

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

The regular meeting of the Humboldt County Board of School Trustees was held February 12, 2013 at 2:02 p.m. in the District Office Boardroom.

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

Others in attendance were: Superintendent Dr. Dave Jensen, Director Kelly Novi, Attorney John Doyle, Jessica Powell-Humboldt Sun, Sandy Hammargren-Silver Pinyon Journal, Dorene Kitras, Lisa Evatz, Tim Connors and Secretary Paula Wright.

President Seeliger opened the meeting with the Pledge of Allegiance.

Correspondence: Mrs. Miller informed the Board of a letter received from Attorney, John Doyle, regarding the summary of all claims made against the Humboldt County School District for tortuous conduct for 2012, as required by NRS.

President Seeliger informed the Board of letters received from both Associations providing notice of their intent to collective bargain.

Minutes: Mr. Hill moved to approve the January 22, 2013 minutes as written. Mrs. Miller and Mr. Betteridge seconded, motion carried.

Public Comment: None

Superintendent Report

1. On January 23, 2013, a combined Ethics and Board Governance training was provided in combination with the City Council and County Commissioners. The training was provided by Pool/Pact. Dr. Jensen, Mr. Hill and Mr. Doyle attended.
2. On January 24th, Dr. Jensen had the opportunity to meet with representative from UNR and Mrs. Kennedy regarding the Gear Up Grant that McDermitt Combined School receives. The discussion was in regards to enhanced supports that can be provided by Gear Up coordinators to support the hard work occurring in McDermitt.
3. Dr. Jensen met with Lisa Costa-Campbell with Great Basin College (GBC) regarding an update on the High Tech Center and expanding a partnership with GBC. Mutual benefit is present and we will be working to enhance our partnership.
4. The calendar committee met on January 24th and is recommending one calendar. Staff meetings are currently in process to present the proposed calendar to staff and to seek input. A final proposed three year calendar series will be presented to the Board for consideration as part of the February 26th board meeting.
5. The NASB Conference was held on January 25th and 26th in Reno. Members in attendance included John Seeliger, Glenda Deputy, Bruce Braginton and Dr. Jensen. This was a worthwhile training that provided great insight and direction.
6. On January 28th, a table top discussion regarding safety was held in McDermitt. This training was attended by the Winnemucca Police Department, Humboldt County Sheriff's Office, Nevada

Department of Investigations, Bureau of Indian Affairs and Emergency Medical Services. Officer Jeff Dawson facilitated the activity. The event started with a site walk followed by a discussion of a fictitious scenario. The feedback was outstanding and the intent is to schedule monthly tabletops in varying locations throughout the district.

7. On the January 29th, McDermitt Combined School hosted the Nevada Department of Education as part of their Focus Plan implementation. Very positive feedback was provided, noting the hard work of Mrs. Kennedy and her staff.
8. Mr. Novi has been meeting with individual site administrators regarding the Nevada School Performance Framework (NSPF) and the star rating. Part of this meeting includes training on the data review to assist principals in understanding the process to identify the rating. Final designations will likely not be released until June, as there remain some areas of concern in the existing formula and the omission of smaller schools from receiving a rating.
9. On January 31st, Dr. Jensen toured the Elko Great Basin College (GBC) High Tech Center with Brett Murphy of GBC. In addition, they discussed enhancing our partnership to include the possible facility sharing at Lowry High School to allow for an electrical program. In addition, a partnership in support of the High Tech Center in Winnemucca was discussed.
10. Following Dr. Jensen's meeting with Mr. Murphy, a Northeast Consortium Superintendent meeting was held in the Elko District Office. Superintendents from Humboldt, Elko, White Pine and Eureka were present. Primary discussions centered on proposed changes for the Nevada Plan funding formula and working in unison to ensure rural districts are not negatively impacted.
11. An administrator's meeting was held on February 1, 2013 on two primary issues; 1) CCSS standards unwrapping; and 2) Teacher Incentive Program for 2012-2013. Discussion is to re-introduce the banquet associated with the award presentations.
12. On February 5th, we held an administrators meeting with Pam Salazar providing an update on the Teachers and Leaders Council (TLC), as well as training on effective walk throughs. In terms of TLC, the legislature will be asked to authorize a validation period to ensure that once finalized, it is meaningful and is consistently implemented.

