CALL TO ORDER
President Hendrix called to order the regular meeting of the Churchill County School District Board of Trustees at 6:01 p.m. at the Churchill County School District Administration Office, 690 South Maine Street, Fallon, Nevada.

VERIFICATION OF POSTING OF AGENDA
President Hendrix confirmed the posting of the agenda pursuant to NRS 241.

ROLL CALL

<table>
<thead>
<tr>
<th>Trustees Present</th>
<th>Others Present</th>
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<tr>
<td>Trustee Clay Hendrix, President</td>
<td>Dr. Sandra Sheldon, Superintendent</td>
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<td>Trustee Kathryn Whitaker, Vice President</td>
<td>Phyllys Dowd, Director of Business Services</td>
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<td>Trustee Carmen Schank, Clerk</td>
<td>Sharla Hales, Legal Counsel</td>
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<td>Trustee Matt Hyde, Acting Clerk</td>
<td>Debra Shyne, Executive Assistant</td>
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<td>Trustee Tricia Strasdin</td>
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<td>Trustee Phil Pinder</td>
<td>(Interested Staff/Community Members per Attached List)</td>
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<td>Trustee Rich Gent</td>
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REVIEW AND ADOPTION OF AGENDA

Trustee Gent moved to accept the agenda as provided, seconded by Trustee Pinder. There were no public comments. The motion passed unanimously.

PUBLIC COMMENT

There were no public comments.

ELECTION OF BOARD OFFICERS AND COMMITTEE APPOINTMENTS

Trustee Strasdin moved that officers and committee appointments remain the same as 2017. Trustee Schank seconded the motion. There were no public comments. It was noted that a new list was provided at the Board meeting as the list of officers and committees in BoardBook was incorrect. The motion passed unanimously.

SUPERINTENDENT UPDATE

Trustee Gent presented music teacher, Tom Fleming, and music student, Shawn Bolt, with a check for $1,000 for the high school’s music program. Trustee Gent commented about how music in high school influenced his life. Trustee Gent requested Mr. Fleming and Mr. Bolt to return to a future school board meeting and report how the money helped the music program.
A. **Churchill County High School staff will update the Board regarding the Athletic Survey Results for the Fall 2017 Season.**

Mr. Lords reported on the results of the fall athletic survey. The survey was piloted last school year starting with winter sports. There are more athletes in fall sports than any other season. Survey responses were extremely low, but the survey provides parents a voice. Each head coach is provided a copy of their survey results and they share the results with their coaching staff. The Athletic Director and Mr. Lords receive the results as well. The Athletic Director has met with some of the head coaches and provides a post season meeting after each season to talk about things to work on.

Trustee Strasdin commented that this was the first survey where the questions were specific and clear. Mr. Lords commented that the survey is beneficial.

B. **The Board will receive a report from Jo Lamun, Chartwells Director, regarding the Chartwells Food Services program.**

Jo Lamun, Chartwells Director, provided the Board with a marketing calendar. Some of the marketing efforts include a lucky tray where the student who has a sticker on the bottom of their tray would get a prize or snack, taco Tuesday, pizza Fridays at elementary schools, fun lunches at the elementary school, and adding new recipes every month. The fun lunches are grab-and-go lunches at elementary school which might contain cereal, cheese stick, banana, milk, and sometimes a sticker. Chartwells is focusing on making items from scratch, instead of serving warmed-up food. Ms. Lamun reported that she works with all managers on the menus focusing on what to do better and identifying the foods students do not like. Food Services might implement cookie day once a week and breakfast bingo. For breakfast bingo, students would mark a card every time they eat something nutritious like salad or a vegetable and once the card is filled they would get a snack of their choice. Food Services is focusing on ala carte items at the middle and high school and driving participation by the staff. All schools offer salads.

Ms. Lamun reported that she compared August to December of this school year to August to December of last school year and the average increase for lunches served is 2,147 per month and the average increase for breakfasts served is 617 per month. In that five month period, lunches increased by 10,737 and breakfasts increased by 3,086. Lahontan had the highest increase in breakfasts and E.C. Best had the highest increase in lunch sales.

Trustee Strasdin asked how teachers can get their meal right quickly and how they are notified of the availability of lunches for staff. Ms. Lamun stated that there is a window just for teachers and there has been an increase in lunches by staff. Staff lunches is marketed to teachers by word of mouth.

Dr. Sheldon complemented Ms. Lamun, as she and Ms. Grady have put systems for improvements to generate more activity. The goal is to increase breakfast and lunch counts and get more secondary students involved. Dr. Sheldon and Ms. Dowd meet with Ms. Lamun and Ms. Grady on a weekly basis. Ms. Lamun and staff have cleaned out the store room at the West End Facility, which previously was packed with many outdated items.

