

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

The regular meeting of the Humboldt County Board of School Trustees was held June 14, 2016 at 4:31 p.m. in the District Office Boardroom.

Board members present were: President Bruce Braginton, V. President Glenda Deputy, Clerk Ann Miller, Nicole Bengochea, John Hill and Louis Mendiola. Absent: Boyd Betteridge

Others in attendance were: Superintendent Dr. Dave Jensen, Asst. Superintendent Dawn Hagness, Attorney John Doyle, Joyce Sheen-Humboldt Sun, Brenda Olsen, Stephen Romero, Scott Rottman and Secretary Paula Wright. Absent: Director Kelly Novi

President Braginton opened the meeting with the Pledge of Allegiance.

**Correspondence:** None

**Minutes:** Mr. Hill moved to approve the May 10, 2016 minutes as written. Mrs. Deputy seconded, motion carried. Mrs. Bengochea abstained.

Mrs. Miller moved to approve the May 18, 2016 minutes as written. Mr. Hill seconded, motion carried. Mr. Braginton abstained.

Mr. Mendiola moved to approve the May 24, 2016 minutes as written. Mrs. Bengochea seconded, motion carried. Mrs. Miller and Mr. Braginton abstained.

**Public Comment – Discussion Only**

Mrs. Brenda Olsen approached the Board with several concerns.

1. At previous board meetings, the Winnemucca Jr. High School drop-off and pickup area for students has raised concern. Mrs. Olsen noted that Winnemucca Jr. High staff use the eight parking spaces adjacent to the bus loading area and suggested eliminating those eight parking spaces and making it a no parking zone, allowing for pickup and drop-off of students only.
2. Mrs. Olsen resides across the street from French Ford Middle School on Great Basin Ave. When the solar panels were being installed at French Ford, the berm was destroyed. Recent activity has once again removed any vegetation which allows for a dust hazard. She asked if French Ford students could raise additional sage brush in their greenhouse project to be planted in this area.
3. Mrs. Olsen inquired about dual credit courses at Lowry High School for her child to forward his education. She was told that students are not encouraged to take the dual credit classes until they are juniors or seniors. She said that at orientation students are told they can graduate with an Associate's Degree. She asked how a student can achieve this if they are only allowed to take dual credit courses the last two years of high school?

**Superintendent's Report:**

- Dr. Jensen extended his congratulations to the students, staff and community at the completion of the 2016 school year. A special thank you to the Board for attending various graduation ceremonies. He hopes that everyone has a safe and restful summer!
- As we finalize the year, this has included the submission of a number of grant applications. We have been fortunate so far in being awarded the Read by Three grant and hope for a continuation

of grant funds to support various initiatives and legislative mandates. Information regarding the hiring of a grant writer will be brought to the Board at an upcoming meeting.

- Construction at the Winnemucca Grammar School began on June 13<sup>th</sup> and work on the Sonoma Heights roof will begin soon. These will be major projects that will be completed this summer.
- In addition, we are working on fencing for Lowry High School and have summer work crews out in the district completing a variety of jobs.
- The Nevada Association of School Superintendents meeting was held in Lake Tahoe. As a unified group, superintendents are submitting a resolution to the Public Employees Retirement System (PERS) regarding their policy requiring the payment of PERS for long term substitute teachers. All 17 districts are united on this issue and Clark County School District will provide any necessary legal support should PERS pursue an individual district.
- In addition, a letter was submitted to Dr. Canavero, State Superintendent of Public Instruction, requesting his office and the State Board of Education consider the addition of the American College Test (ACT) Work Keys to meet the College and Career Readiness (CCR) requirement for 11<sup>th</sup> graders. This will allow students that are considering career options, as opposed to college initially out of high school, to gain valuable information as they complete the transition.
- On June 16<sup>th</sup>, a State Board of Education meeting will be held in Carson City. Dr. Jensen anticipates that part of the agenda will include information on the Alternative Route to Licensure grant application.
- Dr. Jensen provided the board an updated document showing our current vacancies. Each of the schools are currently engaged with potential candidates and we hope to continue to narrow the vacancies over the next few weeks. Principals will be filling any remaining spots with long term substitutes as we continue to seek certified personnel.

