

Douglas County School District
Airport Training Center
Tuesday, February 9, 2016
3:30 p.m.

Minutes
Approved
March 8, 2016

MINUTES

Present:

Trustees:

Neal Freitas, Vice President
Cynthia Trigg, Clerk
Robbe Lehmann, Member
Teri Jamin, Member
Karen Chessell, Member
Thomas Moore, Member

Absent: Ross Chichester, President

Personnel:

Teri White, Superintendent
Christi Hines-Coates, Director Area 1
Brian Frazier, Director Area 2
Rommy Cronin, Director Area 3
Brandon Swain, Director Area 4
Holly Luna, Chief Financial Officer

Others Present:

Rick Hsu, Legal Counsel

1. Call to Order
(For Possible Action)

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

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

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

Motion carried, 4/0.

Mrs. Chessell arrived at this time.

2. Consent Items
(For Possible Action)

Mr. Freitas asked if there were any Consent Items to be pulled. There were none.

Mr Moore moved to approve the Consent Agenda, seconded by Mr. Lehmann.

Motion Carried, 5/0.

Mrs. White explained revisions for the record on the Personnel Report. With regard to certified employee changes, Ariel Borgman was pulled from the report and placed on hold for licensing issues. Under the Classified employees, Tamrah Torres was hired at JVES rather than at PHES and noted for the record as well.

A. Approve the Minutes of the Regular Board Meeting of January 12, 2016.

- B. Approve personnel actions in Personnel Report No. 16-02.
- C. Approve for second reading Board Policy No. 104, "Fair Employment Practices."
- D. Approve for second reading revocation Board Policy No. 109, "Americans with Disabilities Act (ADA) Non-Discrimination Policy."
- E. Approve for second reading Board Policy No. 103, "Equal Educational Opportunity."
- F. Approve Special Run Voucher Numbers 1620, 1621, 1622, 1623 and 1624; and Regular Run Voucher Number 1625 for FY2015-16.
- G. Approve receipt of report under NRS 388.5295.
- H. Approve receipt of report under NRS 388.5295.
- I. Approve the Budget Voucher Adjustment for February 2016 as submitted.

3. Principal's Report (Carson Valley Middle School) (Administrative Report/Program Review)

Bob Been, Principal, Mike Rechs and Ed Perkins, Vice Principals, presented current school initiatives, activities and interventions provided to students. CVMS had added the 6th grade population this year and has eight, two person grade level teaching teams for 6th graders. 30% of the staff is new to CVMS this year. 6th graders have a separate lunch and are scheduled as a school within a school. Electives offered to 6th graders are on a 4 quarter wheel that students rotate through over the course of a year. The electives allow for exposure to a variety of courses such as logic and Latin cultures.

The use of Chromebooks had increased, with 300 now available to students. Interventions offered include math camp during the day and on Saturdays. Four teachers are scheduled on Saturdays to work with 60-80 students. Saturday School offers English Language Arts and math with two teachers serving 18-30 students. Lunch time tutoring is offered with help available at the office for some students. Both counselors and the Data Based Decision Making (DBDM) student assistance team helped with providing additional opportunities for particular students.

Work towards a positive school climate included an addition of the mandated Positive Behavior Intervention System (PBIS) to address student behaviors at school. The counselors and staff have worked toward designing expectations and communicating them to students. Tiger Status, a point system for earning special privileges, earned students prizes and awards at a variety of times and events.

Through questioning, Board Members learned additional Chromebooks would be purchased in the next school year as well as the levels that 6th graders were participating in sports.

Administrators were thanked for their hard work in transforming the student population to include 6th grade and in work both academically and behaviorally to help student performance at CVMS.

4. Principal's Report (Jacks Valley Elementary School) (Administrative Report/Program Review)

Mrs. Gilmartin, Principal, and Mr. Spires, Vice Principal, provided a presentation that included a video wherein teachers discussed how children are taking responsibility for learning. The conversation was noted to not have been staged. Teachers discussed the learning shift that had occurred as a result of efforts to improve teaching methods as provided for in the Nevada Educator Performance Framework (NEPF).

Measurement of Academic Progress (MAP) results for students were monitored on boards posted in the staff meeting room. Movement occurred following assessments given throughout the year. This allowed teachers to see progress towards growth and identify those at or below grade level. An interventionist had provided 211 interventions to students before, during and after school. Data with regard to interventions was provided. DesCartes software is now the "learning continuum," that assisted in identifying learning gaps. Teachers focused on several students daily to improve reading skills that would in turn provide for improved learning in math. A "reading dog" attends school one day a week. Teacher collaboration between grade levels had been conducted using Words Their Way. Student Council was going strong with many projects underway. A school seal and flag are currently being developed. Students were raising funds for the animal shelter. Students worked with staff to

increase their opportunities at school. Student jobs were available for those who applied. Jobs offered included a nurse assistant, mail helpers, tutors, helping with school announcements, raising the flag and other assorted duties.

