

## HUMBOLDT COUNTY SCHOOL DISTRICT BOARD OF TRUSTEES (Tuesday, November 28, 2017) - APPROVED

Generated by Judy Kritikos on Wednesday, November 29, 2017

A. Call to Order: The meeting was called to order at 4:30 pm at the Humboldt County School District office.

Board members present were: President Bruce Braginton, Vice-President Glenda Deputy, Dr. Carrie Stringham and John Hill.

Absent were: Nicole Bengochea, Clerk Boyd Betteridge and Chris Entwistle.

Others in attendance were: Superintendent Dr. Dave Jensen, Asst. Superintendent Dawn Hagness, Attorney John Doyle, Shauna Cummings (Humboldt Sun), Shelly Drake, Tara Larson (Drake & Rose), Bill Dalley (WPD), Shelley Bare (HCSSO), Ronda Havens, Marcel Johnson, Ray Parks, Gail Janhunnen, Tim Connors, DeAnna Owens, Judy Kritikos (HCSD), Bill Janhunnen.

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

Action, Minutes: 2. Approval of Minutes

Recommended Action: Recommend approval of prior meeting Minutes.

As no edits were noted, **Dr. Stringham moved to accept the minutes. Ms. Deputy seconded, motion carried.**

Information: 3. Correspondence

Ms. Deputy reported she had received a congratulations letter from Chartwells for our award at the NASB conference in Reno.

President Braginton reported he had received the required notification from the HCSSO, which provides current information necessary to maintain the recognition as a collective bargaining representative under the terms of NRS 288.

B. Public Comment: None

Procedural: 1. Public Comment Guidelines

C. Superintendent's Report

Information: 1. Activity Report

- On Monday, 11/27/17, Dr. Jensen met with his extended cabinet, which includes Food Services, Maintenance, Technology and Accounting, to discuss the needs of the District.
  - We will re-implement the once/week meal service to the rural schools that was provided last year. The cost will be \$1.70/meal and will be a significant benefit in addition to the milk/fruit we provide.
  - In talking to Joe Brown, a big safety priority is to set up security cameras, which requires pulling significant amounts of wire.
  - Working with the Maintenance Dept, we've requested all schools provide their list of work order needs over Christmas break, and which has grown significantly.
  - Being strategic in the staff utilization to get as many projects completed as possible, Dr. Jensen has authorized the continuation of some "summer work crew" students to help with these projects.
- Following this meeting, Dr. Jensen met with the regular cabinet, as they continue to work on the Strategic Plan, noting significant progress is being made.
- A follow-up was provided to last week's Administrator's ANET training. Their homework was completed and submitted to ANET.
- On Monday, 11/27/17, Dr. Jensen submitted the library grant, which will provide additional funding to various schools in the District.



- On Monday, 11/27/17, Dr. Jensen met with Ronda Havens to work on the Budget Augment; one significant item was ensuring the Student Attendance Accounts were accurate.
- On Tuesday, 11/28/17, Dr. Jensen traveled to McDermitt to visit with the staff, students and administration, and appreciated their friendliness and openness.
- On Tuesday, 11/28/17, Dr. Jensen met with Jeff Kay regarding school safety. There are some statutory requirements for training and he will be working with Jeff and the Administrators to facilitate the training. A morning and afternoon session is tentatively set for 1/8/18, and our Board members are welcome to attend. More info will be coming.
- Dr. Jensen spoke to Jim Huge who offered congratulations to the Board on their recognition as School Board of the Year. Jim is in Seattle, WA, with his son who is battling end stage cancer and expected to pass away shortly. Dr. Jensen extended his thoughts and prayers, as well as those of the Board, to Jim and his family during this very difficult time.
- Next week Thursday, Dr. Jensen will be in Las Vegas for a Superintendent's meeting; they will be then be discussing finances. The Superintendent's group has historically introduced a platform called "iNVEST" to drive legislative discussions, which they feel has run its course, and will look at alternative means to work with the upcoming legislative session for increased funding. Their primary push will be on base funding and helping the legislature understand that base funding "keeps the lights" on, as opposed to categorical funding. While it is appreciated, there needs to be philosophical shift to the funding mechanisms in Nevada.

