

# CHURCHILL COUNTY BOARD OF SCHOOL TRUSTEES

Fallon, Nevada

## SPECIAL MEETING

February 27, 2019

### CALL TO ORDER

President Whitaker called to order the regular meeting of the Churchill County School District Board of Trustees at 6:00 p.m. at the Maine Street Café, 810 South Maine Street, Fallon, Nevada.

### PLEDGE OF ALLEGIANCE

Trustee Getto led the pledge of allegiance.

### 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, Vice President  
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  
Debra Shyne, Executive Assistant

### REVIEW AND ADOPTION OF AGENDA

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

### PUBLIC COMMENT

There were no public comments.

*[The Board took a break from 6:02 until approximately 6:37 for dinner.]*

### CONSENT AGENDA

- A. Approval of Recommended Personnel Action (Attachment A)
- B. Approval of Vouchers
- C. Approval of Student 19-04 for Exemption from Receiving Immunizations based on Religious Reasons (NRS 392.435)
- D. Approval of January 9, 2019, Regular Board Meeting Minutes
- E. Approval of January 23, 2019, Regular Board Meeting Minutes
- F. Approval of February 13, 2019, Regular Board Meeting Minutes

- G. Approval of Lori Norcutt’s retirement date of September 13, 2019**
- H. Acceptance of donation from Churchill County Credit Union over \$5,000 for the construction of the Churchill County High School Concession Stand per Policy 3240.0**

Trustee Hyde moved to approve consent agenda items A-H, seconded by Trustee Schank. Trustee Buckmaster inquired whether Lori Norcutt’s retirement falls under next year’s budget. Ms. Hales commented that the payment to PERS would be a question for Phyllis, but she felt that it would be purchased in the current year’s budget and it would be effective on her retirement date. The salary Ms. Norcutt earns after July 1 would be part of next year’s budget. Dr. Stephens stated that Phyllis Dowd could prepare a memo to the Board to identify how these funds are paid. There were no public comments. The motion passed unanimously.

## **NEW BUSINESS**

- A. For Discussion and Possible Action: The Board will complete the Board’s Self-Evaluation Questionnaire according to Policy and Regulation 8349.0.**

The Board discussed the questions and responses from the self-evaluation questionnaire at length. It was noted that the District’s vision statement is very wordy and people probably do not know it. Dr. Stephens stated that the Strategic Plan Committee agrees with “Everyone Always Learning” as the District’s mission statement. The Board discussed the importance of site plans meeting objectives. Dr. Stephens stated that a dynamic dashboard would be useful to track data in support of the strategic plan goals.

Dr. Stephens stated that it would be good to dissolve the Safety Committee and keep the Security Committee, which is in statute as the Development Committee, and provides the opportunity to talk in private about security of our schools. Otherwise, much of the information is the same with the same participants in both committees. Some information currently discussed in Safety probably needs to be moved to the Security Committee anyway. All Board members can attend the Development Committee and not be in violation of the open meeting law.

Board members expressed their appreciation to Dr. Stephens regarding her work in the District and her efforts to be inclusive with staff. The Board also discussed the District Strategic Plan, Board goals, the NEPF evaluation tool, and other district-related topics.

*[The Board took a brief break.]*

Board members identified areas for the Board to focus its attention on in the next year, as identified below:

Trustee Getto: Budget and substitute shortage.

Trustee Schank: Increase expectations and rigor of curriculum one grade level, at least in the elementary schools starting with the pre-K level; bring specials to at least Numa and hire a teacher with multiple skills who could teach music and art; bring specials to E.C. Best; hire a resource officer/counselor; and adopt the “Be Kind” program.

Trustee Hyde: Maintain ending fund balance and continue to work on ways to strengthen Career and Technical Education.

Trustee Buckmaster: Find qualified teachers to teach CTE programs at the high school, and create a viable master schedule that accommodates students for the classes they need.

Trustee Strasdin: Evaluations; professional development; budget with commitment to fiscal responsibility; keep up to date on the funding formula and other aspects of how the legislation might affect the District; and continue with personalized learning.

Trustee Pinder: Promote and continue expansion of CTE program; address problem of attendance with accountability; examine graduation rate and increase it; and examine alternative education program online and certification. Trustee Pinder suggested bringing back rules to hold students, parents, and Board members accountable.

President Whitaker: Pathways and personalized learning; budget; keep abreast of legislative decisions; ensure a healthy ending fund balance in spite of the uncertainty; make sure we are on top of and continue to support the strategic plan; and ensure accountability from everyone.

*[The Board took a break from approximately 9:08 to 9:25 p.m. and relocated to the District Office.]*

Dr. Stephens stated that the District does not know what next year's DSA will be and the effect on the budget. She commented that the one thing that the District can control is our messaging and branding. Dr. Stephens commented that building good relationships and having high expectations is important.

The Board supported goals that would focus on student achievement, an ending fund balance at six percent, and a focus on pathways.

President Whitaker stated that Trustee Strasdin and Trustee Schank are on the Nevada Association of School Board's (NASB) Legislative Committee. President Whitaker gets legislative bills and incorporates input from Trustees Strasdin and Schank in her response to NASB.

Dr. Stephens stated that she is committed to ensuring that our students have every opportunity to find the success that they should have when they leave the District.

The Board agreed to add as goal number four to establish a sound budget and to focus funds on student achievement and an ending fund balance a minimum of six percent. As goal number five, identify the evidence that the Board will accept as achievement measures for student success.

President Whitaker stated that the Board will schedule another retreat in the future to review the key work of school boards and effective school board governance (handout provided). Referring to the handout, President Whitaker commented that the Superintendent takes direction from the Board as a whole. Requests for the generation of reports for information must be placed on a meeting agenda for Board consideration and approval. While this might not be necessary, we need to keep in mind that the generation of reports draws the superintendent and other staff away from the goals and expectations the Board has for the Superintendent. Individual Board members also need to be aware of what they are asking of the Superintendent. The handout also states there should be no surprises. Board members agree to notify the Superintendent and request discussion prior to the meeting. The Board also needs to consider that if a Board member has an idea that might be a Board Member Agenda Request, whether the item is a need to know or is it nice

to know, which also ties into the idea of using the chain of command. The handout states that the role of a school board is to govern, but we are also an appeals court as well. When Board members create an agenda item it needs to be determined if the focus is on student achievement and does it help to ensure we are accountable.

**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**

This agenda item was deferred to the next meeting.

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

Trustees Whitaker, Hyde, and Buckmaster will meet on March 4 at 4:00 p.m.

**ADJOURNMENT**

The meeting adjourned at approximately 11:08 p.m.

---

Carmen Schank, Clerk of the Board

*Prepared by Debra Shyne*