

HUMBOLDT COUNTY SCHOOL DISTRICT BOARD OF TRUSTEES (Tuesday, March 27, 2018) - APPROVED

Generated by Judy Kritikos on Wednesday, March 28, 2018

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, Clerk Boyd Betteridge, Nicole Bengochea, Chris Entwistle, John Hill and Dr. Carrie Stringham.

Others present were: Superintendent Dr. Dave Jensen, Asst. Superintendent Dawn Hagness, John Doyle (Attorney), Melitza Galvan, Andrea Kelly (Options), Mike Dennis, Noel Morton, Amy Nelson, DeAnna Owens (District Office), Jeannette Montero, Cindy Paulsen (Project Aware), Julie Woods, Tamara Crouch (SHE), Malinda Riemsersma (HCEA President), Kim Howell, Christina Darlington, Jammie McMaster, Danielle Buckalew, Michael Coulam, Shanna Cummings (Humboldt Sun), and Secretary Judy Kritikos.

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.

One edit was noted by President Braginton: F.4. Discussion and Finalization of Retreat Topics, the last line: replace "finalizing" with "finalize".

Dr. Stringham moved to accept the 3/13/18 Board meeting minutes with the edit as noted.

Ms. Bengochea seconded, motion carried.

Secretary Kritikos let the Board know there was one edit needed on the 2/27/18 Minutes. Under Board Reports, Asst. Superintendent Hagness reported the Guided Reading training would be held on 2/28/18. It was incorrectly written as 3/28/18. A new vote on the Minutes was not required.

Information: 3. Correspondence

Ms. Bengochea received a letter from Ms. Erin Entwistle, WGS PTO President. The letter addressed the need for two additional shade structures at WGS, and requested the Board consider matching their funds and split the cost with their organization.

B. Public Comment: None

Procedural: 1. Public Comment Guidelines

C. Superintendent's Report

Information: 1. Activity Report

- At the last board meeting, Dr. Jensen mentioned the Governor's proclamation regarding school safety and the formation of the committee. He has been contacted by the Governor's office to inquire if he was interested in representing rural superintendent's on this committee. Formal appointment is at the discretion of the Governor.
- On 3/19/18, we held our facilities community forum. We were fortunate to have approximately 30 individuals participate in this discussion. The input was very valuable and will assist in defining our vision for the future.
- On 3/26/18, Dr. Jensen met with Michael Formby, Sara Braun, and Amy Nelson. The department has made tremendous strides and the team is working well together. The overall number of open work order systems is currently at 15 and are being assigned. In addition, Mr. Formby is working on summer scheduling and we will proceed with the hiring of summer work crews to assist with painting, grounds and other district needs.
- Also on 3/26/18, Dr. Jensen met with the McDermitt Staff as part of a scheduled staff meeting. The purpose was to discuss their request to have the district and Board consider reverting back to a 4 day work week. Any decision must be in the best interest of students. We are working to gather additional information, and will meet again in April to continue the conversation.

- This morning Dr. Jensen participated in the reading event at SHES and expressed his appreciation to the staff for coordinating this event, as well as all of the community leaders that participated by reading to the students.
- On 3/28/18, LHS will be hosting a "Bite of Reality" presentation at LHS. This is a real world scenario to help students better understand the value of money. The Board is always welcome to attend.
- Next week, at the end of spring break, Mr Betteridge, Dr. Stringham, Mr. Entwistle, Ms. Bengochea and Dr. Jensen will attend the National Association of School Boards conference. They all look forward to the training and the opportunity to bring back pertinent information for the Board to discuss as part of the next Board retreat.
- In closing, Dr. Jensen wished everyone a well-deserved Spring Break next week and hoped that everyone has an enjoyable and restful break.

D. Celebrations: Julie Woods.

Ms. Hagness recognized Julie Woods, who is a long term sub, who has worked the last four years at SHE, in the CLS program. It is a very challenging position, and she has handled it amazingly. We are so fortunate to have such a person in a long term sub capacity. We've tried to convince her to get her teachers' license, but she says that's not why she does this. This is her final year as a long term sub, and before she leaves, we want her to know how much we appreciate her. Ms. Hagness read a letter that Lisa Weber and Dan LaRose wrote espousing all the wonderful attributes Julie brings to the program, the school and the District, and how very much she is appreciated.

