

HUMBOLDT COUNTY SCHOOL DISTRICT BOARD OF TRUSTEES (Tuesday, October 24, 2017) - APPROVED MINUTES

Generated by Judy Kritikos on Thursday, October 19, 2017

A. Call to Order: The meeting was called to order at 4:30 pm in the District Office Boardroom

Board members present were: President Bruce Braginton, Vice-President Glenda Deputy, Nicole Bengochea, Clerk Boyd Betteridge, Chris Entwistle, Dr. Carrie Stringham and John Hill.

Others in attendance were: Superintendent Dr. Dave Jensen, Asst. Superintendent Dawn Hagness, Attorney John Doyle, Shauna Gilboy (HCSSO), Aime Godinez and Michele Hammersmark (LHS), Mike Mitchell and Jon Burhans, Shanna Cummings (Humboldt Sun), and Judy Kritikos.

Procedural: 1. Pledge of Allegiance: President Braginton opened the meeting with the Pledge of Allegiance.

Action: 2. Approval of Minutes

Recommended Action: Recommend approval of prior meeting Minutes.

A correction was noted on page 3: Federal "grand" should be Federal "grants". Another correction was discussed under the Consent Agenda item for approval of warrants. It was listed that Mr. Braginton moved that the Board approval all the warrants except those in conflict. Mr. Braginton believed Mr. Hill made that motion. (Upon review of the notes and audio file, Mr. Braginton did make that motion; no correction needed.)

Mr. Entwistle moved to accept the Minutes with the correction noted. Dr. Stringham seconded, motion carried with one abstention by Mr. Betteridge

Information: 3. Correspondence: None

B. Public Comment

Procedural: 1. Public Comment Guidelines

Ms. Aime Godinez addressed the Board, asking if AC is scheduled to be installed at Lowry High School (LHS) this summer. She stated that teaching in an 85-90 degree classroom is an inappropriate learning environment. There are over 400 students in the main building, along with teachers, the building is soon to be 50 years old, and modernization in the area of cooling is a much needed item.

C. Superintendent's Report

Information: 1. Superintendent Meeting

Information: 2. Activity Report:

- Dr. Jensen reported that preliminary graduation rates for the class of 2016 have been released. He is pleased to report that our preliminary rate is 88.7%, a 12% growth from the prior year. This figure will remain preliminary until finalized in December.
- On 10/24/17, Dr. Jensen and John Doyle met with Kent Maher and Chief Bill Daley regarding the School Resource Officer MOU. They believe all issues have been addressed, and are moving forward. It is anticipated this will be agendized for 11/28/17.
- On 10/16/17, the central office and the Board met for training on BoardDocs, our new electronic Board agenda format. A connection has been placed on the HCSD website, encouraging the public to view the documents this way.
- On 10/17/17, Dr. Jensen met with Play and Park Structures, looking at options for playground equipment. This may be something to consider as a summer project. We are also looking at a potential grant opportunity for playground equipment.
- Following that meeting, Dr. Jensen attended the monthly administrative meeting, and felt the team accomplished a lot.
- Following the administrative meeting, Dr. Jensen and the cabinet team met with ANET to continue work on the Strategic Plan. It became clear there is significant work still to be done. Dr. Jensen will recommend that the discussion on tonight's agenda be postponed until a later date.
- On the evening of 10/17/17, Dr. Jensen attended the performance of Beowulf at LHS. Dr. Jensen commended Mrs. James and her students for an outstanding performance. He was amazed by the quality of the performance.
- On the morning of 10/18/17, at the request of Buckaroo radio, Dr. Jensen gave an interview discussing the preliminary graduation rates.
- On the afternoon of 10/18/17, Dr. Jensen met the Presidents of both HCSSO and HCEA to discuss the finalization of the contracts and address any questions they might have.
- On 10/23/17, Dr. Jensen and Ronda Havens met with Drake & Rose for the audit exit interview. Dr. Jensen reported this was a positive review - there were no findings. The audit presentation is scheduled to be heard at the 11/28/17 Board meeting.
- Doc Welter, Principal at McDermitt Combined Schools reported the following information, and Dr. Jensen is happy to share it with the Board: 12 of their 15 seniors have received acceptance letters to colleges in Nevada and Utah. Each morning, one of these students makes the morning announcement over the school intercom, by saying: Good morning, my name is _____, and I am going to college at _____, and I'm going to study _____. The seniors are excited for their future and a college-going culture is blossoming throughout the school, beginning in kindergarten. Dr. Jensen commended Mr. Welter, the staff and the students at McDermitt Combined, and applaud the fact that 12 of 15 students are college-bound, and look forward to celebrating with the other 3 as well.

