

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

The regular meeting of the Humboldt County Board of School Trustees was held October 22, 2013 at 4:30 p.m. in the District Office Boardroom.

Board members present were: President John Seeliger, Clerk Ann Miller, Boyd Betteridge, Bruce Braginton, Glenda Deputy, and John Hill. Absent: Andrew Hillyer

Others in attendance were: Asst. Superintendent Dawn Hagness, Director Kelly Novi, Attorney John Doyle, Jessica Powell-Humboldt Sun, Sandy Hammargren-Silver Pinyon Journal, Marian Tyree, DaraLee Millikan, Dorene Kitras, Susie Brown, Teresa Berish, Maria Miller, Sandy Cipra, Tammi Francis, Jennifer St. Germain, Bonnie Hilbish, Karen Aitken, Carra Otto, Melinda Rivera, Heidi Renteria, Nancy Swindle, Sheila Bunch, Malinda Domire, Jenny Poole, Char Owen, Dave Radtke, Lori Seidlitz, Shirley Roman, Helen Hemmert, Lela Rinas, Blanca Sheridan, Lisa Evatz, Marilyn Riley, Robin Paul-Woolever, Kathy McKinney, Ismael Silva, Laura Jensen, Faith Hawley, Jennifer Partee, Robert Lindsay, Michelle Garrison, other interested persons and Secretary Paula Wright. Absent: Superintendent Dr. Dave Jensen

President Seeliger opened the meeting with the Pledge of Allegiance.

Correspondence: None

Minutes: Mr. Braginton moved to approve the September 24, 2013 minutes as written. Mr. Hill seconded, motion carried. Mrs. Miller abstained.

Mr. Hill moved to approve the September 25, 2013 minutes as written. Mr. Braginton and Mr. Betteridge seconded, motion carried. Mrs. Miller abstained.

On the October 8, 2013 minutes it was written that Mrs. Deputy noted an error on page 3 regarding the star school ratings, when in fact it was Mrs. Miller.

Mrs. Hagness also noted an error under the agenda item regarding the McDermitt Focus School grant application approval. On page three, second paragraph, where it reads “.....focusing on SIOP training and ENI, ENI should be deleted, it is not part of this year’s training.

Mr. Braginton moved to approve the October 8, 2013 minutes as presented and amended. Mrs. Deputy seconded, motion carried. Mr. Seeliger and Mr. Betteridge abstained.

Public Comment: None

Superintendent Report

None

Consent Agenda

Discussion and Possible Action – Approval of Warrants

Discussion and Possible Action - Approval of a Trip Request for Lowry FFA to Chico, California on November 9, 2013

Discussion and Possible Action – Approval of a Trip Request for Lowry Key Club to Vallejo, California on October 25-27, 2013 – DaraLee Millikan

Mr. Hill moved to approve all three items of the consent agenda. Mr. Betteridge seconded, motion carried.

Discussion Only – Five Star Status Recognition –Dawn Hagness

Winnemucca Grammar School’s entire staff was invited to the board meeting to be recognized for their success as a five-star school for the last two school years.

Winnemucca Grammar School was a five-star school during the 2011-12 school year. They were one of 112 schools across the state, which is approximately 19% of the total population of schools within the state. They again earned a five-star rating during the 2012-13 school year. They were one of 82 schools (13%) of the population across the state.

Mrs. Hagness commended Mrs. Kitras for her leadership, and teachers and other staff members for what each does for Winnemucca Grammar School and Humboldt County School District.

Every employee of the Winnemucca Grammar School was recognized with a certificate of appreciation.

Mrs. Hagness thanked each on behalf of Dr. Jensen who was unable to attend the meeting. She also noted that a celebration will be held at the end of the month at the school and invited board members to attend. Not only will teachers be recognized, but the students will also be recognized.

Congratulations to all Winnemucca Grammar School staff and students!!

Discussion and Possible Action –Epi Pen Usage Policy (Second Reading) –Marian Tyree

Mrs. Tyree returned to the Board for the second reading of the Epi Pen Usage policy. The original policy and supporting documentation was reviewed by Dr. Jensen and Mrs. Tyree. It was decided to condense the original documentation down to include the most pertinent information needed for the policy and the remainder would serve as supporting documentation.

Mrs. Tyree said that at the beginning of each school year an emergency medical form is sent home to parents for completion on each child. The form provides health care personnel with an update to changes to a student’s health from the previous school year.