2:10 p.m. Mr. Hillyer arrived.

13. On February 7th, a Superintendent's meeting was held in Carson City. A detailed discussion of the Nevada School Performance Framework (NSPF) occurred, with the unanimous recommendation to postpone release until June, pending Federal approval. Also, a review of pending legislation was discussed, including a detailed conversation of iNVEST and dates. A request from NASS and NASB is to have a presence at the legislative session regarding iNVEST and DSA. They are asking that the Board President also attend, if possible.
 - a. iNVEST will be held on Monday February 25th at 3:30 pm
 - b. DSA hearings will be held on March 1st and March 25th. Times pending.
14. Also on the 7th a meeting was held between Dr. Jensen and the Association. The pending Arbitration has been settled and has been removed from the calendar.
15. On February 8th, Dr. Jensen was asked to conduct an interview at KWNA. This was a positive experience and Dr. Jensen heard a number of positive comments regarding the topics discussed.
16. We are in the process of shifting our E-rate provider. Jeanne Moline, Kelly Novi and Dr. Jensen have been working with our new provider on the transition. Ms. Moline and Dr. Jensen participated in a phone conference on February 8th to identify information necessary to migrate over to the new provider.
17. At 1 pm on February 8th, Dr. Jensen, Byron Jeppsen and Chad Peters met with members of Hycroft to discuss possible funding in support of Humboldt County School District. Discussions centered on various levels of support and enhancing opportunities to work between Hycroft and Humboldt County School District.

18. On March 20th, Kelly Novi and Dr. Jensen will be in Boise attending the BSU recruiting fair. A total of four recruiting fairs will be visited this year by a variety of members of the administrative team to build a strong applicant pool.
19. On February 25th, we will be holding an "active shooter training" from 9 am to 1 pm sponsored through Carson City. Members of the board are invited to attend.
20. Dr. Jensen provided the Board with three handouts; 1) a list of Administrative meeting dates for 2012-13, 2) the NASB Legislative Quicksilver, which provides a list of the members of the Assembly Committee and upcoming meeting dates, and bills that are of interest to education and 3) a copy of a bill draft regarding a Parent Trigger Bill. The Parent Trigger Bill allows parents to petition to transform any school in the bottom 20% of schools by: 1) converting it to a charter school, 2) adopting a turnaround model, 3) using the restart model or 4) implementing the transformational model. There are currently four states with a "parent trigger bill" in place. We are aggressively fighting against this bill.
21. This afternoon (Tuesday, February 12th) they are in the process of bid openings for the Sonoma Heights HVAC project scheduled for this summer.
22. The Assistant Superintendent vacancy was officially posted on February 11th, with a closing date of March 26th.
23. There is a list of documents the District requires from each Board member. Each member was provided with the documents required to complete their files.

Discussion Only – Presentation Grass Valley Elementary School – Tim Connors

Mr. Connors presented the Board with the school's progress to date on their School Improvement Plan. Administration and staff identified two goals.

Goal 1: By the end of the year all teachers will be implementing and teaching the Common Core State Standards (CCSS). Currently, all classrooms have fully implemented the CCSS. To date the staff has completed the following: 1) four module trainings by Dr. Bill Myhr, 2) professional development with Jessie Westmoreland-six shifts in ELA with the CCSS and 3) daily lesson objectives posted within CCSS on classroom boards, as well as classroom instruction geared toward the standards. They are currently working on the District framework for unwrapping the standards. Weekly professional development has focused on the Lucy Calkins series (ELA standards) and Math-ELA. Future PLC's will focus on unwrapping the standards.

Goal 2: As a school, we would like to increase our overall growth on the MAPS aggregate median score in Reading and math as measured from Spring to Spring. Mr. Connors provided the fall to winter growth scores. They have determined there is an average drop of seven points per student from spring to fall. To help with this they hope to implement a summer school program. Students also have access after school hours to the A+ and Learning Links programs.

Mr. Connors welcomed Board members to visit Grass Valley School.