E. 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.

Mr. Entwistle moved to approve the consent agenda as presented. Mr. Hill seconded, motion carried.

F. Discussion and Possible Action Items

Discussion: 1. Board Update of the Adult Education, Alternative Education and Distance Education Programs

A presentation was made by Andrea Kelly (Adult Ed Aide) and Millie Galvan (Admin Secretary) on the Options program. They house three programs: Adult, Corrections and Distance Ed. They offer two programs: High School Equivalency and Adult Ed Diploma. They prepare students for the opportunities that await them: college, trade school, military and the workplace. At this point in the year, they have surpassed last year's totals. They have also implemented HiSET computerized testing as well as the ability to test Corrections students. In Corrections Ed, the enrollment and completion rates to date are significantly higher than previous years due to the year-round program. They are excited to now have year round HiSET monthly testing, providing more opportunities for students to test. The Employability program offers alternatives to students who can't pass the HiSET, to learn a trade, including court-ordered students. Distance Ed consists of Jr High/High School students and as of 1/19/18, there were 48 students enrolled, and anticipate 10 high school graduates. Through their emphasis this year on community outreach, they have seen an increase in both enrollment in Adult Diplomas or HSE Certificates, as well as attendance. The goal of the program is that every person who enrolls in the program exits in a better position for college and career opportunities, and achieve their academic goals and future endeavors.

Discussion: 2. Update and Year End Report on Project Aware

Prior to Mike Dennis presenting his information, Dr. Jensen let the Board know that Mike's been the Project Aware Coordinator the last four years, and has decided to transition back to a P.E. teaching position at SHE effective next year. Despite losing Mike from the position, he will continue to be an advocate. We are in a holding pattern at this time regarding the fifth year of the program and filling his position, as we await from official word from NDE and the State. Before that transition is made, Dr.

Jensen wanted Mike to come before the Board to discuss the program, the work he's done and provide any additional information he might care to share.

Mike thanked the District for the opportunity to be in this grant-funded position. He's learned to respect and come to love the counselors and social workers in our District and the Family Support Center. There are three goals for Project Aware: (1) Promote safe and respectful learning environments; reduce incidents of bullying. They believe they have accomplished this thru PBIS. (2) Promote behavioral and mental health through school-based prevention and early identification. They believe they have accomplished this by SEL. (3) Build awareness across local and state entities to build infrastructure. Over 400 HCSD employees have been trained in Youth Mental Illness. A woman has volunteered to assist with trainings for those who speak Spanish. Since the inception of Project Aware, they've had over 400 referrals. They serve three districts: Humboldt, Pershing and Douglas. In 2017, there were 171 referrals of students of which 112 received school-based services, 43 referrals to community services and 31 received those services. We still have a lot of work to do, and need to continue support for this project, as suicide is the second leading cause of death for youth ages 15-24. This program is very important and will hopefully continue.

Discussion, Procedural: 3. Board Presentation on ANet Partnership Work and Review of the Proposed Assessment Strategy

Noel Morton and Amy Nelson returned to provide an update on the Strategic Plan. They wanted to share a deliverable from their work with ANet. Tonight's update is on the Assessment Strategy, which they felt was very important. They are encountering over testing, and duplication of assessments. In a survey, they found that in Math and ELA, half of the teachers are giving up to three assessments a week, and 79% of their time is spent creating these assessments. ANet has a three-prong approach to assessments: Quality, Meaning, Coherence. Two issues of concern were alignment and quality. The assessments provided had both quality issues and volume problems, including duplication of assessments. Working with State guidelines, ANet, and what we as a District want to do with regard to assessments, it was felt some assessments could be eliminated, as well as which trusted assessments should be used, and how often. They plan to continue work the rest of this year with ANet to support HCSD's strategic plan while adjusting the curriculum and assessments, and roll it out for implementation next school year. As we grow and get new curriculum, the assessments will change along with it.