After some discussion, Mrs. Tyree was asked to include the covering of students on athletic or extra-curricular trips and clarification as to who is responsible for ordering the initial Epi Pens for the school sites.

Mr. Braginton moved to approve the policy with the provision that the exceptions and/or additions discussed are made to the policy and brought back to the Board. Mr. Betteridge seconded, motion carried.

Discussion Only – NCCAT Update – Noel Morton

Mrs. Morton came before the Board to give an overview of the Nevada Comprehensive Curriculum Audit Tool-School (NCCAT-S) and NCCAT-D (District). The purpose of the NCCAT is basically a needs assessment.

As part of the waiver to No Child Left Behind (NCLB), the District is required to complete the NCCAT-S and NCCAT-D. The NCCAT-S is required by the State for schools designated as one, two and three star. If a District has a one and/or two star school represented in their district, then they are also required to complete the NCCAT-D.

The NCCAT-D is divided into three categories; curriculum/instruction, assessment/accountability and leadership and is designed to assist in building the District Improvement Plan.

The NCCAT-S is divided into the same three categories and is designed to assist in building the School Improvement Plan. The NCCAT process is designed to cover the entire school year, and it will assist schools in creating their School Performance Plan (SPP) for the 2014-15 school year.

There was concern that the NCCAT is more work for teachers who are already being asked a lot of. Mrs. Morton noted that a huge portion of the requirements have been taken from the teachers, just by the District hiring her as coordinator. The NCCAT is required by the state; however, Mrs. Morton has taken on the task of performing the focus groups, performing the student groups and the surveys with parents at each site; which takes the burden off of the school sites.

Mr. Seeliger disagreed. He feels that nothing has been taken “off the plates” of teachers, but that more has been added.

Mrs. Hagness noted that, having been at a school site that was involved in the first NCCAT across the state, it was very time consuming and no one came into their building and provided support. It involved a tremendous amount of time from staff. In the end, staff saw the benefit of their work when the result was their first School Improvement Plan in which the school met all goals and action steps.

Mr. Betteridge agreed with Mr. Seeliger, in that teachers are being asked to do more at the expense of the students.

Mrs. Owens noted that the NCCAT was tied to the ESEA waiver that the State signed to get us “off the hook” with the requirements of NCLB, which some components were impossible to meet. In order to be approved for the waiver from NCLB, the NCCAT was part of the package. She noted that the whole idea behind the NCCAT “is not to create more work for teachers that’s meaningless, but to improve student outcomes.”

Mrs. Morton will meet with the grade level or department in a PLC meeting to discuss the rating and then move the discussion to a staff meeting. The rubric rating will then be finalized with staff and/or school site Leadership Team.

Responsibilities (evidence) required by the NCCAT-S that will be provided by Mrs. Morton include: 1) principal interview, 2) teacher/specialist focus group, 3) parent focus group, 4) student focus group, 5) examples of evidence, and 6) classroom observation.

The NCCAT-S timeline is as follows: Curriculum/Instruction in October and November, Assessment and Accountability in December and January, and Leadership in March and April. The School Performance Plan will then be compiled for the next school year, along with the reporting measures due to the state by July 1st.

Mrs. Morton reported that she has participated in the training with the State on the NCCAT-S and NCCAT-D, she has trained all the administrators, she has trained every school site, the Curriculum/Instruction rubrics have been administered on Survey Monkey and she has completed a School Performance Plan template training for administrators, helped them write their goals and helped build their plans using the new template.

The next steps will be to support the teachers through the NCCAT-S process, schedule focus groups at each site and to focus on the NCCAT-D by forming a District Team. Mrs. Morton invited any board member interested to consider serving on the District Team.

Mrs. Morton provided Board members with an NCCAT information packet to review at their leisure.

Discussion and Possible Action – Approval of Progressive Discipline Plans - Dawn Hagness
NRS 392.4644 requires principals to establish and annually review and revise, if necessary, their Progressive Discipline Plan on an annual basis.

Mrs. Hagness reported that the majority of schools submitted their Progressive Discipline Plan on or before October 1, 2013 for the 2013-14. Mr. Lindsay (French Ford Middle School) did submit a discipline plan; however, it was after the due date.

Mr. Hill moved to approve the Progressive Discipline Plan as presented. Mr. Braginton and Mr. Betteridge seconded, motion carried.

