

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

A board retreat of the Humboldt County Board of School Trustees was held February 12, 2014 at 9:00 am in the District Office Boardroom.

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

Others in attendance were: Superintendent Dr. Dave Jensen, Asst. Superintendent Dawn Hagness, Director Kelly Novi, Attorney John Doyle and Secretary Paula Wright.

President Seeliger opened the meeting with the Pledge of Allegiance.

Public Comment: Jim Huge said it was great to be back. He said he appreciates the time the Board spends on instruction and student learning.

9:00 a.m. Board Retreat

District Mission Statement and District Vision Statement Review and Possible Modification

This was a follow up to a discussion the Board held at their board retreat on January 30, 2014. The Board discussed possibly revising the District's mission and vision statements. The Board discussed revising the vision statement to make it very clear that graduation is not just a secondary issue, but transcends across all grade levels.

9:29 a.m. Mr. Hillyer arrived

After some discussion the Board came to the consensus to revise the mission and vision statements to read as follows:

Current Vision Statement: "Every Child will graduate, each being prepared and confident to succeed."

Proposed revision:

"Every child will graduate; beginning with Kindergarten, each will be prepared and confident to succeed."

Current Mission Statement: "As a community, we will provide a comprehensive, safe, challenging and effective learning environment to prepare students for success."

Proposed revision:

"As a community, we will instill in every child a vision to graduate, providing a comprehensive, safe, challenging and effective learning environment that prepares students to be career and college ready."

The item will be placed on the February 25th agenda for further discussion, if necessary, and final approval.

Update Superintendent Evaluation Process/Document

Mr. Huge reviewed Dr. Jensen's evaluation and the responses from last year's evaluation, in addition to the 360 feedback form. He reviewed the information with Dr. Jensen and was told that the Board may want to make some changes. The process went well and the form served its purpose. There was

discussion on how the process or the evaluation form itself could be improved upon. Some items discussed included:

- Changing the format of the evaluation form itself
- Modifying the evaluation form on an annual basis
- Placing more weight on the Superintendent's goals (70/30 or 75/25), with specific measures
- Updating the Board on the progress of the Superintendent's goals quarterly or semi-annually, which will allow for a mid-course correction, if needed
- Consider reducing the number of Superintendent goals to 3-4 goals and then focus on 1-2 goals in depth at each quarterly meeting
- Adopting a similar evaluation to the current Administrative evaluation, modified to include the expectations/responsibilities of the Superintendent
- Graduation rates
- Proficiency
- Accountability (District Administration, Site Administration, teachers)
- Data gathering to improve instruction for students

9:34 a.m. break

9:44 a.m. back to session

The Board recommended that Dr. Jensen provide one more update on his goals prior to his evaluation in May. It was also decided to continue with the same process and format for Dr. Jensen's evaluation for this school year. Mr. Huge asked board members to keep in mind how they would weigh the evaluation, with the recommendation that they move to a heavier weight on goals in the future.

Dr. Jensen said that he will provide the Board an update on his goals in late March and will provide the Board a document that will list the items discussed in his presentation and a 1-5 rating scale so that board members can begin making notations to help them complete the Superintendent evaluation form.

Mr. Seeliger said that the Superintendent's evaluation form will be agendaized for the February 25th meeting for Board approval. The Board will be asked to consider continuing with the same process and format and to provide input on how they want the seven categories weighted.

Mr. Seeliger said the Superintendent evaluation form will be sent to board members on April 1st, with the formal Superintendent evaluation in May.

Superintendent Evaluation 360

Dr. Jensen provided the Board with a copy of the Superintendent 360 Evaluation. Last year, the Superintendent 360 Evaluation was completed by site Administrators and returned to Mr. Braginton. Dr. Jensen said that last year, feedback from Administrators found that two preferred emailing the evaluation form to Mr. Braginton, four preferred providing the evaluation through Survey Monkey and two did not care how the survey was presented. Dr. Jensen recommended providing the evaluation through Survey Monkey beginning with this year's evaluation.

Mr. Huge suggested making some slight modifications to the evaluation form; the Board provided their feedback.

Mr. Huge said that if the Board was still interested in participating in a self-evaluation, he would be more than happy to provide the evaluation and compile the results.

Mr. Doyle left the meeting.