#### D. Celebrations

##### Discussion: 1. District Celebrations

As a take-away from the NASB conference, the Board feels there is significant value to the Board, the District and the community, in taking time to celebrate and identify things that are going well. Going forward, the Board plans to set aside time to recognize things that are going well, and people who are delivering good results and achieving good things for the District and students.

Dr. Jensen, the Board and the Administration identified a number of staff whose work and efforts warrant recognition. Two individuals are being recognized tonight: Gail Janhunen and Marcel Johnson. Gail Janhunen was nominated as Innovative Educator of the Year. Dr. Jensen acknowledged the profound impact she's had on not only students, but staff as well. Mrs. Hagness acknowledged Ms. Janhunen's enthusiasm, dedicating her time, knowledge and passion for education of students, staff and family. So much so, that fellow educators often say, "I'm from the school of Janhunen" when speaking of the skills they've acquired from coaching, training and various cohorts Gail has offered thru the HCSD. Gail exemplifies what is right in education today, and has the skills to engage all learners in their education. Mrs. Hagness read a letter from a teacher, who was the mother of a student in her classroom first, and then a mentee of hers. The letter provided additional glowing examples of the type of person and educator Mrs. Janhunen is. Mrs. Janhunen was then given her certificate and thanked the group for the recognition.

The second person to be recognized was identified as the School District Employee Making a Difference - Marcel Johnson. Dr. Jensen shared a few reasons why the Board nominated Ms. Johnson. Prior to the program that Ms. Johnson operates for the District, students were often left to struggle with core and elective curriculum deficits with no support structure to support their academic needs. There was a cycle of failure, wide instructional gaps, and poor self-perception. With an opportunity to introduce a program from the ground up, Ms. Johnson developed a program that saw individual students for their positive attributes and abilities, as opposed to deficits or past behaviors. She established individual relationships with each of the students she worked with. During the FY16-17 school year, Ms. Johnson was instrumental in assisting students in recovery and remediation of 150 semester credits, and assisted 56 credit-deficient seniors in meeting graduation requirements to walk across the stage. This equates to approximately 25% of the graduating class of FY17 having been directly impacted by Ms. Johnson.

Mr. Parks, Principal of Lowry High School, read a portion of the letter he submitted on Ms. Johnson's behalf. When he was hired five years ago, Mr. Parks was tasked with changing the culture and overall apathy of the school, where graduation rates were just above 60%. In reviewing the current list of staff members, he was looking for staff that had a true love of students and who he knew would do everything in their power to help students succeed. He was drawn to Ms. Johnson by her can-do



attitude, always putting students first, and her work ethic geared to help our most at-risk kids with their daily course work. They worked together and created a mandatory credit remediation program where credit-deficient students are brought into computer-assisted instruction program, where Ms. Johnson works with up to 20 students per period, 7 periods per day, every day. To make this program successful, Ms. Johnson was given high-achieving aides to assist her with more difficult subjects. In the FY15-16 year, Ms. Johnson helped seniors make up 189 semester credits, which directly assisted 89 of those seniors to graduate. This is in addition to the underclass students she works with in the program. Ms. Johnson stays late, gives up her lunch hours and weekend - including the entire Memorial Day Weekend helping students approaching graduation requirements... and then asked if she could do summer school. She then asked Mr. Parks if she could have an actual computer lab - which she received - and has 30 computers, 7 periods per day. Lowry High School and this District would not be the same without Ms. Johnson. Ms. Johnson was given her certificate and thanked the group for this recognition.

#### E. Consent Agenda

Action (Consent): 1. Approval of Warrants

President Braginton disclosed that he has a conflict of interest regarding a payment to his spouse, via check #140469, and will abstain from approving that warrant.

Dr. Stringham disclosed that she is employed by the Family Support Center (FSC) and check #140428 is issued to the FMC for a project thru the HCSD. She does not benefit directly from any of the funds, so she will vote on this warrant.

Given we are just at a quorum, President Braginton suggested that the Board consider approving all the warrants except #140469, so there is a sufficient quorum for a vote.

