

HUMBOLDT COUNTY SCHOOL DISTRICT
310 East Fourth Street
WINNEMUCCA, NEVADA 89445

The regular meeting of the Humboldt County Board of School Trustees was held September 28, 2010 at 4:36 p.m. in the District Office Boardroom.

Board members present were: President-Shelly Noble, Clerk-Kris Stewart, John Seeliger, Ann Miller, John Hill, Boyd Betteridge, and Andrew Hillyer.

Others in attendance were: Superintendent Mike Bumgartner, Asst. Superintendent Dave Jensen, Attorney John Doyle, Kelly Novi, Mary Keith-HCEA President, Jennifer Robinson-McComb-HCSSO President, Heather Gula-Humboldt Sun, Danielle Garrett, Ray Parks, Audra Young, Jackie Riggan, Dana Peters, Ray Garrison, Jennifer Bergenheier, Tim Connors, Frankie Peterson, Glenda Deputy, Nicole Maher, Laura Christean, KC Harrison, Maryjo Dufurrena, Lynette Whalen, Dorene Kitras, Mary Baird, Rob Lindsay and Secretary Paula Wright.

President Noble opened the meeting with the Pledge of Allegiance.

Correspondence: None

Minutes: Mr. Hillyer noted that on the last page of the minutes, under "Board/Staff comments", the word "impact" on comment #7 should be capitalized (IMPACT); it is the name of the new concussion protocol policy.

Mrs. Stewart moved to approve the September 14, 2010 minutes with the correction noted. Mr. Betteridge seconded, motion carried.

Public Comment: None

Superintendent's Report

Next Superintendent meeting is scheduled for October 7, 2010 in Reno.

Activities Report:

1. Began meeting with Principals regarding Principal goals and evaluations;
2. District Website: meeting with committee on September 29th to view and discuss a draft proposal for the new website;
3. District completed an attendance audit by the Department of Education. Schools audited were McDermitt Combined, Grass Valley Elementary and Winnemucca Junior High. The audit report was clean, counts were accurate, with no findings at each site and the auditor reported that the schools and staff were well prepared and organized. On the financial portion there was one finding: that a lodging expense for an ESL conference was above the approved government rate. This will be corrected. The unweighted enrollment count for 2010-2011 is 3,379 students, down approximately 26 students from last year. Thank you and congratulations to the Principals and Secretaries at Grass Valley Elementary, McDermitt Combined and Winnemucca Jr. High and to those who spent considerable time helping them prepare: Jeanne Moline, Debbie Watts, and Kelly Novi.

4. Attended a board meeting of the Regional Professional Development Project on September 22, 2010. Discussed Professional Development projects in Northeastern Nevada and approved an amended budget.
5. Work continues on the Lowry boiler project, which is nearing completion.
6. Contacted Jack French of the Elko School District and Mrs. Kelly Bucherie, Director of Academics for the Clark County School District, regarding Career and Technical Ed programs. Also spoke with Heather Steele with Great Basin College. Her suggestion was that the Board becomes fully informed concerning the District's CTE programming before taking further action. A CTE Prep Day will be held in Elko on October 11th. It was suggested Board members attend as part of the information gathering process.
7. The American Academy enrollment is currently 26 students. Carmen Goicoechea is once again the student coordinator for the program. This is the second year and we anticipate more students will graduate as this program grows.
8. Upcoming:
 - a. Incident Command System Training for Principals, conducted by Mr. Chris Smith, Director of the State of Nevada SPARTAN Project and Director of Safety for the Washoe County School District. This training will further prepare our district in response to an emergency, natural disaster, or incident of violence. The training will be held on September 30, 2010, 8:00 a.m.-noon, in the district training room. This training is being provided at no expense to the district.