Information: 3. Travel Update Report

D. Consent Agenda

Action (Consent): 1. Approval of Warrants

Action (Consent): 2. Approval of Consent Agenda

Recommended Action: Recommend approval of consent agenda items as presented.

As there were no conflicts noted, Mrs. Deputy moved to approve the warrants. Mr. Hill seconded, motion carried.

E. Discussion and Possible Action Items

Action, Discussion: 1. Update and Review of Strategic Plan Development - Dr. Dave Jensen, Dawn Hagness, Amy Nelson, DeAnna Owens and Noel Morton (45 minutes)

Recommended Action: Authorize approval of the revisions to the Strategic Plan.

As Dr. Jensen stated earlier in the meeting, given the amount of work yet to be done on the Strategic Plan, it was his recommendation that this item be postponed for another meeting.

Action, Discussion: 2. Discussion and Review of Upcoming Summer Projects to be Bid Early Spring 2018 - Dr. Dave Jensen, Mike Mitchell and Jon Burhans (45 minutes)

Recommended Action: Approval to move forward with identified projects for Spring 2018.

Dr. Jensen invited Mike Mitchell and Jon Burhans to assist in this discussion. As Mike is retiring very soon, Dr. Jensen thanked Mike for his years of service to the District, and reminded the Board that Mike has been with the District since 2008, when the Bond was passed. Dr. Jensen introduced Jon Burhans as our new Projects Manager. Jon has lived in Winnemucca most of his life and has owned his company, JR Builders, for 32 years. In 2008, when going to the voters for the Bond measure, the District wanted to make strategic moves on providing cooling to our buildings. As Ms. Godinez pointed out, some of the classrooms can be stifling, and very uncomfortable for teachers and students. The District decided to start with the youngest ages and move forward. \$1.2 million was spent at GVE which is now completely air conditioned, as are WGE, SHE, FFMS and McDermitt. This leaves WJHS and LHS without air conditioning. Tonight we will discuss the recommendation of a pilot program at WJHS, to put evaporative coolers in the school. When an evaporative cooler is placed in the gym, it is found that the classrooms around the gym are also being cooled down. This is a faster/cheaper opportunity to address the cooling issue while a more long term solution is found. If this works well at WJHS, the next step is to do the same at LHS the following summer. Our total annual revenue is approximately \$1.2 million, and the question is - how long will it take to generate enough money? Could we give up one entire year of revenue to put in an HVAC system, and forego other projects? The evaporative cooling may be a resolution while a long term solution is found. There is discussion of doing some form of cooling at LHS in the gym and the project will be out for bid in Feb 2018, award in March 2018 and work to begin in June 2018. The current HVAC system is in failure, has been piece-mealed for the short term, and needs to be replaced as soon as possible.

Mike Mitchell reported that the HVAC work slated for the summer of 2017 at FFMS was awarded about a month ago and materials ordered. Rooftop prep will be done mid-November, equipment is due on site approximately 12/5/17, and work is scheduled to be completed by Jan 2018. The rooftop unit at LHS is a stand-alone unit to cool the office area. The gym area is under design and should be completed by Summer 2018.

At Kings River, the portable has been placed. There was an issue with the handicap ramp and the new ramp should be delivered/installed the end of October. The electrical is ready to be connected and should be complete soon. The one issue is the fire alarm system. There are only smoke alarms in each classroom. There is no Fire Dept. and no viable water source nearby, so we are working with the County to resolve the issues and provide a safe environment for the students.

Dr. Jensen requested the addition of a fifth project - the evaporative cooling system at WJHS.

- Lowry High School Old Gym HVAC - replacing the 3 units and the duct work, circa 1960's and must be replaced
- FFMS Effis Exterior Work - put out to bid this year and no bids were received. This will be rebid in early 2018
- WGS Concrete and Drainage (front of school) - curb and sidewalk is needed on the lower section, and the upper section also needs to be addressed with drainage through both areas
- SHES - Kindergarten Play Area Asphalt and Retaining Wall
- WJHS - Evaporative cooling system

Dr. Jensen and Jon Burhans will meet with the architect, Max Hershenow, on 11/1/17. If the Board gives preliminary authorization to begin that process, the intent is to begin the preliminary work to be able to put these projects out to bid in February 2018, receive bids in March, and start work in June 2018. In addition to these projects, Dr. Jensen discussed allocating a sizeable amount toward playground equipment, which will be discussed soon. Due to the design work needed on the other projects, Dr. Jensen is asking the Board for their approval to begin the process of meeting with the Architect, as there will be costs associated with the engineering work needed to begin the bidding process with these projects.

Dr. Jensen updated the Board on the status of the replacement of the portable at SHE. We have not yet heard from the Insurance company with the claim amount, and it may be that some of the bond money will be used to off-set the amount not covered. We've received costs on used portables (\$100,000) vs new (\$180-\$200,000), so the options are being looked at. Once Dr. Jensen knows what the insurance coverage will provide, he will notify the Board.

