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 Churchill County School District Administration Office, 690 South Maine Street, Fallon, Nevada.

PLEDGE OF ALLEGIANCE AND CHARACTER COUNTS WORD - CITIZENSHIP
Reese Wickizer and Laila Wright, first grade students in Lisa Mills’ class, led the pledge of allegiance and spoke a few words about the Character Counts word – Citizenship.

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
Phyllis Dowd, Director of Business Services
Debra Shyne, Executive Assistant
(Interested Staff/Community Members per Attached List)

REVIEW AND ADOPTION OF AGENDA
Trustee Hyde moved to adopt the agenda as presented, seconded by Trustee Getto. Dr. Stephens requested the Capital Improvement Plan moved to after Superintendent Update. Trustee Hyde and Trustee Getto amended the motion. There were no public comments. The motion passed unanimously.

PUBLIC COMMENT
There were no public comments.

RECOGNITION
A. The Board will recognize Churchill County High School Art Students for receiving Awards at the Sierra Nevada College Flat Rate Exhibition.

On behalf of the Board, President Whitaker recognized students for their accomplishments. Jaime Shafer stated that there was a mix-up with Flat Rate and the Scholastic Art awards. The Scholastic Art awards are the state competition in art; the highest achievement for our
students in the State of Nevada. Rylee Buckmaster received four Gold Key Awards, including one for her portfolio of ceramic work, six Silver Key Awards, and three Honorable Mentions; Macall Brown received a Silver Key Award; Jaden Davis received Honorable Mention; Amanda Olsen received two Silver Key Awards and one Honorable Mention; Melanie Plasse received one Honorable Mention; and JD Steele received one Honorable Mention.

The Flat Rate Exhibit took place at the Sierra Nevada College. Rylee Buckmaster was first runner up and won a weekend workshop at SNC for ceramics. A number of District students participated. Ms. Shafer invited Board and community members to attend the WNC Art Exhibit on April 25.

SUPERINTENDENT UPDATE

A. Ms. Jaime Shafer will provide information to the Board regarding the “Why You Matter” Campaign.

Jaime Shafer reported on her attendance at the National Art Conference in Boston in March. Part of the conference involved ways to influence our community through art. “Why You Matter” is a national campaign focused on mental health through the arts and brings to the forefront the importance of mental health awareness in our schools. Ms. Shafer would like to implement this campaign in the District by August and in the Community by October. Nevada has one of the highest rates of suicide for its younger and elderly populations. For every 100 students reported as having attempted suicide, another 200 to 300 students have not reported their attempts. Nevada has the fourth highest suicide rate in the nation.

Students would lead the conversation in the classroom about what they can bring to the school environment. Students could take a photograph with their “I Matter” statements and have their photos displayed in hallways. Ms. Shafer stated that Dr. Stephens, many teachers and parents, and a number of community organizations are in support of this program. The Churchill County Library has pledged $1,000 and Shannon Ernst with Social Services has offered financial support. Ms. Shafer will present to the County Board of Health in May, as they are also interested in supporting the program. Ms. Shafer explained her budget and plans for the “Why You Matter” Campaign (PowerPoint presentation provided).

Board members thanked Ms. Shafer for investing her time and energy into this project.

B. Update regarding District-related matters.

Dr. Stephens reported that the Coalition brought in Jim Harris to present “What’s Wrong With Kids These Days?” There is nothing wrong with kids; kids have different needs. It is all about how kids need to be the best people they can be. The content focused on giving students responsibility and guidance and involved intentional relationship building. The District’s strategic plan committees focus on relationship building to the goal of being engaged citizens.

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 District-related matters.

There were no questions.

EDUCATIONAL SERVICES UPDATE

A. The latest Student Enrollment Data will be provided to the Board of Trustees (written report provided)
B. Violent Acts Report, March 1, 2019 through March 31, 2019 (written report provided)

There were no questions.

UPCOMING BOARD EVENTS

A. Wednesday, May 1, 6:00 p.m., Churchill County High School Scholarship Awards Ceremony, Churchill County High School Auditorium
B. Thursday, May 23, 7:00 p.m., Adult Education Graduation, Churchill County High School Auditorium
C. Friday, May 31, 7:00 p.m. CCHS Graduation, Ed Arciniega Stadium, Churchill County High School

CONSENT AGENDA

A. Approval of Recommended Personnel Action (Attachment A)

The Licensed Staff Rehire List will be posted on Monday, April 22, after 5:00 p.m. Please note that staff receiving reduction in force notices will not appear on the list.