## **Consent Agenda**

### **Discussion and Possible Action – Approval of Warrants**

Mr. Hill moved to approve the warrants as presented. Mrs. Deputy seconded, motion carried. Mr. Braginton abstained from voting because his wife is a payee on the warrants and Mr. Mendiola abstained from voting because his father's employer is listed as a payee.

### **Discussion and Possible Action – POOL (Insurance) Renewal Presentation – Stephen Romero, Scott Rottman**

The Nevada Public Agency Insurance Pool (POOL) has been in existence for 29 years and currently has 117 members.

- The maintenance deductible remains at \$2000 per loss.
- Earthquake coverage is an aggregate coverage of \$150 million (all POOL members)
- Flood coverage is \$150 million (all POOL members)
- Equipment breakdown coverage (refrigerators, solar panels, etc.) is on an average aggregate of \$100 million, without increase to premium.
- \$10 million liability coverage (district only coverage)
- Cyber security has been added to the policy at no additional cost.
- Environmental liability coverage has been added to the policy at no additional cost.
- Student accident coverage has been added to the policy. This will cover students during school hours, while participating in school sponsored and supervised activities, as well as to and from school sponsored activities and to and from school. There is no charge to the school district. It includes an accidental medical expense benefit of \$10,000, with a \$250 deductible for the parent.

The annual insurance premium for 2016-17 decreased from \$364,311 in 2015-16 to \$360,576.86.

POOL also offers classroom and online trainings. The Risk Management Grant program was created to reduce risks and defray the cost of risk management programs. The District has taken advantage of this program in the past.

Mr. Romero noted that, if there are changes made to the policy during the year, the premium does not change unless the added coverage is over \$5 million.

Dr. Jensen expressed his appreciation to Stephen Romero for being instrumental in getting the environmental coverage included in the policy.

Mr. Rothman thanked Mr. Romero for his work in putting together the policy. Mr. Romero said they would like to see someone from the District attend the annual POOL board meeting as a voting member.

Mr. Hill moved to accept the POOL insurance renewal as presented. Mrs. Deputy seconded, motion carried.

**Discussion and Possible Action – Consideration to Cancel the July 26<sup>th</sup> Board Meeting – Bruce Braginton**

Mrs. Deputy moved to cancel the July 26, 2016 board meeting. Mrs. Miller seconded, motion carried.

**Discussion and Possible Action – Public Lands Trust Presentation Requesting the Designation of Additional Public Lands to Generate Funds for Public Education and Consideration of Adopting a Resolution to Provide District Support in Conjunction with the Nevada Association of School Boards – Glenda Deputy**

School trusts were created by the U.S. Congress for states at the time of their statehood. The federal school lands acts served to make land more accessible to individual citizens and supplement funding for children in Nevada's public schools. The money that the states earned from these lands was put in trust funds for education. The original grant was roughly four million acres. Nevada's trust lands were modified due to the difficult topography and terrain. The alternative that was approved in 1880 was two million acres of improved lands. In 1985, Nevada petitioned for an additional grant of \$6.2 million but was unsuccessful. Currently, 2914.29 acres of School Trust Lands remain in the state.

The Nevada Association of School Boards (NASB) is asking each school board to support a resolution to urge state and federal lawmakers to support public schools by ensuring that the historic trusts are allowed to fulfill the purpose for which they were originally intended.

It is hoped to have all 17 school districts adopt the resolution and submit them to the NASB by July 1<sup>st</sup>.

Mr. Mendiola moved to adopt the resolution to provide district support, in conjunction with the Nevada Association of School Boards, for the designation of additional public lands to generate funds for public education. Mrs. Bengochea seconded, motion carried.