Discussion of Philosophy Regarding “Graduation Begins at Kindergarten”

The Board was provided with a copy of Douglas County School District’s plan for “Graduation Begins in Kindergarten”. The plan is a booklet intended to give parents a brief overview of the stages ahead as well as milestones that will assist them in knowing their child is on track to graduate career and college ready. Douglas County School District Superintendent, Lisa Noonan, has given Humboldt County School District full autonomy to use the document and modify it appropriate to our district.

The document will help the District enlist the support of parents to instill in their child/ren the importance of graduating career and college ready.

12:13 p.m. Lunch

12:49 p.m. Back to session

The Board went through the document and made changes that will best reflect our district.

Suggestions:

- Incorporate central office staff to review sections of the document that apply to them and encourage feedback
- Propose to adopt the booklet for the 2014-15 school year
- Provide a one page summary (letter) to go out to parents at the beginning of each school year

1:46 p.m. Break

2:00 p.m. Back to session

Board Professional Development as Facilitated by Jim Huge

The group participated in an exercise entitled “The Style Delineator” which is a research-based, self-analysis instrument to help a person reveal their personal operational/social style.

Once the exercise was completed, Mr. Huge provided a brief synopsis of each of the four basic style comparisons; Concrete Sequential, Abstract Sequential, Abstract Random and Concrete Random. The basic goal of the exercise was to increase a person’s personal flexibility to allow them to interact more effectively, get more done in less time and be more productive at a higher level with more people by being flexible on how you treat them in relation to their style.

Mr. Huge provided a brief example of how to best approach a teacher’s strengths and weaknesses when completing their evaluation.

- Build on strengths and weaknesses
- Provide support
- Accountability

President Seeliger thanked Mr. Huge for facilitating the board retreat.

Mr. Huge thanked the Board for what they do for the students of Humboldt County.

Adjourned 3:23 p.m.

4:30 p.m. Board Meeting

The regular meeting of the Humboldt County Board of School Trustees was held February 12, 2014 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, John Hill and Andrew Hillyer.

Others in attendance were: Superintendent Dr. Dave Jensen, Asst. Superintendent Dawn Hagness, Director Kelly Novi, Attorney John Doyle, Jessica Powell-Humboldt Sun, Jennifer, Ed and Brittany Partee, Tammy Pollock, Ray Parks, Tim Billingsley, Dawn Lucas, Chad Peters, Luis Cardenas, Calvin Connors, Tanner Lecumberry, Matt Ourada, Mrs. Ourada, Brandon Okuma, and Secretary Paula Wright.

President Seeliger opened the meeting with the Pledge of Allegiance.

Correspondence: None

Minutes: Mr. Hillyer moved to approve the January 28, 2014 minutes as written. Mr. Betteridge and Mr. Braginton seconded, motion carried. Mrs. Deputy abstained.

Mrs. Miller noted a correction to the January 30, 2014 minutes. Under correspondence-“The report is an annual retirement.....”, should read “The report is an annual requirement.....”

Mr. Braginton moved to approve the January 30, 2014 minutes with the noted correction. Mrs. Miller and Mrs. Deputy seconded, motion carried.

Public Comment – Discussion Only

Mrs. Tammy Pollock and Mrs. Dawn Lucas approached the Board to voice their concerns regarding the administering of the CRT Tests. The regular classroom teacher will no longer be administering the tests to their classroom students. Mrs. Pollock said that teachers build a rapport with their students and provide a comfortable atmosphere in their classrooms from the first day of school. Mrs. Pollock noted that research shows that when a teacher is happy, positive and wants to be there, test scores are higher than those administered by teachers who are unhappy, negative and don't want to be there. She went on to say that trust is our whole foundation.

She invited everyone present to a meeting at the District Office on Wednesday, February 12th at 3:30 p.m. Teachers will be meeting with District Administration to discuss their concerns.

President Seeliger reminded everyone that items or concerns brought up in public comment cannot be discussed and no action can be taken by the Board.

Superintendent's Report

1. On January 29th, the monthly administrator's business meeting was conducted from 9-10:30 am. This is a perfect opportunity to engage as a unified administrative team. Board members are always welcome.