**Ms. Deputy moved to approve the warrants with the exception of check #140469. Mr. Hill seconded, motion carried.**

Action (Consent): 2. Approval of Consent Agenda

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

#### F. Discussion and Possible Action Items

Action (Consent): 1. Request for three student release days for McDermitt Combined to facilitate staff Professional Development (12/7/17, 1/18/18 and 3/19/18) - Noel Morton

Recommended Action: Approve requested three days for PD

Ms. Morton, presented on behalf of Doc Welter. Based on previous STAR ratings, McDermitt is eligible to work with two non-profit educational organizations, ANET and TNTP, with continued support from Kids First Consulting. To make the plan work with the grant and the groups, McDermitt will require three release days to continue their work/PD. Staffing of subs is difficult, and to make the most of the training, not having to take time to prepare sub plans, these three days are requested. Some PD has already been done prior to school starting, and district- and administrative-level coaching. The next step is the full staff PD as a group together, while continuing the on-site visits with the organizations, and weekly check-ins/feedback. To more fully serve the McDermitt students, teachers need a deeper dive into teaching the common standards, and what that looks like with students who aren't quite ready for those standards. A mentor is currently on site with Doc Welter six days/month as well as an instructional coach for the elementary teachers. These three PD days will enable the entire staff to have a shared learning opportunity, and continue the relationship with these organizations to better build capacity over the longer term. Dr. Jensen stated that, per statutes, the teachers are allowed up to five release days for PD. Given the needs identified, it is felt these days are in their best interest.

**Mr. Hill moved to approve the three student release days to facilitate staff Professional Development. Ms. Deputy seconded, motion carried.**

Action (Consent): 2. Approval of the FY 17 Fiscal Audit of the Humboldt County School District - Shelly Drake, Tara Larson

Recommended Action: Approve the FY17 Audit as presented.

Shelly Drake congratulated the group as being recognized as the School Board of the Year, expressed her appreciation for the opportunity to present the Audit results. She thanked Ronda Havens, the



Accounting group and the District personnel who have assisted with the process.

Ms. Drake provided a brief overview of the Audit for 6/30/17. At face value, looking at the total Assets of the District (\$52mm) and the Liabilities (\$71mm), it *appears* there is a negative net position (-\$19mm). There are two components of Liabilities that should be understood when reviewing these numbers. The District is in the third year of complying with the pension liability standards. This liability funds benefits for both retirees as well as active employees. The other component is the Other Post-Employment Benefits, mostly health insurance for retirees/active employees. The Liability is recorded for benefits that are earned while the employees are working, not just what's paid.

Having young employees means recording the liability for pension benefits for *future* payments, with no confirmation that the employee will actually be working for the district for their entire career. Both of these two liabilities are actuarially determined, so they are somewhat predictive, and the sum of these two components total \$51mm. Without these items, the total Liabilities are reduced to approx \$20mm. (\$71mm - \$51 mm = \$20mm). The resulting net position would then be approximately \$32mm (\$52 mm Assets - \$20mm Liabilities = \$32mm net position).

Ms. Larson then discussed a few pages in the Annual Report, confirming there were no NRS violations to disclose.

Ms. Drake then went over the Compliance Audit section of the financials. An audit of compliance and internal controls were performed on two major programs: Child Nutrition cluster and Impact Aid program. No instances of non-compliance or deficiencies in internal control over these two programs were noted, and considered a clean opinion. During the course of the Audit and at the conclusion of the Audit, the progress/results are discussed with Dr. Jensen and Ronda Havens. Ms. Larson stated there was nothing substantial noted. They did discuss the Student Activity Fund procedure, which is a recurring conversation as there are a lot of persons involved, making sure everyone is aware of and following the procedures, appropriate follow-up to the internal audit the District conducts, and ensuring everyone understands the procedures. The other item discussed related to the district-wide purchasing policy, which will be implemented later. The District was encouraged to consider incorporating steps in the policy to ensure NRS compliance with all purchases.

Regarding Liabilities, taking into account future payments of benefits, Mr. Hill asked if our overall financial picture is in good shape compared to other agencies like ours. Ms. Drake stated she had only seen one other district for FY17, they were impacted by this item, but not as severely. This could be a timing issue, perhaps they had a smaller percentage of PERS allocated, or other aspects. As she mentioned earlier, these are actuarially determined, so there isn't a note that we owe the bank and the amount is known. It is more hypothetical, in the future, age-based, retirement-based, as well as other assumptions. Ms. Larson stated this was not unusual, and like other Districts, we all share in the liability. Ms. Drake also stated the post-employment health insurance benefits, is another large liability. This is a bit over \$6.6m for our District.

