

**HUMBOLDT COUNTY SCHOOL DISTRICT**  
**310 East Fourth Street**  
**WINNEMUCCA, NEVADA 89445**

The regular meeting of the Humboldt County Board of School Trustees was held November 13, 2012 at 4:30 p.m. at McDermitt Combined School.

Board members present were: President-Shelly Noble, Clerk-Ann Miller, John Seeliger, Glenda Deputy, John Hill, and Boyd Betteridge. Absent: Andrew Hillyer

Others in attendance were: Superintendent Dr. Dave Jensen, Asst. Superintendent Dr. Bill Myhr, Director Kelly Novi, Jessica Powell-Humboldt Sun, Janet Kennedy, Mary Lynn Hill, Jaimi Wilkinson, DeAnna Owens, Shelly Drake, Tara Stoker, Ronda Havens, Michele Hartley, Lori Egan, Danaher Dempsey, James Weidemann and Secretary Paula Wright.

President Noble opened the meeting with the Pledge of Allegiance.

**Correspondence:** None

**Minutes:** Secretary Wright noted that on page 5, third paragraph, "Mrs. Hillyer" should read "Mr. Hillyer". Mr. Seeliger moved to approve the October 23, 2012 minutes as written with the noted correction. Mrs. Deputy and Mr. Betteridge seconded, motion carried. Mrs. Miller abstained.

**Public Comment:** None

**Superintendent Report**

1. On October 26<sup>th</sup>, the District Facebook page was kicked off. Dr. Myhr is running the page and has done a great job. The page can be found at Humboldt County School District (Nevada).
2. We have had a series of phone conversations with Blackboard Edline moving forward with our website development. We are uploading various school information and creating links with Power School. As we make progress, we'll introduce the Board to the site. We are pushing for roll-out at semester.
3. On October 25<sup>th</sup>, Dr. Myhr, Mr. Novi and Dr. Jensen had the opportunity to participate in the Winnemucca Grammar School "100 Book Challenge" award ceremony. It was great to see the enthusiasm for reading and the support of the Winnemucca Grammar School staff and parents in this worthwhile program.
4. On October 25<sup>th</sup>, Dr. Jensen met with Sue Hawkins, who is working with Hycroft. The visit centered on projected growth at their mine and the ability of the district to accommodate growth. Currently, Hycroft employs approximately 250 employees and is looking to expand that to approximately 500 in the next year or so. Dr. Jensen shared the District's historic enrollment showing 600-700 fewer students than 1998 and our ability and eagerness to meet growth needs.
5. On October 31<sup>st</sup>, a Bond Oversight Committee meeting was held to review summer projects and to identify next summer's work. Our primary focus for the upcoming year will be as follows: Air conditioning project at Sonoma Heights Elementary, bleacher replacement at McDermitt and gym floor replacement at Lowry High School. We continue to work on HVAC needs at Winnemucca Grammar School's older building and will continue to work towards completion of that project.
6. Dr. Jensen attended a special education conference in Las Vegas with DeAnna Owens, Doc Welter, Byron Jeppsen and two parent representatives from Humboldt County. It was a very informative and beneficial conference.

7. The special education conference was connected with a Superintendent's conference and National Association of School Administrators conference. At the Superintendent's meeting, we are moving forward on an iNVEST proposal and will work to finalize on December 3<sup>rd</sup>. Once that is completed, the proposal will be presented to the Board of Trustees throughout the state for support prior to submission.
8. Governor Sandoval has developed a Nevada Education Assessment Summit to be held Dec 3-4<sup>th</sup> in Las Vegas. The purpose of the conference is to prepare the state for the new assessment system (SBAC), which will be coming on board soon. The conference is in connection with WestEd.
9. On November 7<sup>th</sup>, Newmont presented a check for \$30,000 to support the Newmont Grant program. Applications have been sent out to staff with a due date of November 21<sup>st</sup>.
10. On November 7<sup>th</sup>, Dr. Jensen met with Mike Zieba with the State Advisory Board on Bullying and School Violence. The purpose of the meeting was to gather information from various districts and to learn about the district's perspective of strengths and weaknesses.
11. On November 8<sup>th</sup>, Dr. Jensen attended the City Council meeting for the District's annual request for a waiver on the use of the dirt parking lot at Lowry High School. The improvements were shared with the Council. The Council asked the City Attorney if the improvements would allow them to authorize full usage without the need for further waiver requests. He felt that was allowable and it will be agenized at the next Council meeting.
12. On Friday, November 9<sup>th</sup>, Mrs. Kennedy and Dr. Jensen met with a representative from Oregon Energy regarding progress on the development of a uranium mine outside McDermitt, located in Oregon. At this point, the discussion is very preliminary and best case scenario for opening is 4-6 years. Dr. Jensen has asked for annual updates so that we will have adequate time to prepare once appropriate.