2. Following the administrative meeting, Dr. Jensen met with an outside consultant in regards to the Boys and Girls Club and possible partnerships with Humboldt County School District. As part of the discussion, Dr. Jensen was able to drive him around to see proximities to our school settings.
3. The afternoon of January 29th, meetings were held in conjunction with Administrative Evaluations and with Lowry High School's Assistant Athletic Director, Chad Peters, regarding athletic funding questions as they pertain to reimbursements.
4. On Thursday, January 30th, Dr. Jensen met with Stephen Romero (Wells Fargo Insurance) regarding insurance premiums for the upcoming school year. We are being told to budget for an approximate 5% increase, with the hope that the rate will come in lower.
5. An additional administrative evaluation discussion was held on the afternoon of January 30th.
6. The evening of January 30th, our Board Retreat was held. This was a good opportunity to engage in dialogue regarding our continued efforts to move the District forward.
7. The morning of January 31st, Dr. Jensen had the opportunity to participate in the Winnemucca Grammar School 100 Book Challenge awards ceremony. The Lowry High School swing choir was also on hand to award reading medals. Winnemucca Grammar School is frequently looking for new people to hand out the award medals, so if board members are interested they were asked to contact Mrs. Kitras.
8. On February 3rd, District administration met with members of Lowry administration regarding an update on the ISE program. One key issue discussed was the fact that not every student is prepared to be successful in a computer based program. In addition, modifications to the program were discussed, including the need for specific personnel supports. On a positive note, 14 of 17 students taking the writing proficiency passed the test.
9. On the afternoon of February 3rd, Dr. Jensen had the opportunity to meet with staff from Humboldt General Hospital regarding enhancing communication to support the education of students in Humboldt County. Dr. Jensen is appreciative of the ongoing partnership that we share with Humboldt General Hospital.
10. On February 5th, the RPDP presented to the State Superintendents regarding the NEPF and measures available to support the roll out at the district level. The NEPF will be implemented during the upcoming school year. It will continue to be deemed a pilot, with the 50% associated with student academic achievement not being factored into the evaluation process. It was commented that Humboldt County School District is well ahead of the curve in terms of training their administrative team in preparation for the roll out.
 - a. The remainder of the afternoon was spent working on the iNVEST document. For each of the five priority areas, discussion was held regarding what is currently in place, challenges towards implementation, resources (financial and human) that will be needed, and what mandates or policies would be required to accomplish the goals.
11. On February 6th, Nevada Association of School Superintendents (NASS) meetings were held. One area of discussion is the requirement, per statute, that districts have in place a "pay for performance" policy in effect for 2015-2016. Superintendents are concerned that this is an unfunded mandate. They will continue to work with legislators and State Superintendent, Dale Erquiaga.
 - a. Superintendents also discussed the Margins Tax. As a group, superintendents will be approaching the discussion as follows: "we all need more money for education; however, we are not certain if this is the right avenue, but believe the voters will make the right decision."

- b. The remainder of the day was a continuation of the superintendents' discussion regarding iNVEST.
 - c. That evening, Dr. Jensen was made aware of the rumors circulating in regards to a potential threat at Lowry High School. He was able to engage with administration, school resource officer and the Winnemucca Police Department on the situation. As expected, we had large absences at Lowry High School and other schools on Friday. Dr. Jensen commended the Winnemucca Police Department for their support and increased patrols around Lowry High School. Given some additional accusations that came forward, we are continuing to investigate the situation.
12. After school on Friday, February 7th, members of the Lowry High School administration, school resource officer, District Office administration and Dr. Jensen conducted a "critical debrief" to evaluate the procedures and processes implemented as a result of the rumor. This was a good opportunity to consider alternative approaches should such a situation arise in the future.
 13. Monday, February 10th the negotiations session was postponed as per the request of the Humboldt County Education Association. The next meeting will be scheduled at a time when Steve Kessler can be present; most likely the beginning of March.
 14. The morning of February 10th, Dr. Jensen had the opportunity to participate in a radio interview with KWNA. The discussion revolved around last week's rumor at Lowry High School and efforts the district is making to implement single point of entries.
 15. The morning of February 11th was comprised of a Board Retreat facilitated by Jim Huge. Dr. Jensen hoped that the discussions were of meaning to each member of the Board.
 16. Dr. Jensen will be out of the office on February 20th to attend the Nevada Public Education Foundation Executive Leadership Academy training. The training is being facilitated by Seth Andrew with a focus on Parent Engagement and Advocacy for Diverse Communities.

Special Recognition: Lowry High School All-State Football Recipients

Coach Billingsley thanked the Board for the opportunity to recognize several of the Lowry High School football team. In the last four years, the football team has won 38 games. The last two years they have broken and tied school records and have won 10 games each season. Mr. Billingsley introduced the players and Mr. Seeliger provided them with a certificate of excellence. All-State Tight End, Robert Stepper was not able to attend.

