CALL TO ORDER

President Whitaker called to order the regular meeting of the Churchill County School District Board of Trustees at 5:02 p.m. at the Churchill County School District Administration Office, 690 South Maine Street, Fallon, Nevada.

CLOSED SESSION

A. The Board will go into closed session pursuant to NRS 241.033 to consider the character and alleged misconduct of Rachel Parsons, an aide in the District, as a result of a complaint made under Policy 4138, Complaints Concerning District Personnel.

Trustee Hyde moved to go into closed session pursuant to NRS 241.033, seconded by Trustee Buckmaster. There were no public comments. The motion passed unanimously.

RECONVENE OPEN SESSION

A. For Discussion and Possible Action: The Board may take action to establish findings from the hearing of the complaint against Rachel Parsons or to direct administration to use progressive discipline or other administrative action against her consistent with their findings.

[The Board reconvened at 6:18 p.m.]

Based on evidence and sworn statements provided to the Board, Trustee Hyde moved to find that the evidence establishes that there has been no misconduct by Ms. Parsons. Trustee Strasdin seconded the motion. There were no public comments. The motion passed unanimously.

[The Board took a brief break at 6:21 and reconvened at approximately 6:29.]

PLEDGE OF ALLEGIANCE AND CHARACTER COUNTS WORD “RESPONSIBILITY”

Lahontan Elementary School students Spencer Mangrum from Sue Marsh’s class and Adalyn Ash and Breanna Sauer from Kathy Loop’s class led the pledge of allegiance and spoke a few words about the character counts word responsibility. Jace Doty from Sue Marsh’s class was ill and could not attend the meeting.

VERIFICATION OF POSTING OF AGENDA

President Whitaker confirmed the posting of the agenda pursuant to NRS 241.
ROLL CALL

Trustees Present
Trustee Kathryn Whitaker, President
Trustee Matt Hyde, Acting Clerk
Trustee Carmen Schank, Clerk
Trustee Phil Pinder, Acting Clerk
Trustee Tricia Strasdin
Trustee Fred Buckmaster
Trustee Amber Getto

Others Present
Dr. Summer Stephens, Superintendent
Sharla Hales, Legal Counsel
Phyllys Dowd, Director of Business Services
Debra Shyne, Executive Assistant
(Interested Staff/Community Members per Attached List)

REVIEW AND ADOPTION OF AGENDA

Trustee Schank moved to adopt the agenda as provided, seconded by Trustee Hyde. There were no public comments. The motion passed unanimously.

PUBLIC COMMENT

Alecea Guiterrez advocated for specials programs, such as music and art, to be reinstated in the elementary schools.

SUPERINTENDENT UPDATE

A. Update regarding District-related matters

Dr. Stephens requested Board members to contact her with questions regarding legislative activities. The superintendent group could try a strategy that allows for different superintendents to share ideas related to legislation and provide it to the lobbyist with a clear picture of important aspects of the bill that is concerning superintendents. Dr. Stephens will do the same when she speaks with staff.

Dr. Stephens met with the high school staff regarding the strategic vision, and many expressed their excitement and interest in the work.

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 Travel Reports (written report provided)
F. Update regarding other business items

Phyllys Dowd reported on her attendance at an all-day legislative session on January 23 regarding the Governor’s overall budget and the Department of Education’s presentation. This is a joint committee of members from the Senate and Assembly. The Department of Education (NDE) asked for a budget enhancement to cover the preschool program. There is a misnaming of one of the budget items. The “New Nevada Education Funding Plan” is actually the funding from the last biennium for SB178, which is funding for at-risk
student populations. This plan is not the new funding model that NDE and the districts have been working on for the past nine months.

EDUCATION SERVICES UPDATE

A. The latest Student Enrollment Data will be provided to the Board of Trustees (written report provided)
B. Violent Acts Report, December 1, 2018 through December 31, 2018 (written report provided)

The Board was provided with updated Student Enrollment data. Trustee Schank commented that she was pleased with the low numbers in the violent acts report.