Ms. Lamun stated that schools get their food at their sites. The Food Services office receives USDA Commodities and Fresh Fruit and Vegetable orders and takes those food items to the schools, as needed. The store room contains supplies. Ms. Lamun reported that children try
the fresh fruit and vegetables; however, approximately fifty percent is not eaten by the students and is thrown out.

Trustee Whitaker asked if there was a potential for menus to be different at every school or will Food Services maintain K-5 menus and different menus for the middle and high school. Ms. Lamun reported that she just utilized the software to make her first menu. She works with managers and they picked the items they want. The menus are close to each other, but over time she would like to make different menus. There is a link on the District website called Nutrislice; an application available for parents to view menus.

The Board viewed a video slideshow, prepared by Kristin Sheldon, of the January 9 professional development day for licensed staff. Casey Bell from Google provided the key note speech. Dr. Sheldon reported that members from other districts attended, a professional development coach from Clark County presented, and noted that teachers from within the District taught break-out sessions. A lot of the District’s staff presented sessions which were full and well attended by other staff members.

BUSINESS SERVICES UPDATE

A. Update on the Annual Investment Report (written report provided)
B. Update regarding general business items

There were no questions.

UPCOMING BOARD EVENTS

A. Friday-Sunday, April 7-9, 2018, National School Board Association 2018 Conference, San Antonio, TX

CONSENT AGENDA

A. Approval of Recommended Personnel Action (Attachment A)
B. Approval of Vouchers
C. Approval of December, 2017, Payroll
D. Approval of December 13, 2017, Regular Meeting Minutes
E. Approval of Student 17-36 and 17-37 for Exemption from Receiving Immunizations based on Religious Reasons (NRS 392.435)
F. Approval of Student 17-38 to Enter the General Education Development (GED) Program
G. Approval of Modifications to Policy 6163.0 – Procedures for Implementation of Title VI – Impact Aid – Second Reading
   1. For Review Only: Regulation 6163.0 – Procedures for Implementation of Title VI – Impact Aid – Second Reading
   2. For Review Only: Regulation 6163.1 – Procedures for Implementation of Title VI – American Indian Education Formula Grant – Second Reading
   3. For Review Only: New Regulation 6163.2 – Procedures for Implementation of Title VI – American Indian Education – Second Reading
H. Approval to Apply for State and Federal Compensatory and Competitive Grants

Trustee Whitaker moved to approve consent agenda items A- H, seconded by Trustee Gent. There were no public comments. The motion passed unanimously.
REPORTS BY BOARD MEMBERS

Trustee Hyde reported that Shawn McCormick earned All-American Athlete in wrestling.

Trustee Whitaker reported on her attendance at Lahontan before winter break, when she walked with kindergarten students to the high school band room for a concert.

Trustee Schank reported that all of the District’s Board members completed the required training pursuant to Assembly Bill 451.

OLD BUSINESS

A. For Discussion and Possible Action: Approval of Amended Resolution 15-03 for the sale of the Plummer Building located at 50 East Virginia Street, Fallon, Nevada.

Phyllis Dowd reported that the District has a written offer for the Plummer Building. To proceed, the Board would need to approve a resolution and the District would post the resolution for 15 days. The sale of the Plummer Building would return to the Board on the February 14 agenda.

Trustee Whitaker moved, seconded by Trustee Hyde, to approve Amended Resolution 15-03 for the Sale of the Plummer Building located at 50 East Virginia Street, Fallon, Nevada. There were no public comments. The motion passed unanimously.

B. For Discussion and Possible Action: New Policy 5135.0 – Student Fundraising and Crowdfunding – Second Reading.

Sharla Hales, legal counsel, reported that she incorporated the Board’s concerns into the policy. Board members provided additional feedback regarding the policy. The updated policy will return for third reading at the Board’s next meeting on the consent agenda.

C. For Discussion and Possible Action: The Board will receive information on the Stillwater School, 11320 Stillwater Road, an abandoned school building which is owned but has not been used by the District for many years. The Board may discuss and take action to direct staff concerning the future of the Stillwater property.

Sharla Hales, legal counsel, reported that the Stillwater School was not on the historical buildings list, and even if it were on the list, it would only restrict the sale of the property if federal funds were used for the building, which is not the case here. To sell the property, the District would have to get two appraisals, approve a resolution, post the resolution for the required timeline, publish the notice, and take bids. If the offers are not at the appraised value, then the District would amend the resolutions and take bids again. The District could accept less than the appraised value on the third bid opening. Ms. Hales noted that the building is not worth much and the Stillwater Community organization has spent some monies maintaining the building. It does not make sense for the District to continue to be the owner indefinitely, as the District has no existing or known future use for the building.