#### **Discussion and Possible Action – Approval of Warrants**

Mr. Hill moved to approve the warrants as presented. Mr. Betteridge seconded, motion carried.

#### **Discussion and Possible Action – Approval of the Pershing County Tuition Agreement – Dr. Dave Jensen**

There are currently 212 Pershing County students attending school in Humboldt County. We receive the DSA for each student. Pershing County provides the transportation for the students and also provides us a tuition amount of \$239 per student.

Mrs. Miller moved to approve the Pershing County Tuition Agreement as presented. Mr. Hill seconded, motion carried.

#### **Discussion and Possible Action – Approval of the Lander County Tuition Agreement – Dr. Dave Jensen**

We currently have one student who resides in Valmy who is attending school in Lander County. We do not provide transportation for the student. Lander County receives the DSA for the student and we provide a tuition amount of \$800.

Mr. Seeliger moved to approve the Lander County Tuition Agreement as presented. Mr. Hill seconded, motion carried.

#### **Discussion and Possible Action – Approval of a Request for Miscellaneous Leave on Behalf of Lori Egan to Support Student Teaching – Dr. Dave Jensen**

Mrs. Egan has completed classes toward an elementary degree and now needs to complete her student teaching in order to graduate and receive her teaching degree.

Mrs. Egan requested that the Board grant her permission to take a miscellaneous leave of absence beginning January 2, 2013 and lasting sixteen consecutive weeks. Dr. Jensen said that Mrs. Egan will be working with Mrs. Kennedy and the staff at McDermitt Combined School. Dr. Jensen recommended granting the request as presented.

Mr. Hill moved to approve the miscellaneous leave on behalf of Lori Egan. Mr. Betteridge seconded, motion carried.

**Discussion and Possible Action – Approval of the FY12 Audit – Shelly Drake, Tara Stoker, Ronda Havens**

Mrs. Stoker provided a brief review of the net assets, governmental funds revenue and expenditures, notes to the financial statement, comparisons of revenues by source and object in the general and special revenue funds (ad valorem, local school support, state distributive, governmental services tax, tuition, federal sources, special appropriations, daily lunch sales, salaries and benefits, purchased services, supplies, property). She also provided a comparison of ending fund balance (general fund, capital project funds, and debt service funds).

No significant deficiencies or instances of noncompliance relating to the audit of the financial statements were reported. The District conformed to all significant statutory constraints on its financial administration, except, for the expenditures in the Undistributed Program in the District Bond Initiative Fund and the expenditures in the Undistributed Program in the Building and Sites Fund. Both exceeded appropriations violating NRS 354.626.

Mrs. Drake noted that the compliance audit (a review of adherence to regulatory guidelines) was performed on two programs, Impact Aide and the Child Nutrition Cluster. In the course of testing the two programs, there was a finding with the Child Nutrition Cluster. There was a significant deficiency in internal control, specifically related to eligibility and reporting. In the eligibility area, there were students who were not properly classified. In the monthly reporting for reimbursement, there were errors in the data used for the eligible count. Oversight monitoring and review processes were not being performed in accordance with internal control policies and procedures adopted by the District. Prior to 2011-12, personnel and job duties were reassigned in the accounting department. During the transition, reassignment of specific expectations associated with monitoring was not implemented. This has since been addressed.

Dr. Jensen expressed his appreciation to Ronda Havens for her hard work; she in turn thanked the entire accounting department.

Mr. Seeliger moved to accept the FY12 audit as presented. Mr. Hill seconded, motion carried.