**Discussion and Possible Action – Discussion and Dissemination of Board Self Evaluation – Bruce Braginton**

The Board reviewed the Board Self-Assessment Evaluation. It was determined to keep the self-assessment worksheet as is with no changes. Each Board member will complete the worksheet and return it to Dr. Jensen, who will compile the information for review at the July 12<sup>th</sup> board meeting.

Mrs. Bengochea moved to adopt the 2015-16 board self-evaluation assessment as presented and discussed. Mr. Hill seconded, motion carried.

## **Discussion Only – Review of Superintendents Goals for 2015-2016 – Dr. David Jensen**

Mr. Braginton said he would be sending out the Superintendent evaluation for the Board to complete and return.

### **Goals:**

- 1) Implement new and improve upon existing supports to increase graduation rates:
  - a. Graduation rates for the 2014 cohort were identified as 78.45%. With changes in graduation requirements, we will annually track and report progress (to include first time End of Course (EOC) pass rates and ACT performance reports) with an expectation that we will exceed 80% for the 2016 cohort, and higher for the 2017 and 2018 cohorts.
    - Objective met-graduation rate for 2015 was 82.99%.
    - End of Course pass rates were not released by the State Board of Education, so there was no data available.
    - A total of 29,952 students participated in the 2015 11<sup>th</sup> grade ACT test administration. Only 8% of the participants were deemed college ready. Overall, Lowry performed slightly higher than the state average, while McDermitt performed significantly below the state average.
  - b. A continuation of “late start Thursdays” with an expanded focus on instruction supporting K-6 writing, while providing job embedded professional development aligned with the NACS across all grade levels.
    - i. As Superintendent, I will attend a minimum of one (1) late start training per month.
      - Objective met, except for December because of schedule conflicts.
  - c. Administrative capacity will be enhanced through structured job-embedded professional development within monthly NEPF/Administrative staff meetings.
    - Objective met- monthly, full day, administrative meetings, with half-day business meetings. The focus on the Nevada Educator Performance Framework (NEPF), with support from the Regional Professional Development Program (RPDP)
  - d. Full implementation of the NEPF during the 2015-2016 school year.
    - Objective met-All principals and certified employees were evaluated utilizing the NEPF.
  - e. Develop and seek Board approval for a Recruitment and Retention plan to strengthen our ability to identify, place and retain highly effective teachers (individuals – may be ARL) in the classroom.
    - Objective met-A plan was approved by the Board and is currently being implemented. A copy has been placed on the District website.
- 2) Enhance Communication:
  - a. Continue monthly information meetings with leadership of both the HCEA and HCSSO in a proactive manner to ensure ongoing communication and avoid potential areas of concern.
    - Objective met-formal monthly meetings are held. Informal meetings are conducted while on site visits with both the Humboldt County Education Association and the Humboldt County Support Staff Organization.
    - No grievances have been filed at the Step 2 (Superintendent) level this year.

