

HUMBOLDT COUNTY SCHOOL DISTRICT BOARD OF TRUSTEES (Tuesday, June 12, 2018) - APPROVED

Generated by Judy Kritikos on Wednesday, June 13, 2018

A. Call to Order: the meeting was called to order at 4:32 pm at the Humboldt County School district office.

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

Others present were: Superintendent Dr. Dave Jensen, Asst. Superintendent Dawn Hagness, John Doyle, Attorney; Max Hershenow (H&K Architects); Jon Burhans (JR Builders), Scott Rottman, Marianne Dente (A&H Insurance); Alan Kalt, Stephen Romero (POOL PACT); DeAnna Owens, Alicia Prokasky, Claudia Means, Noel Morton (D.Ofc); Jennifer Robinson, Janice Lester, Kimberly Gamble, Megan Reynolds, Chandra Waner, Rosa Castellanos, Michelle Aguilar, Skylar Estes, Jazmin Meza, Crystal Hernandez, Ashley Rose, Elvia Esquibel, Pam Barber, Lyssa Kingman (ELC), 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.

Action, Minutes: 3. Approval of Minutes - Budget meeting

Recommended Action: Recommend approval of budget meeting Minutes.

President Braginton noted a correction to the second paragraph under item C 1. "Last month it showed \$11,121, and after...". It should read "Last month it showed \$11,121,000 and after..."

Mr. Hill moved to approve the 5/22/18 Board meeting Minutes as presented, and approve the 5/23/18 Budget Board meeting Minutes with the correction noted. Ms. Deputy seconded, motion carried.

Information: 4. Correspondence

Mr. Entwistle asked if the Board had read the e-mail from Todd Milton regarding Counselors. Dr. Jensen had not received it, so Mr. Entwistle forwarded it to him.

B. Public Comment: None

Procedural: 1. Public Comment Guidelines

C. Superintendent's Report

- Dr. Jensen congratulated all of our staff at the end of the year.
- An attendance audit of McDermitt combined schools was recently completed and there was one finding, and corrective action is being done on that.
- On 6/6/18:
 - Dr. Jensen, Mrs. Hagness, Mr. Braginton, Mr. Betteridge and Mr. Hill attended the McDermitt combined schools graduation.
 - Prior to the graduation, a candidate was interviewed for the Principal position. The committee, including staff, community and Board members, agreed to offer the position to Lesley Molina, who accepted the offer.
- On 6/7/18, bids were scheduled to be opened on three projects: WGS concrete, SHE playground, LHS electrical. These items will be discussed later in the meeting.
- On 5/6 and 5/7/18 there were McDermitt and LHS graduations and we extend our congratulations to the graduating class of 2018.
- On 5/10, Dr. Jensen traveled to South Lake Tahoe as part of the NASS conference, and attended a dinner with Superintendents and retired Superintendents. As an FYI, five Superintendents are leaving their positions, and anticipate the same number leaving next year.
- On 5/11, Dr. Jensen attended the NASS meeting. As a reminder, Dr. Jensen is on the Governor's School Safety Task Force and a subcommittee dealing with infrastructure. Dr. Jensen was tasked with working on a process to distribute funds provided to the schools, approx. \$48mm, which will

be personnel, SRO, mental health and infrastructure. A formula was created, using four scenarios. Realizing more SRO's and mental health are needed, and is being addressed.

- On 5/11 and 5/12, Dr. Jensen and five Administrators attended the NASA conference. Reimbursement from the NNRDPD should cover most all of the costs of the conference.
- Next week, Dr. Jensen will be out of the country. If you communicate with him, he will get back to you once internet is available.
- The final draft of the HCSD Master Plan has been received from the Cunningham Group, and will be on the 6/26/18 Agenda.
- Dr. Jensen spoke to Jim Huge regarding the next Board retreat. Two topics are proposed: general communications, and governance roles/responsibilities. Potential dates need to be identified and provided to Mr. Huge to secure his availability.

Information: 1. Activity Report

D. Celebrations:

DeAnna Owens addressed the Board about the group being honored. As background, about three years ago, discussions began on how to make inclusion happen for kids with disabilities in the classroom. Last year, with Amy Nelson's help, they made room at GVE to house all the Pre-K kids. Blending funds, hard-working individuals, certified teachers, parapro's, transportation all came together to make it happen.

We are serving 150 three and four year olds. DeAnna read the names of the group, most all were in attendance and received a Certificate of Appreciation. In addition to the group mentioned, some behind-the-scenes folks also work very hard to make this happen - DeAnna thanked Alicia Prokasky and Claudia Means.

Ms. Hagness acknowledged that if DeAnna hadn't come to them and asked the first question - what do you think if we wouldn't be where we are today with the program. After some discussion, DeAnna met with the group being celebrated tonight, and after conversations with concerns and ideas, the ball was rolling. Ms. Hagness also thanked Kristen Holden who took over the three and four year olds.

