

Douglas County School District
Airport Training Center
Tuesday, June 13, 2017
3:30 p.m.

MINUTES

Present:

Trustees:

Thomas Moore, President
Neal Freitas, Vice President
Keith Byer, Board Member
Karen Chessell, Board Member
Ross Chichester, Board Member
Linda Gilkerson, Board Member

Absent:

Robbe Lehmann, Clerk

Personnel:

Teri White, Superintendent
Keith Lewis, Executive Director Human Resources
Jacque Matteoni, Executive Director Area 1
Brian Frazier, Executive Director Area 2
Rommy Cronin, Executive Director Area 3

Absent:

Brandon Swain, Executive Director Area 4

Others Present:

Mike Malloy, Legal Counsel
Susan Estes, Director of Business Services

1. Call to Order
(For Possible Action)

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

Mr. Moore called for approval of the Agenda.

Mrs. Chessell made a motion to adopt the Agenda, seconded by Mr. Chichester.

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

Motion carried 6/0.

2. Special Recognition

Keith Lewis, Executive Director of Human Resources, recognized and congratulated employees who retired this year. Retirees present were Martha Betcher, Maria Falconieri, Adam Lazear, Konnie Susich, Miki Trujillo, Donna Juchtzer, Cynthia Kingsland, Carolyn Moore, and Caralee White.

Mr. Lewis thanked retiring employees for their service and gave a brief overview of each of their accomplishments and contributions. Mr. Lewis also recognized absent retirees Angie Coleman, Cindy DeBlose, Cathy Denson, Jeanne Gearty, Charles Ketton, Charlie Lang, Susan Lacey, Diana Robles, and Denise Terry for their contributions to the District.

At 3:56 p.m., a break was taken to have cake and celebrate with retirees and employees of the year who were present.

The meeting resumed at 4:09 p.m.

3. Consent Items (For Possible Action)

Mr. Moore called for discussion on the Consent Items.

Mrs. White commented on Item # 3-I, Second Reading Board Policy No. 702, "Gifts, Grants, & Donations", that the word '*crowdfunding*' needed to be added to the fifth paragraph.

- A. Approve the Minutes of the Regular Board Meeting of May 16, 2017.
- B. Approve the Minutes of the Special Board Meeting of May 24, 2017.
- C. Approve Special Run Voucher Numbers 1761, 1762, 1763, 1764; and Regular Run Voucher Number 1765 was provided to the Board members via e-mail for review prior to the meeting.
- D. Approve Personnel Report No. 17-06.
- E. Approve May Budget Vouchers as recommended by the Budget Manager for the fiscal year 2016-2017.
- F. Approve Second Reading Board Policy No. 406(a), "Confidential Policy".
- G. Approve Annual Renewal of Worker's Compensation and Bond Renewal.
- H. Approve Annual Renewal of District Property and Causality Liability Insurance.
- I. Approve Second Reading Board Policy No. 702, "Gifts, Grants, & Donations."

Mr. Chichester made a motion to approve the consent items including the change to Item # 3-I, seconded by Mrs. Chessell.

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

Motion carried, 6/0.

Mr. Lewis introduced Brandon Lewis, Sales Executive from Wells Fargo Insurance Service and acknowledged his valuable expertise to Human Resources in the area of Property and Casualty Insurance.

4. Nevada Association of School Boards (NASB) Report

Mrs. Chessell commented that there had been no NASB meetings, but had copies of legislative updates for the Board. She reminded the Board that the NASB nomination forms are due in August.

Mr. Moore reminded the Board that the subcommittee to work on nominations was tentatively set for June 29, 2017, but there were scheduling conflicts; therefore, he would look into other available dates and present them to the Board.

5. Board Reports (Information and Discussion)

Mrs. Chessell commented on how nice the graduation ceremony was at Douglas High School and that the weather cooperated this year.

6. Correspondence

There was no correspondence.

7. Superintendent's Report (Administrative Report)

Mrs. White, Superintendent, reported that she and Mrs. Estes, Director of Business Services, were noticed to attend the State Gaming Commission Board Meeting held in June to testify regarding the 4 years of declining ending fund balances. She explained that the District is currently at 7-8% in our ending fund balance, but above the regulated threshold of 4%. The school districts that are on watch will go back in January for an update on their budget. Douglas County School District does not have to appear in January, but will be required to provide the Gaming Board an update next June.