UPCOMING BOARD EVENTS

A. January 26, Saturday, Nevada Association of School Boards Part II Training
B. February 27, Wednesday, 6:00 p.m., Board Retreat, Location to Be Determined
C. March 9, Saturday, Nevada Association of School Boards Part III Training
D. March 30 through April 1, 2019, Saturday-Monday, National School Board Conference, Philadelphia, PA

CONSENT AGENDA

A. Approval of Recommended Personnel Action (Attachment A)
B. Approval of Vouchers
C. Approval of Modifications to Policy 4116.3 – Board Protocol for Hiring of Personnel
   1. For Review Only: Regulation 4116.3 – Board Protocol for Hiring of Personnel
D. Approval of the Deletion of Policy 4137.2 – Sectarian or Denominational Belief Instruction in Schools (this information is being added to Policy 4142.0 Civility, located under “POLICIES” section below).
E. Approval of Modifications to Policy 4119.0 – Resignations
F. Approval of Modifications to Policy 4120.0 – Teacher Transfer
   1. For Review Only: Regulation 4120.0 – Teacher Transfer
   2. For Review Only: Regulation 4121.0 – Replacement/New Teachers

President Whitaker requested John Johnson’s name be removed from the Personnel Action sheet. Trustee Pinder moved to approve consent agenda item A with Mr. Johnson removed and items B-F, seconded by Trustee Schank. There were no public comments. The motion passed unanimously.

REPORTS BY BOARD MEMBERS

Trustee Pinder reported on his attendance at a policy committee meeting and on his attendance at four basketball games.

President Whitaker reported that NASB is working on developing plans for support of bills. She will provide Debra Shyne with a document to email to Board members regarding how a bill moves through the legislature.
NEW BUSINESS

A. **For Presentation and Discussion:** Mr. Scott Harrington, Behavioral Specialist, will provide a presentation regarding behavioral support services that he provides to the District.

Dr. Scott Harrington congratulated new and returning Board members. Dr. Harrington has worked for the District for six months and plans to share progress data with the Board at a future meeting. Dr. Harrington is a board certified and a licensed behavior therapist in the State of Nevada, and is a former faculty member of the University of Nevada, Reno, where he taught in the College of Education for ten years. He explained the work that he does for the District as a behavioral support specialist in training staff to reduce challenging student behaviors and teaching teachers techniques to intervene so that challenging behaviors are less likely to occur. Dr. Harrington’s goal is to promote national certification for certified staff as registered behavior technicians (RBT). They offer certification for doctorate, masters, and high school levels. The RBT certification requires 40 hours of online training in modules about behavior supervised by a Board Certified Behavioral Analyst, so Dr. Harrington offered his certification to supervise District staff members interested in becoming a RBT. They must also pass a national exam. The goal is to have more RBTs in each of the schools to provide behavioral analysis and to help teachers. This would allow more work with students at younger ages to provide them with skills so that they do not engage in behaviors that get them in trouble and prevent them from learning.

Derild Parsons stated that Dr. Harrington has been working with special education teachers and staff in dealing with students with disabilities. He assists with other students in the classroom as well, but his primary focus is special education. Dr. Harrington is part of the PBIS team, which is a District-wide behavior plan and part of the District’s strategic plan. Mr. Parsons reported that there has been growth in students’ behavior and in staff’s ability to modify students’ behavior.

President Whitaker thanked Dr. Harrington and commented that the Board looks forward to his continued support and expertise.

B. **For Presentation and Discussion:** Regarding modifications to Policy 5244.4 – Churchill County High School Graduation Requirements (First Reading).

1. **For Review Only:** Modifications to Regulation 5244.4 – Churchill County High School Graduation Requirements

Scott Winter explained the proposed changes to policy 5244.4. These changes tie into the strategic plan framework for personalized learning as well as complementing models such as the Blended Learning Community and whichever model the high school chooses for next year. The intent is to expand options as much as possible for our students. The changes narrow down and have a direct correlation on the different options of diplomas the high school can offer to students. It takes away the Advanced and Honors diplomas, and keeps the Standard diploma in place as it represents minimum state requirements. It inserts the College and Career Ready (CCR) diploma and the new Alternative Diploma required by the Nevada Department of Education as of this school year. The District receives $200 from the state for each student who obtains a CCR diploma.
Mr. Winter explained the differences between the various diplomas and the sequence of courses to go down specific pathways. The current Standard diploma and the CCR diploma require the same 18 credits: four years of English, four years of math, and three years of science. A student working toward the Standard diploma can opt out of the last year of math and third year of science. The Standard diploma requires 22.5 credits, but starting with the class of 2022, it changes to 23 credits. The CCR diploma is set at 24 credits. The Advanced and CCR diplomas are almost the same, except for the endorsement for the CCR.

