CALL TO ORDER
President Hendrix called to order the regular meeting of the Churchill County School District Board of Trustees at 6:03 p.m. at the Churchill County School District Administration Office, 690 South Maine Street, Fallon, Nevada.

PLEDGE OF ALLEGIANCE & CHARACTER COUNTS WORD “RESPECT”
Brinley Perazzo and Alexis Olson, fifth grade students from Numa, led the pledge of allegiance and spoke a few words about the character counts word “respect.”

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

ROLL CALL
Trustees Present
Trustee Clay Hendrix, President
Trustee Kathryn Whitaker, Vice President
Trustee Carmen Schank, Clerk (via phone)
Trustee Tricia Strasdin
Trustee Phil Pinder
Trustee Rich Gent
Trustee Matt Hyde, Acting Clerk

Others Present
Dr. Sandra Sheldon, Superintendent
Sharla Hales, Legal Counsel
Phyllys Dowd, Director of Business Services
Debra Shyne, Secretary

Trustee Absent
(Interested Staff/Community Members per Attached List)

REVIEW AND ADOPTION OF AGENDA
Trustee Gent moved, seconded by Trustee Pinder, to approve the agenda as provided. There were no public comments. The motion passed unanimously.

PUBLIC COMMENT
There were no public comments.

RECOGNITION
A. The Board will recognize community members who assisted with maintenance of the Churchill County High School’s Future Farmers of America (FFA) Field.

Trustee Whitaker presented certificates and District pins to John Hancock and Dan Fagundes; Joe Frey and a representative from Stanislaus Farm Supply were not in attendance. Trustee Schank commented that the field looked great and she appreciated the efforts from community members.
SUPERINTENDENT UPDATE

A. Principal Malkovich and Staff will present information on “Race to Read,” a parent resource book giving parents tools and strategies to enhance literacy development. Its impact will be to enhance two way family communications, to provide resources for parents, and to increase student achievement.

Lahontan Elementary School teachers Faith Dellera, Julieann Chappell, and Jennifer Buckmaster presented information to the Board regarding Race to Read resources, including a book which provides a step by step guide to help parents reinforce reading skills at home. Staff commented on various strategies and supports that they provide to students and parents to help students read.

B. Mr. Ozzie Henke, Director of Maintenance, will provide a report on winter projects.

Ozzie Henke provided an update of projects scheduled for winter break. Security cameras will be installed at the high school as well as a server upgrade to support the cameras. The band room will be renovated at the middle school. The middle school kitchen was completed ahead of schedule and has a new fire suppression system, a new flat top range, and upgraded electrical panels, which brings the kitchen up to code. The shade structures for the middle school are expected to arrive by winter break, so those will be installed in and around the picnic area and the track. The boiler will be upgraded in the middle school gym. Northside will receive kitchen upgrades including a new fire suppression system, a flat top range, upgrade to the electrical panel, new floor drains, repair to sink, and adding a strainer, which will bring the kitchen up to code. A retention basin will be installed at Numa to help with flooding issues near residents on the far side of the school. This will mitigate flooding and overflows can be piped out to the street. Staff will remove the play structure that is not up to code and put a fence up so the retention basin can be added. The fire panel will be upgraded at Lahontan and new horns and strobes will be installed. The special education room will be located in the old PE room in the multipurpose room. Mr. Henke is working on the design of the Lahontan parking lot and plans to complete that work over the summer and then work on the high school’s parking lot. Mr. Henke reported that the transportation renovation should be completed within the week.

C. Update regarding District-related matters

Dr. Sheldon reported on her attendance at the Western Nevada College Interagency Advisory Committee meeting, a state budget committee meeting she attended with Ms. Dowd at the Department of Education, and a tour with Board members of Churchill County’s new law enforcement facility. Dr. Sheldon encouraged the Board to attend the “Annie” production at the high school in December.

President Hendrix recognized Sharla Hales, legal counsel, as Brigham Young University’s law school recognized her at their 2017 homecoming as one of the 17 alumni recognized for their contributions to their field, families, communities, and the university.

