

Douglas County School District

Regular Meeting
Douglas High School
Minden, Nevada

Thursday, November 6, 2008
3:30 p.m.

**Minutes Approved
December 9, 2008**

MINUTES

Present:

Trustees:

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

Absent:

John Louritt, Member

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

Mrs. Trigg called the meeting to order at 3:33 p.m.

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

Ms. Trigg inquired if there were any items to be pulled from the Consent Agenda. None were pulled

Mr. Moore moved to approve the Consent Agenda, seconded by Mrs. Hales
Motion carried, 5/0.

2. Consent Items (Action)

- A. Approve the Minutes of the Regular Board Meeting of October 14, 2008.
- B. Approve payments contained in Voucher No. 1010 for the 2008-2009 fiscal year.
- C. Approve personnel actions described in Personnel Report No. 08-11.
- D. Approve changing the location of the Tuesday, January 13, 2009 and Tuesday, April 14, 2009 meetings to the Zephyr Cove Library.

3. Special Recognition

3-A. Special Recognition

Mr. Swisher recognized Debbie Barnes, Douglas High School Advanced Placement Calculus teacher. Ms. Barnes had helped students achieve college credit for many years. In the past year, 83% of her students passed the AP test with a grade of three or better. Ms. Barnes' students exceeded the national average as determined by the College Board in the 2007-2008 school year. Ms. Barnes was recognized for having been nominated as a College Board, Nevada Teacher of the Year, and could possibly win a \$10,000 award for use in the classroom. Ms. Barnes' efforts for students were highly commended.

4. Administrative Reports and Program Reviews

4-A. Principal's Report – (Carson Valley Middle School)

Kerry Pope, Principal, Carson Valley Middle School, reported past success and future expectations associated with their School Improvement Plan. CVMS was reported as having achieved Adequate Yearly Progress (AYP) for the 2007-2008 school year. Data was reviewed for 7th and 8th grade CRT reading and math assessments. Math Camp, that included test taking skills and innovative ways of teaching math, was held to assist students in achieving grade level expectations. A total of 40 students in the approaching standards category had been enrolled, with approximately 37 having moved forward one grade level during a couple of days of on task participation. Seventh grade MAP assessments provided for at risk students were shared, noting that 14 or 20 students achieved growth through use of grant funding. Eighth grade MAP scores realized growth in 33 or 34 students targeted through use of grant monies. The final phase of SB404 grant funding included an extension of PLATO software licensing enabling students to achieve at their own pace up to the honors level.

School Improvement Plan goals were stated, that included focus on better instructional practices explored during collaborative time and use of data analysis in each subject area to determine remediation and extended support for higher achieving students. Teachers were noted to have been provided time, weekly, to progress on the development of common assessments.

In wrap up, Mrs. Pope stated the onset of the Lunch Bunch encouraged achievement in English during lunch, through giving of her time, as well as, an English teacher, who volunteered time to improve student achievement.

4-B. Principal's Report – All Students Pursuing Integrity, Responsibility and Education (ASPIRE)

Jan Visger, Principal, ASPIRE, the alternative education program, along with Will Jenson, Administrative Intern, reported past successes and future expectations of students enrolled in the program. Students were admitted to the program due to extreme credit deficiencies or as a result of being expelled. This year, over 60 students would be taught character development skills along with obtaining credit recovery within the program. Valuing lifestyle changes was an item focused upon; through such methods as involvement in community services to encourage growth through ideas of students individually.

Mr. Jenson reported that he was reviewing the current referral program for students entering ASPIRE and the attendance tracking policy, due to fluctuating arrival times. Expelled students are not provided transportation in this program. Due to the program being located at Pau-Wa-Lu Middle School, the school counselor was available to assist with credit audits in order to determine deficiencies.

Odysseyware software was reported as being used to recover credits. Students were able to access curriculum at home, but were required to take quizzes and tests while in the classroom. Traditional math was supported through this program, rather than the Integrated math used in the District, that created a need for correlation of math curriculum for students. Currently, a retired math teacher is assisting in instruction specific to math and preparation for English instruction is being purchased. Ms. Visger stated it would be helpful to have one half of a teaching unit available for a math teacher in the future. Currently, Individualized Education Plans (IEP's) were reviewed by Ms. Visger. Additional assistance that could be provided by a special education teacher was stated to be desirable.

Ms. Visger stated that Miki Trujillo, the third component of the program worked with students through engagement in community services, as well as, support for character development and would report to the Board in the spring. Community business partnerships would be noted within that report. A review was underway of a new curriculum offering provided by the Juvenile Probation Office. JPO would teach the material to students if this was chosen to be added into the alternative education program.

