

HUMBOLDT COUNTY SCHOOL DISTRICT BOARD OF TRUSTEES (Tuesday, April 10, 2018) - APPROVED

Generated by Judy Kritikos on Thursday, April 19, 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, 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), DeAnna Owens, Noel Morton (District office), Shanna Cummings (Humboldt Sun), and Secretary Judy Kritikos.

Absent: Vice-President Glenda Deputy

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, Mr. Entwistle moved to accept the 3/27/18 Board meeting minutes. Mr. Betteridge seconded, motion carried.

Information: 3. Correspondence: None

President Braginton reported that the Board received a copy of the official notification regarding his automatic renewal of the Superintendent's contract, which should be placed on the agenda for a future meeting.

B. Public Comment: None

Procedural: 1. Public Comment Guidelines

C. Superintendent's Report

Information: 1. Activity Report

- Dr. Jensen hoped everyone enjoyed their time off over Spring break, and are energized and ready for the final portion of the school year.
- The FFMS bid opening for the Effis exterior work was held today and no bids were submitted. Dr. Jensen will meet with Jon Burhans and Mike Formby and possibly use those funds for other projects or discuss options to consider other methods for completion this summer.
- Dr. Jensen reported two staff changes effective the beginning of the FY18-19 school year. Michelle Garrison has accepted the Vice-Principal position at GVE, and Dan LaRose has accepted the Vice-Principal position at FFMS. We are currently in the process of filling the Vice-Principal position at SHE, and the Board will be updated on the progress.
- On 4/4/18 Dr. Jensen met at the Masonic Hall to discuss school safety. At that meeting, Dr. Jensen updated them on the School Safety Advisory Committee's first meeting, which will be held in Carson City on 5/2/18. It will be video conferenced in Las Vegas, which works well, as Dr. Jensen will be in Las Vegas for the Superintendent's Conference.
- Last week, Dr. Jensen was interviewed on Mix 102.7 and Buckaroo Radio on the topic of school safety.
- Hiring fairs were held in Oregon and Montana. A science teacher was hired for WJHS, and several applications are in review. There is one more fair April 24th at UNR. Currently 11 persons have been hired from outside the HCSD, and there are 11 vacancies yet to be filled. Please keep in mind we may still receive additional notices of resignation and retirement.
- With the retirement of Jeff Zander, Dr. Jensen will represent NASS on the "Task Force on K-12 Public Education Funding". The small group meets four times/year, and will make recommendations to the Governor and legislators on future funding for educational issues. The first meeting will be 4/24/18, which he'll attend via video conference, as this is the date of the Board Retreat.

- Dr. Jensen and the Board members who attended the NSBA conference in San Antonio, TX, all reported the conference was a great learning experience, and all agreed that having the entire Board attend would have been very worth while. They noted how well our district is doing compared to other districts, and we are ahead of many other districts in several key areas.
- Each Board member was given a copy of the Humboldt County Vision based on the 3/19/18 community forum feedback.

D. Celebrations: **Ronda Havens**

Dr. Jensen stated how very fortunate our District is to have good, quality employees. Dr. Jensen works a lot with Ronda and notices her time and efforts, the late nights/weekends/holidays Ronda works - which shows how much she cares for this District. Her grasp and understanding of issues in our district can't be matched by anyone, and this is another reason Dr. Jensen relies so heavily on Ronda. Ronda is open and welcoming any time any employee makes a request. He doesn't just consider Ronda a co-worker, but also as a personal friend, and it is a privilege to work with her.

Ms. Hagness stated the entire cabinet team is so grateful to her for the work she does, always being available for guidance and support. The number of grants she handles single-handedly is immense. She always has a smile no matter the load or stresses. They are all so glad to work with Ronda.

E. Consent Agenda

Action (Consent): 1. Approval of Warrants

President Braginton reported he has a conflict with Warrant #142313, as the payee is his spouse. Mr. Hill asked about Harney Electric and why Kings River bill is so high. Dr. Jensen will review the bills and look into the charges.

Mr. Stringham moved to approve the warrants as presented. Mr. Hill seconded, motion carried with the abstention of Mr. Braginton.

Action (Consent): 2. Approval of Consent Agenda

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

F. Discussion and Possible Action Items

Action, Discussion: 1. Approval of the Annual Parent Engagement Policy - (This item was moved so that the item F2-Strategic Plan could be heard first.)

Recommended Action: That the Board approve the proposed Parent Engagement Policy

DeAnna Owens addressed the Board on this topic, stating there were three strategic areas of focus: (1) What we believe about parents, and how they can help [kids to school on time, having breakfast, dressed appropriately], (2) ESSA - and what's in it for parents [Meaningful activities, ie, parents on school performance plan committees, on district performance plan committees, parent representation when hiring a Principal, Watch Dog program, Moms & Muffins, Dads & Donuts, etc.], and (3) How we can get it done [Parent Engagement coordinator to meet with parents, addressing the fingerprinting issues, by networking with partners (Head Start, B&G Club), Media]. The two biggest barriers are (1) Fingerprinting, (2) finding the right events that are meaningful enough to get a good turnout of parents.