Dr. Sheldon introduced Molly Moser, a new reporter for Lahontan Valley News, who will be attending Board meetings and covering District news items.
BUSINESS SERVICES UPDATE

A. Budget to Actual Report (written report provided)
B. Quarterly Workers’ Compensation Report (written report provided)
C. Quarterly Student Funds Report (written report provided)
D. Quarterly Board Budget Report (written report provided)
E. Quarterly Board Travel Reports (written report provided)
F. Update regarding general business items

Phyllis Dowd updated the Board regarding the Department of Education budget meeting. The DSA amounts approved by the legislature were calculated incorrectly. The Assistant Superintendent of Business and Finance commented that districts need to plan accordingly for their 2020 budgets, as budgets will be affected by this miscalculation. Ms. Dowd will provide the Board with a list of one-time only purchase items that won’t carry over to the following year. The Department of Education is asking the state for funding for two districts, Washoe and Clark, as they were negatively impacted, and is asking to hold the rest of the districts harmless.

EDUCATIONAL SERVICES UPDATE

A. The latest Student Enrollment Data will be provided to the Board of Trustees (written report provided)
B. Violent Acts Report, September 21 through October 16, 2017 (written report provided)
C. Violent Acts Report, October 17 through November 7, 2017 (written report provided)

UPCOMING BOARD EVENTS

A. Friday-Saturday, November 17-18, Nevada Association of School Boards Annual Conference, Atlantis Casino Resort Spa, Reno.
B. 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 October, 2017, Payroll
D. Approval of September 27, 2017, Regular Meeting Minutes
E. Approval of October 11, 2017, Regular Meeting Minutes
F. Approval of November 1, 2017, Special Board Meeting
G. Approval of the Churchill County School District Test Security Plan 2017-2018
H. Approval of Transportation Lease Agreement with Parks & Recreation for the 2017 Ski Program
I. Approval of Audit Corrective Action Plan

Trustee Gent moved to approve the consent agenda items A-I as provided, seconded by Trustee Whitaker. There were no public comments. The motion passed unanimously; Trustee Hyde was absent.
REPORTS BY BOARD MEMBERS

Trustee Schank reported on her attendance at the Performance Plan Committee meetings in math and science and on her attendance at Lahontan’s celebration of Veterans Day. Trustee Pinder also reported on his attendance at Lahontan’s celebration of Veterans Day.

NEW BUSINESS

A. For Presentation and Discussion: Approval of the Audited Financial Statements for year-end June 30, 2017.

Felicia O’Carroll and Kurt Schlicker, Auditors with Eide Bailley LLP, reported the results of the audit. Ms. O’Carroll reported that while there were some findings the District received an unmodified opinion, the highest level of assurance that the accounting profession offers. Ms. O’Carroll suggested the Board review the Management Discuss and Analysis section of the audit, which provides an easy to read review of the audit. Mr. Schlicker reviewed the governmental funds.

Ms. O’Carroll reviewed the balances of the District’s funds and notes to the financial statements starting on page 13 of the audit. Note 2 lists three potential budget violations; a $6 over expenditure in Special Programs, the Debt Service function of the Food Service Fund exceeded appropriations by $18,698, and the workers’ comp exceeded appropriations by $86,843 due to a much higher actuarial estimate than anticipated. Note 4 details cash balances, which are very healthy with almost $11 million in cash for the District as a whole. Note 10 refer to the PERS liability. Note 9 refer to the disclosures regarding post-employment benefits other than retirement. Ms. O’Carroll reported one finding on page 157 of the budget, a significant deficiency related to the disclosure of the environment remediation obligation for two projects; one at the Bus Barn and one at the Old High School. This disclosure was not reported in previous audits, but it is a required disclosure.

Mr. Schlicker reported that they audited the special education and child nutrition grants under federal awards and there were no findings.