5. Information and Discussion

5-A. Keep Improving Douglas Schools (KIDS) Committee Report

Cheryl Blomstrom, KIDS Committee Chairperson, passed out a voting analysis prepared by precinct. With the passing of the school bond during the recent election, KIDS Committee members present were thanked and congratulated for all of their efforts. Community resources available for continuance of support through organization of a review committee were stated. Recognition was given to community members and Parent Teacher Organization participants who worked hard going door to door in support of the schools. A short time was taken to celebrate this accomplishment.

6. Items Requiring Discussion and Action (Action)

6-A. Consideration and Possible Adoption of 2008 Douglas County School District Canvass Resolution

Mr. Johnson was commended for his effort in assisting both Board and KIDS Committee members in passing the bond on a first attempt.

Holly Luna, Chief Financial Officer, and Marty Johnson, JNA Consulting, provided information on the next steps necessary to move toward issuance of the bond funding in order to allow obtainment of a rating from the rating agency. Results of the election were declared for the County through filing of a Canvass Resolution. Mrs. Luna provided a bond issuance schedule for Board review. Mr. Johnson explained the process of approval necessary that included a quantitative analysis to determine an affordable bond amount to be issued, prior to submission to the Debt Management Commission and the State Board of Finance. The dates and amounts of issuance were flexible. The process entailed a review of the District's debt service account, in order that the debt service on the bonds issued was adequate. Mr. Johnson would prepare an official statement used to market the bonds and manage the sale process in terms of interest rates. This issuance would be approved for a period of three years. The full authorization period was stated as ten years. Mr. Johnson added that general obligation bonds should sell with no problem, even with the current downturn in the economy. Final approval of release of all bonds issued would be made by the Board.

The final project list prepared by the KIDS Committee was reviewed. Projects deleted due to funding determined by the ESCO initiative, were stated.

Mrs. Luna reported that the FY09-10 Five Year Capital Plan would be presented much differently, based on both obtainment of bond funding for capital projects and ESCO funding.

Jennifer Stern, attorney, Swenseid and Stern, presented information in support of drafting all

Resolutions to be adopted by the Board and Debt Management Commission to be sure that legal requirements were adhered to.

The expenses involved with JNA Consulting and Swenseid and Stern's services were discussed.

Mr. Roman inquired as to whether or not attorney's representing the District had reviewed contracts that were to be signed. Mr. Malloy, attorney, responded he had not reviewed the contracts. It was decided the motion would be based upon this future review.

Ms. Jamin moved to adopt the 2008 DCSD Canvass Resolution declaring the results of the election held within Douglas County, on the general obligation bond question submitted to the qualified electors of the DCSD at the election held November 4, 2008, authorizing the issuance by the DCSD of its general obligation bonds; authorizing the Superintendent or her designee to arrange for sale of the bonds; and providing other matters relating thereto; and approving related contracts with J&A Consulting and with Swendseid and Stern, attorneys, subject to review and approval by district counsel, seconded by Mrs. Hales.

Mr. Malloy noted that the document proposed to be signed by the Clerk, listed Mr. Louritt. He asked that his name be struck out, as he was not present.

Motion carried, 6/0.

Item 5-B, "Pay for Performance Committee Report" was heard prior to Public Comment, out of order from the agenda listing.

5. Information and Discussion (Continued)

5-B. Pay for Performance Committee Report

Mr. Alexander, Assistant Superintendent, Human Resources along with Pay For Performance Committee members reported information they had gathered to date and requested input and direction from the Board in order to continue in the process of developing a Pay for Performance plan. Establishment of the Committee was reported to be a result of the latest negotiations session. Members stated ideas for the main goals of Pay for Performance. Consensus received from the Board, was that the number one concern was student achievement and rewarding high achieving teachers should be the basis of the plan. Research on increasing whole schools overall was desired. A request was made to compare whole school performance to individual teacher performance. Ms. Jamin called for questions. There were none.

Public Comment

Keith Cole, Douglas High School teacher who raised funds for the track and field addition to DHS, recognized and commended four individuals who were very involved with the project over a period of several years. Mr. Cole recognized Karan Seelbinder, DHS Head Secretary; Holly Luna, District Chief Financial Officer; Jeremy Hutchings, Planner, R.O. Anderson Engineering; and Marty Swisher, DHS Principal, who all devoted many hours to seeing the project through completion. Mr. Cole thanked everyone who helped, and presented these individuals with a framed commemorative representation of the track and field.

A break was taken following public comment. Upon returning, a time for any further questions on Item 5-B, Pay for Performance, was offered. There were no questions raised.