B. Approval of Vouchers
C. Approval of March 27, 2019, Regular Board Meeting Minutes
D. Approval of Class Size Reduction Report, Quarter 3
E. Approval of the Final State-Approved 2019-20 School Year Calendar

Dr. Stephens requested Item A-2 of the Recommended Personnel Action form pulled as additional information would be forthcoming. Dr. Stephens stated that May 1 is the due date for item E, Approval of Final State Approved 2019-20 School Year Calendar. The District’s goal has always been quality professional development and part of the strategic plan surrounds specific intentional work. Dr. Stephens recently heard that the Churchill County Educators’ Association did not support one element of the calendar.

Trustee Schank moved to approve items B-D, seconded by Trustee Strasdin. There were no public comments. The motion passed unanimously. Trustee Strasdin moved to approve item A, numbers 3 and 4, seconded by Trustee Getto. There were no public comments. The motion passed unanimously.

Trustee Strasdin reported a potential conflict with regard to item 12A-1, which affects her relationship with Chelle Dalager and Aaron Holt, and therefore concluded that the independence of judgement of a reasonable person would be affected by this relationship, so Trustee Strasdin would abstain from the vote.
Trustee Buckmaster reported a potential conflict of interest regarding item 12A-1, which affects his relationship with his sister and sister-in-law, so he will abstain from this vote.

President Whitaker reported a potential conflict of interest regarding item “A-1” as it affects her because Brad Whitaker is her husband and therefore she will abstain from this vote.

Trustee Schank reported having the same situation and that she would abstain as she has a nephew who teaches in the District.

Trustee Hyde moved to approve item A-1, as presented in BoardBook, seconded by Trustee Pinder. There were no public comments. The motion passed unanimously; Trustees Strasdin, Buckmaster, Whitaker, and Schank abstained.

Dr. Stephens reported that there is a change for the minimum day as the release time will be 12:40 instead of 12:30. Staff will add professional development days to the calendar later, in accordance with the strategic plan. Dr. Stephens would prefer to have professional development days before the first day of school; however, currently, the state requires professional development days occur after the first day of school.

Sharla Hales, legal counsel, suggested the Board move to board reports and then take a break, which would allow her time to discuss this topic with the association representative.

[The Board addressed Board reports, took a break, and returned to this agenda item.]

Ms. Hales stated that the proposed calendar for next year is similar to the current calendar. There may be some fine-tuning of the calendar and the association would like the opportunity to communicate with administration. A workable solution is to have a motion that the Board approves the calendar and understands that there needs to be more communication with the association on the calendar. Ms. Hales further commented that the current demanding situation with the budget has been consuming and some things have not received as much attention as in previous years. She suggested that everyone be understanding and tolerant of each other.

Trustee Strasdin moved to approve the calendar of school and work days as presented in BoardBook with the understanding that there will be further communication with the association, seconded by Trustee Getto. Trustee Buckmaster inquired about the association’s issues. Ms. Hales stated that the situation is not that they have objections, but information was not given to them early enough to understand and digest.

Public Comment: Gayle Webb commented on the difficulty of double bus runs on two days each year when parent conferences require elementary school students to be bused at 12:30 and secondary at 3:30. Torri Coldwell, parent of Numa student, encouraged student-led conferences at all grade levels. Karen Grimes, first grade teacher at Lahontan, commented that she has 22 students, has 100 percent conference participation, and appreciates the extra half day for conferences. Teachers review the students’ ILIPS, report cards, and strategies, and teachers need more than fifteen minutes, especially with the new standards-based objectives.

The motion passed unanimously.
REPORTS BY BOARD MEMBERS

President Whitaker commented that the Board is, by law, required to have a certain amount of training. Board members provided their key takeaways from their attendance at the National School Board Association Conference recently held in Philadelphia, some of which included:

- Problems with funding of public education nation-wide;
- Importance of various career and technical education areas, including computer coding;
- Changes in the delivery of instruction; personalized learning;
- Challenges involved with the mental health of adolescents;
- Potential for a reduction in impact aid funds;
- An understanding of the politics involved with education;
- Training on governance, open meeting law, and ethics;
- Reassurance in the selection of Dr. Stephens as Superintendent;
- Developing more opportunities for students; and
- Confirmation that our District is forward-thinking and headed in the right direction with personalized learning.