Mr. Winter stated that he is not saying throw out honors, but instead, replace it with ones that highlight the best parts of what the school offers and streamlines those credits to connect through pathways into the diploma. The high school offers education online, face-to-face, AP, CTE, and dual credit through the JumpStart program.

Mr. Winter met with representatives regarding JumpStart who are rethinking what they are able to offer students. Western Nevada College is open to offering classes that fit with students’ interests. They are working on a proposed schedule for summer and next fall that includes the Certified Nursing Assistant (CNA) program, for example.

Dr. Stephens commented that Honors and Advanced diplomas have been a part of the system before and one component that is clearly not listed is related to grading, GPAs, weighting of certain classes, and not weighting others. Those conversations need to continue. The information presented identifies the opportunities provided to students aligned with the strategic plan.

Dr. Stephens stated that the last report Mr. Winter received by the College Board indicated that 112 students took AP classes but only 38 students took the test. Students could be taking AP courses for a variety of reasons such as they offer more rigorous coursework, the teacher, or the extra 0.25 GPA. Some students did not take the test due to the cost, but there are waivers in some cases. Our goal is for kids to be life ready and that we have done everything in our power to put into place the components to get the kids there.

According to the numbers the principal had, only six students received the Advanced diploma or above. The District does not see a high number of students get the Advanced diploma. We want to ensure that students are learning and being prepared for their pathways and that our diplomas reflect that.

Trustee Hyde voiced concern about students who are not getting enough credits to earn the regular diploma. Mr. Winter stated that we need to focus on qualitative versus quantitative. Staff needs to work on this and encourage students to take not just one year of woodshop but to complete the whole program. We need to keep students on track for their pathway. It is students’ internal drive that keeps them coming to school, which has a positive effect on absenteeism. The high school has only two counselors for 1,000 students, so teachers are key. It does not cost anything to use advisory periods and utilize teachers as advocates in helping students keep on track for their pathway. We need to continue to have conversations with teachers.

Mr. Winter commented that the next steps would be getting word out and getting feedback from staff, students, parents, and business leaders. Mr. Winter has approached his department chairs to think about different diplomas and credits in context of pathways that can the high school could offer students. Mr. Winter has asked the Director of the Churchill
Economic Development Authority to allow him to speak to his group, which puts him in front of business leaders. He can also place an article in the newspaper. Mr. Winter would like to see this fully implemented for the class of 2023, which is next year’s freshmen class, with all of these pieces in place under the umbrella of personalized learning. Mr. Winter commented that he has articulation agreements with Western Nevada College and can work on articulation agreements with other schools as well. Mr. Winter invited Board members to come to his office to discuss this topic with him.

C. **For Presentation and Possible Action: Approval to offer College & Career Ready (CCR) High School Diplomas.**

Dr. Stephens stated that approval of this agenda item would allow students who qualify right now to obtain a College and Career Ready high school diploma.

Trustee Strasdin moved that the District offer College and Career Ready high school diplomas, seconded by Trustee Getto. There were no public comments. The motion passed unanimously.

D. **For Discussion and Possible Action: Extension of LP Insurance Services to provide Brokerage Services for Employee Insurance Benefits through June 30, 2020, as allowed within the initial contract.**

Kevin Lords referred to a memo in BoardBook containing information about LP Insurance Services as well as the request for quote from 2016 and a copy of the compensation portion of the proposal identifying the cost of these services. As part of the agreement, LP can extend up to two one-year periods with no change in cost. Mr. Lords recommended the District exercise the first additional year with LP Insurance Services, through June of 2020.