Mrs. Gilmartin added that JVES is not a PBIS school at this time, but was reported to offer many positive support systems to students. The largest focus is on literacy with staff supporting these efforts in a variety of ways including visually with bulletin boards providing information throughout the school.

5. Nevada Association of School Boards (NASB) Report

Mrs. Chessell reported attending the January NASA Conference and hearing Dr. Eric Jensen speak from the standpoint of the field of neuroscience and how it relates to education. Stress encountered by students during the last few years of recession was discussed including how children had less emotional and academic support at home. 51% of students in the country were noted to be living below the poverty line. Thus, many students also had insufficient language and cognitive skills. Other speakers were noted for having good conversational information. The fall NASB conference would include a time for Board Members to select a topic for discussion that could clarify a lie or myth and possibly offer results in a science fair board style presentation.

NASB membership dues had been increased by 2.5% for the next school year. The increase would help pay for NASB representatives work with the next legislative session.

Mrs. Trigg arrived at 4:28 p.m.

Mrs. Chessell added that each district was asked to provide names of companies who might provide sponsorship for the annual conference. Five company names were provided by DCSD; although, none were successful sponsors in the past year.

6. Board Reports (Information and Discussion)

Mrs. Chessell reported having attended the McTeacher night at CCMES. The event was held to raise funds for an electronic board to be added to a field. Approximately \$600 had been raised as a result of the event.

7. Superintendent's Report (Administrative Report)

Mrs. White informed the Board the Governor announced today that Steve Canavero had been appointed as the new State Superintendent. Additionally, a state of emergency had resulted from a shortage of teachers in Nevada. As a result, the State opened up a provisional licensing opportunity allowing teachers who passed a background check to be employed. Teachers hired from out of state would have one year to complete Nevada licensing requirements. While DCSD did not have a lot of shortages, the problem existed in other counties.

Administrators had participated in Interest Based Bargaining (IBB) training along with DCPEA and DCSSO representatives. Bus Drivers Association representatives desired to participate and would also be trained prior to the next negotiation cycle.

Mrs. White attended a NASA Conference in January in conjunction with the monthly Superintendent's meeting. A day for Board Members to engage in learning with educational leaders was offered. Mrs. Chessell had attended and reported earlier this afternoon on the quality of the speakers and presentations. The Nevada Association of School Superintendents (NASS) dues were reported to have been increased for the next year, along with NASB dues, to support having more high quality speakers at the next conference.

Kathryn Krolicki, GWHS student, was commended for being selected to participate in the United States Senate Youth Program. Ms. Krolicki would receive a \$5,000 scholarship as a result.

Mrs. White reported being one of 22 members of the Safe To Tell Committee that worked to provide a format for students to report bullying. Connected to suicide prevention, a 3 digit phone number is

going to be created and publicized for easy reporting. Calls would be received at one location and provided to the correct authorities upon receipt.

8. Correspondence

Mr. Freitas read a letter that had been received from a grandparent. The letter asked that Trustees consider budgeting to improve the fine arts performance facility at DHS. Support was offered for enhancing creative experiences for students in order to improve academic success overall.

9. DCSD STEM Project Update (Information and Discussion)

STEM leaders, Jim Abbott, Cris Erb and Roger Cramer were introduced by Mr. Swain. Susan VanDoren, not present, was also recognized as a Science Technology Engineering and Math (STEM) teacher leader. Work towards defining STEM and several student projects from this year were shared and offered on the District Website. A Vision statement had been crafted, lessons written, peer reviewed resources provided and best practices learned to support STEM efforts.

A problem analyzed by students was explained. Students explored the amount of paper used throughout the District schools and facilities. An accounting of each building was examined for the amount of paper purchased and then compared for the 2014-2015 school year. Students discovered that 2250 boxes of paper had been purchased by the District as a whole. Problem solving began with looking at paper usage reduction strategies. Learning the scientific process used to manufacture paper was also part of the process. Results were used to create ideas for saving paper and included digital solutions to reduce waste and save money.

Next year, students would look at ways to reduce energy used within buildings. Lessons learned by students are passed on to staff, parents and students ultimately instilling change. Through Project ReCharge, students would have use of a software program to measure electricity used at DHS. This opportunity is made available through a UNR grant. Use of the software could result in substantial savings in just one building. Methods learned to better regulate electricity could in turn be passed on to other sites for saving.