**Discussion and Possible Action – Approval of the Parent Involvement Policy – DeAnna Owens**

The Parent Involvement Policy offers a broad description of the relationship the District is committed to providing families. All Title 1 schools are required to have a Parent Involvement Policy, which mirrors the District's policy.

Mrs. Owens noted that parents are vital and necessary partners in their child's education. We need parents to fulfill basic responsibilities, participate in and support school events, volunteer for school and district committees and advocate for the schools.

In order to enhance parental involvement, six essential elements consistent with the Elementary and Secondary Education Act, will be implemented: 1) communication between home and school is regular,

two-way, and meaningful, 2) responsible parenting is promoted and supported, 3) parents play an integral role in assisting student learning, 4) schools are open and inviting to parents and families and actively seek parental support and assistance for school programs, 5) parents are full partners in the decisions that affect children and families, and 6) community resources are made available to strengthen and promote school programs, practices, and student achievement.

Mrs. Miller moved to approve the Parent Involvement Policy as presented. Mrs. Deputy seconded, motion carried.

#### **Discussion and Possible Action – Calendar Committee Formation and Request for Board Volunteers – Kelly Novi**

District calendars have generally been compiled in a three year cycle. A calendar committee is currently being formed. Rural representation will be included on the committee; this will help coordinate start and end dates as well as vacation times. The committee will include two union representatives (certified and classified), two in-town administrators, one rural administrator, Mr. Novi, Dr. Jensen, two Board members and two at-large teachers, two or three in-town parents, and one parent from the rural area. All staff and stakeholders will be surveyed to provide input.

The first meeting will be held December 11<sup>th</sup> at 3:30. There will be a meeting held before the Christmas break, with a total of 3 or 4 meetings being held before February. Mr. Seeliger and Mr. Betteridge volunteered to serve. Mrs. Deputy said she would serve as an alternate.

#### **Discussion Only – Solar Panel Cost Effectiveness Analysis – Dr. Dave Jensen**

Dr. Jensen provided the Board with a solar analysis comparison. The graph showed energy savings from July 10, 2011 to June 11, 2012. Most of the solar panels had not been installed during that year; we were in a construction phase. Panels on Lowry's athletic field and those at Grass Valley were the only panels on board during the first fiscal year.

Dr. Jensen noted that the figures for Winnemucca Jr. High School are deceiving because the solar panels were on board, however, during fence installation the main line was drilled through, which we were unaware. We were generating no savings for four months. At French Ford Middle School, we experienced an inverter problem resulting in no generated savings for several months. The District will be putting in a solar tracking system at each school site. It will consist of a monitor showing electrical consumption and allow the district to immediately identify generation issues.

Savings: LHS: first year consumption \$115,885, second year \$82,660. In the current year, in just 3 months we have saved \$15,163 over the same period the previous year. WJHS: first year savings \$15,913.85. The current year, in 3 months we have saved \$9,397. FFMS: first year savings \$10,948. The current year, in 3 months we have saved \$9,276. GVE: first year savings \$11,733. The current year, in 3 months we have saved \$5,605. Paradise Valley: first year savings \$1,845. The current year, in 3 months we have saved \$752. SHE: first year savings \$9,409. The current year, in 3 months we have saved \$5,242.

For the first year of operation, noting we lost several summer months of power generation, we saved \$83,087.70. For the first three months of the current year we have saved \$44,685.53. Dr. Jensen believes we will come in slightly below the \$200,000 savings initially hoped for; a factor being, electrical costs have decreased.



### **Discussion and Possible Action – Approval of District Crisis Response Plan– Dr. Dave Jensen**

We are required to review our Crisis Response Plan on an annual basis. The Plan is, basically, the same plan the Board approved initially in the 2008-09 school year, with minor changes. The District has held two meetings with the Sheriff's Department and Winnemucca Police Department to conduct table top discussions and run various scenarios. The Plan meets all state and federal expectations.

Mr. Seeliger moved to approve the District Crisis Response Plan as presented. Mrs. Deputy and Mr. Betteridge seconded, motion carried.