Trustee Schank stated that she spoke with Trudy Dahl who told her that the Stillwater Community pays insurance on the building, they charge their members $100 a year, and they want to continue to use the building. Trustee Schank stated that they would like to continue to lease the building for $1 a year.
Trustee Schank made a motion to provide a service for the Stillwater people and that they lease the building from the District for $1 a year and that the Stillwater Association would take care of all of the expenses and anything involved with the maintenance of the building. Ms. Hales stated that she can look at the lease statute to identify the period of time the District can lease the building. The District could then go through the lease process again, if desired. Trustee Hyde asked if a lease would eliminate liability for the District should someone fall through the floor. Ms. Hales stated that she would look deeper into the issue, but selling the property would cut off all risk.

There was no second to Trustee Schank’s motion, so the motion died. Ms. Hales will talk with Lester deBraga, do some more background work on the property regarding sale or lease, and provide the Board with additional information at a future Board meeting. Ms. Dowd could provide the potential cost of the appraisal.

NEW BUSINESS

A. For Discussion and Possible Action: Approval of Proposed 2018-19 and 2019-20 School Year Calendars.

Dr. Sheldon reported that the calendar committee used to be driven by the teachers’ association, but last year it was negotiated that the District would manage the calendar committee. Three representatives from each of the three associations would be on the committee headed by the Director of Educational Services, currently Kimi Melendy.

Ms. Melendy reported that the process went smoothly. Ms. Melendy, Debra Shyne, and three representatives from each association attended the meeting. Representatives brought their suggested calendars for consideration. The committee met once, selected two calendars to present to staff for voting, and staff selected the “Option A” calendars.

Trustee Schank moved to accept the 2018-19 and 2019-20 school year calendars, seconded by Trustee Strasdin. There were no public comments. It was noted that the professional development dates will be added later, after they are approved by the State. The motion passed unanimously.

B. For Discussion and Possible Action: To direct staff concerning Academic Plans as described in Policy 5700.0 including current practices, possible improvements, and resources needed to implement improvements.

Mandie Lister and Sherry Martin reported on the academic plans process at the high school. Ms. Lister provided a handout and explained that the course catalog is first created to identify the diplomas available and all available classes, including AP, Honors, and CTE classes. The registration process is a large part of the academic plan which starts with students in the middle school. In the past they addressed students as a group, but it wasn’t as effective, so they intend to work with advisory classes at the middle school. The high school holds an orientation night where teachers display their talents and courses they offer to students and parents. Then, students pick their courses. Procedure is to aim for the standard diploma, but the type of diploma can be changed at any time. Students select their classes through Infinite Campus and parents must approve students’ selections. Ms. Lister provided slides to show the Board how students interact with Infinite Campus when selecting courses.
Counselors use a credit audit worksheet to track classes for each student to ensure they are on track for graduation. Students can meet with counselors to change classes at any time. Transcripts, GPA, class rank, and credits earned are updated at the end of each semester and are accessible to parents in Infinite Campus.

Ms. Lister stated that the counselors would love to meet with all parents and students but, with only two counselors and over 1,000 students, counselors can’t meet with every student. Counselors ask students and parents to contact their counselor for an appointment if they would like to meet regarding their students’ academic plan.

Ms. Martin explained that counselors are working on improving their program. Counselors hold parent nights for each class to talk with parents as a group to inform them of the graduation requirements. Six weeks into the semester until the end of the semester counselors talk to students who are at risk for failing to provide them with support. Parents can make appointments and meet with their student’s counselor.

Dr. Sheldon stated that the middle school counselor does not meet with each individual student but works through advisory classes to look at and update the student’s plans. The middle school has 700 students and one counselor.

Trustee Whitaker stated that AB117 requires students enrolled in 9-12 review academic plans for strengths and weaknesses each year. The bill doesn’t require a counselor meet with each student and Ms. Whitaker understands that would be a challenge. The bill clarifies that an administrator or any other licensed staff can meet with each student. Trustee Whitaker asked if each student is meeting with a licensed staff member. Mr. Lords stated that the goal is interventions. Teachers make a list of interventions done in the classroom and identify students who are struggling. The goal is to continue to develop interventions and build a toolbox of interventions, so that it is not just the counselors providing interventions, but the whole staff.

Trustee Whitaker stated that she is glad work is starting to happen, but she is especially concerned about remediation. Trustee Whitaker voiced concern that nothing in the policy addresses remediation for students who are failing and are, or could be, credit deficient.

Ms. Lister stated that they have a list of students who do not meet credit requirements and counselors meet with these students to offer credit retrieval options, such as blended learning, summer school, doubling up on courses, etc. Ms. Martin stated that they get the parents involved in the conversation whenever possible, even if by phone. Mr. Lords stated that the goal is providing interventions, which is remediation.