STEM principles would be taught to teachers through the Professional Development Center (PDC). A coding class was now offered to teachers. Students were also learning coding in class at GWHS this year. Coding clubs were now available to Valley students. Teachers across the District would be provided STEM literate resources on professional development days. New methods for incorporating STEM and Science Technology Engineering Arts and Math (STEAM) curriculum were being brought into a wide variety of coursework. Two new Advanced Placement (AP) courses were available at GWHS – Environmental Science and AP Computer Science. An additional CTE course had been added at GWHS entitled Principles of Biomedical Science. The numbers of students taking these new courses was expected to increase by next year. A student from GWHS had participated in a District wide technology professional development day as a keynote speaker. Future goals for GWHS were to expand the computer science program, start a water bottle initiative that would include adding a water station for refilling reusable containers and expansion of the STEM UP! website. STEM camp is also offered to grades 3-8 at the Lake.

A break was taken from 5:00 – 5:06 p.m.

10. Closed Session

There was no Closed Session held at this time.

11. Douglas County Support Staff Organization (DCSSO) Contract Ratification (Discussion and For Possible Action)

Nancy Hamlett, President of DCSSO was present with Keith Lewis, Human Resources Director. Both the DCSSO and District teams involved were thanked for their time to meet and complete the negotiations process.

Mr. Lewis went over proposed new contract language and compensation changes. There were 11 contract language changes proposed for approval. Points included a grievance timeline change; reduction in force language for IEP Aides; bereavement, sick leave, personal leave and long term leave changes; breaks; and a new procedure wherein classified staff would be emailed position vacancies and transfers as they came open.

Clarification was made with regard to step increases and longevity increases for 2015-16. Classified employees would not be moving across the steps on the salary schedule for pay increases this year, nor would employees receive longevity increases. Step and longevity increases would be negotiated in the future.

The percentage of salary increases equaled 2.68% for 2015-16, retroactive to July 1, 2015. This is the same percentage the teaching staff received for this period. Discussions between the District and DCSSO had included either receiving this higher salary increase or negotiating a lesser overall percentage increase and adding step increments. The Association preferred an increase in wages of 2.68% for their group. An adjustment to Ranges 17-18 on the salary schedule had also been incorporated.

The total financial impact to the District is \$263,104.16 including salary and benefits, equaling an overall increase of 3.2%.

Mrs. Hamlett thanked Mr. Lewis and the negotiating teams for the positive climate maintained throughout the process. The DCSSO team was noted to be looking forward to the upcoming IBB negotiation process.

Mrs. Chessell moved to ratify the 2015-16 Collective Bargaining Agreement for the Douglas County Support Staff Organization (DCSSO), seconded by Mrs. Trigg.

Mr. Freitas called for public comment.

Lisa Voss, CCMES Head Secretary, said thank you to the Board on behalf of the support staff for ratifying the Agreement.

Motion carried, 6/0.

12. School Calendar (Discussion and For Possible Action)

Keith Lewis, Director Human Resources, and Brian Frazier Director Area 2, reported on results of the school calendar survey data. The discussion began by stating school calendars included a variety of options and details. Traditional and balanced calendars were described. Each calendar contained 180 days of instruction for students. Start and end dates, along with break characteristics were described for each style. Carson City School District offered a traditional calendar; Washoe County School District supported a balanced calendar approach.

Discussion ensued regarding results of the online calendar survey and the variety of calendars offered. The amount of surveys received equaled 1559 from parents, students and employees. Survey results came back at a 50/50 split as far as implementing a traditional vs. balanced calendar. The number one priority for secondary was reported to be that the first semester ends prior to winter break and that the second semester break be balanced in the spring. There were many calendar possibilities provided for review.

District administration did not recommend a particular calendar due to data being inconclusive as to which provided students with the best learning possibilities. No concerns were raised regarding impacts to athletics for either one. Project Jump Start was mentioned; although, DCSD had a small number of students in this WNC sponsored program. The number of students in Jump Start did not warrant alignment with the WNC breaks at this time.

Ms. Jamin inquired about considerations of remediation efforts. Options were discussed including having district employees and others come in to assist with remediation. This was not a top priority for survey participants.

Mrs. Chessell inquired about whether or not teachers needed particular times out of school in order to attend higher education themselves; if remediation was working in summer school; whether or not starting school earlier better prepared students for testing; and if the Lake and Valley had different start and end times, is the cost of shared employees an issue?