Discussion Only – Update on the Minimum Day for Professional Development on Thursday, September 23, 2010 for Grass Valley Elementary School, French Ford Middle School, Sonoma Heights Elementary, and Winnemucca Grammar School – Tim Connors, Rob Lindsay, Noel Morton, Dorene Kitras

Winnemucca Grammar School-Dorene Kitras: The staff felt that they needed to focus on addressing students with more challenging behavior problems. The school purchased a program by Dr. Fred Jones, a behavioral psychologist. His program focuses on how to work with more challenging students and how to engage all students. The program includes twelve 45 minute sessions. The first two sessions were used for their minimum day on September 23rd. The first session had teachers analyze their classrooms and how they are physically setup. The second session involved a technique called "Praise, Prompt and Leave". Teachers will meet regularly to discuss the implementation of the new strategies and what challenges they are facing.

Sonoma Heights Elementary-Noel Morton: The staff focused on writing. The staff noted scores of those 4th graders that had move on to French Ford that were not passing the proficiency when given at the beginning of the year. The staff was asked for their input and they chose the Lucy Caulkins Writing Series. On the first staff development day, August 19th, the staff took the state rubric and built it backwards for each grade level, which would mirror what the expectation was for each grade level and what was realistic. The school plans to move forward with this plan until December, allowing the staff ample time to acquire the knowledge of the program prior to bringing in a trainer.

French Ford Middle School-Maryjo Dufurrena: The staff was sent a survey asking for their input for minimum day topics. The staff decided to use their minimum day to discuss effective centers and the block schedule, which they use for language arts. Janice Grant with the NNRPDP came from Jacks Valley and did a presentation on block scheduling and briefly touched on effective centers. They hope to bring Ms. Grant back for more training on effective centers.

Grass Valley Elementary-Tim Connors: Grass Valley's minimum day was based on CRT's and the specific needs of the students. Goal areas for upcoming minimum days include math, ESL, literacy and enrichment remediation. For the September 23rd professional development day, staff was provided

a presentation, mandated by the State of Nevada, on CRT testing and viewed a mandatory Common Core Standards video.

Mr. Novi provided information on the MAPS program. Teachers will take the math data from MAPS and determine where students are individually in their classrooms and group them according to their instructional level. In January, Jessie Westmoreland will be providing a workshop on math manipulatives.

Teachers will also focus on ESL students by reviewing the best teaching practices available to achieve academic language acquisition by the time they move on to French Ford Middle School.

A 90 minute literacy block was implemented this year for training. Most teachers have adopted a program called "The Daily 5". It is a series of structured literacy tasks and listening, which student complete daily.

At a future professional day, Paul Sullivan from Lyon County will be providing a workshop on "Enrichment and Remediation Lyon County Style".

On transition day, May 19, 2011, Grass Valley staff will be working closely with French Ford to transition students from Grass Valley to French Ford.

Discussion Only – Winnemucca Jr. High School Update – Ray Garrison, Ray Parks, Danielle Garrett, Dana Peters

Mr. Garrison: Last year the Winnemucca Jr. High School converted from a seven period day to a six period day. One main reason for doing so was to allow for lower class sizes. This school year lunch periods were separated; 7th from 11:00-11:36 and 8th from 12:00-12:35. This has cut down on discipline issues. Also, by going to a six period day it allows 35 more minutes of instruction per core subject, per week. Curriculum can be covered more in depth and students are more alert at the end of the day. To accomplish this, teacher prep time was moved to the end of the day, therefore, allowing instructional time the entire time the students are in school. Teacher prep time is used for IEP meetings and other necessary meetings.

Mrs. Garrett: Teachers at the Junior High School have adopted common expectations for students; i.e. using the same paper heading, etc. PLC time is held every Wednesday from 2:30-3:30 to discuss CRT scores, student placement, MAPS testing, best practices, instructional achievements, intervention and remediation.