Dr. Jensen shared a letter from Janice Lester. After reading about the other well-deserved Celebrations, she felt DeAnna Owens needed to be acknowledged for her vision and incredibly hard work in making this ELC program such a success. So successful, it has been recognized by Will Jensen, NDOE, and he has asked that a presentation be made at a future date.

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.

Dr. Stringham moved to approve the warrants. Mr. Entwistle seconded, motion carried.

F. Discussion and Possible Action Items

Action, Discussion: 1. POOL Renewal Proposal Presentation

Recommended Action: Acceptance of renewal proposal from Nevada Public Agency Insurance Pool (POOL) and approval for payment from fiscal year 2017-2018 funds for 2018-2019 coverage.

Marianne Dente and Scott Rottman (A&H Insurance), Steven Romero (Willis re Pooling), Alan Kalt (NPAIPOOL) addressed the Board. Dr. Jensen opened the discussion with the brief background that this an annual process for the insurance renewal. Marianne thanked the District for our continued commitment to A&H Insurance and POOL, which contains 127 members, which allows for additional coverages. Marianne let the Board know that earthquake coverage is covered in the POOL policy, which would normally be a separate endorsement. Cyber Security has been increased from \$2mm to \$3mm, which is important given the hacking of many public agencies. The student accident coverage has been increased from \$10,000 to \$25,000 with a \$250 deductible. The total cost of the program is \$399,125.90 which is increased from \$359,520.05 last year. It was noted that the spike in our claims was mostly due to the SHE portable fire. The overall insurance increases for most policies is in the 25-35% range, which has been due to hurricanes, flooding and fires. Our 11% increase is modest in comparison to other policies, yet we always look for ways and areas to help cut/reduce costs. One of the ways is to increase the deductibles, and Steven Romero ran some recommendations on \$5,000 and \$10,000 deductibles over our current property only rate, not for liability. At \$5,000 the savings would

be approximately \$8,000 and at \$10,000 the savings would be approximately \$18,000. Two incidents would negate any savings, so Dr. Jensen recommended keeping the deductibles as they are. Another way to mitigate losses is to use some of the services that POOL provides. A key part of the policy is that the District could add equipment/vehicles/buildings after the policy has been written, but not have an increase to the policy for another full year, and the items are fully covered. The only exception is if a building valued at \$10mm is built and completed prior to the end of the policy term. There are grants available for various trainings and programs, which are free to the District and can help reduce claims. POOL will have a retreat Sept 20-21, 2018 in Lake Tahoe. The costs for Board members/District staff attending would be paid by the POOL.

Mr. Entwistle moved to accept the POOL renewal proposal with the \$2,000 deductible. Ms. Bengochea seconded, motion carried.

Action, Discussion: 2. Summer Projects Update and Approval to Proceed

Recommended Action: That the board provide authorization to proceed with pre-approved summer projects based on received bid documents.

Max Hershenow (H&K Architects) and Jon Burhans (JR Builders) addressed the Board with the status of the bids and projects at LHS, SHE and WGS.

1. FFMS EFFIS: Jon said there was no pre-bid interest and no bids were received. An ad with the letter of Intent to Award was run in the newspaper and negotiations were underway with a general contractor firm in Utah. At the end, even checking in Utah, Reno and Elko, there were no

EFFIS subcontractors willing/able to do the project. Minor repair work can be done by our own staff as a temporary fix. This project will be shelved for the present time and put out to bid again next year.

2. LHS electrical upgrade: There was interest at the pre-bid meeting, good interest by contractors, but on bid day, 6/7/18, no bids were received. The issues contractors stated were the late receipt of NV Energy plans to provide a solid bid number, the rigorous schedule - completion by 8/20/18, and rocky ground to dig in for the lines. To move forward with negotiations with another bidder who might be interested in the project, a Letter of Intent will be run in the paper, so we meet all legal requirements. (Note: This company did not bid due to not having NV Energy plans in time to prepare a bid.) Dr.

Jensen asked the Board if they were willing to approve the posting in order to move on with negotiations for the project. The Board indicated they approved the posting.

3. WGS concrete: The estimate for the project was \$169,000. Two bids were received: Z7 (\$196,000) and Hunewill (\$218,725). Given the EFFIS project is not moving forward, funds are available for this project's increase. Dr. Jensen recommended the Board accept the lowest bid and award the project to Z7. The Board was willing to approve the award to Z7.

4. SHE playground: The estimate for the project was \$241,000. Two bids were received: Z7 (\$246,000) and Hunewill (\$314,914). Z7 contacted Jon Burhans and is requesting that they be released from the bid. Their bid is very close to the \$250,000 threshold, which triggers prevailing wages be paid on a project. Should there be any changes to the project and the amount go over \$250,000, this would cause a huge unaccounted for increase to Z7. Another consideration is whether Z7 could handle both projects with the rigorous timeline of the two projects. Given these facts, Dr. Jensen suggested, and Jon concurred, the Board consider releasing Z7 from this project, and award it to Hunewill. The Board was willing to release Z7 and award the bid to Hunewill.