4. Administrative Reports and Program Reviews (Continued)

4-C. Safety Ambassadors Program Report

Ms. Strauss presented the Safe School Ambassador Program, that was grant funded, first implemented in the previous school year, and continued for current school year, in grades 4-12 throughout the District. The rationale for training students to influence their peers to increase academic performance, decrease behavior problems, and increase self esteem, was presented. Achievement, based on students feeling safe in the learning environment resulted in increased attendance and included both problem solving and information sharing as the basic support of the program. Students were trained to work throughout a building and include typical bystanders in order that they are empowered to defuse a bullying situation. Students were noted to draw strength through their social influence and learned problem solving. The student support network realized was to be sustained through the trainer of trainers model in order to continue student leadership and involvement beyond the time of receipt of current grants.

6. Items Requiring Discussion and Action (Action) (Continued)

6-B. Possible Revision to Bylaw No. 060, Article VI, "Meetings"

Board members discussed what a reasonable amount of time might be deemed necessary to revoke a decision and the number of votes that it would take to do so. Discussion ensued regarding Roberts Rules of Orders, the parliamentary meeting structure adopted by the Board. Discussion surrounded possibilities of having a need to overturn a previous decision that would involve the interest of a majority, the rare occurrence of a desire to change a decision, and the fact that two Board members could have an item placed on the agenda. It was noted that it would take a vote of four or more to carry a decision. The intent of the discussion was to propose a bylaw change that would require more than two members to place an already voted upon item back on the agenda for reconsideration.

The consensus of the Board was to take no action on this item.

4. Administrative Reports and Program Reviews (Continued)

4-D. Nevada Association of School Boards (NASB) Report

Mrs. Trigg stated that a letter had been placed in the Board's red folder with additional information for the upcoming conference. A suggestion was made that Trustees refer to the NASB Web site for various important articles. Newly elected Board members were noted to have been invited to the conference being held this month.

4-E. Superintendent's Report

Mrs. Lark first announced the dates of the Leadership Team Budget Reduction Meetings. Board members were asked to email ideas they may have for cuts, to her, to share with the Leadership Team. December 10th was announced as the target date for the team to have arrived at the first tier, \$3,000,000, of which a breakdown would then be provided for Board review.

Board members expressed concern regarding being provided budget information, on a timely basis, in order that they could make informed decisions. Through discussion, it was determined that a Board Workshop would be scheduled in order not to pressure the Board into decisions with such a large volume of information at once; therefore, allowing Trustees the time to absorb data and be updated on the process and direction as determined at the various administrative Leadership Budget Meetings. Additionally, the minutes from the Leadership Budget Meetings were requested for review prior to the

Workshop. Trustees decided the Board Workshop would be scheduled Friday, November 21, 2008, 3:00 p.m.

Mrs. Lark continued with the Superintendent Report, noting the time commitment involved with the recent passing of the bond and site based meetings, such as, her attendance at the City National Bank book donation for CCMES. Teach For Success, Various meetings were listed that included, T4S, WNRTTP Governance Board, Site and Employee Communication Meetings, a meeting with WNC regarding dual credit courses, as well as, a meeting included the County and NDOT to facilitate school zone lighting.

In regards to radon concerns at the Lake, Mrs. Lark stated GWHS would be the next site for review and upgrades if deemed necessary, under supervision of the State crew members. Mr. Moore stated a desire to have updated radon information placed on the Web site as public information.

7. Correspondence

Ms. Jamin invited Board members to attend a dinner sponsored by the JROTC, following the Board Workshop, Friday, November 21st. RSVP's would be collected and the JROTC informed as to Board attendance for dinner.

8. Possible Agenda Items for Future Board Meetings

Mrs. Hales stated that her involvement with an early morning high school class of students reinforced her desire to have teachers hear feedback from students. An agenda item was requested that would include a mandatory feedback form at the secondary level regarding student perception of classes, seconded by Mrs. Chessell.

Mrs. Hales asked that an agenda item be listed to consider the addition of a district grant writer position to procure grant funds, seconded by Mrs. Trigg.

Job sharing information was also requested by Mrs. Hales. Mr. Alexander, Assistant Superintendent for Human Resources, stated this information would be included in a negotiation review in March.

The Grand Jury Report response was noted to have been reviewed by the Board. Mrs. Hales stated that several members of the Board desired to provide input. Verification was made that the report had not yet been released. Ms. Jamin was noted to have reviewed input provided by Mr. Moore. It was determined that a subcommittee, of Mrs. Chessell, Mrs. Hales, and Mr. Moore would offer feedback to Mrs. Lark regarding the response to the Grand Jury Report.

Mr. Malloy verified that although Ms. Jamin had provided input on the Grand Jury Report in a private meeting, three of the Trustees could work together to arrive at any further suggestions for Mrs. Lark's review.

9. Executive Session

At 8:05 p.m., Mrs. Trigg moved to go to Executive Session for the purpose of considering employer/employee negotiations pursuant to NRS 288.220(4), seconded by Mrs. Hales.

10. Adjournment

At 8:35 p.m. Mr. Moore moved to return to regular session, seconded by Mrs. Jamin. The meeting was immediately adjourned.

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.