Mr. Hill moved to approve the Annual Parent Engagement Policy as presented. Mr. Betteridge seconded, motion carried.

Action (Consent), Discussion: 2. Approval of the proposed 5 year Strategic Plan - 18-19 through 22-23 - (This item was moved ahead of item F1-Parent Engagement.)

Recommended Action: That the Board approve the proposed Strategic Plan as a final document.

Noel Morton addressed the Board to ask for their questions or comments on the plan after their review, and what next steps the Board would like. The Board would like talking points so they are able to share the Plan with the community. President Braginton acknowledged the vision the Board originally had, and what it's evolved into, has been huge. It's bigger and better than they envisioned, and they appreciate all the time, effort and hard work that has been put into the Plan.

Ms. Bengochea moved to approve the Strategic Plan as presented. Mr. Entwistle seconded, motion carried.

Action (Consent): 3. Review of Proposed Grants Bookkeeper Job Description

Recommended Action: That the Board authorize the proposed job description of the proposed Grants Manager classified staff position.

Dr. Jensen reminded the Board about the comments made at the last meeting regarding adding a Grants Bookkeeper position to assist Ronda Havens with grants. The Board is being asked to approve the creation of a 9-month position. That would result in a transfer of a 12-month person into the newly-created 9-month position, and then fill the 12-month position with a new hire. Ronda will be the immediate supervisor, and provide guidance and training in the grants tasks. Given the \$1million+ new grant funds the District has received, the amount of paperwork and reports generated from these grants more than necessitates this position, and to help ease the load Ronda has handled on her own for so long.

Dr. Stringham moved to approve the Grants Bookkeeper position as defined in the job description. Mr. Hill seconded, motion carried.

Action, Discussion: 4. Presentation of the 2018-2019 Tentative Budget

Recommended Action: That the Board of Trustees approve and /or provide guidance on the proposed 2018-2019 Tentative Budget

Dr. Jensen thanked Ronda for the time and effort put into preparing the document. New information is provided - projections, as we are still working on the document. FTE will be adjusted to account for the 9-month employees. Of the 450 employees, 212 are teachers. We are one of the largest employers in our County. Overall, while we project 3,504 students next year, these numbers could change over the summer. Our DSA basic support is expected to drop next year. Anticipating this reduction, we held \$125 per student last year in the ending fund balance, which will roll over. We anticipate an increase in the total basic support. Dr. Jensen reviewed the Tentative Budget document with the Board.

Mr. Hill moved to approve the 2018-2019 Tentative Budget as presented. Mr. Betteridge seconded, motion carried.

Action, Discussion: 5. Board Discussion of Key Information from the NSBA Conference in San Antonio, Texas

Recommended Action: That the Board engage in a review of information collected at the National Conference and consider if any identified topics be included in the upcoming Board Retreat.

Ms. Bengochea attended several sessions on "learning commons". New schools being built/updated are including learning commons, including total redesign of libraries, which are being turned into media centers. While there are still books in the room, especially for younger students, they are moving away from actual books as more digital devices are becoming available. Furniture is being changed and re-arranged to not be in typical classroom settings, but small areas where several students can get together in clusters. Pershing County Supt was at the Conference and offered a tour to our folks. They have completely dismantled their library and changed into a media/television station, where they broadcast from their schools. A district in Washington got a bond issue, and with those funds they turned their library into a Starbucks-like coffee shop - with couches, small round tables for several students to sit and collaborate. The entire environment is changing, making it more comfortable, a place kids will want to visit. Walls and furniture are movable, and designed for small groups as well as individual reading areas. Data has shown that test scores have gone up, school culture has improved, and while some teachers resisted these changes initially, seeing the improvements in the various areas, has shown them this is working. While technology, travel and medicine has drastically changed in the last 40-50 years, teaching in classrooms, libraries, schools, haven't changed much in decades.

Dr. Stringham focused more on social media, mental health and blended learning. She has a book coming on blended learning and will share it with the Board. Some of the social media take-aways: (1) Our FB page should be closed down to comments. Frequently there is a place where a person could make comments to the appropriate place, but schools are only using FB as a way to disseminate information, not for commentary. There is another place for that, but not on the FB page. Ms. Bengochea mentioned that on the FB page, several districts have individual pages for each Board Member. Comments aren't allowed, but each Board member can put out information to their area, and their contacts. (2) Student communication - the group of attorneys addressing the audience, shared that we should be limiting the modes and manners in which teachers/staff communicate with students. Texting with notifications is sent to the team captain, rather than individual students. Access with students should be closely looked at. Our social media policy should be thoroughly reviewed and updated. (3) Single point of entry. The District Office is the only building that has multiple access points and every employee is accessible to a disgruntled employee, or possible violent action. No one is

checked, no identity verified, and no one is checked and allowed in. While WJHS has single point entry, anyone could come into the District Office and enter the JHS via the doorway. This should also be reviewed. The Board agreed this item should be agendaized. Dr. Jensen has spoken with Jon Burhans about a cost for changes in this area. (4) Mental Health - we are very much ahead. Mental Health training was mentioned, and our District has had all employees already trained. Given the changes in mental health, our district is very far ahead of other districts, we're headed in the right direction, yet there is still more that could be done.