Mrs. White reminded the Board that Valley schools are out for summer break, but Lake Schools are in session until June 23, 2017.

Mrs. White recognized Mark Kuniya for organizing Professional Development classes for the make-up days for the end of the school year which were well received by staff members.

Mrs. White reminded the Board of the Adult Education Ceremony scheduled for June 14, 2017 at 4:30 p.m. at Aspire Academy High School, as well as the George Whittell High School graduation ceremony to be held on June 24, 2017 at 11:00 a.m.

Mrs. White commented on the legislative session which has ended. Some of the legislative bills being followed are listed below:

- AB451
- SB19
- AB64
- SB20
- SB247
- SB49
- AB320

Mr. Freitas asked who approves the goals. Mrs. White answered that the Principal approves all the learning goals, and it is up to each site to work with each teacher.

Mrs. White commented that they had their last communications meeting with staff at George Whittell High School. One of the concerns is the valley schools getting out earlier than the lake and the impact on testing. It was recommended that GWHS come up with some solutions to bring to the table for discussion.

Mrs. White announced that the Douglas High School principal interviews will be conducted on June 16, 2017.

Mrs. White commented that she reached out to the buyer of Kingsbury Middle School, and he assured her that things are moving forward for a closing in July, 2017.

Mr. Moore reminded the Board to get their summer vacation calendar to Michele Curtis so she can schedule accordingly.

Mr. Moore called for questions. There were none.

8. Consideration of Final 2016-2017 Budget Amendments and Augmentations (Discussion for Possible Action)

In accordance with Nevada Revised Statutes, Nevada Administrative Code and Department of Taxation Regulations, it is necessary to consider adoption of the following resolutions in order to make final amendments and augmentations to the District's 2016-17 budgets.

Mrs. White explained that Mrs. Estes, Director of Business Services, will answer questions regarding the documents presented, which include:

No. 17-02 "Resolution to Augment and Amend the General Fund for the Fiscal Year 2016-17"

No. 17-03 "Resolution to Augment and Amend Special Revenue Funds (to which ad valorem taxes are not allocated) for the Fiscal Year 2016-17"

Mrs. Estes explained that all budget amendments and augmentations, both revenues and expenditures included in the Resolutions are adjustments made to reflect financial events that have occurred after the December of 2016 amendment process.

Mr. Moore called for questions from the Board and public comment. There were none.

Mr. Freitas moved to adopt Resolution #17-02, seconded by Mrs. Chessell.
Motion carried, 6/0.

Mr. Freitas moved to adopt Resolution #17-03, seconded by Mrs. Chessell.
Motion carried 6/0.

9. Principal's Report Pau-Wa-Lu Middle School (Administrative Report/Program Review)

Mr. Whittemore, Principal of Pau-Wa-Lu Middle School, presented data that the students have demonstrated proficiency at or above grade level in the area of math by implementing the Nevada Academic Content Standards (NACS) using the eight mathematical practices, as well as other research-based strategies.

Measurement of Academic Progress (MAP) scores showed growth in grade levels 6-8. The 7th grade students showed growth at 70% in Math.

Smarter Balanced Assessment Consortium (SBAC) scores are available and the scores show growth.

In the area of parent engagement, the Parent Expo was held in November. This was teacher-driven this year. Additionally, a Food For Thought night, wherein 420 meals were served to families, had been conducted. Board Intervention Funds, in the amount of \$7863.52, supported the Connections Program that served 26- 7th and 8th grade students. Connections included a weekend retreat to the Grizzly Ranch, two meetings per month and mentoring/monitoring of students involved.

Technology has been added this year with 1:1 computers school wide. Project Lead the Way and computer coding have been added. PWLMS students gave a presentation on their new courses of Computer Coding, Energy in the Classroom, and Savior Worms.

Mrs. Avery's students had a presentation on Natural Resources and Recycling. They discovered the District could save some money by going solar and changing out light bulbs in the classroom to softer lighting.