- b. Hold monthly informal meetings with each principal during the 2015-2016 school year to assess individual needs and necessary supports.
  - Objective met-Through April, all meetings were entered into a spreadsheet. Generally, with McDermitt, the principal visits coincided with administrative meetings.
  - Visits ranged from completely informal to specific site based needs.
- c. Establish regular “alignment of resources” meetings with admin at least three (3) times annually to ensure school site needs are being effectively met. (Special Education, ELL, Maintenance, Transportation, SPP, Mentoring, etc.)
  - Partially met-one alignment meeting was conducted with each principal. Follow-up discussions recommended discontinuing the practice for the remainder of the year. Dr. Jensen determined it was not an effective use of time for him or principals.
- d. Continue to provide a monthly “Superintendent’s Musings” to the Humboldt Sun while also engaging in additional communication avenues as appropriate.
  - Objective met- “Superintendent’s Musings” are published on the third Friday of every month. In addition, several additions of “Sensational Schools” was included in the newspaper. Dr. Jensen said he appreciates working with the Humboldt Sun.
- e. Provide weekly updates to the Board of Trustees regarding key issues and activities. This will be supplemented through immediate contact for pressing issues.
  - Objective met-A weekly summary is provided for Board review. This provides the Board with timely updates on District activities.
- f. Proactively engage staff and community members on key educational issues through the district web site, Facebook, news and media outlets, public appearances, and other forms of communication.
  - i. Ensure the recently updated district website and district Facebook page are updated to provide timely and accurate information.
  - ii. Create an “Ask the Superintendent” link on the district website. Questions of interest will be included for community review and discussion.
    - Objective met-Work has been done to enhance the usability of our district website. We have increased our Facebook traffic. We currently have 1,896 contacts. Dr. Jensen has begun to implement Twitter. We are currently exploring additional opportunities to expand through additional software.
    - “Ask the Superintendent” was developed and fully implemented during the 2015-16 school year. Absolutely no questions were asked.
- g. Track the number of volunteers engaged in our school settings as defined through our recently implemented Volunteer Policy.
  - During the 2014-15 school year we had 69 volunteers. For 2015-16 we have 145 volunteers.

### 3) Fiscal Responsibility:

- a. Update and distribute the user friendly communication tool for district budgeting.
  - Objective met-The document was distributed to all school district personnel, placed on our website and provided to key individuals.

- A link was also provided on our district website.
- b. Engage the Board of Trustees throughout the negotiations process to ensure the Board is updated regarding proposals.
  - Objective met-ongoing closed personnel sessions are held to review the negotiations process and seek input and guidance from the Board of Trustees. Five closed sessions were held.
- c. Work towards an amicable agreement between all bargaining groups under the direction of the Board of Trustees.
  - Objective met-An amicable two-year settlement with the HCEA, HCSSO and administrative team was reached.
- d. Effectively oversee and manage bond projects providing prospective projects for the summer of 2016 to the Board of Trustees within established priorities and within budget parameters.
  - Objective met-Summer bond projects were presented to the Board for vote. Bids for Winnemucca Grammar School and Sonoma Heights projects were brought back to the Board modified from the original budget projections and were approved.
- e. Ensure a continuation of the newly implemented district provided “on-line charter” option working towards a fully self-sustaining program.
  - Objective met-A total of 12 students completed graduation requirements. Without the Distance Ed program eight students would have dropped out. In the 2015-16 school year 196 courses were completed, compared to 196 in the 2014-15 school year.
- f. Provide updated curricular materials to support Eureka Math across the K-8 grade span.
  - Objective met-The District and Board authorized the expenditure of \$228,274 to support Eureka Math support materials.
- g. Facilitate the submission and oversight of various funding opportunities available to the district as a result of the 2015 legislative session.
  - Objective met-Grants for the 2015-16 school year total a little over \$1.1 million. Dr. Jensen thanked Mrs. Hagness, Mrs. Morton, Mr. Novi and Mrs. Owens for their help in securing some of the grants.
- h. Continue to track and monitor the new food service program (Chartwell’s) increasing student participation while reducing supplemental needs from the general fund.
  - i. Ensure implementation of the Breakfast Before the Bell program at McDermitt Combined School.
    - We successfully applied for and received the Breakfast Before the Bell grant and the program was fully implemented at McDermitt Combined School.
    - Breakfast participation increased by 81/2% over the prior year.
    - Lunch participation increased by 8.1% over the prior year.
    - A la cart has increased 45% over the last six months from the previous year.
    - Chartwell’s, in partnership with Humboldt General Hospital, held the first annual fitness expo.
    - Chartwell’s provides catering service to both the district and school sites.