Trustee Whitaker stated that she looked at the CCHS school improvement plan and saw something that would broadly address this issue. She asked for an example of what instructors are doing. Mr. Lords stated that staff prints out the grades for each class in each department and then asked teachers to identify, in those subject areas, what interventions they are doing. Are they offering one-on-one tutoring, differentiating in the classroom, modifying the assignments, and are they making accommodations, not just for special education students but for regular students who are struggling. Do they allow students to retake assignments, quizzes, and tests? Those are just some examples.
Trustee Whitaker asked about accountability for these plans. Mr. Lords stated that peer walkthroughs have been effective, printing grade reports, and meeting in collaboration to increase scores.

President Hendrix asked Principal Lords if he could do one thing to make intervention or remediation better, what would it be? Mr. Lords stated that it would be drilling down with each individual student to figure out what is their switch that will motivate them.

Trustee Hyde commented about the double-edged sword for Career and Technical Education (CTE) where a lot of students would be successful, but if they do not pass their core courses, they cannot take enough of the CTE courses to complete their CTE program.

Trustee Whitaker moved, seconded by Trustee Schank, to recommend changes to policy 5700.0 that include compliance to AB 117, and recognition of remediation or intervention. There were no public comments. Trustee Pinder concurred with Trustee Hyde that curriculum needs to be looked at so students can get their diploma. Data indicates that only 33 percent of students go on to college.

Dr. Sheldon stated that the state board is in the process of modifying graduation requirements. They are looking at changes, such as reducing the number of math credits, to make it more flexible for students who are interested in CTE programs.

The motion passed unanimously.

C. **For Discussion and Possible Action:** Set date, time, and location for the Board to meet with staff at an elementary school.

The consensus of the Board was to schedule a Board meet at Numa on February 21 at 4:00 p.m.

D. **For Discussion and Possible Action:** Regarding potential changes to Policy 2000.0 – Board of Trustees (Internal Board Operations).

Trustee Schank provided a handout and explained potential changes to Policy 2000.0. The Board discussed these changes.

Trustee Schank moved to bring proposed modifications to Policy 2000.0 back to the Board. The motion was seconded by Trustee Pinder. There were no public comments. The motion passed 5:2; with Trustees Hendrix and Whitaker opposed.

**POLICIES (First Reading)**

The Board will receive information on, discuss, and may take preliminary action on the following policies.

A. **Policy 4216.0 – Classified Personnel – Duties and Responsibilities**
B. **Policy 5246.0 – Pregnant Students**
C. **Policy 5247.0 – Physical Examinations (Renamed from Regulation 5257.0)**
D. **Policy 5248.0 – Showering Policy**
E. **Policy 5500.0 – Churchill County School District Athletic Code**
   1. *For Review Only: Regulation 5500.0 – Churchill County School District Athletic Code*
F. **Policy 5500.1 – Churchill County School District Athletic Program Policy**
   1. *For Review Only: Regulation 5500.1 – Coach’s Code of Ethics*
G. Policy 5500.2 – Participation on Independent/Outside Teams (NIAA Policy 2060.1)
H. Policy 5500.4 – Concussions and Other Head Injuries
   1. For Review Only: Regulation 5500.4 – Concussions and Other Head Injuries
I. Policy 5550.0 – Board Funding for National Student Travel

Dr. Sheldon reported that these policies were reviewed by the Policy Committee.

Trustee Schank stated that she would like Policy 4216.0 specify that the employee fulfills their job description.

Sharla Hales, legal counsel, explained that this policy came about because there have been instances in the past several years where it would have been helpful to have a civility policy. Ms. Hales stated that she could add Trustee Schank’s suggestion to the policy.

PUBLIC COMMENT

There were no public comments.

DISCUSSION AND POSSIBLE ACTION REGARDING FUTURE AGENDA ITEMS AS REQUESTED BY THE BOARD OF TRUSTEES AND CLARIFICATION OF REQUESTED AGENDA ITEMS

Trustee Strasdin requested examination of requirements for the high school’s standard diploma.

Trustee Schank requested discussion regarding retiring teachers and hiring new teachers to replace those retiring and a report on Smartboard and Promethean boards.

President Hendrix requested a Board retreat. The Board decided to meet on January 25 at 5:30.

SET DATE AND TIME FOR NEXT BOARD “AGENDA SETTING” MEETING

Trustees Hendrix, Whitaker, and Hyde will meet on Tuesday, January 16, at 4:30.

ADJOURNMENT

Trustee Gent made a motion, seconded by Trustee Strasdin, to adjourn the meeting at approximately 8:37 p.m. The motion passed unanimously.

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Carmen, Schank, Clerk of the Board

Prepared by Debra Shyne