Action, Discussion: 4. 2018-2019 Staffing Proposal

Recommended Action: That the Board of Trustees authorize the proposed staffing pattern for the 2018-2019 school year as presented.

Dr. Jensen shared the Staffing Plan with the Board, acknowledging this is the earliest the Board has been given the proposal. Given the sense of urgency to move forward with hiring fairs and having unique needs in the district, Dr. Jensen felt comfortable bringing it to the Board a bit earlier. Our plan is being built on the parameters based on statutory requirements, on ratios, and our rural community. A Table was provided showing VERY tentative numbers, acknowledging it is likely to change as we continue through the rest of this year. We are projecting a slight increase of 42 students, keeping in mind there are a lot of variables that may result in changes over the summer. The greatest expected increase next year will be in fifth grade, and staffing adjustments will need to be made to accommodate this change. We anticipate the increase of two certified positions (FFMS: 1 additional fifth grade, and a CLS Special Ed classroom), the modification of one position (GVE: Dean to VP). At WGS, the anticipated numbers will result in the loss of one position. Again, this is preliminary and based on the current projections. Dr. Jensen reviewed the historical overall numbers of students and staff over the last decade and how the numbers change year to year, and then reviewed this information for each school. Dr. Jensen then reviewed the Grant Writer position and how the goal of \$250,000 was greatly exceeded, and the Grant Writer has secured over \$1.3 million for FY17-18 and FY18-19. We are on target to exceed that going forward, and a minimum target for FY17-18 is anticipated to exceed \$1.0 million. Given these numbers, it is recommended that we keep this position and provide a salary increase, including future years salary subject to any percentage increase provided to certified staff. Discussion was then held on the tremendous amount of work generated in the administration of the grant once it's received, including the accounting, reporting, etc., and the need for a Grant Administrator, and this would possibly be a classified person. Dr. Jensen will look into this and report back to the Board. The first hiring fair will be in Oregon during Spring break.

A motion was initially made to approve by Ms. Deputy, and seconded by Mr. Betteridge to accept the Staffing Proposal, but before it was completed, further discussion was held regarding the grant writer increase being tied to certified increases. It was suggested that the Grant Writer position be removed from the overall Proposal, then vote on that as a separate item.

Mr. Entwistle moved to approve the Staffing Proposal as presented with the exception of the removal of the Grant Writer position. Ms. Bengochea seconded, motion carried.

Dr. Stringham moved to accept the Proposal for the Grant Writer position for the FY18-19 with the exception that the clause stating the future years' subject to any percentage increase provided to certified staff be removed. Mr. Entwistle seconded, motion carried.

Action (Consent), Discussion: 5. Consideration of Fleet Vehicle Purchase Under State Purchasing Recommended Action: That the board of trustees authorize the district to allocate a total of \$194,000 for the purchase of a total of eight (8) fleet vehicles.

Dr. Jensen provided several documents to the Board regarding information on our existing fleet vehicles, including the extremely high mileage, funds invested over the years for vehicles, their condition, safety of those vehicles, etc. There was discussion on the fleet vehicles, their age, safety of those vehicles, and the plan to manage the fleet to replace older more un-safe vehicles. President Braginton suggested we have a rotation program for our fleet, and that leasing vehicles does not make good fiscal sense. Dr. Jensen stated he and Ronda Havens are working on the cost and rotation schedule for the fleet vehicles. A price of vehicles was obtained by quotes obtained for vehicles via the State, so pricing is very good. The very old vehicles would be disposed of sale or scrap.

Ms. Deputy moved to approve the purchase of the Fleet Vehicle Purchases as proposed. Mr. Hill seconded, motion carried.

G. Public Comment

Procedural: 1. Public Comment Guidelines

Malinda Riemersma reported that she serves on a committee that fundraises for Project Aware, and they raised over \$3,500. She wanted to give a shout-out to the GVE teachers and aides who put together a team, along with others who haven't ever played, who participated in the softball event for such a worthy cause. She also addressed the ANET Assessments, and is happy to see the direction we're going. A lot of importance and trust is put on assessments, as test scores are used on their evaluations. Malinda also gave great compliments to Jennifer St. Germain.