Phyllys Dowd reported that the general fund’s total expenditures last year was $22,844,000 and the District’s ending fund balance is roughly 13.3 percent, which is good news. The Board spent some of that balance this year for staff raises. Ms. Dowd anticipates a healthy ending fund balance at the end of the 2018 budget. Ms. Dowd included the Corrective Action Plan on the consent agenda and will submit that plan and the audit to the Department of Taxation. Nevada’s environmental protection agency will close the Bus Barn next year and the Old High School should close in two or three years.

Ms. O’Carroll thanked Ms. Dowd and her staff as they were very prepared and provided the information to the auditors early. Board members thanked Ms. Dowd for a job well done.

Trustee Whitaker moved to approve the audited financial statements for year ending June 30, 2017, seconded by Trustee Strasdin. There were no public comments. The motion passed unanimously; Trustee Hyde was absent.
B. **For Discussion and Possible Action:** Approval of the Student Activity Agreed Upon Procedures (Audit) Report.

Phyllys Dowd reported on Eide Bailley’s audit of the student activity accounts. Ms. Dowd thanked Mr. Lords, Ms. Word, and Ms. Dahl as they and their teams process the paperwork and manage student activity accounts at their schools. The business office prints checks for elementary schools and the middle school, but the schools manage and track their student activity accounts. Ms. Dowd reported that controls in place are doing what they are supposed to do, though there are a few minor tweaks pointed out in the report. The high school initiated numbered receipts over the summer. Staff will continue to review and update policy 3300.0 regarding purchasing as needed. Procedures are being followed and people understand their high level of responsibility. Next year the high school will be reviewed again and E.C. Best, Northside, or Numa will be selected, as Lahontan and the middle school have been audited. The high school will always be reviewed due to the volume of student activity transactions.

Trustee Whitaker moved to approve the Student Activity Agreed Upon Procedures Audit report, seconded by Trustee Pinder. Mr. Pinder commented, as a former coach and teacher, that Ms. Dahl does a great job. There were no public comments. The motion passed unanimously; Trustee Hyde was absent.

C. **For Discussion and Possible Action:** Approval to award contract to FCC Communications to install cameras in the high school at a cost of $57,504.34, to be paid for out of the Capital Projects Fund.

Dr. Sheldon stated that adding to cameras at the high school has been an ongoing project for the past two and a half years. Dr. Sheldon and Mr. Henke worked with Principal Lords and his staff, as well as Oasis Online and camera technology consultants, and have arrived at a plan for an additional 26 indoor and outdoor cameras. Some cameras will overlook the football field, the parking lot, areas behind the CTE programs, and hallways in the school. The District bid the project and FCC Communications provided the lowest bid for the camera’s the District designated. Oasis Online and FCC Communications will work together to install cameras with the intent of being operational when staff and students return in January.

President Hendrix asked who would monitor the cameras. Dr. Sheldon stated that, through the use of passwords, cameras could be monitored by the police in their squad cars and school administrative staff would have access anywhere and anytime through Internet-based software. If an incident is known to have occurred, the incident can be searched for and archived.

Trustee Gent asked about the recording capabilities. Mr. Henke stated that since the system was so far under bid there is the potential to purchase a server. The District could record up to 56,000 hours of video (more with a designated server) before the video system would start to record over existing footage. Dr. Sheldon stated that the company provided a sample video with the cameras the District would like to purchase, and they were able to zoom in on a car from a long distance and read the license plate. The plan was to purchase the server in the next fiscal year, but with the bid being approximately $38,000 under
budget, the District could purchase the server this year. A lot of the cameras have a 360 degree fish eye view, so staff could zoom in and read a barcode on a piece of paper.

Trustee Gent asked if cameras were infrared and if some were located on the roof. Mr. Henke stated that cameras are infrared and at this time none will be installed on the roof, but in years forward he would like to add cameras to the roof as well as other points of entry. This system is expandable, so cameras can be added up to the capacity of the server.

Trustee Strasdin asked who could log in and would cameras be located in classrooms. Mr. Henke stated that district office and school administrative staff, campus security, and the police would have full-time access, 24/7. There are no cameras in classrooms except for four cameras in Mr. Combo’s room that were purchased with grant money to provide security in computer labs and the weight room.

