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
President Whitaker 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 Amber Getto
Trustee Fred Buckmaster

Others Present
Dr. Summer Stephens, Superintendent
Sharla Hales, Legal Counsel (via phone)
Phyllys 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 Strasdin. There were no public comments. The motion passed unanimously.

PUBLIC COMMENT
There were no public comments.

SUPERINTENDENT UPDATE
A. Report on the Nevada Educator Performance Framework (NEPF) regarding the scores from the 2018-2019 evaluations and staff survey data (written report provided).

   Dr. Stephens commented that the report in BoardBook contained a two-year comparison as requested by the Board.

   Trustee Strasdin commented that one of the Board’s goals is high quality authentic evaluations and asked Dr. Stephens if a lot of work remains in this regard. Dr. Stephens stated that she could only report on the administrator evaluations that she completed. The
evaluations were indicative of where people were performing, though it was likely a bit lower than what they received in the past. There is opportunity for growth and improvement, which she reiterated with staff. Ms. Hales recently provided training to administrators and directors to encourage staff to utilize the evaluation process for growth as well as hiring and retaining staff. The evaluation is a tool that can be used to correct action. Standards will be identified in the curriculum and assessment work so that staff know this can be used for evaluations and serves as a reminder for principals. Staff can then collect pieces of evidence for their evaluation. Dr. Stephens reported that she would provide other indicators that align with the strategic plan as well. Additionally, Mr. Winter is on the committee at the state level regarding the NEPF.

Elementary schools used MAP scores and the middle and high schools used the subject area with pre and posttests, based on the standards from the departments. This year, the middle and high school will use common assessments that they are building with competency-based learning. Mr. Winter reported that the percentage of students whom they expect to master a certain percent of the subject material was 80% previously. After discussions in staff meetings, the metric changed to 100% of all students will reach a specific percentage, perhaps 75 or 80 percent.

Mr. Winter reported that he joined the state group to look at including vice-principals, dean of students, and the athletic director roles in the indicators, as they are different. The goal is to ensure equity in rating systems and indicators based on specific jobs. Additionally, they have expanded to include librarians, counselors, school psychologists, and speech language pathologists. Mr. Winter will provide an update on the NEPF after the committee has met a few times. For teaching staff, the NEPF now consists of 65% instructional, 20% professional, and 15% based on the student’s learning goal.

B. Report on the requirements of Assembly Bill 7 and 117 where the District must demonstrate that pupils in grade 12 are prepared for college and career success without remediation.

Dr. Stephens referenced page 36 of BoardBook, which explains information provided to parents regarding Assembly Bill 7 and 117. These bills provide criteria in determining if seniors are required to take six classes instead of four. Last year, Educational Services compiled data based on specific criteria for the high school counselors’ use when meeting with students. Scott Winter and Dr. Stephens were not closely involved. The Department of Education wants kids to be life ready, which does not mean a standard diploma. Mr. Winter and Dr. Stephens feel the biggest impact is on sophomores and juniors this year.

Staff did not do an adequate job with juniors last year, ensuring that conversations took place in a meaningful way to confirm understanding of what this new legislation requires. The base criteria is a 3.25 GPA along with additional College and Career Ready or Advanced Diploma requirements. Dr. Stephens commented that the high school has two counselors – this would be difficult even with three counselors for 1,000 students. The high school has a number of students who failed classes without follow-up conversations. The school is not clear about what courses students are supposed to take. The ACT and AP scores are not where they need to be. Last year there were 177 standard diplomas issued out of 240
students and 36 college and career ready diplomas, which consisted of 2 career ready, 7 college and career ready, and 27 college ready diplomas.

This year 58 students out of 265 meet the minimum 3.25 GPA criteria. A number of students have the right GPA but are not on track for course requirements for the Advanced Diploma. There are a number of students with a close GPA, so Dr. Stephens has approved approximately 20 exception requests. The exception form requires the student to meet with the counselor first, then their current schedule and transcript is sent to Mr. Winter for review, and then to Dr. Stephens for final approval. Dr. Stephens has provided additional counseling and information to students before approving or rejecting their exception request. Students focus on getting 22.5 credits and are not aware of the other requirements. There has been little career planning, so that is why staff is moving forward with more robust work – to do the right thing for kids. Dr. Stephens commented that she feels bad approving students and she feels bad not approving students, because she does not want to fail kids. Dr. Stephens would like every student to cross the stage in the spring when he/she leaves the high school with every tool they needed for success.

The high school is implementing an advisory class, which meets for a half hour once a week. Dr. Stephens commented that it is everyone’s job to ensure that the students are on track. Teachers will have a much more intimate look at students’ day-to-day lives, their grades and assignments, and they will help coach kids to ask questions of teachers as they work on learner agency and building resilience.