Dr. Stringham moved to authorize Dr. Jensen to move forward with the various processes needed to bid the five projects stated above. Mrs. Bengochea seconded, motion carried.

Action, Discussion: 3. Update on Submission of Progressive Discipline Plans in Accordance with NRS 392.4644 - Dawn Hagness (15 minutes)

Mrs. Hagness informed the Board that every year each school must form a committee of staff members to meet and create or revise their plan. The committee must be composed of teachers, other support staff, and at least a parent, and is to be signed. Typically, the form is in place by 10/15, yet this year it was due 9/15. This year, they needed to address and include how to address student behaviors on a school related trip to ensure transportation is provided for the student to and from. For the removal of student from the classroom, a hearing must be held that includes a committee from the school site. The committee members must be listed in the plan. To date, all administrators have submitted their plans as required by the State Dept. The

next step is to report to the Board that this has been done. As this is being done at tonight's meeting, Mrs. Hagness will now submit a report to the State that all the administrators are compliant and have added all the required information, in accordance with NRS 393.4644. These have been posted on each of the school websites, as well as our HCSD website on the tab noted as Progressive Discipline Plans. Mrs. Hagness let the Board know that in the last four years, this disciplinary hearing committee has not had to hear one case.

Action, Discussion: 4. Approval of Activity Report of NNRDPD for FY16-17 in Accordance with NRS 391.556 - Dawn Hagness (20 minutes)

Recommended Action: Approve the NNRDPD Activity Report as presented.

Mrs. Hagness reminded the Board that every year the NNRDPD is obligated to provide this information to the District, who then must report it to the Board of Trustees, and then submit a report to several agencies, including the NDOE, reporting that the NNRDPD has done work in our District. All information in the report is self-reported by the coordinators, based on their work in the field, requests that may come in from administrators, evaluations that people submit following a training, etc. For a historical reference, Mrs. Hagness noted that 3 years ago, 1500 hours was done with the RPDP, two years ago it was 1,000 hours, and last year it was 500 hours. In researching the reduction in numbers, it was found that previously, RPDP was being used for Late Start Thursdays to create the trainings and work with facilitators at each site. This last year, this was left to the learning strategists and RPDP was used at each site to develop the training and present it. It was pointed out that we still received 18% of their service hours across the region, and have 20% of the students. The bulk of training was provided to staff working towards earning their literacy endorsements.

Mrs. Deputy moved to accept the NNRDPD Activity Report. Mr. Hill seconded, motion carried.

Action, Discussion: 5. Finalization of Dates and Topics for Scheduled Board Retreats - Dr. Dave Jensen (30 minutes)

Recommended Action: Approve dates and topics for Board Retreats

Dr. Jensen reported that he received three responses to the request for preferred Board Retreat dates, all indicated that Tuesday dates were preferred over Saturday. There were three areas of discussions: (1) Facilities, to include tax rates and future needs for construction, (2) Training on reaching out to staff and community, succession planning, and (3) District and school culture. It was felt that an entire retreat could be devoted to the Facilities topic. Mr. Hill commented that it would be good to know what land is owned by the District, possibly consolidating/trading it, etc., so if there are future funds for brick-and-mortar buildings, the necessary information on District property will be available. The Board felt they would like information on bonds, what the process is, and knowing how the previous bond was handled, it would be helpful for the item on the retreat agenda. Dr. Jensen summed up the two topics: (1) Facilities, and (2) Culture/outreach to community. In previous discussions, the goal was two-three retreats, and he suggested the first two retreats focus on these two areas, and could move forward with the third if needed.

The next step will be to find dates and facilitators for the retreats. Dr. Jensen stated the facilities information is mostly internal and he will gather the information that's user friendly for the Board. As he worked on the 2008 bond, he can provide that information as well. Mr. Braginton felt an outside facilitator would be helpful, providing external resources. Several suggestions were made on persons who might suit the needs of a facilitator, i.e., Mike Bumgartner, Jim Huge, Jean Farr, reaching out to the City of Winnemucca/County for facilitators they may have used, etc.

Dr. Jensen recommended, and the Board agreed, that starting with the Culture topic rather than the Facilities topic might be better, given the background and information that needs to be gathered to prepare for the Facilities retreat. The discussion turned to length of time for the Retreat, perhaps 9-3:00. It was suggested that rather than having one long meeting, perhaps have shorter meetings to address smaller informational items, as they begin to understand all the needs and suggestions before moving forward. Given the information needed, the upcoming holidays, and the cancellation of the 12/26/17 meeting, it was felt that the first meeting would be held in January 2018, perhaps meet from 12:00-3:00 pm mainly for information gathering, and understanding what they need to know in order to plan the next steps.