Mrs. Peters: Transition from French Ford to Winnemucca Jr. High begins with 6th grade classroom visits. Mrs. Peters reviews the transition flyers and the registration paperwork the students have been sent. One week prior to the beginning of school, orientation and a tour of the school takes place. During this process, Mrs. Peters meets with the 6th grade special education teachers for their recommendations for placement and each student is placed with a case manager. Mr. Novi and Mrs. Storm put together a data Excel sheet for 6th graders which includes MAPS and CRT data which is helpful. 6th grade regular education teachers are also contacted for their recommendations for advance and remedial classes.

The 8th to 9th grade transition begins with students from Lowry's Career and Technical Education and foreign language classes coming to the Jr. High to discuss electives. The following day a counselor from Lowry High School visits all 8th grade history classes to go over the high school handbook, required classes and diploma options. The Junior High also assists Lowry in advertising, collecting and organizing the registration sheets for the "Incoming Freshman Parent Night". They then complete the computer registration at the Junior High School. During this process, Mrs. Peters meets with the high school counselors to identify students who may struggle with transition to high school. She

provides Lowry counselors with a credit deficiency list to get the needed interventions provided to those students as soon as possible. Mr. Garrison stated that, beginning this year, students will be retained if they do not have the credits required for math, English and science.

Mrs. Peters will also meet with Junior High special education teachers to gather the necessary information and get their recommendations, so that the student is properly placed at the high school.

Mr. Parks: Mr. Parks provided an overview of the interventions used for low achieving students. Three week grade checks are reviewed throughout the year and a determination is made if the student needs to be removed from an elective to a study hall program. A teacher works with the student one-on-one to get their homework caught up. The A+ Curriculum will be used to remediate those students who are retained for not passing math, science or English. The same pullout program is used for failing special education students.

Students can leave the Junior High School with a math credit for Algebra I, an English credit through Advanced English and can receive a computer literacy credit.

Mr. Garrison: Mr. Garrison briefly went over the gains achieved on the CRT's. The total school had a 21.6% gain in English and Reading over the previous year. MAPS testing comparisons showed 40% of students scored in the 50th percentile or higher on the Fall 2009 math testing and Spring 2010 showed 53% of students scored in the 50th percentile or higher. Fall reading 2009 showed 39% of students scored in the 50th percentile and 50% in Spring 2010 testing.

The school is currently in the process of a school audit, as a result of not making AYP for three years. The school is ahead of schedule. Mr. Garrison thanked Tom Klein for helping the school through the process and thanked Mr. Bumgartner for making Mr. Klein available to them.

Mr. Garrison thanked his staff for their hard work and dedication to students.

Discussion and Possible Action – Approval of Warrants

Mrs. Stewart moved to approve the warrants as presented. Mr. Betteridge seconded, motion carried.

Discussion and Possible Action – EduJob Funding Allocation – Dr. Dave Jensen

The EduJob Bill is a \$10 billion allocation that was provided through the Federal Government for schools and school districts throughout the nation. The intent was to offset a continued decline in revenue streams and to support education. The funds may be used for a specific time period, beginning August 10, 2010 and must be expended no later than September 30, 2012. The intended request of the Federal government was to have districts expend the funds this year allowing for an immediate impact. At the state level, the Governor cannot dictate how local education authorities use the funds; it is at the discretion, in our case, of the District and Board of Trustees. The intent of the funds is to create and/or retain positions. It may be used for personnel salaries and benefits for all positions other than central office. It can also be used to support after school and Saturday school programs, stipends, early incentives, bonuses, to restore salary reductions, furloughs and to provide increases in the current salary schedule. District administration has reviewed these areas and was given consideration as they have worked through the process.

The State of Nevada was allocated \$83,113,178. Under the regulation, the Department of Education was allowed to withhold up to 2% towards administrative funds and chose to withhold .7%. As a result, Humboldt County School District has been approved for \$777,254. The formula was based on the DSA formula, as opposed to the Title 1 formula. The funds are not given as a grant award, rather

the District is required to expend the funds first and then a reimbursement request is submitted through the Department of Education.