Discussion Only - Update on Community Forums and Selection of a Subsequent Date for an Additional Forum – Bruce Braginton

Mr. Braginton reported on the Community Forums held on October 9th. The 1 p.m. forum was attended by Mr. Braginton, Mr. Betteridge, Dr. Jensen, Kevin Monsey, Jessica Powell-Humboldt Sun and Secretary Wright. The 7 p.m. forum was attended by Mr. Braginton, Dr. Jensen, Kevin Monsey, three Grass Valley Elementary teachers, a parent member of the Grass Valley PTA and Secretary Wright.

Dr. Jensen went through the presentation informally and the attendees were asked to provide some suggestions around improving participation to the forums. Among the suggestions were to use our “robo call” system to inform all parents, as well as teachers and staff, work in conjunction with PTA groups and to reach out further in advance of the forum. It was also suggested to try and not conflict with other events.

There was a lengthy discussion regarding replacing carpet and tile with polished concrete. Dr. Jensen asked how they would feel if the District were to do that at one location to see how it is received before proceeding to other schools. The group felt comfortable with that suggestion.

Some other suggestions discussed were 1) addressing the student pickup and drop off area at Grass Valley, 2) synthetic turf at Lowry High School, 3) more playground improvements (possibly more interactive) 3) aesthetics at all schools, in particular comments regarding the appearance of Lowry High School. They had specific complaints regarding weeds, dirt in the barked walkways, broken tiles on the floor, etc. Aesthetics also included the appearance of school fronts, several schools being dated.

The HVAC changes and upgrades that have been made at Grass Valley received positive comments.

Mr. Braginton and Dr. Jensen have discussed the possibility of holding the next community forum on November 13th. There was some discussion and it was decided to hold the next community forum on November 13th, one at 10 a.m. and one at 7 p.m. in the Winnemucca Jr. High Auditorium.

Mr. Novi said he would have a “robo call” go out at the beginning of next week. A link will be provided on the District’s website for those who cannot attend to provide feedback via Survey Monkey. The Humboldt Sun, Silver Pinyon Journal and local radio stations will be contacted.

Update on Professional Development Sessions – Dawn Hagness

Mrs. Hagness provided the Board with an update of where we stand within the schools regarding professional development.

Mrs. Hagness noted that we have been notified that our application has been approved to allow up to 2.5 in-service credits for teachers and administrators for their professional development learning during the late start Thursday's for the school year.

Lowry High School and Winnemucca Jr. High are doing many of the same trainings. Trainings have been focused on learning the importance of building relationships of mutual respect, how poverty affects behavior and strategies to instill hope in all students.

Students and staff have been asked to complete a survey. From that data they will generate a goal, which will be tied to their School Performance Plan and the administrator's evaluation tied to helping increase student achievement.

NNRPDP will begin working with the math department during professional development so they can focus on the Common Core math standards. The rest of the school will concentrate on the ELA content standards. There is also opportunity for our high school math teachers to meet with math teachers in Pershing County.

Winnemucca Jr. High will be following a similar plan. The Common Core State Standards are written for specific grade bands, K-5 and 6-8. Since we don't have a school structured as such, our 6th grade teachers are currently involved in K-5 discussions, which does not allow them the opportunity to meet with 7th and 8th grade teachers. 6-8 teachers will have the opportunity to work together with the NNRPDP a few times this year.

Mrs. Hagness commended Mrs. Kennedy for the work she has done. "The staff at Winnemucca Jr. High has embraced the training and has made decisions because of those trainings to focus on what is best for kids."

Consultant, Cathy Smales, sent a letter recognizing the positive changes already taking place at the Jr. High School.

Mrs. Hagness also provided a list of strategies that Winnemucca Jr. High School staff has established to engage in to help motivate students. One strategy they are putting into place is "Adopt a Student". Every two weeks, each staff member and administrator will select one student that they feel may be struggling whether it be academically, socially, or behaviorally. Each staff member will then make a concerted effort to call the student by name and make a personal connection with that student. After two weeks, each staff member will continue the efforts with the same student, if they feel it necessary, or will chose another student. Mrs. Hagness commended the staff for making the connections, finding the strategies and owning the strategies.

We are wrapping up the first Domain of training in K-6. On October 28th the Design Team will meet. Those assigned to prepare the next training sessions will present their training sessions to the Design Team for feedback and support. On November 4th, each member of the Design Team will present their training sessions to the administrators and facilitators of the school sites.

For rural schools, Friday trainings are scheduled once a month. The training is the same as the in-town schools and is provided by Jessie Westmoreland.

McDermitt K-6 staff is provided training by Jessie Westmoreland on Thursdays. McDermitt 7-12 staff is involved in a book club using the text “Best Practice: Bringing Standards to Life in America’s Classrooms”.