H. Board Reports

Information: 1. Board Reports

- Ms. Bengochea reported that she and Mr. Entwistle had a site visit at WJHS. She noticed, and appreciated, how well organized the school was during class change. There wasn't chaos, the students were polite, quiet, organized, some said hello to them. She said it was nice to hear about the 1-on-1 grant. She wished everyone a wonderful Spring break. Ms. Bengochea appreciated the presentation on Project Aware, and, having used the resources herself, she says it's an amazing program and hopes it continues.
- Ms. Deputy wished the attendees a wonderful time at the San Antonio convention.
- Dr. Stringham appreciated the presentation on ANET and the direction we're going. It is exciting because it can be a great springboard to long term good things in the future, far beyond the terms of this current Board.
- Mr. Hill appreciated Dr. Stringham's encouragement of the Grant Writer administrator position. He and Mr. Betteridge also did a site visit at the WJHS today.
- Mr. Betteridge said it was really nice to visit the WJHS today, and there are several exciting things happening there. He received a communication from Steve Johnson, Safe Haven, describing safety glass coverings for classroom doors, in an on going effort for school safety. Given the cost, perhaps the HCSD could partner with other County agencies to get the volume order price break. Mr. Betteridge also stated he was grateful to attend the 3/19/18 Community Forum and hear the input from various attendees. It seemed that others were pretty surprised at the cost of some of the needs of our schools. He acknowledged that, across the board, the attendees at the Community Forum seemed to agree - the portables need to go. He's looking forward to hearing

the assessment report after the site-visits are completed. He also wished everyone a happy Easter.

- Mr. Entwistle was sorry he was unable to attend the Community Forum, yet had heard good things about it. He was very impressed at the presentations they've heard this last year. They've been professional, well-organized, well done, and it's obvious that a lot of work has been put into those presentations. After his visit to WJHS, he was very impressed by Kelly Novi's conversation and explanation and detailed information on the 1-on-1 grant. During his WJHS visit, it was nice to observe the organized hallway activities by students who were changing classes. It was acknowledged by several Board members that the culture at our schools is definitely changing - for the better.
- Ms. Hagness wished the teachers and administrators well during teacher conferences. She wishes everyone safe travels over Spring break, as they return for the final quarter. As a reminder, tickets are still available for the LHS tri-tip dinner and spring choir performance on 3/28/18. Ms. Hagness wanted to thank Park Cinema for opening their theater on 3/26/18 for the WJHS film festival. It was a fabulous turn out and well attended. She informed the Board that half of the grant-funded Chromebooks have been ordered. Speaking of grants, Brook, Noel and Ms. Hagness met and it is anticipated that another \$1mm will be awarded through upcoming grants just released. A combined grant of approximately \$500-\$800,000 for McDermitt, College & Career Readiness and Title IV is expected. A Read By Grade 3 grant has been submitted, for approximately \$350,000 and another \$500,000 in a RBG3 grant will be written by the end of April.
- Dr. Jensen expressed his thanks for the leadership, the Strategic Plan work, due in large part to the hard work of Noel Morton and Amy Nelson. In a good news/bad news report: As a result of the recent PERS audit, the Board is PERS eligible. Unfortunately, at this time, we are uncertain how far back this will need to go. This would result in the HCSD needing to make +/- \$35,000 PERS contribution for the Board. Dr. Jensen is working on this, continuing to investigate and will update the Board as the investigation continues.
- Mr. Braginton stated he was excited to see the ANET presentation, agreed that the presentations have been very well done. He wished everyone a happy and safe Spring break.

I. Adjournment

Action: 1. Meeting Adjourned

Mr. Braginton adjourned the meeting at 7:27 pm.

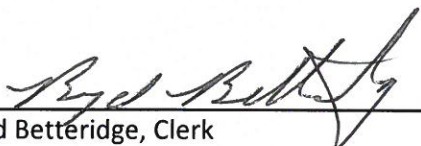
J. Notice

Information: 1. Notice to Persons with Disabilities

K. Postings

Procedural: 1. Public Posting of Agenda

Submitted by Secretary, Judy Kritikos


Boyd Betteridge, Clerk