Discussion Only – Presentation Winnemucca Grammar School – Dorene Kitras, Lisa Evatz

Winnemucca Grammar School's mission statement is: "To provide knowledge and skills in a positive environment which enables each student to make a productive contribution to society." Administration and staff identified two goals. Goal 1: All Winnemucca Grammar School students will make at least one year growth in math. Solutions: Flexible grade level grouping of students to more adequately differentiate math instruction based on students' needs. Teachers will incorporate at least one Marilyn Burns "Math Solution" activity weekly. Staff will be trained in SIOP and utilize the eight components in their preparation and teaching, enabling students to learn the new math common core standards. Teachers will be given one hour weekly during PLC's and two additional hours monthly during regularly scheduled

staff meetings to get into the new math standards, explore academic websites, research current available assessments or to create their own. The school leadership team will review currently taught curriculum at their grade level in math, review practices to find gaps in instruction between grade levels, and ensure that the math curriculum vertically aligns. They hope to offer before school homework help and find funding for an afterschool assistance program. Inviting parents to attend trainings on the new math curriculum will help parents work with their children. The IC Team will be utilized to collaborate solutions for students most at risk.

Goal 2: All Winnemucca Grammar School students will make at least one year growth in ELA. Solutions: The SRA direct reading instruction, SIOP and Common Core Standards will be implemented. Provide a before school reading program and lunch homework assistance program. Encourage parents to read with their children through the "100 Book Challenge Reading Program". Invite parents to receive training on best reading strategies to use in working with their children. Utilize Reading A-Z materials and work with the PTO to purchase more non-fiction reading materials. Continued training of effective use of MAPS results, DRA, PALS, and A+ to inform and improve reading instruction and learning strategies.

To date, the staff has completed four modules of the Common Core Standards, two sessions of SIOP training, and using the Common Core Standards to determine grade level worksheets. They hope to complete two more SIOP trainings, focusing on effective learning strategies and interaction with students. The staff will be unwrapping the standards and creating a manual for each grade level. Training will also be provided for the essentials of learning walk-throughs.

Mrs. Kitras provided the results to date on Fall/Winter MAPS for reading and math.

The Winnemucca Grammar School has involved parents in several school classes and programs. They include: 1) A+ computer trainings in first and third grade, 2) the Kindergarten Reading program, 3) the "Read to Me" program, 4) the "100 Book Challenge" program and 5) ESL Adult English classes.

Mr. Novi will be providing training on unwrapping the standards on Wednesday, February 13th at 3:10 p.m. Mrs. Kitras invited Board members to visit.

Discussion and Possible Action – Approval of Warrants

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

Discussion and Possible Action – Second/Final Reading of the Policy Manual, 4000 Series – Dr. Dave Jensen

Dr. Jensen presented the revised 4000 Series for the Board's final review. Particular attention was directed to Section 4040-Phone Policy, where the majority of the changes were recommended. A minor change in numbering, wording and grammar were recommended.

Mrs. Miller moved to approve the 4000 Series as presented, with the corrections noted. Mr. Hill and Mr. Braginton seconded, motion carried.

Discussion and Possible Action – Review of Policy Manual 1000 Series, Sections 1030-1045 – Dr. Dave Jensen

Sections 1030-1045 deal specifically with the Board of Trustees. Each section was reviewed. Minor changes were recommended. Dr. Jensen will make the changes and bring the document back to the Board for approval at the February 26th meeting.

3:47 p.m. Mr. Braginton moved to take a ten minute recess. Mr. Hill seconded, motion carried.

3:56 p.m. Return to regular session

Discussion Only – 2013 Board Retreat

▪ Superintendent Evaluation Process

Mr. Seeliger provided the Board with a copy of the current Superintendent evaluation form being used. He asked if the Board wanted to continue with the current detailed process for evaluating the Superintendent and to keep the current evaluation format. Board members briefly discussed the current evaluation format and noted that several questions are difficult to answer because they ask for a rating that the person completing the evaluation form would not have first hand knowledge of; it forces the evaluator to make a judgment call. There is no real measurement tool the evaluator has to base the decision on.

Dr. Jensen expressed his opinion that the evaluation should hold the Superintendent accountable to the goals and objectives that are defined at the beginning of the year. He would like to see a connection between the evaluation and the Board's expectation of goals and accomplishments for the Superintendent.