**Mr. Hill moved to approve the FY17 Fiscal Audit. Ms. Deputy seconded, motion carried.**

Action: 3. Consideration of Awarding Contract Ratification to Drake & Rose for Auditing Services for 3 or 5 years - Dr. David Jensen

Recommended Action: Approve a 5-year contract with Drake & Rose to provide auditing services to the District.

Dr. Jensen stated we are at the end of the five-year contract with Drake & Rose, and after conversation with Ronda Havens, they both agreed it is in the best interest of the district to recommend a continuation of the relationship between the two parties. Per statute, we are not required to go for an RFP, and we are not recommending the Board do so. Dr. Jensen requested Drake & Rose provide a 3- and 5-year contract arrangement document, which the Board reviewed. Given the current relationship with Ms. Drake and Ms. Larson and their being a local business, it is Dr. Jensen's recommendation that the Board approve a 5-year contract.

**Dr. Stringham moved to approve the 5-year contract with Drake & Rose Associates. Mr. Hill seconded, motion carried.**

Action: 4. Consideration of Approving the MOU between HCSD and the City of Winnemucca shifting the SRO from HCSD to the WPD - Dr. David Jensen

Recommended Action: Approve the MOU developed in conjunction with the city, shifting the SRO from HCSD to the WPD effective December 1, 2017.



Dr. Jensen reminded the Board that this is a continuing item regarding the SRO. The MOU has been reviewed by the WPD, HCSD as well as legal counsel. The final document was approved by the City Council of the City of Winnemucca on 11/21/17. This guarantees a continuation of services for HCSD, a minimum of 40 hours/week, providing services in case the SRO is unavailable, one of the WPD staff will provide support to our District. The SRO will report directly to Chief Daley, but will continue to be housed at LHS. Dr. Jensen reviewed the Agreement, noting the pro-rated cost for this year. Chief Daley agreed they have a very good relationship with the HCSD, the Superintendent and the Principals. The arrangement will evolve over time and is mutually beneficial to both agencies and the community. It will give consistency in enforcement and training, and the public can maintain their confidence of the training of those involved. It's a win-win, and Dr. Jensen agreed, which is why he endorses this Agreement. Mr. Doyle pointed out that the term MOU has been used, while, per NRS 277, the Agreement is entitled "Interlocal Agreement". Dr. Stringham asked about the 9-month vs 12-month position. Dr. Jensen stated this is a 12-month position, yet the SRO would take their vacation over the summer. While there may be incidents, there are reporting requirements, which the SRO would continue to handle over the summer. Mr. Hill asked about the 3-year rotation. Chief Dally confirmed the SRO is intended to rotate after the third year. This allows continuity for those 3 years, yet will keep it fresh for students and the SRO. It is intended that the current SRO's 3-year term will be completed at the end of 2017.

**Ms. Deputy moved to approve the Interlocal Agreement to move the SRO from the HCSD to the WPD. Mr. Hill seconded, motion carried.**

Discussion: 5. Discussion and Review of NSPF Star Ratings for Humboldt County Schools - Dawn Hagness (Ms. Hagness left the meeting at 5:50 pm). Dr. Jensen presented this item. Dr. Jensen provided NSPF Initial Results to the Board. As these ratings are not intended for public release until 12/15/17, the anticipated ratings were shared only with the board based on recent press releases on this topic. The cut scores were released over a month ago. The Reno Gazette submitted a FOIA request to the NDOE, and received the scores. The Gazette took the scores and compared to the cuts and then ran the STAR ratings for all of Washoe County schools, and the Las Vegas Review Journal ran them for Clark County. As we are three weeks from official release of this information, we will provide a media statement to start the conversation on these results. In the meantime, we will be discussing the information, the ratings and results with staff and administrators. The results were originally due to be released in September. Once it was reviewed, it was clear immediately that further discussions need to be held. On 12/15/17, the NDOE will release a friendlier document which will be basis of what HCSD will use to initiate discussions. Dr. Stringham asked if this is a trend in other districts. Dr. Jensen stated this is a trend across the state, a significant shift to the left. It appears the NDOE took the 2022 target and applied it to 2017, and made the decision on where people were, without factoring the opportunity for growth. They are refining the information, as it doesn't give staff/schools time to implement the 2022 target. At this time, we are providing preliminary information to the Board, and a more formal presentation will be made when they publish the information officially.