4) Enhance Visibility:

- a. Provide strong leadership and representation of Humboldt County School District through tenure as NASS President, and if appointed, on the Nevada Board of Education.
  - Objective met-Served as National Association of School Superintendent's (NASS) president and will continue on the State Board of Education through January 2017. NASS has asked Dr. Jensen to continue to serve in that capacity through January 2018, if Governor Sandoval approves.
  - Served on "What's Next Nevada" committee and represented NASS and Humboldt County School District at the American Association of School Administrators (AASA) Advocacy conference.
- b. As Superintendent, ensure that a site visit to every school in the district occurs at least twice during the 2015-2016.
  - Partial Objective met-visited Denio and Kings River Schools once, all other schools were visited a minimum of twice.
- c. As Superintendent, conduct a walk through with the site administrator (as available) in every classroom at least once during the 2015-2016 school year.
  - Partial objective met-was not able to visit a total of 19 classrooms.
- d. Attend a staff meeting providing an unstructured Q&A opportunity for staff at a minimum of once per month.
  - Objective met at Grass Valley Elementary, Sonoma Heights, Winnemucca Grammar and Winnemucca Jr. High School.
- e. Engage in a lunch at individual school sites once a month and invite parents to participate in a District paid meal with their child.
  - Objective met-Grass Valley Elementary twice and once at French Ford, Sonoma Heights and Winnemucca Grammar School.

Dr. Jensen said it was a very positive year.

Mr. Braginton said he would send out the Superintendent evaluation electronically and asked that it be returned to him before June 24<sup>th</sup>.

**Public Comment – Discussion Only**

None

**Board Reports/Requests – Information Only/No Action**

1. Mrs. Bengochea congratulated the Class of 2016 at McDermitt Combined and Lowry High School.
  - She wished everyone a great summer.
2. Mrs. Deputy asked where we are with key coring. Dr. Jensen said it is in process. Mr. Braginton asked if employees are made aware that there will be consequences for losing their key. Dr. Jensen said that employees are made aware of the consequences.
  - She is not happy with the weeding that was done at Paradise Valley School.
  - She noted that the Winnemucca Jr. High sign needs painting.
3. Mrs. Miller congratulated the graduates.
  - She expressed a concern she has with awards assemblies, especially at the elementary level. Every student is expected to attend, however, not every child is given an award. She is concerned with the message this sends to the younger students who do not receive an award or

possibly may never receive an award. She does not want them to feel that they can never succeed. She agreed that we need to encourage and reward success, but wondered if the assemblies could be held in the evening for only those students receiving awards or given during parent/teacher conferences.

4. Mr. Hill congratulated the Class of 2016.

- He hoped everyone did their civic duty and voted.
- He is curious to know which building is going up at the Boys and Girls Club site. Dr. Jensen said it is the building that houses the gymnasium, meeting rooms, workout area, kitchen, etc. Dr. Jensen said that, once there is more progress made on the building, a tour of the site for the Board could be arranged.

5. Mr. Mendiola congratulated the Class of 2016.

- He thanked all staff for their dedication.
- He thanked the Kings River community. He enjoyed the Kindergarten and 8<sup>th</sup> grade graduation ceremony.

6. Mrs. Hagness reported that day two of the PBIS Tier I training for Winnemucca Grammar School, Grass Valley, Winnemucca Jr. High and McDermitt Combined was completed. Some schools from Battle Mountain and Lovelock also attended.

- Tier II training will be held on June 16<sup>th</sup> and 17<sup>th</sup> in the district conference room.
- She congratulated Dr. Jensen for receiving the State Superintendent of the Year award.

7. Mr. Doyle congratulated Dr. Jensen on his award.

8. Secretary Wright congratulated Dr. Jensen on his award.

9. Mr. Braginton extended his congratulations to all the graduates.

- He extended his sincere appreciation to all administration and staff for being the driving force behind the success of the district.
- He thanked all his fellow board members.
- He congratulated Dr. Jensen on his award.

10. Dr. Jensen said that he will be going to Washington, DC in January, New Orleans in March and in the meantime he is being asked to put a concerted effort into vying for the national superintendent title. He said he appreciates the honor of being named State Superintendent of the Year.

Submitted by Secretary, Paula Wright

Adjourned 6:35 p.m.

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Ann Miller, Clerk