Mr. Lewis reported Lake Survey participants preferred to align the calendar with Lake Tahoe Unified School District. At this time, there are no financial ramifications for doing so. Mr. Lewis asked the Board to consider the survey feedback and provide ideas. Discussion continued regarding all points brought forth.

Mr. Freitas acknowledge families and employees for having taken the time to provide feedback on the survey.

Mr. Freitas asked if the consensus was to have two different calendars for the Lake and Valley. Trustees shook their head yes and agreed.

Ms. White stated options for the Lake calendar included either a traditional or balanced calendar. Examples were provided. The Lake balanced calendar reflected a later start date.

Mr. Freitas called for public comment.

Lisa Voss, parent and employee, asked the Board to consider shorter summers to ease relearning and help with test scores. A balance of time in school with breaks through the spring was supported. It was suggested that aides could work .5 day before school starts to support teachers in lieu of a whole day currently scheduled prior to Thanksgiving.

Christine Cooley, elementary teacher, preferred a calendar more similar to the Lake, for Valley students. If the traditional calendar is chosen it was suggested a summer school program be held for elementary students. Another recommendation was to look at the UNR schedule to accommodate teachers enrolled in summer session.

At this time, Trustees discussed any possible benefits of traditional and balanced calendars focusing on start and end times, days per semester, and breaks within the school year. Mandated student assessments would fall out accordingly due to the length of testing windows and were not an issue.

Ms. White stated a consideration for the Valley would be possibly accommodating a 7 period day.

Mrs. Cronin, Director Area 3, advocated for a balanced calendar noting it could increase employee and student attendance.

The merits of a balanced calendar were discussed further. The Board came to consensus to have a balanced calendar in the Valley as well as at the Lake schools.

Mr. Moore moved to accept for 2016-17, the balanced Valley Secondary calendar as presented in red with parameters for breaks as noted during the discussion, seconded by Mrs. Trigg.

Ms. Jamin noted one parameter is to add the potential to adjust the breaks through negotiations, such as the week currently tied to Easter Monday. Ms. White added the semester balance comes with having the week between February and spring break for flexibility, not tying the spring break to Easter.

Another parameter was to have a week around the Nevada Day holiday and the Presidents' Day Holiday.

A vote was taken. Motion carried, 5/1; Ms. Jamin, nay.

Ms. Jamin stated she voted nay due to this calendar not allowing for more remediation.

Conversation turned to adding Ms. Jamin's parameter for inclusion of time for remediation. Mr. Hsu stated another motion could accommodate the additional parameter.

Mr. Lehmann moved the Valley elementary calendar mimics the secondary calendar with the exception of one parent teacher conference day noted in discussion, seconded by Mr. Moore

Mr. Freitas called for public comment.

Nancy Hamlett, DCSSO stated her understanding the motion is for the Valley elementary only.

Mrs. Cooley, teacher, stated she agreed with the balancing of breaks.

Motion carried 6/0.

Mr. Hsu asked that public comment be called for the approval of the balanced Valley Secondary calendar (red calendar) due to public comment not having been asked for.

Mr. Moore moved to reconsider the motion passed without public comment, seconded by Ms. Jamin.

Mr. Freitas called for public comment on this withdrawal of the first motion. There was none.

The first motion was disposed with a vote of 6/0.

Mrs. Trigg moved to approve the 2016-17 Balanced Valley Secondary Calendar (red calendar) with parameters explained by Mr. Frazier, Mr. Lewis, and Mrs. White for drawing the final calendar, seconded by Mr. Lehmann.

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

Ms. Jamin stated she appreciated changes offered but she was still uncomfortable with the disparity of days and would be voting no for that reason.

Motion carried, 5/1; Ms. Jamin, nay.

A break was taken from 7:05 – 7:14 p.m.

Mr. Lehmann left during the break.

Public Comment

Mr. Freitas called for public comment at 7:14 p.m.

Rommy Cronin, speaking as a parent, stated a greater focus should be placed on the arts in this District. Ms. Cronin had attended student performances at other high schools with suitable facilities and supported improvements at DHS. The Douglas County Education Foundation was thanked for supporting the arts in Douglas County through a memorial to Marty Cronin. Donated funds were provided for stage and theatre improvements at DHS. Douglas students were 16% of the total entries in competitions held recently at Damonte Ranch High School. Ms. Cronin announced the Nevada Museum of Art would be honoring students by giving them a place to show off their art and offered to send out the date of the art show.

Mr. Freitas called for any additional public comment. There was none.

12. School Calendar (Continued) (Discussion and For Possible Action)

At 7:18 p.m., the school calendar discussion continued on the topic of the length of time the calendar cycle would be implemented.