[The Board took a break from 7:20 until 7:34, and then returned to the Consent Agenda.]

OLD BUSINESS

A. For Discussion and Possible Action: Approval of Five-Year Capital Improvement Plan. Any and every line item in the Five-Year Capital Improvement Plan may be discussed and changed.

Phyllis Dowd reported that Trustee Strasdin asked to pull the Capital Improvement Plan at the last board meeting. Mr. Henke and Ms. Dowd have fine-tuned the projects and explained the changes (see memo in BoardBook).

Dr. Stephens addressed the bus video system upgrade for transportation. The current location of cameras on the buses often do not capture what happens in the high back seats. The proposed cameras captures more area, keeps students safe, and protects bus drivers. Mr. Mitchell received a quote for $60,000, which is less than anticipated. The quote is $5,000 over the budget requested next year, but they would not need funds in subsequent years if the District moves forward with the project this next year.

Ms. Dowd commented the Board could shift funds within the Capital Improvement fund. These funds are for projects that generally have a useful life of longer than one year. Laws do not allow funds to pay for operating expenses.

Trustee Hyde moved for approval of the Five Year Capital Improvement Plan with the one change of $5,000 added to the video system upgrade for transportation. Trustee Pinder seconded the motion.

Gaylene Drinkut commented about RIFing the warehouse worker and the impact that would have on maintenance staff and delivering mail. Ms. Dowd commented that contractors complete most of these projects, not maintenance staff. Mr. Henke commented that he acts as the project manager for these projects. Gayle Webb commented about the need for the enhanced video system. The motion passed unanimously.
B. **For Discussion Only: Discussion regarding guiding principles and a process for priorities and revisions to the proposed and future budgets.**

Dr. Stephens has experience with and Phyllys Dowd recently attended a school finance and budget workshop involving best practices. Washoe County School District has migrated to the method where goals of the schools and district drive the budget. When Dr. Stephens first met with the Budget Committee, they talked about the shift to focus on the strategic plans, goals, objectives, and strategies of the District. The school performance plans should align to District goals. Dr. Stephens proposes that the District establish guiding principles that will lead to future budget decisions. Dr. Stephens provided a draft Budget Guiding Principles document intended to ensure the budget supports the district strategic plan (handout provided at meeting).

The district strategic action plans are a work in progress and school performance plans will not be complete until fall. These plans may include the need for training materials, opportunities for learners, and personnel. Dr. Stephens commented that it is important to complete an efficiency study in various areas before re-staffing. We often feel the need for additional personnel when the processes could be refined, enabling efficiencies.

Dr. Stephens is working with staff to evaluate student fees and various ways to optimize resources. She would like to move away from reactive, short-term decisions and focus on the District’s goals. Dr. Stephens recommended the Policy Committee enhance the budget development policy to provide guidance for future budget decisions.

Trustee Hyde inquired whether job descriptions match the duties expected for positions. Discussion occurred regarding an efficiency study and training.

The Board supported the Policy Committee working on the budget development policy to ensure the goals of the strategic plan drive the budget process. Trustee Pinder commented that he hopes that staff, parents, and the community will provide input to the policy. Dr. Stephens will also obtain input from the Policy Committee on the budget committee policy to determine the function of the budget committee.

**Public Comment:** Jeannie Workman commented about the discussion and forward thinking mentality. Mike Osborn applauded Mr. Hyde’s comments about reviewing job descriptions and suggested employees be involved in those revisions. Terri Pearson commented that character counts, it is important to be good stewards of the budget, and students and staff matter. Ms. Pearson further commented about people affected by the reduction in force process and that our neighbors, fellow taxpayers, and friends are losing their jobs. Gaylene Drinkut commented that the Budget Committee needs more staff and community involvement and more transparency.