Trustee Hyde moved, seconded by Trustee Strasdin, for extension of LP Insurance Services to provide Brokerage Services for Employee Insurance Benefits through June 30, 2020, as allowed by the current contract.

Trustee Schank asked why the District is not renewing for two years. Ms. Dowd stated that it would be a good idea for the District to leave its options open.

Trustee Schank inquired if people were happy with these services. Mr. Lords stated that they are, for the most part. Mr. Lords cited an example whereby United Health Care (UHC) provides outpatient surgery for a flat fee of $500, noting that UHC does not provide this benefit to most of their clients. Once LP Services was notified, they contacted UHC and had the errors corrected.

Trustee Pinder inquired whether it would be reasonable and advantageous for the District to request bids again. Mr. Lords stated that it would void the current fee for LP Insurance Services per the agreement and the bids could be higher.

There were no public comments. The motion passed unanimously.

E. **For Discussion and Possible Action: The Board will determine the number of scholarships and the amount of money for the Churchill County Board of Trustees Scholarships for the 2018-19 Churchill County High School Seniors.**

Phyllis Dowd reported that one student deferred his/her scholarship from 2015 and the Business Office has tried multiple times to contact the student without success, so the
Business Office rescinded that amount and the Board can re-award those funds. Another 2017 graduate deferred, and the Business Office expects to get a request for those funds this fall. Taking both of these into account, the estimate with today’s current deductions from Board members will provide for a balance of $3,542 at the end of June.

Trustee Strasdin stated that Agenda Item 15E affects her relationship with her son Hayden, who may or may not apply for this scholarship, therefore she concluded that the independence of judgement of a reasonable person in her position would be materially affected, so she will abstain.

Trustee Schank made a motion, seconded by Trustee Pinder, to give six $500 scholarships based on the amount in the fund to three males and three females.

Trustee Buckmaster stated that his niece, Rylee Buckmaster, who will be graduating from Churchill County High School, might qualify for the scholarship so he respectfully abstained from voting.

There were no public comments. The motion passed unanimously; Trustees Strasdin and Buckmaster abstained.

**POLICIES (First Reading)**

A. **For Discussion and Possible Action: Policy 2120.0 – Superintendent of Schools Responsibilities**

B. **For Discussion and Possible Action: Policy 4140.0 – District Wide Employee Banned and Illicit Substance Testing for a Drug Free Workplace**

   1. **For Review Only: Regulation 4140.0 – Drug and Alcohol Testing Program for a Drug Free Workplace**

C. **For Discussion and Possible Action: Policy 4140.1 – Alcohol and Drug Testing Policy of Authorized School Vehicle Drivers**

D. **For Discussion and Possible Action: Policy 4145.0 – Group Health Insurance – Recommend Deletion**

E. **For Discussion and Possible Action: Policy 4146.0 – Family and Medical Leave Act**

   1. **For Review Only: Regulation 4146.0 – Family and Medical Leave Act**

F. **For Discussion and Possible Action: Policy 4142.0 – Code of Civility and Ethical Standards**

   President Whitaker commend that there were several minor changes provided in red folders and to the public.

   Trustee Strasdin commented that policy 4140, “B” highlighted yellow section reads employees includes which should be “include” and President Whitaker suggested quotation placed around “employees” in this sentence. Ms. Hales commented that the policy language is clear that this applies to volunteers as well as employees.

**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 Schank requested a visit scheduled at a school and discussion on what is happening in our schools regarding Nevada history.

President Whitaker requested policy 4138.0 be reviewed by the Policy Committee.

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

Trustees Whitaker, Hyde, and Getto will meet on February 4 at 7:30 a.m.

CLOSED SESSION

Trustee Hyde moved to go into closed session for discussion of negotiations and strategies regarding Churchill County Administrators’ Association, Churchill County Education Association, and the Nevada Classified School Employees Association pursuant to NRS 288.220.

RECONVENE OPEN SESSION

Open session was reconvened at approximately 8:27 p.m.

ADJOURNMENT

The meeting adjourned at approximately 8:28 p.m.

[The Board met in closed session until 8:45 p.m.]

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Carmen Schank, Clerk of the Board

Prepared by Debra Shyne