### **Discussion Only – Discussion Regarding the Implementation of an Unused Sick Leave Retirement Incentive – Dr. Dave Jensen**

The purpose of the early retirement incentive unused sick leave PERS purchase plan is to encourage eligible employees to voluntarily retire from the District, allowing the application of unused sick leave, at the negotiated rate, towards the PERS purchase upon retirement. Some of the main requirements of the policy will be; 1) a minimum of twenty (20) cumulative years in Humboldt County, and maintain a minimum of 125 unused sick leave days at the time of the application, 2) employees must maintain no less than 25 days, which will remain on the books through the conclusion of the contract term, 3) the application must be filed no later than January 7<sup>th</sup>, 4) the employee will not participate in any application of PERS purchase of retirement credit that exceeds thirty (30) years of retirement and 5) if the employee is approved for the unused sick leave incentive, they will not be eligible for sick leave donation.

Currently, Churchill County School District and Humboldt County have a similar plan.

There was a brief discussion and the Board asked that the policy be agendaized for the next meeting, with some minor adjustments, for further discussion and possible action.

### **Discussion Only – Preliminary Discussion Regarding Current Attendance Zones and Projected Enrollment Growth – Dr. Dave Jensen**

Dr. Jensen provided the Board with several items for review and discussion.

The Nevada State Demographer projects a 48.7 % growth for Humboldt County by 2030. The current population in Humboldt County is 18,364, with a projected population in 2030 of 27,311. Several mines are reporting significant growth.

Dr. Jensen provided the Board with two drawings showing the proposed housing developments of RJB Partnership; Frontier Village and The New Frontier. Frontier Village, currently underway, is a three phase project that will include 110 single family lots and 136 townhomes. These homes are currently zoned for Sonoma Heights Elementary School (PK-4).

New Frontier is a development on East Winnemucca Blvd., past the car dealerships. A section of this proposed plan is also currently underway and will initially be a "man camp" for mining employees. Eventually, the project will consist of 335 single family homes, 132 townhomes and 400 apartments.

Dr. Jensen provided the Board with maps showing the current elementary attendance zones. He asked the Board to review the maps to see how the projected housing developments will impact the schools in those attendance areas. Dr. Jensen said there is need to discuss realignment of those attendance zones as we prepare for the 2013-14 school year. He suggested having at least one community forum for the community to provide their thoughts and ideas.

Dr. Jensen is looking into finding software that will pinpoint student population in any given area to help with finding the centers of student population.

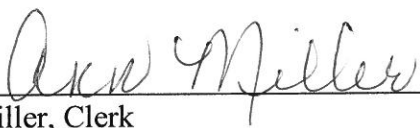
**Public Comment:** Mrs. Kennedy reminded everyone that it is Native American month.

**Board/Staff Reports:**

1. Mr. Hill said he enjoyed the McDermitt Combined School newsletter.
2. Mr. Betteridge said the Truancy Committee meetings were changed to fall on the second and fourth Tuesday of each month, which interferes with the school board meetings. He said this may prevent some board members from attending. Dr. Jensen said we will visit with Mr. Parks and Judge Montero.
3. Mr. Seeliger reminded everyone of the NASB Conference, November 15-17, 2012.
4. Mr. Novi thanked the McDermitt staff for the great food provided.
5. Dr. Myhr said he will be presenting the Common Core State Standards (CCSS) to interested parents at Lowry on Thursday, November 15<sup>th</sup>.
6. Dr. Jensen said that, one of the mines was asked to provide a donation to the District to purchase IPOD's and/or IPAD's that could be used for prizes as an incentive to get parents to attend the CCSS presentation at Lowry for Parent's Night. The mine was unable to fund the request. Dr. Jensen said he is looking at other options and asked if the Board was interested in funding it through the General Fund, if other resources could not be found. The cost would be approximately \$3500. Board members asked that the District try to find other sources, but were okay with taking the funds from the General Fund. If other fund sources are found, the General Fund can be reimbursed.
7. Dr. Jensen said the District is looking to replace and add to our suburban fleet. We are finding it difficult to find used suburbans. The District is now reaching out to the Reno and Idaho area.
8. Dr. Jensen reminded everyone of the Lowry athletic recognition during the NASB Conference on Saturday at 7 p.m. at the Atlantis Resort.

Adjourned 6:45 p.m.

Submitted by Secretary, Paula Wright

  
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Ann Miller, Clerk