Mr. Whittemore commented on the schedule for next year that they will be moving Academic Success right before lunch and moving the 6th grade electives to the morning session.

Mr. Moore called for questions.

The Board commented on the amount of state-mandated testing that the students endure.

10. Board Policy No. 418, "Sick Leave," Consider for Revocation (Discussion and For Possible Action)

Mr. Lewis, Executive Director of Human Resources presented Board Policy No. 418, "Sick Leave," being considered for revocation. This policy is 30 years old, does not pertain to the current employee agreements. This policy is significantly outdated. Every aspect of this policy is fully addressed in the negotiated agreements. Therefore revocation is being requested.

Mr. Moore called for questions.

Mr. Freitas inquired about how non-represented employees would be covered, such as some kind of "me too" clause.

Mr. Lewis explained that all classified employees are covered under the negotiated agreement and those who have no agreement follow the group most closely aligned with their jobs.

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

Mrs. Chessell made a motion to revoke Board Policy No. 418, "Sick Leave," seconded by Mr. Byer.

Motion carried 6/0.

11. Closed Session

At 4:45 p.m., Mr. Freitas moved to recess to closed session in order to discuss matters with its management representatives pursuant to NRS 288.220(4), seconded by Mrs. Chessell.

Motion carried, 6/0.

At 4:59 p.m. open meeting resumed.

12. Douglas County Administrator Association (DCAA) (Discussion and For Possible Action)

Keith Lewis, Executive Director of Human Resources, presented the agreement between Douglas County School District and Douglas County Administrators Association (DCAA). Mr. Lewis commended both teams for their work. Representing Douglas County School District were Mrs. White, Superintendent, and Mr. Lewis, Executive Director of Human Resources. Representing Douglas County Administrator Association (DCAA), were Mr. Brown, Principal, Gardnerville Elementary; Mrs. Cauley, Principal, Zephyr Cove Elementary; Mr. Girdner, Vice Principal, Douglas High School, and Mr. Rechs, Vice Principal, Carson Valley Middle School.

Mr. Lewis stated the agreement for Administrators and Assistant Directors who use no more than a combined three (3) sick Leave days and unpaid personal leave during their contract year will be awarded an additional paid personal day, without holiday restriction, for the following contract year. They could also be compensated \$145.00 in lieu of an additional personal day.

Term of this Agreement will be from July 1, 2016- June 30, 2017. There will be ½ of 1% Bonus for
Regular Meeting

2016-17 only, 0% salary increase for 2016-2017, step and column advancement for 2016-17, and the work year will be reduced as follows, without a reduction in salary:

224 day contract will be reduced to 222 days;

214 day contract will be reduced to 212 days.

Mr. Lewis commented that the financial impact this meet and confer agreement will have to Douglas County School District as being \$45,211.00.

Step and column advancement-\$18,899.00

½ of 1% Bonus for 2016-17 only-\$12,000.00

Reduction of Contract Days-\$14,312.00

Mr. Moore called for questions and public comment. There were none.

Mr. Byer made a motion to approve the 2016-17 Agreement between Douglas County School District and Douglas County Administrators Association (DCAA), seconded by Mr. Chichester.

Motion carried 6/0.

13. Future Board Agenda Item-Students Sharing Accomplishments (Discussion and For Possible Action)

Mrs. White, Superintendent, brought forward one of the future agenda items for discussion. The Successory Program is for adults and is designed to motivate staff and provide them with positive stories to share within the community. Teachers are encouraged to provide students with a form at each grading juncture. Teachers then invite students to write a "thank-you" to a teacher, administrator, parent, support person or anyone who has been helpful to the student. The office staff can conduct a reward drawing, but also share some of the Successory Notes with the District Office. The forms then provide the Superintendent with positive, uplifting, handwritten notes from students about staff and volunteers that can be shared with the Board, the community, the media and others.

Mrs. Chessell commented that she is in favor of this idea and would like to see these Successory Forms come to the Board. Mrs. White commented that this would be for all grade levels and all schools.

