve the adoption of the new 8th Grade Narrative Essay Benchmark Rubric, seconded by Mrs. Trigg.

Motion carried, 5/0.

4-D. Modification of 8th Grade Report Rubric

Mrs. Gorrindo and Ms. Van Doren presented changes as proposed to the 8th Grade Report Benchmark Rubric. They proposed to modify the rubric subsequent to the 7th – 9th grade teachers having reviewed this benchmark for alignment, as the rubric was now embedded in the new SpringBoard curriculum.

Ms. Jamin called for public comment. There was none.

Mrs. Chessell moved to approve the modified 8th Grade Report Rubric, seconded by Mrs. Trigg.

Motion carried, 5/0.

4-E. Modification of the 9th Grade Research Paper Benchmark Rubric to a new Report Project Benchmark Rubric

Mrs. Gorrindo and Ms. Van Doren explained proposed changes to the 9th grade Research Paper Benchmark Rubric used to prepare students for the high stakes Research Paper competency, offered first to students in the 10th grade. The Research Paper Rubric was proposed to be modified to become a Research Project Benchmark as provided within the SpringBoard program. Mrs. Gorrindo explained that the Research Paper created by the District had more criteria for research than the SpringBoard Rubric, but that the SpringBoard Rubric additionally encompassed speech.

Ms. Jamin called for public comment. There was none.

Mrs. Trigg moved to approve the modified 9th Grade Research Project Rubric, seconded by Mrs. Chessell.

Motion carried, 5/0

4-F. Modification of the 9th Grade Expository benchmark Rubric

Modifications proposed to the 9th Grade Expository Benchmark Rubric were reported to assist students in preparing for the 10th grade high stakes writing competency assessment.

Ms. Jamin called for public comment. There was none.

Mrs. Hales moved to approve the modified 9th Grade Expository Benchmark rubric, seconded by Mrs. Chessell.

Motion carried, 5/0.

Mrs. Chessell asked that a report be provided following implementation of changes to competencies as modified and included within the SpringBoard program.

Mrs. Gorrindo stated 8th grade teachers would be reviewing the Business Letter Competency in the near future. Modifications were believed to be necessary for best alignment of this competency to the SpringBoard program.

4-G. Approval of DCSD Health Advisory Committee Recommendations

Holly Luna, Chief Financial Officer, introduced Bob Moore with ABD Insurance Services. Mr. Moore was available to assist with the Health Committee presentation and answer any questions, as well. Changes to the employee plan were reviewed, and included a network change from United Health Care to the Hometown Health Plan (HHP). Reinsurance would now be covered by RSB, as a result of changing to the HHP network. Additionally, the Third party Administrator (TPA) would change from HealthComp to HHP to comply with the Nevada Revised Statute.

An explanation was provided regarding a DAW-2 penalty, or dispense as written allowance in the plan for generic equivalent prescriptions. Pharmacies would be able to dispense prescriptions, as written by a doctor, as a generic prescription. If the employee chose to continue requesting the brand, a penalty would be imposed and paid for by the requestor.

Mrs. Luna explained a new offering in the plan, a health savings account, termed a medical independent retirement account (IRA) that employees could opt for depending on their health situation. Young healthy individuals would reap the benefits of this account as it would be available for them to use for future qualified medical expenses. This account was reported to be 100% tax free and a new approach to health care. This high deductible option would save money for the school district due to the difference in expense from a \$250 deductible plan vs. a \$1500 deductible premium option, as offered in this benefit. The premium savings would be placed in the employee's high deductible health plan, if this option was selected, as defined by the Internal Revenue Service. The health account would remain personal property, a piece of an employee's estate, in the event of death. This offering would allow employees more choices in their health care.

Mrs. Hales moved to approve the following changes as of January 1, 2009: change Third Party Administrator from HealthComp to Hometown Health Plan, change PPO network from NNP UHN to HHP, change re-insurance carrier from Gerber to RBS Re, implement a DAW-2 penalty, and include a HQHDP as an alternative option to the current PPO plan, seconded by Mrs. Trigg.

Motion carried, 5/0.

Public Comment

Greg Felton, parent, stated that he appreciated efforts made to understand all reasons for declining enrollment at schools. Additionally, Mr. Felton commented that a chart used with Item 4-A was helpful and needed to be made available for public use.