The cameras have a three year warranty for normal wear and tear. There will be additional maintenance over time, such as replacing dome covers periodically.

Trustee Schank asked if the cameras were built for weather and how long they typically last. Mr. Henke stated that they are built for weather and that he has seen cameras of lesser quality work for 15 plus years.

Trustee Whitaker asked how familiar Mr. Henke was with FCC Communications. Mr. Henke stated that he is very familiar with the company and the company is very familiar with this brand of camera.

Trustee Whitaker asked how easy or difficult would it be for someone to delete incriminating evidence. Mr. Henke stated that it would be difficult as it is attached to a school district server and logins are tracked. While a staff member could erase video, it is probably recoverable, and the log would indicate who deleted the video and when.

Trustee Gent moved, seconded by Trustee Strasdin, to award a contract to FCC Communications to install cameras in the high school at a cost of $57,504.34, to be paid for out of the Capital Projects Fund. There were no public comments. The motion passed unanimously; Trustee Hyde was absent.

D. For Presentation and Discussion Only: Ms. Kimi Melendy, Ms. Amy Word, and Mr. Nate Waite will present information to the Board regarding Blended Learning.

Kimi Melendy, Amy Word, and Nate Waite provided a presentation to the Board regarding the potential to provide middle school students with blended learning education program. Blended learning allows instruction to be personalized for each student. Dr. Sheldon stated that this program would be for approximately 130 middle school students, grades 6 to 8, working together. The program would consist of three main parts: a computer-based personalized learning area, a project-based area, and support from teachers who look at data and provide students with individual help.

Kimi Melendy stated that the District has many things in place to support blended learning such as students who have one-to-one devices at the middle school, training for teachers and students on Google Classroom, self-paced learning through the Badger program that

Mr. Waite created for the middle school to learn about different technologies, and coaching and in-service opportunities to support teachers with the Edgenuity curriculum.
Mr. Waite provided background on the research that staff has done regarding the success of blended learning communities in various parts of the country.

Principal Word stated that the learning center would be computer based utilizing Edgenuity, as well as an enhanced learning area for project-base hands-on collaborative learning with their peers, and further personalization by using data from Edgenuity to focus on student strengths and weakness, providing support or remediation and additional curriculum for advance students, as needed. Staff discussed the physical layout of the learning environment, utilizing existing classrooms. This program would also be used for special needs students with the support of a special education teacher and instructional assistant.

Principal Word stated that if they move forward she would meet with staff to introduce the concept and answer questions, and identify existing staff members who would be interested in being part of this community. Selected staff would assist in building the guidelines and visit blended learning schools to see in action what happens in this community. They would receive training in Edgenuity and project-based learning to maximize that experience. Middle school staff would then introduce the concept to families and students who could then apply to be part of this community. Principal Word would like to prepare for this program to start in the 18-19 school year. A blended learning community is not necessarily a new concept in education, but is new to Fallon, and requested support to allow staff to continue researching this program. Nate Waite commented that the middle school would reorganize existing staff to better serve their diverse population of students.

Staff answered Board member questions. Dr. Sheldon asked for Board consensus to allow staff to continue exploring the concept, seek out interested staff, and to visit some blended learning schools to gather information. Staff will come back to the Board in February with an update. The Board supported staff to continue to explore this program.

E. **For Discussion and Possible Action:** Approval of Interlocal Agreement between the State of Nevada Department of Transportation and the Churchill County School District for a school crossing flasher system on Sheckler Road between mileposts 6.6 and 6.7.

* [The Board took a break from approximately 8:35 until 8:41]*

Trustee Whitaker moved, seconded by Trustee Strasdin to approve the Interlocal Agreement between the State of Nevada Department of Transportation and the Churchill County School District for a school crossing flasher system on Sheckler Road between mileposts 6.6 and 6.7. There were no public comments. The motion passed unanimously; Trustee Hyde was absent.

F. **For Discussion and Possible Action:** Approval of Pilot Program working with the Nevada Department of Education for Competency Based Education (wherein pupils advance to a higher level of learning when they demonstrate mastery of a concept or skill, regardless of the time spent learning).