All costs are being paid for through Title IIa funds.

Board members were provided a copy of the survey teachers completed based on the first 4-5 weeks of the first elementary training.

It was asked if Mrs. Kennedy and some of her staff could be invited to come before the Board and give an update of some of the strategies they are putting into place at Winnemucca Jr. High.

Discussion and Possible Action - Closed Session Regarding a 45 Day Suspension of a Student with Special Needs/Board Notification Pursuant to IDEA, NRS 392.466 – DeAnna Owens

6:24 p.m. Mr. Braginton moved to go into a closed session pursuant to NRS 392.466. Mr. Betteridge seconded, motion carried.

6:51 p.m. Mrs. Deputy moved to return to open session, Mr. Braginton seconded, motion carried.

Break

6:57 p.m. Continue open session

Discussion Only – Board Activity, Roles and Responsibilities – John Seeliger

Board members received copies of activities regarding roles and responsibilities and degrees of authority taken from two books Mr. Betteridge received at an NASB conference.

The Board discussed each activity and shared thoughts on the questions presented in each activity. The activities included, “Your Relationship with the Superintendent” and “Drawing the Line-Degrees of Authority”.

“Your Relationship with the Superintendent”: This activity provided the Board some scenarios of communication between board members and superintendent trust, roles of responsibility (board/superintendent), confidentiality and support, to name a few. The consensus of the Board was that they have a good working relationship with Dr. Jensen.

“Drawing the Line-Degrees of Authority”: This activity provided the Board some scenarios to determine where the authority lies, with the board or with the superintendent.

The activities sparked a very good discussion.

Public Comment: None

Board/Staff Reports:

1. Mr. Hill thanked Mr. Braginton for the article he provided board members.
2. Mr. Hill asked for confirmation that Truancy Board is now meeting on Monday’s at 3:00 p.m. Mrs. Deputy confirmed, saying the next meeting will be held on October 28th at Lowry High School.
3. Mrs. Deputy provided board members with several articles from the local newspaper in Tupelo, Mississippi regarding the “Bridges Out of Poverty” program. The articles shared some of the obstacles children and families in poverty face on a daily basis. Mrs. Deputy also plans on sharing the articles with Mrs. Kennedy.

4. Mrs. Deputy said, referring to the unfortunate shooting at Sparks Middle School, “we have an opportunity here for the State Superintendent to call attention to mental health issues.”
5. Mrs. Deputy reported that Paradise Valley’s “Spook Night” will be held Thursday, October 24th.
6. Mr. Betteridge reminded everyone of the “Harvest Festival” at the Lazy P Ranch on Grass Valley Road.
7. Mr. Braginton acknowledged the pain the family of the slain teacher, as well as, the students, staff, and fellow Washoe County board members are feeling from the tragedy at Sparks Middle School.
8. Just as an informational piece, Mr. Betteridge reported to the Board that he was informed by his insurance carrier that he could no longer keep his current insurance. His wife logged onto the insurance website (Blue Cross Blue Shield) and the “simple plan” is \$1500 per month for a family of four, the premium plan is \$3000 per month. He asked what would happen if he could not find insurance prior to the January 1st deadline and was told that he would then be fined.
9. Mr. Novi sent out his thoughts and prayers to everyone at Sparks Middle School.
10. Mr. Novi provided the Board with an update on the boardroom upgrade. Work has begun on the new boardroom tables. Crews will begin the rewiring next week. Quotes for the TV screens and the new digital audio recording system ranged from \$30,000-\$90,000, however, one of the District’s new hires we will be able to do the work in-house at a substantial cost savings. Mr. Novi asked board members to bring their laptops to the next board meeting.
11. Mrs. Hagness also expressed her sentiments to Sparks Middle School and what the school is going through at this time.
12. Mrs. Hagness attended the Newmont Foundation luncheon on Monday, October 21st and received a check from the foundation for \$30,000. The grant award applications will go out to teachers next week.
13. Mrs. Hagness reported that Grass Valley Elementary School had a math mania night (Tuesday, October 22nd) to tie all the Common Core State Standards together. Parents and students were invited to attend and dinner was provided. They had a good turnout.
14. Mr. Novi reported that Winnemucca Grammar School teacher, Lori Seidlitz, emailed thanking everyone for the recognition of the Grammar School staff.

Adjourned 7:35 p.m.

Submitted by Secretary, Paula Wright

Ann Miller, Clerk