Mr. Lewis commented that we need to recognize staff, even though this would be new, it would be helpful to hear how grateful students are with our staff and or community. He stated that Pau-Wa-Lu Middle School has a box at the front desk for students to add notes of appreciation and then the principal would read them over the PA system during morning announcements. The feedback from the staff was wonderful. They enjoyed hearing those positive words.

Mr. Chichester commented that we need to find out what the other schools are doing with this kind of appreciation.

The Board discussed that they would like to encourage this kind of appreciation with all sites and would like to recognize it, but not mandate this. The Board has asked Mrs. White to do some more investigating on this topic to see what each site has in place for recognition.

14. Future Board Agenda Item-Board Retreat (Discussion and For Possible Action)

Mrs. White commented on the Board Retreat future agenda item and suggested that the Board establish a purpose for their Retreat. She suggested topics such as building relationships, policy development and review, and Curriculum education.

Mr. Moore called for any questions.

Mrs. Gilkerson and Mr. Byer commented that they like the idea of a Board Retreat without an outside

facilitator. Mrs. White commented that this would need to be agenzized and opened to the public.

The Board expressed interest in moving forward with this Board Retreat Workshop.

No Action taken.

Agenda Item taken out of order.

16. Prioritizing Agenda-Possible Items for Future Board Meetings (Discussion and For Possible Action)

The following items have been addressed and are removed from the list:

- #2 NASB Conference speaker
- #4 Superintendent contract revision
- #5 Discuss Board travel
- #8 Board self-assessment
- #9 Prioritizing future agenda items
- #10 Board Retreat
- #11 Board meeting layout

The Board asked that item number seven be brought forward at the next Board Meeting in July; Presentation from County Emergency Management.

No action taken.

Agenda item taken out of order.

15. Public Comment

Tandy Erickson, Minden Elementary School Secretary spoke as a parent in opposition to reduction in first grade staffing. She is very concerned of this change and asked that it be reconsidered.

Tomacina Hochgurtel, Kristy Norberg, Charla Joseph, Adrian Sawyer, and Jenn Oddo, each spoke to express their concerns with Minden Elementary School staffing reduction. They are concerned for their children's well-being, and asked Douglas County School District to reconsider the reduction in staffing.

Request was made by Tomacina Hochgurtel to add a program like Washoe County School District has in place for teaching the cognitively disabled students about sex education.

Phil Sorenson introduced himself to the Board as the new Douglas County Professional Education Association (DCPEA) President. He was hired in 1989 as a Douglas County School District educator and has been here a long time and is looking forward to working the school district as the DCPEA President. He believes in partnerships and supports teachers, administrators and students.

Danielle Campbell introduced herself as the Douglas County Professional Education Association (DCPEA) Vice-President and is looking forward to this new chapter and working with Douglas County School District.

Mr. Moore called for any questions. There were none.

Public comment closed at 6:10 p.m.

Mr. Freitas announced his resignation, effective immediately, as a trustee on the Douglas County School District Board of Trustees. Mr. Freitas will be moving and will no longer reside in the election area for which his seat represents. Mr. Freitas stated it has been a pleasure to serve on this Board and

found it to be an experience that he will fondly remember. Mr. Freitas, leaves knowing that the School District is heading in the right direction and under the right leadership.

The Board thanked him for all his support over the years and stated that he would be missed.

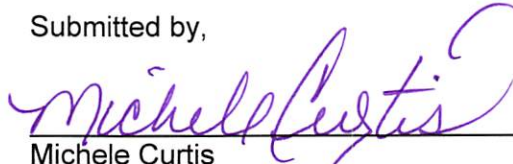
Mr. Moore stated that he would like this vacancy on the Board posted as soon as possible and we will all work together to get this position filled.

17. Adjournment

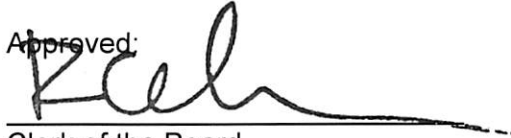
At 6:15 p.m., Mr. Freitas made a motion to adjourn the meeting, seconded by Mrs. Gilkerson.

Motion carried, 6/0.

Submitted by,


Michele Curtis
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.