Originally, it was the intent of the District to hold the funds until the next fiscal year; not expending the funds this school year but apply them to, what is believed to be, significant budget reductions next year. Since then, after Dr. Jensen attended a Superintendent's meeting, Clark County, Washoe County and Dr. Keith Rheault expressed significant concern with districts taking that option. The concern was that, as we come into a legislative session with a \$3 billion deficit, it would give the Legislature the opportunity to look at those funds as being available and to further reduce the allocation to education.

Several factors were taken into consideration in the development of the plan. The District was fortunate enough not to have a reduction in force last year, imposed no reduction in salary or benefits and no furlough days were implemented. Step and column movement was continued, impacting a large proportion of district staff in all classifications.

Dr. Jensen briefly reviewed a historical analysis of student enrollment from 1997 to present and a "cohort survival" analysis. The "cohort survival" analysis shows the percentage of gain or loss in a particular grade as compared to the previous year. The analysis shows a 10 year average decline of 1.38% annually in enrollment district wide. Dr. Jensen also provided an enrollment projection through the 2015-16 school year. Taking into account the declining enrollment over the ten year average, the analysis indicates the potential decline of approximately 300 students by the 2015-16 school year. A district average of student to teacher ratio was then presented, excluding rural school staff. Dr. Jensen then provided a current student to teacher analysis by school for grades Pre-k through 6th grade, including and excluding literacy specialists. There are some areas that ratios are higher than what the District would like, but the District is within the parameters allowed by the Department of Ed.

Dr. Jensen noted that the District wanted to make sure that the funds would benefit the District in relation to staffing ratios and student to teacher ratios. In considering the utilization of funds during the current year, the question became, was it possible to apply the funds to existing positions (supplanting). Under ARRA we are able to supplant funds in order to offset any expenses. During a phone conference held with Arnie Duncan of the USDE, Carmel Barton, Assistant Secretary for Policy, was asked the question and responded that they could be used for existing employees. In addition, it was stated that "Districts do have the legal right to use those funds through the next school year, if appropriate". Dr. Jensen said it is permissible for the District to supplant, apply the EduJob funds this year, save the funds by rolling them into our ending fund balance and have the funds available to protect positions for the upcoming school year; accomplishing our original intent of protecting positions to the extent possible during the next school year.

The recommendation of District administration is to allocate the monies to one certified position in McDermitt, one in Kings River, one at Sonoma Heights, three at Lowry, an after school program and Saturday school program at Lowry, one certified position at Winnemucca Jr. High, one technology position and three rural school principal stipends. District administration also recommended using any remaining funds for early incentives, as defined by district policy. The approximate amount remaining to be used for early incentives, at the discretion of the Board, would be approximately \$280,047. Each of the identified positions is able to be demonstrated as having some level of transition or placement after the August 10th, 2010 threshold of application.

Mary Keith, HCEA President and Jennifer Robinson-McComb, HCSSO President: Mrs. Keith said she felt disheartened that the Association was not consulted in the decision. She noted that the

EduJobs funds provide \$10 billion in assistance to states to "save or create" education jobs for the 2010-11 school year. She agreed that, if local education authorities do not spend the money in the 2010-11 school, it does allow the funds to be carried over to the 2011-12 school year. "No one is being Rif'd, but yet we are paying for positions that are already in the general fund, that have already been budgeted for". "The intent of the job bill is to retain positions or create positions". "Everyone is concerned with class size reduction. This is based on the class size reduction plan, that we haven't even visited as to whether I'm going to sign that this year or not". "They are basing their decisions on stuff that they haven't even talked to the Association about". Mrs. Keith was also concerned that, if the funds are placed in the ending fund balance, the Governor could ask that funds be reverted back to the state, in light of the current budget situation.