Luis Cardenas – First Team All-State Offensive Line

Calvin Connors – State MVP

Tanner Lecumberry – First Team All-State Corner Back

Brandon Okuma – (last year First Team Running Back) this year: First Team All-State Linebacker

Matt Ourada – Second Team All-State Defensive Line

Coach Billingsley, along with Lowry High School V. Principal Ray Parks and Coach Chad Peters, thanked the players. The Board, District administration, and audience also congratulated each player. Great job!!

Discussion and Possible Action – Approval of Warrants

Mrs. Miller moved to approve the warrants as presented. Mr. Hillyer seconded, motion carried. Mr. Braginton abstained from the vote because his spouse was one of the payees on the warrants.

Discussion and Possible Action – Approval of a Trip Request for the FFA Livestock Judging Team to Travel to Chico State, February 28-March 2, 2014 and an Update of From the Nationals Trip Taken Last Fall – Jen Partee, Brittany Partee

Mrs. Partee approached the Board for permission for the FFA Livestock Judging team to travel to Chico State to participate in a competition at Chico State University. The team will leave on February 28th and return on Sunday, March 2nd. Before returning on Sunday, the group will meet with the owner of a large swine operation to see current trends. Currently, four students and two chaperones will be making the trip. There is no cost to the District.

Mr. Hillyer moved to approve the FFA Livestock Judging team travel to Chico State February 28-March 2, 2014. Mr. Betteridge seconded, motion carried.

Brittany Partee provided a PowerPoint presentation of the FFA club's trip to the 2013 FFA Nationals to Louisville, Kentucky. The group attended a Career Fair where they had the opportunity to meet people from other states, take in college opportunities, get great fundraising ideas and attend workshops. They were able to visit the Bernheim Research Center, the Louisville Slugger Museum and Factory, Churchill Downs, learn about Prairies, controlled fires, and about the different types of animals and plants that are native to the area. They also attended the "Pumpkin Walk". Pumpkin carvers carved approximately 6,000 spectacular pumpkins.

Ms. Partee provided the Board and Administration with some souvenirs from the trip.

Discussion Only – French Ford Middle School Update – Robert Lindsay

Postponed

Discussion Only - SB 157- Review of Statutory Requirements of District Defined Strategic Plan for Budgeting Development

Senate Bill 157 was passed during the last legislative session and requires that each school district establish criteria for determining budgetary priorities that are directed at improving the achievement of pupils and improving classroom instruction.

Dr. Jensen provided the Board with a "draft" copy of SB 157 for Humboldt County School District. He asked the Board to provide input on the document presented. The document provides a list of six goals that are high priority focus areas outlined in the District's Strategic Plan. They include: **Goal 1:** Implement a Rigorous and Relevant Curriculum, **Goal 2:** Ensure Excellence in Instruction, **Goal 3:** Utilize Assessment and Data to Monitor and Measure Growth and Achievement, **Goal 4:** Maintain a Positive Climate and Culture Providing a Safe and Nurturing Learning Environment, **Goal 5:** Incorporate Parent and Community Partnerships to Maximize Positive Impact on Student Success, and **Goal 6:** Create and Implement Effective and Efficient Systems that Maximize Available Resources. The Strategic Plan will allow the Board to have a guideline for the development of the budget for the upcoming school year.

Mr. Braginton suggested replacing the word "goal" with "strategic objective".

Dr. Jensen will make the suggested changes and return to the Board for additional discussion of the plan and possible approval at the February 25th meeting.

Discussion Only – Update on Late Start Professional Learning and the NEPF Across the District – Dawn Hagness

Mrs. Hagness reported that the elementary Design Team met on February 10th. The Design Team creates all the training sessions and builds the plan for what comes next. We are currently in Domain 3, week

three; each domain is nine weeks long. Domain 4 has been developed and those responsible have been assigned to put together the presentations for each of the weeks. The late start Thursday trainings (Domain 4) will take us to the end of the school year.

- Next year for math, Kindergarten will use a standard called “Counting and Cardinality”. In grades 3-5 they will use a standard on fractions and then across schools (K-6) they will use a standard in Geometry.
- It is hoped that we will complete the surface level training for math by Christmas of next year or semester and then move into ELA.

Dr. Jensen said that they would be coming before the Board to request a continuation of the late start into the upcoming school year. He noted that the feedback received has been overwhelmingly positive.