Mr. Entwistle attended workshops on school safety. Collaboration, awareness and engaging students are key elements. Be transparent. When something happens at school and is put on Facebook, we need to be transparent and show that we know about it, have addressed it and have it under control - giving the parents peace of mind and confidence in the Administration. Another workshop was "Culture and Claim it". One area was the Board. After the workshop, he realized what a great culture our Board has. The sense of trust, openness and communication with the other board members is very good. Another area was school culture. It was interesting what the Principals thought and what the comments showed. The Principals viewed things one way, yet the comments showed something else. We have no idea what the home life of our students is like. We need to be the first smiling, welcoming person they see each day, so they feel school is a good place to be. He attended a workshop on SPED. The laws, regulations, liability, planning that is involved in this area at schools is immense. We need to really listen to our parents, involve them in the process, and avoid the pitfalls that result from the lack of doing these two things. Ms. Bengochea shared that in her workshop on social-emotional learning session, and at the elementary level, the Principals need to know every student by name, be on the playground and be visible. Sometimes parents aren't around in the morning, and our staff is the first person they interact with. The breakfast/lunch staff need to be smiling, kind and welcoming. One of her big take-aways in the school safety workshop is the removal of CODES. We shouldn't be saying CODE RED - it should be clearly stated: active shooter, or this is a drill - for an active shooter. Confusion is possible in a high stress time, and clearly stating the situation results in less stress and confusion. Mr. Entwistle stated that constant practice will help alleviate the stress and confusion on what to do should a school experience an actual emergency situation. They also discussed what to do with students when a lock down/situation is taking place in one area of the school, when other areas could be evacuated. Having a good plan, knowing it and practicing it are key in emergency situations.

Mr. Betteridge attended a safety-security workshop. With the recent school shootings, it's discovered the failure comes down to failure of procedures and policies, not the hardware and security. Lock-downs vs evacuations. In the speaker's opinion, if you're in a safe, secure location, staying in place is the best option. With the culture changing, the see-something/say-something motto is working. It was found that 35-40% of students are reporting when another student has a gun at school. If the District is serious about school safety, each teacher, administrator and employee of the school should know the procedures and policies in place and be able to clearly speak on these things to any parent or community member. They addressed the "5-minute rule" where at the end of every meeting, the group takes 5 minutes to discuss school safety - where new ideas are brought up and policies/procedures are discussed repeatedly. Mr. Betteridge handed out a page entitled "Gentlemen's Agreement". It is an achievement program targeting males in high school, to offer personalized support through graduation. There's been great success with this program as it provides positive outlets that affirms and celebrates them, helping them determine who they are, and what they can become - rather than having society define them. The program will help adequately equip these young men with the tools needed to secure viable employment and create an entrepreneurial opportunities for themselves.

President Braginton stated it seemed the Board wanted to discuss social media and single-point of entry as topics for future discussion. Dr. Jensen will provide documents/examples of social media that Clark County uses.

Dr. Jensen stated that he learned a lot at the conference, and was grateful for the opportunity to sit and discuss the various workshops at the end of the day with the Board members. Having the entire Board attend would have been a huge benefit. One thing he learned was redefining high school. We need to consider redesigning education over all, and was glad to hear various suggestions and where other districts are.

G. Public Comment: None

Procedural: 1. Public Comment Guidelines

H. Board Reports

Information: 1. Board Reports

- Ms. Bengochea was thankful for the opportunity to attend the Conference. It was a great experience and got many good takeaways, and have time to discuss what each Board member learned each day.
- Mr. Betteridge stated he felt some districts were far ahead of us in their bond measures. We are woefully behind in this area. It was shocking to hear the amounts some of these smaller districts were able to get.
- Mr. Entwistle attended the WGS board meeting today. They just started a positive behavior referral, as part of PBIS, for students who - unlike students who've changed their incorrect actions and are rewarded, the students who continually do good behavior are also rewarded. He thanked Rhonda for all that she does.
- Dr. Jensen let the Board know we are submitting the Read By Grade 3 grant, asking for \$500,000-\$700,000. On May 16, 2018, we have the Staff Recognition dinner at the Boys & Girls Club.
- Mr. Braginton stated that the culture of the District is set by the culture of the Board and how we lead. One of the characteristics of a good board is a desire for and an appreciation for learning. He sees that in this Board and he appreciates it.

I. Adjournment

Action: 1. Meeting Adjourned

Mr. Braginton adjourned the meeting at 7:06 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