Dr. Jensen reiterated the conclusion of the Board: Tuesday, January 9th, 2018, 12:00-3:00 pm, as a preliminary information gathering meeting where no facilitator will be needed, and the Board will then determine the plan forward.

Turning to the second topic, culture and communicating with various stakeholders/community, the Board discussed meeting prior to 1/9/18 or after. As ThoughtExchange has just gone out to the students, it might be wise to wait before working on that item. Jim Huge's name was offered as the facilitator for this discussion and given the cost for the facilitator, it was felt a longer meeting would be more advantageous. Dr. Jensen will reach out to Mr. Huge for available dates and provide them to the Board, as well as reaching out to Elko District to see who they may have used. Mrs. Hagness suggested Aaron Hanson, Adam Young, or someone from ANET. A date for the retreat on the culture topic will be chosen after the 1/9/18 Faculties meeting. A third retreat date is likely to be set to follow-up on the Facilities topic.

F. Public Comment - None

Procedural: 1. Public Comment Guidelines

G. Board Reports

Information: 1. Board Reports

1. Dr. Stringham: A huge congratulations to the seniors, teachers and staff on the numbers of McDermitt college-bound students, who are moving forward with their education and have a plan. Saturday night, Spook Night at WGS was so much fun and had a great turn out.
2. Mrs. Deputy: Paradise Valley Bingo night is Thursday, 10/26/17, 7:00 pm. She received a message on AB451, regarding Board member training. Dotty Merrill indicated that the legislature will come back and possibly appoint a Board seat to replace the Board member who does not comply with the required training. The Board discussed in-house training and exactly what comprises officially-recognized training; Dr. Jensen will reach out to Dotty to ask if in-house trainings meet the requirement. The Nov 2018 NASB conference will count toward the hours needed to fulfill the AB451 requirement.
3. Mrs. Bengochea: also sent her congratulations to the senior students and staff at McDermitt. She also thanked those volunteers for the Spook Night, which was a great event with an excellent turn out.
4. Mr. Hill: Wanted to give a pat on the back to the McDermitt seniors for their efforts and success in going to college.

5. Mr. Betteridge: Also gave his congratulations to those McDermitt seniors who received their college acceptances, and looks forward to hearing about the same success for the remaining three students. While he and his family were in Washington DC, they were able to meet with Congressman Amodei and provide his opinion on public schools.
6. Mr. Entwistle echoed his congratulations to McDermitt and the seniors, and to the staff who've made that culture a priority. Great job. Congratulations also to HCSD for the preliminary increased graduation numbers, a 12% increase is great. He also wanted to thank the HCSD kitchens who donated various items to help with the Spook House, as well as Kinner Concrete and C.B. Browns for the pipe. It saved a lot of time and money this year with their help. Spook Night was a great success, and he wanted to thank the students and staff who helped - Kay Billingsly, Crystal, and Jose - their help was appreciated very much. Mr. Entwistle commented on the huge donation by **Nate Blaton** and his wife for the soap box derby items for the technology project.
7. Mrs. Hagness: Congratulated Mrs. James, the Stagecraft crew and the students in the production of the phenomenal Beowulf. Thank you to the WGS staff, students, staff and community who put on a great Spook Night. If you haven't had a chance to watch the LHS girls senior volleyball - those girls are amazing and so fun to watch! Sharing a successory - From Justin Sherburn, a student at WJHS: He wanted to thank Fleur Jensen, who is always kind and helpful. She always takes time out of her day when they need help. Mrs. Hagness suggested at another Board meeting, we return and share the great news received from the Humboldt Foundation for the various schools.
8. Judy Kritikos: Asked the Board how they like the new BoardDocs program, and the Board indicated they love it and have had no issues logging in or accessing the documents.
9. Dr. Jensen: Reminded the Board that the next Board meeting (11/14/17) is in Paradise Valley. We will carpool in a District vehicle, leaving the HCSD office at 2:30 pm so there is time to tour the community gym prior to the start of the Board meeting. Each Board member should have received an invitation to the seafood buffet at the NASB meeting on Friday, 11/17/17; Please RSVP to Dr. Jensen soon. For the NASB in San Antonio (April 7-9, 2018), we need to finalize who will be attending, so travel/registration can be handled.
10. Mr. Braginton: Congratulated the McDermitt seniors and staff, as well as the increase to the HCSD graduation rate. He also wanted to express his appreciation of the other Board members for the excellent discussions held tonight.

H. Notice

Information: 1. Notice to Persons with Disabilities

ADJOURNMENT: Mr. Braginton adjourned the meeting at 6:28 pm.

Submitted by Secretary, Judy Kritikos


Boyd Betteridge, Clerk