- Grade level meetings have been held to gather feedback on the sequencing guides. Feedback has been very positive. The majority of teachers have asked for an ELA guide for next year.
- One of the ultimate goals is that we will be developing common assessments across schools. McDermitt Combined and Winnemucca Grammar School are currently piloting a program called “Test-Wiz”. It will allow us to provide a pre-assessment that will give us the strengths across all students in a specified grade, show concerns and possibly drive professional development. It will also allow schools to determine what they need for interventions, acceleration and remediation for students.
- We have been involved in pilot walk throughs at French Ford Middle School and Winnemucca Grammar School.
- Teachers have asked to get together at grade levels and discuss resources to develop units that can be shared across the District.
- Teachers asked to have a two day training specific to their content and grade level.

Middle School

Cathy Smales, with NNRPDP, is current working with Winnemucca Jr. High Schools on ELA standards in all content areas.

Jeff Cramer, with NNRPDP is continuing to work with the math teachers (grades 6-8).

High School

Lowry High School spent the first portion of the year participating in “Culture of Hope”. Survey results on the program were not positive. Teachers were unsure of the vision and purpose of the program. Lowry High School has developed a new plan to state clearly what their purpose and goals are and how it directly relates to the graduation rate.

The Science Department has chosen a textbook that they are walking themselves through and are developing a curriculum. The English Department is working on a book called the “Common Core Companion”, which is research based. The Math Department will continue with what they have been doing as they work with Jeff Cramer from the NNRPDP. The remainder of the school is working on training to help them implement the ELA standards into their content areas. In addition, all departments will be spending time working on the Nevada Educator Performance Framework (NEPF).

Lowry’s plan is through spring break and will possibly continue through the end of the year.

In regards to Nevada Educator Performance Framework (NEPF), Mrs. Hagness suggested inviting teachers to a board meeting and ask them share their roll out system to the NEPF. Beginning February 12th, Administrators will learn about their evaluation system and process. Teacher leaders at each school have assisted the principal in developing the NEPF roll out plan.

Aaron Hansen, with NNRPDP, is providing additional support at Sonoma Heights as the evaluation framework coordinator as they pilot the program.

Rural teachers are receiving instruction from teacher leader, Kim Acorda and Jessie Westmoreland.

Discussion Only - Closed Session to Discuss Certified Negotiations Pursuant to NRS 288.220 – Dr. Dave Jensen

6:01 p.m. Mr. Braginton moved to go into a closed session to discuss certified negotiations, pursuant to NRS 288.220. Mr. Betteridge seconded, motion carried.

6:15 p.m. Mr. Braginton moved to return to open session, pursuant to NRS 288.220. Mr. Hillyer seconded, motion carried.

Public Comment – Discussion Only

None

Board Reports/Requests - Information Only/No Action

1. Mr. Hillyer reminded everyone of the game between Lowry and Elko on Saturday, February 15th. He invited everyone to the Century Club mixer at the Winner's Inn after the game.
2. Mr. Hillyer reported that Jerry Gribble and John Prida will be inducted into the NIAA Hall of Fame on March 27th at 6 p.m. at the Peppermill.
3. Mr. Braginton said he appreciated the opportunity to join Dr. Jensen, Dawn Hagness, Noel Morton, DeAnna Owens and Glenda Deputy at the Northern Nevada Leadership Summit on Friday, February 7th. He appreciated the success stories, it was encouraging. He said it is important for a board to set the direction for a district.
4. Mrs. Deputy said she also attended the NASB meeting that same weekend. Two items discussed were; Effective Professional Development in an Era of High Stakes Accountability and Developing Collaborative Intelligence at Work. She believes what we are doing in Humboldt County is stellar compared to other districts.
5. Mrs. Deputy reminded everyone of the rural basketball tournament on Saturday, February 15th, 10 a.m. at Orovada.
6. Dr. Jensen reported that he and Mr. Novi will be chaperoning Winterfest on Saturday, February 15th.
7. Dr. Jensen reported that, as was noted in public comment, there has been a request for District administration to meet with several teachers regarding CRT testing on Wednesday, February 12th at 3:30 at the district office, and invited board members to attend. Mr. Seeliger asked that Dr. Jensen report back to the board at the February 25th meeting.
8. Mr. Seeliger thanked everyone for their time in attending the board retreat.

Adjourned 6:23 p.m.

Submitted by Secretary, Paula Wright