Mrs. Keith felt that the District should have had discussions with the Association and try and come to an understanding. (Mrs. Keith) "The law says that they can open positions and move people around as they see fit, but I do believe it does mention discussion with the Association". "I don't know, I guess they checked around and it is legal to do this with the money, it is legal to hire positions that are already budgeted and augmenting the ending fund balance, however, I don't know how ethical it is".

Mrs. Keith asked the Board to allow time for the Association and District to come to terms as to what is best for the District. (Mrs. Keith) "The Government gave us money to hire teachers, even if it is one year only". "We need to get more teachers into the classroom". Mrs. Keith also noted that this is the third consecutive year without a salary increase. She asked that the Board consider them.

Mr. Seeliger asked Mrs. Keith if she would rather see additional positions added now, knowing the budget constraints that are coming, and then have to RIF the new hires at the conclusion of this year and possibly additional staff for next year. This would also lessen the amount of funds to be used next year to maintain the positions we currently have.

Mrs. Keith said the new positions would be hired on a one year only basis and felt the students would benefit from smaller class sizes, even if only for one year. Mr. Seeliger noted he is an advocate of smaller class sizes and agrees that some class sizes are too high, but feels they are manageable.

Mrs. Whalen asked if the positions, listed in the District's recommendation for use of the EduJob funds, were hired with the understanding that there were funds in the general fund to cover their position in any way and, if so, why isn't the District using the funds to pay for those positions this year, instead of holding the funds to retain teachers for next year?

Dr. Jensen noted that they were positions that were allocated in general fund, positions the District wanted to move forward with. It was also the intention to use the funds next year, not this year, however, the District has been encouraged to spend the fund monies this year, to the extent possible. Dr. Jensen said that legally the District can supplant. The District can take the money initially allocated from general fund; use the EduJob funds, thus saving the general fund money. By the end of the year, Dr. Jensen will be able to report to the Board and Associations the amount saved by the District through the use of EduJob funds, detailing the savings that can be applied to save positions next year.

Mrs. Stewart said she found the discussion a bit "intellectually dishonest", given that both Associations put forth letters asking to re-open negotiations on monies. She went on to say that she found it dishonest to approach the Board about what is good for kids, when in fact, both Associations essentially want to spend the money presumably on raises.

Mrs. Keith said that was incorrect. The letter sent to the Board/Administration was with the intent to negotiate on the EduJob funds, to create and retain positions. Mrs. Keith said that the District did not obviously see a need to ask the Association or teachers for their input.

Mrs. Stewart noted that it was not the Associations' place to manage the District, but District administration and the Board. Mrs. Keith said that EMRB has given the Association the right to impact bargaining.

Mrs. Whalen asked if the positions hired this school year, using the EduJob funds, will be treated the same as all other one year only positions in the event of a reduction in force. Mr. Bumgartner said that, if a reduction in force occurs, the district will abide by the negotiated contract for a reduction in force.

Mrs. Robinson-McComb, HCSSO President, stated that the letter sent to District administration on behalf of the HCSSO did cite salary increases, performance bonuses and the hiring of additional instructional aides as items to be discussed.

Mrs. Keith said she knew the Board would make the decision that was best for students.

Mrs. Stewart moved to approve the proposal for the EduJobs funding as presented. Mrs. Miller seconded, motion carried. Mr. Hillyer was not present.

Discussion Only – Minimum Day Professional Development Survey Results – Kelly Novi

At a previous meeting, there was an interest by the Board to survey staff regarding minimum days. A survey was made available to staff for their input on early release day training. Several questions were asked: 1) Would you attend training the week school is out for credit instead of the early release days? 2) Would you like the half day replaced with full day trainings, reducing the number of days students are out of school? 3) Would you like to continue the early release days? and 4) Do you feel the early release trainings are critical to improving your instruction? Mr. Novi briefly went over the participation numbers and supplied the Board with comments received on each question. Principals will be more than happy to go over individual results at their site level.