#### G. Public Comment

##### Procedural: 1. Public Comment Guidelines

In consideration of the upcoming Closed Session, President Braginton moved the Public Comment section to this point in the meeting to allow the public to make any comments.

There were no speakers present.

#### Item F.

Discussion: 6. Closed Session to Discuss Association Concerns Regarding Agreed Upon Language Addressing Health Insurance - Dr. David Jensen

**Dr. Stringham moved to enter Closed Session to discuss Health Insurance concerns. Ms. Deputy seconded, motion carried.**

**At 6:09 pm, the Open Session ended to enter Closed Session.**

**At 6:39 pm, the Closed Session ended to re-enter Open Session.**

#### H. Board Reports



## Information: 1. Board Reports

- Mr. Hill: Thanked Dr. Jensen for his leadership, and congratulated him on NASB Superintendent of the Year.
- Ms. Deputy: Thanked everyone for attending the NASB conference in Reno.
- Dr. Stringham: Congratulated Dr. Jensen for his Superintendent of the Year award. She was happy that so many HCSD persons were recognized at the NASB conference.
- Mr. Doyle: the STAR rating issue will come up in HCSD soon. He read articles in the RGJ (Reno Gazette Journal) as well as Steve Canavero's comments, and how the entire state came out in the ratings. He feels it will be beneficial that all of that information be brought out during the upcoming STAR rating conversations.
- Ms. Owens: She also attended the NASB conference, and is humbled to be part of this district, very proud of everyone and to be part of the team. Regarding the two folks recognized tonight: Gail and Marcel. Their students are two completely different populations: students and adult. She has the pleasure of working with both of those groups, and the impact those two ladies have on those groups is like nothing you'll see anywhere else. They are both very special people and thanked the Board for recognizing them.
- Dr. Jensen: He again wanted to recognize and thank Gail and Marcel for their work - outstanding. He congratulated the Board as they clearly deserve School Board of the Year, it is an honor to work with them. Dr. Jensen also congratulated Noel Morton, and Paula Wright, who was unable to attend. He will find a date to take Paula to lunch and present her award. As we start thinking of the 1/9/18 Board Retreat and discussing facilities, Dr. Jensen will ask the Board for more clarification. The Board had asked for breakdowns on portables, age of facilities, etc., and he asked the Board to consider what additional information they would like for that meeting, so he can begin collecting it over the Christmas break. Mr. Hill heard how Washoe County District tried to get more tax funds and were voted down the last 2-3 times. A group had formed, away from the Board, and they were instrumental in getting that passed, and we might consider a group like this as well. Dr. Jensen will pull together the data from the 2008 Together We Can project. President Braginton acknowledged that the Board needs to be clearly state "here is the benefit... and this is why we think it's necessary" because if we can't clearly articulate that, others in the community aren't likely to help beat the drum. Mr. Hill stated that there is growth in our area, it may be slow, and the town and the County needs to plan for the future. What's here now will grow in the next 25 years. Mr. Doyle stated that, unlike other small communities, ours isn't dying on the vine. We're a progressive community, a vibrant community. Our infrastructure - water system, sewer system, the airport, etc., does move. Mr. Hill stated that folks moving into this town look at schools as they consider that move.
- Mr. Braginton: Also added his congratulations to Gail and Marcel, Noel and Dave. It was great to have both the Superintendent of the Year and School Board of the Year - but we can't rest on our laurels, need to continue working to be a better Board and a better District. He expressed his appreciation that the entire Board attended the NASB conference.

## I. Adjournment

## Action: 1. Meeting Adjourned

The meeting was adjourned at 6:48 pm.

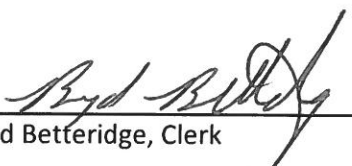
## J. Notice

## Information: 1. Notice to Persons with Disabilities

## K. Postings

## Procedural: 1. Public Posting of Agenda

Submitted by Secretary, Judy Kritikos

  
Boyd Betteridge, Clerk