4-H. Assigning Assistant Superintendent of Education Services Designee for the Board to Release Students to Take the Tests of General Educational Development (GED) Exam

Nancy Bryant, Assistant Superintendent, Education Services, stated that in order to meet legislative requirements, a designee for the Board would need to be assigned to approve student requests for GED testing. Mrs. Bryant reported a review process was already in place wherein the Education Services department checked that all requirements were met by

students and their parents before approval was granted to take the GED exam. Up to a six week wait time was noted to be in place, prior to approval, causing concern for student behavior during the wait time. Mrs. Bryant proposed that the position of designee would allow for release of students to take the exam. A list of names of students released would be compiled through the student database and provided to the Board monthly.

Mrs. Jamin called for questions. There were none.

Mrs. Hales moved to designate the office of Assistant Superintendent of Education Services as designee for the Board to release students to take the GED test, seconded by Mrs. Trigg.

Motion carried 5/0.

3. Administrative Reports and Program Reviews (Continued)

3-D. Enrollment Report

Mrs. Luna reported enrollment data for the 2008-2009 school year. Lake schools were at a 10.8% decline. Douglas High School was reported at a 6% decline, with overall district statistics equaling a decline of 3.1%. Elementary enrollment, overall, had declined 1.6%, with incoming students holding at a consistent 450 to 475, year over year, into the school system. Weighted enrollment, as shown on supporting documentation, was noted to reflect less than full value received for pre-kindergarten and kindergarten students, at an increment of .6 for those students, of the Distributive School Account (DSA) allotment. Enrollment by grade was provided.

3-E. Nevada Interscholastic Activities Association (NIAA) Report

Mr. Roman reported changes to NIAA classifications for 2009-2010 due to enrollment requirements at the AA level. Scheduling changes were reported including girls' soccer that may change seasons due to a lawsuit, and other instances for change that included team size requirements throughout the state. Cheerleading was reported as being considered to be added to the NIAA State Championship listing. Cheer squad student participation was noted to be separated from Cheer team. Cheer would assist in boosting the number of girl's sports offered in Southern Nevada. Flag football and Lacrosse were being considered as other possible additions to girls' sports. Changes would be made to AAA and AAAA sports in order to accommodate the new girl's sports when final decisions were made.

Mr. Roman stated drug testing, paid for through grant funding and booster programs, was randomly being conducted on students in other areas of Nevada. Testing companies were noted to have been hired who selected fifteen or twenty students per week at approximately

\$25.00 per student, to test for steroids and recreational drugs.

Mr. Malloy, attorney, advised that this process had been reviewed in Washoe County, was legal, but drug testing throughout the entire student body would need to be examined before found as legally sound.

3-F. Nevada Association of School Boards (NASB) Report

Mrs. Trigg reported that the NASB Web site, nvasb.org, provided information for Board members to remain current on NASB activities. The importance of Board member participation at the legislative level with regards to financing and education was noted.

3-G. Superintendent's Report

Mrs. Lark stated that meetings were being listed in weekly updates to the Board; therefore, she would provide an update of district business underway that included the following:

- 1) The Pay for Performance Committee, consisting of three district employees and three teacher representatives had begun to review information. A report would be provided to the Board at the November Meeting.
- 2) Superintendents were scheduled to meet with the Governor on November 12th, in Las Vegas, prior to their Association Conference regarding the budget state of affairs.
- 3) The latest iNVEST plan was scheduled to be discussed at the conference, with results to be provided to Board members at the NASB Conference, held the following weekend.
- 4) Six meetings have been scheduled with the district Leadership in order to prepare for budget cuts. The approach will be three tiered, ranging from three million to eight million dollars in order to accommodate any requirement needing to be met that might be handed down from the State. The proposal would be made ready to present to the Board for final approval hopefully, in February.
- 5) Passing of the bond measure was important to budget decisions, as major needs would be paid for from the general fund should bond monies not be made available in the future.
- 6) Further radon testing at ZCES and GWHS was reported to be continuing through Adrienne Howe of the State Department. The State was noted to be supporting continuing testing at these two school sites. Mitigation efforts continued based upon direction from Gary Cullen, district maintenance manger as outlined by William Bell and Adrienne Howe. Testing of other schools was being pursued through the issuance of an RFP necessary to hire an independent mitigator.

5. Executive Session

At 7:25 p.m., Mrs. Trigg moved to go into executive session for the purpose of considering employer/employee negotiations pursuant to NRS 228.220(4), seconded by Mrs. Chessell.

Motion carried, 5/0.

6. Adjournment

At 8:25 p.m. Mrs. Trigg moved to return to regular session, seconded by Mrs. Chessell.
Motion carried, 5/0.

The meeting was adjourned at 8:30 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.