Discussion Only – Career and Technical Education Review and Update – Dr. Dave Jensen, Kelly Novi

One of the goals for the Board is to create a vision and plan for Career and Technical Education programs. The Board will need to determine what they want the CTE program/s to look like in terms of structure, standards, accountability and outcome and what are the expectations for the long term. The CTE instructors have been doing a tremendous amount of work in making mandated changes to get where they need to be.

The District's primary collegiate partner is Great Basin College. For those programs not available at Great Basin College, we are able to use other state colleges. It allows students to earn dual credit, high school and college credit, while taking courses at the high school level. High school students are vested in programs of study aligned with a career path. Successful program completers will earn a credential based on industry or third-party assessments to recognize achievement. The expectation is that students enroll in related postsecondary education and training programs, earning industry credentials or degrees directly leading to job placement.

The District will need to review, compare and contrast assessments to determine which will meet our needs. Expectations: 1) continue to work on alignment of courses to achieve certification, 2) continue standard review and alignment, 3) inclusion of CTE in the District Improvement Plan, 4) inclusion of CTE in the School Improvement Plan and 5) refinement of course offerings and programs of study to match the needs and demands of industry.

Mr. Novi provided the Board with a draft of the District's CTE program of study for Drafting/CADD. Each CTE program at Lowry will have one. The committee will be meeting this fall to "tweek" the form in hopes of getting the information out to students, parents and the community.

Discussion and Possible Action – Discussion of Board Goals for School Year 2010-2011

At the September 14th meeting, the Board again discussed their goals; 1) Create a vision and plan for Career and Technical education programs; 2) Create a vision and plan for rural and outlying schools.

During the meeting, the Board discussed the possibility of visiting some CTE programs in Las Vegas. Mr. Bumgartner has made the necessary contacts if the Board does want to visit programs in Las Vegas. He noted that funding may be an issue. He said funding and the timing of the visit will be something the Board will need to discuss.

The Board also discussed the process they want to take to gather information from the rural communities in light of declining enrollment. There was a brief discussion whether to approach the communities as an entire Board or in focus groups. Focus groups would allow community members to voice their concerns in an informal setting. Once information is gathered a board meeting could then be held in a central location (Orovada).

The Board was asked to contemplate both items for the October 12th agenda.

Board/Staff Comments:

1. Mr. Hill gave a "two-thumbs up" to new McDermitt Combined principal, Mrs. Kennedy.
2. Mr. Betteridge asked where the District purchased their textbooks and who monitors the content of the textbooks being purchased. Mr. Novi answered that the majority of the textbooks are ordered through Mountain State Schoolbook Depository. They provide the best price and provide free supplemental materials, if a certain amount of textbooks are ordered. A committee is established to review the various publishers and textbook content prior to a series being adopted.
3. Mr. Hillyer said he attended the 80's reunion and it was a great time. He received numerous comments on how great the facilities look at Lowry High School.
4. Mr. Seeliger reported on a letter received from the Humboldt Foundation and the programs that were funded at Winnemucca Grammar School (Book Challenge), Grass Valley Elementary (homework assistance program), Sonoma Heights (after school program), French Ford (after school program) and Lowry High School (intensive academic intervention program and an arts project). He thanked Vince Mendiola and Lowry administration.
5. Dr. Jensen provided the Board with a letter from the Department of Taxation approving the District's medium-term financing request for the installation of solar panels.
6. Dr. Jensen provided the Board with a chart from Barbara Duncan showing a significant increase in the percentage of free and reduced meals served.
7. Dr. Jensen said he would be providing all District employees (via email) the reasoning and the process behind the decision on the EduJob funds.

8. Mr. Betteridge asked if a donation had been made to the Lowry music program by the Winner's Inn Hotel. Several students from the program helped put up and take down barricades for "Run-A-Mucca". Mr. Bumgartner was not aware of a donation being made.

Adjourned 8:08 p.m.

Submitted by Secretary, Paula Wright


Clerk, Kris Stewart