The adoption of the Career and College Ready diploma for freshmen provides a good anchor. With curriculum and assessments, we are clarifying what students know and what students still do not know. Departments will utilize a data tracker system and a student support team will meet bi-weekly to look at students who need support. The support team will include counselors, implementation specialists, and principals. Mr. Winter and Dr. Stephens will soon attend a career planning conference to understand how to support students in the middle school. The District is working with Job Opportunities in Nevada (JOIN) on work-based learning which goes down to the fourth grade level in building that life plan. Dr. Stephens commented that the District is accountable at the state level and the buck stops with her. Students who are not exempt need to be in six classes as seniors, or the District will lose funding for those students. Students can still be in work-based learning. Staff need to focus on finding the right fit for each student. Maybe a student needs a study hall for math and science, so that could be an extra class.

Trustee Schank commented that Advisory classes help to take the place of the lack of counselors and she wants to be sure that Advisory teachers have adequate training to understand the various diplomas. Dr. Stephens stated that she would continue to work with Mr. Winter to ensure that the career pathways work grows. Mr. Winter has given specific direction for teachers’ work during Advisory periods.

Trustee Strasdin commented that Dr. Stephens and Mr. Winter are monitoring progress, but the Board is also responsible for parents and students understanding graduation requirements. If members of the public approach Board members, they need to be advised that this issue is being addressed. Trustee Strasdin thanked Dr. Stephens and staff for providing the update and taking corrective action.
Trustee Buckmaster inquired whether these rules were mandated by the state and was the District bound to follow them, answering to exceptions. Dr. Stephens confirmed. Trustee Buckmaster commented that this legislation is based on a six period day, but Churchill has a seven periods. With 25% of seniors not graduating, there is an extra period in the day to get them there. Dr. Stephens agreed.

Trustee Hyde inquired whether the high school has a rigorous freshman orientation. Dr. Stephens commented that the high school had spring tours, but distributing more in-depth information is needed. Teachers will be talking much more directly about these requirements in Advisory classes and it needs to be part of scheduling, career planning, and ongoing mentoring.

President Whitaker commented that staff needs to be involved sooner, before students become credit deficient, and that she appreciated the hard work of staff involved in seeing where we are falling short, recognizing it, and changing it for the better.

C. Report regarding the District application to the State of Nevada’s Competency based Education Network Cohort #2.

Dr. Stephens reported that the Churchill County Middle School is in year two of a pilot program with the Nevada Department of Education, along with three other schools in Nevada. State Superintendent Jhone Ebert is interested in personalized learning, so this work will become more robust. Based on the work the District is doing with the strategic plan and with curriculum, the District will apply for this pilot as a District instead of individual schools, and all principals are onboard. Dr. Stephens will bring the application to the September 11 Board meeting for review and approval. Nate Waite and Michelle Richardson have assisted in preparing the application and are in the position to better answer questions now because it involves the work that our District is doing – highly effective teaching and learning strategies, and building in social emotional learning and multiple paths to learning.

D. Update regarding District-related matters

Dr. Stephens reported that the pre-kindergarten school is just about full with 96 students in the four-year-old program. The estimated number for District-wide student enrollment is 3,360, with 1,504 students in elementary schools, 1,737 students in the middle and high school, and 119 students in pre-kindergarten.

Dr. Stephens reported that the District applied for all four components of the safety grant and expects to hear the status of the grant soon. The District submitted for the Comprehensive Local Needs Assessment grant, which would entail time for teachers to participate in the process, look at programming in Career and Technical education, work with stakeholder groups, and complete reports. Staff is not utilizing Infinite Campus well to track information, so this would be a focus. Nevada does not have a statewide Infinite Campus model, so every district has to build their own reporting features. Clark and Washoe Counties build reports and then districts have to pay them to provide these features, which does not make sense. It provides for wide and varied reporting if the reporting tools are not all the same.
Dr. Stephens reported that the Computer Science Grant is due on Friday. Nate Waite, Michelle Richardson, Kimi Melendy, and Dr. Stephens will finish the grant and submit it to the Nevada Department of Education. Churchill Economic Development Authority may apply for more work based learning grants, which would benefit the District. The District did not get the Read by Three grant originally awarded, but did get most of the money needed. The District can use other funds including block grant funds to help support reading interventionists and strategists.

The District will use some of the block grant funds to support the pre-kindergarten program. Ms. Dowd reported that there was a lot of staff movement in the month before school started. She will provide a report regarding funding streams and costs associated with the program at a subsequent Board meeting.

Dr. Stephens reported on her attendance at the Nevada Economic Development Conference held in Las Vegas. Business and industry appreciated the fact that she and people from the Department of Education attended. Dr. Stephens was one of a few educators in attendance. The conference focused on work-based learning and skill development for the future as well as working remotely. Kaitlin Ritchie, Jane Moon, and Kelly Frost from the City of Fallon and Nate Strong with Churchill Economic Development Authority also attended. City and county entities are working on scheduling a meeting to determine how best to move forward.