Mr. Lewis recommended the same timeframe exist for the Lake and Valley calendars with the exception of starting at the Lake two weeks later. The start and end times would be adapted accordingly. The Lake would include a break in October (not shown in an example this evening). The Lake start date would be the last Monday in August for elementary and secondary students.

Mrs. Trigg moved to approve the Lake secondary and elementary calendars as they appeared in red, starting the last week of August and with similar parameters as the Valley school calendars, seconded by Mr. Moore.

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

Motion carried 5/0. (Mr. Lehmann left the meeting)

It was noted future Boards could change any timeline approved.

Mr. Moore moved to leave the calendar in place for at least 10 years, seconded by Mrs. Trigg.

Comments leaned toward 10 years being too long of a length of time for review of the school calendars.

A recommendation from staff was requested. Various suggestions were made and comments stated regarding how Board tenure affected decisions.

Mr. Freitas called for public comment.

Nancy Hamlett, DCSSO, shared she did not have a problem with a ten year term; although, this would need to be properly communicated to staff that the timeline would not be locked in stone, should a need arise to revise calendars.

A vote was taken and the motion did not pass. 2/3; Mr. Freitas, Ms. Jamin and Mrs. Chessell, nay.

Mr. Moore moved to limit the timeline from revisiting the school calendar by the Board for at least 6 years, seconded by Mrs. Trigg.

At this point other suggestions were made to have a more flexible timeline.

Mr. Moore and Mrs. Trigg withdrew the motion.

Mrs. Trigg moved to remove the three year cycle of revisiting the calendar and revisit the calendar when it becomes necessary, seconded by Mr. Moore.

Mr. Freitas called for public comment.

Mrs. Hamlett and Ms. Cooley who had provided public comment earlier offered that they agreed with this motion.

Motion carried, 5/0.

13. Graduation Rate Report (Administrative Report/Program Review)

Brian Frazier, Educational Services Director Area 2, reported a standardized formula is used to arrive at the Adjusted Cohort Graduation Rate. Students are tracked for four years beginning in the 9th grade. For the 2015 graduating class, 91% of students graduated with a standard or adult diploma. This represented the highest rate for DCSD since use of the formula began in 2011. 9.39% of the 385 students who graduated in 2015 were considered non-graduates; 37% received advanced diplomas; 61% standard diplomas; and 2% adult diplomas. 31 students were considered dropouts. Of the 31 dropouts, 81% were tracked into a category of "whereabouts unknown" (25 students). Data was offered from 2011 to 2015.

Mr. Frazier noted the State is working toward tracking fifth year graduate rates. Schools were helping to increase graduation rates by offering advanced, standard and adult diplomas. Work in the district is performed to ensure the most accurate data on students is recorded.

**14. Average Daily Enrollment Report
(Administrative Report/Program Review)**

Mr. Frazier presented data on average daily enrollment for Pre-K through the 13th year of school for students enrolled in DCSD during the 2015-16 school year. The Average Daily Enrollment (ADE) is being reported for 4 quarters for the first time this year. Enrollment in Quarter 2 had increased from 5804 to 5842 students. State funding is paid to Districts accordingly.

**15. Jobs for America’s Graduates (JAG) Nevada
(Information and Discussion)**

Mrs. White informed Trustees the JAG program would be implemented at DHS next year. The Governor endorsed the program and invites youth facing adverse situations, with support of their family, to participate in order to continue with education. An employee of JAG would work at DHS as a staff member to teach the 27 core competencies to seniors who participate in the program. The JAG program, career and employability skills would be taught. Students would also work within the community to build relationships and skills as working interns. Connections to community resources would be made to support these students. The idea is similar to ASPIRE and would add an additional student resource to DHS. The staff member hired would interview with District personnel as well as JAG administration. The person hired would be required to have at least a substitute license and could possibly be a retired teacher.

JAG would pursue students through letters to families who meet the criteria and are identified by the District. Rommy Cronin, Director Area 3, would work with a DHS counselor and Rod Smalley, the District’s dropout specialist, to help identify students who matched the JAG criteria. The number one goal is to have the students graduate and to do so in their initially designated year.

16. Possible Agenda Items for Future Board Meetings

Mr. Moore inquired if another Board Member would like to discuss the expulsion process to include the roles of the Board and administration. Mrs. White responded the Board is required to be involved by law at some level; although, the current process could be discussed.

17. Closed Session

There was no closed session at this time.

18. Adjournment

At 8:09 p.m., Mrs. Trigg moved to adjourn the meeting, seconded by Mrs. Chessell.

Motion carried, 5/0.

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.