The Board verbalized their concern that the last two years, bid estimates seem to be so far below the actual bids received. Max acknowledged they are charged with giving estimates, and don't take this lightly. Given the economy, the bid climate, the large number of projects currently underway, the bidders are very picky about projects they want to take on. This low estimate/high bid trend seems to be pervasive not only in our area, but throughout the state and most of the country as a whole.

Ms. Deputy moved to award the WGS project bid to Z7. Ms. Bengochea seconded, motion carried.

Mr. Entwistle moved to release Z7 from their bid for the SHE project, and accept the bid from Hunewill Construction. Ms. Bengochea seconded, motion carried.

Max Hershenow then updated the Board on the status of single point entry (SPE) of the District Office. It is the only area/school building without SPE. A drawing was provided to the Board with a general idea of how the current entry might be reconfigured. Access control would be placed at the two front entry areas, and one in the Superintendent's office, including a buzzer and camera.

Action, Discussion: 3. Consideration of Facility Naming Committee Recommendation to Name the LHS Gym Floor the Pat Hart Court

Recommended Action: That the board approve the committee recommendation to name the LHS gym floor "Pat Hart Court" in honor of Coach Pat Hart.

Dr. Jensen reminded the Board that the naming committee has been established, and Mr. Entwistle is the Chairperson. The committee met to discuss the request to name the LHS gym floor. A notification was then sent out soliciting other recommendations, and a second request was also received to name the gym floor after Pat Hart. The timing of this request was good because the floor is due to be replaced. The cost is approximately \$1,000 and the name will be placed on two locations - at the entry, and kitty corner. The color will be nearly the same as the existing royal blue stripe. The Board discussed how the information would be sent out to the public about who Pat Hart is and why the floor is being named after him. Consideration is being given to having the prior players who played for Coach Hart attend a game and acknowledge the naming. The Committee made the formal recommendation that the court be named "Pat Hart Court".

Ms. Deputy moved to accept the Facility Naming Committee's recommendation to name the LHS gym floor Pat Hart Court. Mr. Hill seconded, motion carried.

Discussion: 4. First Reading of Federal Procurement Policy

Dr. Jensen explained a policy that defines procurement for federal awards needs to be in place by 7/1/18 to be compliant with the upcoming audit. In discussions with the auditors, Drake and Rose, a policy was created, which only applies to federal funds. We are continually working on Policies (the legal aspect of what we must have) and Regulations (guidance for staff in how to apply it). It should be noted that if State statute is more stringent, it will trump the Federal regulation, and the Policy was written with this in mind. With regard to acceptance of gifts of "nominal" amounts and what that term actually means, it would be better to not accept any gifts and avoid any conflicts. Dr. Jensen went through the Policy and explained how this will impact the purchasing of items at various schools who receive federal funds. A list will be prepared for each school listing all the federal funds they receive. The Board should review the Policy and there will be a Second Reading at the 6/26/18 Board meeting.

G. Public Comment: None

Procedural: 1. Public Comment Guidelines

- Dr. Stringham congratulated all of the graduates and acknowledged all of the students and staff for all the wonderful year-end events; She will be out of state and unable to attend the 6/26/18 Board meeting, but could participate by phone.
- Ms. Deputy also stated she will be out of state and unable to attend the 6/26/18 meeting. She wished everyone an early happy 4th of July.
- Ms. Bengochea is likely to be unavailable for the 6/26/18 meeting; She congratulated all of the graduates and Class of 2018, and thanked all of the staff and teachers for a great year.
- Mr. Hill congratulated all of the graduates; the graduations were great. He was happy to see the Winnemucca Police Department attended the High School graduation at McDermitt. John did state there was a Code Red at the 6/8/18 McDermitt kindergarten graduation, and it was handled very well. Everyone remained calm, the doors were locked as the incident was taking place.
- Mr. Entwistle congratulated all of the 2018 graduates, including the Kinder, 4th and 8th graders, as well as retirees. He thanked all of the teachers, staff, administration and students for another great year.
- Dr. Jensen wanted to thank Tamela Berberick at McDermitt for her excellent handling of the event at McDermitt. She went into Code Yellow, and as the incident progressed, she took the initiative to issue a Code Red. This is what we want to see with all of our staff, not waiting for Administrators to call, but be empowered that when they become aware of an incident, they trigger the Code immediately. Dr. Jensen wanted to publicly extend a congratulations to the thought she put into it, and her quick reaction, which kept something that could have come into the school from doing so.
- Mr. Braginton also congratulated the 2018 graduates; He thanked all of the Pre-K group, as well as all of our staff and administrators for a good year.

H. Board Reports

Information: 1. Board Reports

I. Adjournment

Action: 1. Meeting Adjourned: President Braginton adjourned the meeting at 6:45 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