C. **For Discussion Only: Any and every line item on the proposed budget for year-ending June 30, 2020 may be discussed.**

Dr. Stephens stated that the goal for the budget is a focus on the guiding principles. The budget is not yet where it needs to be for next year. Dr. Stephens requested other items from the Board so that staff can evaluate and quantify those items. She believed the date has passed to reduce in force more licensed personnel. There will be no action tonight, but this would direct future work.
Phyllys Dowd reported that staff continues pursuing the DSA funding phase-in. On April 12, Ms. Dowd along with President Whitaker, Dr. Stephens, and Sharla Hales had a phone conversation with Jhone Ebert, the State Superintendent, and her department staff. It was a good conversation and the District made some strong points. The District sent a follow-up letter supporting our case with supplemental documents. Nine school districts will have less money per pupil than last year. These nine districts cannot afford a three percent cost of living raise or pay for the PERS increase and step raises. Ms. Dowd reached out to Ms. Ebert the morning of August 24, but did not hear back from her.

Ms. Ebert indicated that the new funding model would not be in effect for 2019-2021 biennium. Dependent on the calculation of the model, it could hurt or help our District.

Ms. Dowd stated that she submitted the tentative budget as provided in BoardBook from the last meeting. Ms. Dowd will incorporate into the final budget $95,000 associated with maintaining the food service staff. Ms. Dowd reported attending a POOLPACT Board meeting in April where they announced an increase in the cost of insurance due to various global natural disasters. POOLPACT picks up the first half million of a claim, then from a half million to three million is picked up by United Educators Insurance Company, and then from the ten million mark, three other insurance companies share various proportions of the risk. POOLPACT is projecting an 11.6 percent increase in premiums. This is upsetting, as premiums were increased 10 percent last year. This would cost roughly $50,000. Ms. Dowd will not know the exact number until mid-May. The Board needs to discuss the physical education teaching position, which will be vacant due to Mr. McAlexander retiring. The District anticipated savings, but this position has to be filled. Instead of $100,000 savings, it will save approximately $45,000, which adds to the amount the budget needs to be reduced.

Ms. Dowd stated that the Board has three options:

- Submit the final budget with an ending fund balance of less than 4 percent. The Board would have to provide a plan to the Department of Taxation identifying why the minimum fund balance is less than 4 percent,
- Use the contingency fund of $100,000 to cover the expenses, or
- Reduce more expenses.

Trustee Schank supported using the contingency fund. Dr. Stephens commented that a fourth option could be to reduce the budget by $100,000.

Trustee Strasdin was in favor of looking at budget options for breakfast in the classroom. Dr. Stephens stated that the projection is an approximate savings of $37,000 if the District eliminated the free breakfast for all, which would require those who do not qualify for free and reduced breakfast to pay for breakfast. If the District moved to offering breakfast in the classroom, every child could eat breakfast for free and it would save the District approximately $38,000. Dr. Stephens will move forward and collect information from stakeholders regarding this item. Ms. Dowd commented that Chartwells provided these estimated savings.
Trustee Schank commented about the amount of waste that occurs with breakfast in the classroom. Dr. Stephens will work with Chartwells to obtain interest information from kids for breakfast after the bell, and work within specific guidelines required of the grant.

President Whitaker confirmed $210,000 as the number that the budget still needs to be reduced. Trustee Buckmaster commented that he realizes this is a negotiated item, but freezing staff rollups would save $416,000 and save jobs, and suggested meeting with associations regarding this item. Mr. Lords reported no new information as some of the associations would and others would not forgo rollups. Trustee Schank commented that if everybody including directors cut their salary by 9.7 percent, it would cover everything. President Whitaker voiced concern that wages would go to a pre-2009 level. Trustee Pinder inquired if the District reduced the budget by $2.5 or $2.7 million, would it take care of the phase-in. Ms. Dowd confirmed that it would. President Whitaker voiced concern that the District would still be in arrears next year. Ms. Dowd commented that it would depend on negotiations, but the District could be in arrears. Trustee Buckmaster commented that a four-year phase-in would be good. Ms. Dowd commented that it is not a payback; the District would get less DSA funds. Nine school districts will get less DSA funds next year.

Dr. Stephens is reviewing the District’s full-time online program and Adult Education program. The District does not intend to eliminate distance education, but, perhaps, handle the costs differently.