BUSINESS SERVICES UPDATE

A. Budget to Actual Report (written report provided)
B. Update regarding other business items.

Phyllis Dowd targeted the delivery of the trial balance to the auditors for Tuesday and are on track to meet that timeline. Ms. Dowd commented that her staff is outstanding as they have picked up a lot of new work this fall and, though a little stressed to maintain it all, they are functioning well. Her payroll clerk is on a vacation for two weeks, so that speaks to their efficiency. The financial audit is on target, and Ms. Dowd will provide more information in September.

Ms. Dowd reported on her recent appearance at the Churchill County Debt Management Commission meeting of which President Whitaker is a member. Ms. Dowd included a letter within her report regarding action the Board took in their July meeting. There were a few questions from the Commission, but not about changing the property tax rate. She did get the impression that Mr. Kalt was confirming that others do not use property tax to pay debt or for capital improvements. This will likely be an issue in the future.

UPCOMING BOARD EVENTS

A. Friday-Saturday, November 22-23, 2019, NASB Annual Conference, Atlantis Casino Resort Spa, Reno

CONSENT AGENDA

A. Approval of Recommended Personnel Action (Attachment A)
B. Approval of Vouchers
An additional voucher sheet was in the Board’s folders. Trustee Schank requested Personnel Action Items 1 and 5 removed for discussion.

Trustee Schank moved to approve consent agenda 2, 3, and 4 from the Personnel Action sheet and item B, seconded by Trustee Pinder. There were no public comments. The motion passed unanimously.

Trustee Schank inquired about the open positions in section five as those positions are accounted for in positions hired. Dr. Stephens explained that under current openings, the Board likes to see who filled the open positions. For example, Tom Fleming is currently serving as the Music Teacher, but the position is still open. Trustee Schank moved to approve Personnel Action Items 1 and 5, seconded by Trustee Hyde. There were no public comments. The motion passed unanimously.

REPORTS BY BOARD MEMBERS

Trustee Schank reported on her attendance at the middle school open house. She noted that their personalized learning chart was at the entrance; she met some of the newer teachers, noted that they no longer have a STEM lab, and reported on other changes at the school. Dr. Stephens commented that the middle school and E.C. Best still has STEM labs. The middle school lab was not in use, but they are utilizing the equipment elsewhere.

President Whitaker reported on her attendance at the Debt Management Committee Meeting, the recent elementary teachers’ professional development, and a meeting with kindergarten teachers the day before school started. Transfers on buses are a challenge for children who do not know numbers. Realizing that instructional assistants would not be riding with students on buses to their first transfer spot, teachers took the time to ride the buses because they care about the safety of their students. President Whitaker reported that the Profile of a Learner is on the District’s home page.

POLICIES (First Reading)
The Board will receive information on, discuss, and may take preliminary action on the following policies:

A. For Discussion and Possible Action: Policy 3010.0 – Budget Development
   1. For Review Only: Regulation 3010.1 – Budget Development
   2. For Review Only: Regulation 3010.2 – Budget Development – Budget Advisory Committee

B. For Discussion and Possible Action: Policy 3020.0 – Budget Administration
   1. For Review Only: Regulation 3020.1 – Budget Administration

C. For Discussion and Possible Action: New Policy 1520.0 - Volunteers
   1. For Review Only: Regulation 1520.0 – Volunteers (Renamed from Regulation 6120.0)

These policies and regulations will move to second reading at the next Board meeting.

Trustee Schank commented on a grammatical error in Regulation 3010.2, line 10, put the word “for” behind “sounding board.”

Trustee Strasdin inquired about volunteers with unsupervised access or chaperones on overnight field trips, page 79 of BoardBook, inquiring whether this information was in the sports or coaches handbooks. Dr. Stephens stated that there has been no change to overnight
volunteers – they submitted fingerprints last year. The Superintendent’s office has followed up with staff regarding overnight field trips to ensure that volunteers have met the background check requirements.

Trustee Schank inquired when and how many times the Budget Advisory Committee would meet. Dr. Stephens stated that her notes indicate that the Committee would meet preliminary and then one more time.

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 report on the SBAC results, a report on the effectiveness of advisory classes at the high school, and a discussion of middle school orientation for exposure to college and career readiness.

Trustee Strasdin commented that the Director of Business Services would be retiring next year. The Board needs to establish a timeline for hiring a new director.

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

Trustees Whitaker, Hyde, and Pinder will meet on September 3 at 7:30 a.m.

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.

A closed session did not occur.

ADJOURNMENT

The meeting adjourned at approximately 7:51 p.m.

Carmen Schank, Clerk of the Board

Prepared by Debra Shyne