Dr. Sheldon stated that Assembly Bill 110 was approved by the state legislature to allow for a pilot program on competency-based education. The District can write a letter to the state if interested in becoming part of this pilot program. This is a planning process to identify what this program would look like, followed by an optional five year commitment to work through the process with the state. Dr. Sheldon suggested the District proceed with the
pilot program to learn more and bring information back to the Board.

Trustee Gent moved, seconded by Trustee Pinder, to move forward with the Pilot Program working with the Nevada Department of Education for Competency Based Education. There were no public comments. The motion massed unanimously.

G. **For Discussion and Possible Action:** The Board will determine the number of scholarships and the amount of money for the Churchill County Board of School Trustees Scholarships for the 2017-2018 Churchill County High School Seniors.

Ms. Dowd stated that the Board will have roughly $2,500 at the end of the school year and recommended the Board repeat the awards they did last year; $500 for four students.

Trustee Schank moved, seconded by Trustee Strasdin, to hand out four $500 scholarships; two girls and two boys. There were no public comments. The motion passed unanimously.

H. **For Discussion and Possible Action:** Policy 5135.0 – Student Solicitation (Students).

The Board discussed student solicitation. Trustee Whitaker stated that she looked at a couple of policies and prefers that door-to-door solicitation be discouraged for safety purposes. Charitable fund raising is used when the District is raising funds for outside the student organization. Some policies indicate that charitable fund raising could only occur for nonprofit (501(c)(3)), to ensure the organization is legitimate. While we want to teach kids how to be good citizens, we don’t want families to feel obligated. Trustee Whitaker voiced opposition to requiring students to sell a certain number of items. Our community is generous and we do not want to place too much of a burden on the community.

Trustee Strasdin agreed and would like to see guidelines created for the Superintendent to enforce.

Dr. Sheldon agreed with Board members and also voiced concern about going out to the community too often for fundraisers. One school has had seven fundraisers so far this year. Dr. Sheldon would like to see a more structured policy.

Trustee Gent suggested Sharla Hales prepare a policy for charitable fund raising.

President Hendrix asked Board members to provide Sharla Hales with addition information that they would like to have included in the policy.

**POLICIES (First Reading)**

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

A. Policy 5151.0 – Auto-Injectable Epinephrine
   1. **For Review Only:** Regulation 5151.0 – Auto-Injectable Epinephrine
B. Policy 5200.0 – Secondary School Grade Placement
C. Policy 5244.0 – Late Enrollment Policy – Churchill County High School
D. Policy 52448 – Alternative Means for Earning Credit
   1. **For Review Only:** Regulation 5244.8 – Alternative Means for Earning High School Credit
E. Policy 5245.0 – Married Students
F. Policy 5550.0 – Board Funding for National Student Travel
   1. **For Review Only:** Regulation 5550.1 – Board Funding for National Student Travel
Dr. Sheldon explained changes to these policies and regulations.

PUBLIC COMMENT
Sharla Hales stated that earlier in the evening she didn’t have the words to respond for being recognized by the Board but stated that she was touched the Board recognized her and it is a privilege for her to work with the Board.

DISCUSSION AND POSSIBLE ACTION REGARDING FUTURE AGENDA ITEMS AS REQUESTED BY THE BOARD OF TRUSTEES AND CLARIFICATION OF REQUESTED AGENDA ITEMS
Trustee Pinder requested the Board continue to look at E.C. Best’s request for one-to-one Chromebooks.

President Hendrix requested a more in-depth presentation on Edgenuity.

SET DATE AND TIME FOR NEXT BOARD “AGENDA SETTING” MEETING
Trustees Hendrix, Strasdin, and Strasdin will meet on December 4 at 4:45 for agenda setting.

ADJOURNMENT
Trustee Gent made a motion, seconded by Trustee Pinder, to adjourn the meeting at approximately 9:16 p.m. The motion passed unanimously.

________________________________________
Carmen, Schank, Clerk of the Board

Prepared by Debra Shyne