Dr. Jensen presented a binder of the six goals he established for himself and the supporting documentation. The binder will be made available for the Board's review.

Suggestions made: 1) bring in Jim Huge, who provided a presentation at the NASB Conference regarding "Developing an Effective Superintendent Evaluation" and "Current Board Practices for Superintendent Evaluation", to help the Board prepare a superintendent evaluation and to assist the Board in a self-evaluation. 2) Establish short and long term goals. 3) Establish clear set goals for the District and the expectation for the Superintendent to manage and achieve them. 4) Establish some "perception" type questions, e.g., how the Superintendent interacts with the Board, subordinates, etc. 5) Keep the option for Board and subordinates to allow comments and 6) Review other evaluation forms.

Dr. Jensen was asked to contact Jim Huge to see if he is available in March to provide a workshop to assist the Board in establishing a Superintendent evaluation form and facilitating a Board self-evaluation.

Mr. Seeliger will modify the current Superintendent evaluation and bring it back to the March 12th meeting for discussion.

▪ Review of Board Goals

The Board established two goals for the 2012-13 school year: Goal 1: As a Board, we will strive to be more visible throughout the District. a) Each board member will conduct a minimum of three individual site visits per school year. b) A minimum of two Board meetings will be scheduled in our rural communities, to include Paradise Valley and McDermitt. Goal 2: As a Board, we will revisit the 1000 Series of the board policies, both as individuals and as a collective Board. a) Specifically, sections 1025 through 1040 which address School Board processes, roles and responsibilities will be reviewed and discussed during a regularly scheduled board meeting.

- Board members have been making site visits to schools. Mr. Seeliger reminded Board members to let Secretary Wright know of their site visits.
- A meeting was held in McDermitt this year. The Board agreed to hold a board meeting in Paradise Valley on May 14th.

- Goal 2 has been accomplished.

▪ **Board Self-Evaluation**

Mr. Seeliger suggested waiting to see if Jim Huge can be scheduled. He provided Board members with a copy of "Five Characteristics of an Effective School Board", taken from the NASB website.

▪ **Discussion of Board Meeting Protocols**

- Mrs. Deputy provided the Board with a "Parliamentary Motions Guide", based on Robert's Rules of Order.
- Mr. Seeliger asked if Board members were clear on how items are placed on the agenda. Any Board member may ask that an item be placed on the Board agenda by notifying him or Dr. Jensen. If a member of the public requests an item be placed on the agenda, it can be approved by the agenda committee (Mr. Seeliger, Mr. Hillyer, Dr. Jensen, Mr. Doyle) or Secretary Wright will poll the board members to see if they want the item placed on the agenda for discussion.
- Mr. Hillyer requested that board members consider identifying themselves before speaking at meetings. He said it is cumbersome, but would be beneficial for persons listening to the tape, if there was need for specifics. Mr. Doyle suggested leaving it to the discretion of the Board President. If the meeting includes a "hot" topic and there are multiple speakers, the Board President could ask everyone to identify themselves for the record. Members agreed to leave things as they are until mandated.

▪ **Community Growth and Possible Building Expansions**

- Dr. Jensen has emailed the software company regarding our new mapping software. He hopes to bring a preliminary rollout of the program to the Board at the February 26th meeting.
- Dr. Jensen met with representatives from Hycroft Mine. They are hiring 8-10 new employees per week. They will be expediting that hiring over the course of the next several months. The "man camp" is currently being built and the first phase of the homes above French Ford has been purchased by Hycroft. They will be providing incentives to their employees to assist them in purchasing a home. They will ultimately double their existing workforce to 800-900 long term employees within the next two years.
- Enrollment projections will be done in March. Dr. Jensen believes we may be up as much as 100 students for the 2013-14 school year. He believes that the majority of the growth will be in the Sonoma Heights attendance area. The recently acquired portables at Sonoma will provide four classrooms or serve approximately 80 additional students.
- Dr. Jensen has met with Kevin Monsey and Max Hershenow (Hershenow & Klippenstein) to prepare some preliminary plan designs for upgrades to our facilities.
- Dr. Jensen will also be preparing staffing patterns to accommodate the expected community growth.
- Dr. Jensen will return to the Board with a re-prioritization of bond projects; the site expansions will be included. The Board will be asked if they want the District to go to the community with the re-prioritization list or do we consider going out for a new rollover bond?
- Mr. Walton's class at Lowry High School is doing some preliminary drawings of the site expansions.
- Dr. Jensen noted that the High Tech Center will cost approximately \$6.6 million to build. The proposed building site is a lot near Great Basin College and Lowry High School and would benefit both campuses.