Dr. Stephens commented that Board policy allows the Superintendent the latitude to fill or not fill the extra days and extra duties. The Board could provide guidance in this area. Dr. Stephens could find out the costs associated with extra duty stipends for co-curricular activities, including athletics. Currently, kids contribute significant funds for athletics. Ms. Dowd commented that athletic stipends cost $288,000 with benefits costing $50,000 and the cost for co-curricular stipends is $55,000 with another $2,400 in benefits.

Dr. Stephens commented that there have been some suggestions regarding custodial and maintenance. Mr. Henke could assign a maintenance technician to each school. Mr. Henke could outsource custodial, but does not feel that the price will be any different than in-house. Dr. Stephens commented that schools often outsource food services, custodial, and busing and the Board could provide direction to check into those options.

President Whitaker commented that if the Board uses the contingency fund the Board would still need to cut an additional $75,000.

Public Comment: Walter Henderson commented about the reduction in force process and that it is up to all of us to make solutions.

Wendy Mello, CTE Department Secretary, provided the Board with a handout containing information about her position. Ms. Mello stated that there has not been transparency with the elimination of her position and others. She stated that 28 percent of her salary, or $15,000, is paid for by the General Fund or .06 percent. The rest of her salary is grant funded. Ms. Mello was of the understanding that she would lose part of her salary, not her job. She commented that no administrator has told her the plan or offered encouragement.

Gaylene Drinkut stated that the District should be careful about outsourcing, as they would lose control over who would be around our kids.
NEW BUSINESS

A. For Discussion and Possible Action: Mr. Derild Parsons, Director of Special Services, will provide the Board with an update on the Nevada Ready! State Pre-Kindergarten (NR!PK) Education Program Grant and the ZOOM (possible renaming to Victory) Program Grant. Requesting approval to apply for the NR!PK Grant and ZOOM (possibly renaming to Victory) Grant.

Derild Parsons reported that the Board approved applying for this grant in January, but the names of these grants are likely changing. Zoom funds would probably fall under Victory funds. Mr. Parsons requested approval to apply for the Zoom or Victory funds, which used to be PDG, and approval to apply for the Nevada Ready State Pre-Kindergarten Education Program (NR!PK) grants. These grants are due May 1, and staff is in the final phases of proofing and preparing the grant for delivery to the state. Washoe and Clark counties are lobbying for changes from competitive to formula-based funding, which would not be good for our District. Mr. Parsons reported that the funding amount would not be known until June 14.

Trustee Schank moved to approve the NR!PK Grant and the Zoom Grant, seconded by Trustee Pinder. There were no public comments. The motion passed unanimously.

B. For Discussion and Possible Action: Acceptance of renewal proposal from LP Insurance Services for CIGNA (medical coverage), VSP (vision coverage), and Kansas City Life (dental and life coverage) for July 2019 through June 2020.

Kevin Lords reported that the Insurance Committee includes all bargaining groups and some district office staff. The Insurance Committee met with Tim Holland, Broker with LP Insurance Services. Mr. Holland advised that United Health Care (UHC) increased their premiums, so the District asked Mr. Holland to obtain quotes. The Committee discussed all quotes received and recommended CIGNA, which provides a savings over the cost of UHC for the current year. The District would remain with VSP and Kansas City Life. The CIGNA coverage would be the same coverage as United Health Care this year. Mr. Lords understanding is that the preferred providers are similar to those offered through UHC.

Trustee Pinder moved to accept renewal proposal from LP Insurance Services for CIGNA (medical coverage), VSP (vision coverage), and Kansas City Life (dental and life coverage) for July 2019 through June 2020; seconded by Trustee Pinder. There were no public comments. The motion passed unanimously.

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 discussion to have a special board meeting specific to all options that would address the high school’s lowest 25 percent population who are credit deficient.
SET DATE AND TIME FOR NEXT BOARD “AGENDA SETTING” MEETING

Trustees Whitaker, Hyde, and Pinder will meet at 4:30 on Tuesday, April 30.

CLOSED SESSION

A. 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.

   There was not a need for closed session.

ADJOURNMENT

The meeting adjourned at approximately 09:21 p.m. The Board met in litigation session until 11:20 p.m.

________________________________________
Carmen Schank, Clerk of the Board

Prepared by Debra Shyne