Public Comment: None

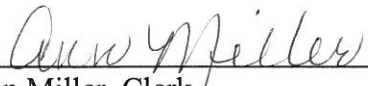
Board/Staff Reports:

1. On January 29th, Mr. Hill and Mrs. Deputy visited Denio School. They currently have seven students; two are 8th graders.
2. On February 5th, Mr. Hill and Mrs. Deputy visited Kings River School. The boy's bathroom needs a fan and the teacher is concerned about the potential snake problem, once the weather warms. Mr.

Betteridge met them at Orovada and they visited the Orovada School. Mrs. Baumeister mentioned she would like to get some books that the students could take home (RIF program). They went on to visit McDermitt Combined. Things are good at McDermitt.

3. Mr. Betteridge provided the Board with a copy of a trip request from Elko County. The total cost of the trip was \$3500 and the actual cost to the District was \$528. There was a notation on the form that said that 85% of the transportation cost was being reimbursed by the state. He asked if Dr. Jensen would contact Elko Superintendent, Jeff Zander, and find out how they fund their extra curricular trips. He would like to be provided information on how transportation funds are allotted in Humboldt County.
 4. Mr. Hillyer congratulated the Lowry boys and girls basketball teams for making the playoffs. The boys will host Truckee and the girls will travel to Spring Creek.
 5. Mr. Hillyer congratulated the Lowry wrestling team for making Academic All State. Lowry had several wrestlers qualify for the finals: Eric Brooks, Daniel Pollock, Kevin Blanco, Aaron Nelson, Luis Cardenas, Nate Nelson, Brandon Okuma, Beau and Michael Billingsley and Cody Andersen. Daniel Pollock, Brandon Okuma, Beau and Michael Billingsley and Cody Andersen won state championships. Lowry took first place for the team championship with a score of 221 points; second place went to Spring Creek with 113.
 6. Mr. Braginton attended the NASB Conference and reported he received some good material from the conference.
 7. Mr. Braginton will visit Sonoma Heights Elementary on Friday, February 15th.
 8. Mrs. Deputy provided the Board with a copy of the NASB Legislative Quicksilver. The Legislature will hold DSA budget hearings on March 1st and March 25th. Those interested have the opportunity to watch the proceedings online through the Legislative website.
 9. The Board was also provided a copy of the current bills that the Legislature is tracking.
 10. Mrs. Deputy provided the Board with a copy of the Supreme Court decision regarding the Teacher's Education Initiative Tax proposal. It looks as though the proposal is a legitimate proposal.
 11. Mrs. Deputy provided the Board with a copy of an article entitled "Motor Minded" by Mark Barnes, PhD.
 12. Mr. Betteridge asked if there has been any information released requiring that the Common Core Standards be made part of the homeschool curriculum.
 13. Mrs. Deputy reported that rural basketball ends on February 15th in Orovada.
 14. Mrs. Miller said she has two more school visits and then will contact Secretary Wright with the information.
 15. Mr. Novi noted that we have had some employees retire from the Maintenance and Transportation Department in the past month and one pending for the end of February. Openings for a Maintenance Foreman and a mechanic have been posted.
 16. Dr. Jensen provided the Board with a copy of the "What Every Board Member Needs to Know" binder. We will be adding documents over the course of the year.
 17. Dr. Jensen noted that we will be adding a closed session to the next board agenda to discuss the NSPF review.
 18. Dr. Jensen said that we will be looking to issue board members laptops and going to an electronic format for board meetings. It is hoped to make some improvements to the boardroom.
 19. Mr. Betteridge said that he will not be at the board meeting on February 26th.
 20. Mr. Seeliger said that he will not be at the board meeting on February 26th.
- Adjourned 6:02 p.m.

Submitted by Secretary, Paula Wright


Ann Miller, Clerk