

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

The regular meeting of the Humboldt County Board of School Trustees was held March 12, 2013 at 10:06 a.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, Attorney John Doyle, Jim Huge and Secretary Paula Wright.

Clerk Ann Miller opened the meeting with the Pledge of Allegiance.

Correspondence: Mr. Betteridge provided the Board with a copy of a letter that he sent to NASB President, Chris Miller and NASB Director, Dottie Merrill.

Dr. Jensen provided the Board with a copy of a letter notifying the Board of his request to renew his employment contract. He is required, as defined in his contract, to notify the Board 30 days prior to May 1st. The Board then makes a determination, prior to June 30, 2013, whether to renew his contract or to deny renewing his contract. If no action is taken, an automatic renewal of the contract occurs. Dr. Jensen expressed his appreciation for the Board and looks forward to a long working relationship.

Minutes: Mr. Braginton moved to approve the minutes of February 26, 2013 as presented. Mr. Hill seconded, motion carried. Mr. Betteridge abstained. Mr. Hillyer and Mr. Seeliger were not present.

Public Comment: None

Superintendent Report

1. Immediately following the March 12th board meeting, Dr. Jensen traveled to attend the District Administration Leadership Institute. It is funded through Northeast Professional Development. The primary focus of the entire conference was technology, the use of technology to facilitate instruction and one-on-one computing. Upon arrival, all superintendents were provided with a Google Chrome laptop, which is primarily internet based, for use during the conference.
2. On Monday, March 4th, Dr. Jensen was notified of the death of a 4th grade student at Sonoma Heights Elementary School. Upon notification, administrators and the Board were notified and our counseling tree was initiated. Dr. Jensen expressed his thoughts and condolences to the family of this young man, as well as to the Sonoma Heights staff.

10:11 a.m. Mr. Hillyer arrived.

3. Dr. Jensen and Mr. Novi participated in their second web based training regarding Planware software (boundary software). The program will allow us to look at enrollment by zones. The third training is scheduled for later this month. A demonstration will then be provided to the Board.
4. On March 6th, an all-day training was held with Pam Salazar. The training provided an update on the Teachers and Leaders Council, including recommendations that will be made to the Legislature and discussions regarding E-walk. Three focus areas are being targeted; 1) use of

academic language, 2) the level of questioning by teachers and 3) the level of questioning by students. Input from staff was sought as a rubric is developed to assist in the E-walk process.

5. In regards to the Teachers and Leaders Council (TLC), a recommendation has been made to the Legislature to place it on a two year validation study. As currently written, we would be required to implement the new evaluation system beginning with the upcoming school year.
6. On March 6th, Dr. Jensen met with Kevin Monsey regarding projects and finalizing the site review.
7. On March 6th, Dr. Jensen and Mr. Novi met with representatives from PLATT, an electrical business. They expressed an interest in working with the District, in line with a high tech center, to support an electrical program and are willing to provide materials and support.
8. On March 7th, Dr. Jensen attended a Superintendent's meeting. They discussed a number of items, including TLC and NCCAT-D. Based on preliminary ratings under the NSPF, the District will be required to conduct a district-wide curriculum audit or NCCAT-D. The iNVEST document was also discussed and Dr. Jensen provided the Board with a copy.
9. On March 8th, we conducted our Assistant Superintendent interviews. He thanked Mrs. Deputy and Mr. Seeliger for being a part of the interview process. We had two candidates, one internal and one external. The committee moved to offer the position to Mrs. Dawn Hagness, who is currently the director for the rural professional development in Elko. Dr. Jensen has contacted Mrs. Hagness and she has accepted the position and will begin on July 1, 2013.
10. On March 11th, Dr. Jensen and Letticia Prida met with Maggie Loyan, our insurance broker, to discuss health insurance renewals. Currently, vision insurance looks to remain flat. Life insurance will have a slight increase and we have yet to receive an official renewal projection from Cigna. We should have the renewal projection in April. In reviewing our claims history between July and January, we are sitting at 99% in claims to what we have paid in; it doesn't look good. Dr. Jensen shared with Ms. Loyan that the District pays up to 6% on behalf of the employees annually and we would really like to keep the renewal under that 6%.
11. On March 13th, Dr. Jensen and Mr. Seeliger will be meeting with Kevin Monsey and Max Hershenow in Reno to review our preliminary facilities upgrades to include the possibilities for expansion, should that be necessary. Following that meeting they will be attending the Legislative hearing to support the iNVEST proposal.
12. Dr. Jensen has begun looking at projections for enrollment for the 2013-14 school year. It has been difficult because there are many unknown variables, especially when it is tied to housing. Currently, Dr. Jensen is anticipating a growth of approximately 100 students, to include potential new move in's.
13. Dr. Jensen will be meeting with principals to discuss their enrollment projections, staffing needs and to have final discussions regarding their goals and objectives over the next two weeks.
14. Dr. Jensen and Byron Jeppsen will be attending hiring fairs at Utah State University and Brigham Young University on the 21st and 22nd of March.
15. Dr. Jensen provided the Board with a copy of preliminary projections regarding the impact of sequestration of funds. The spreadsheet shows a 5% reduction, however, the State Department has concerns that 5% may be low and that it may turn out to be an 8% reduction. The District will see an impact in Title I funds, Impact Aide funds, English Language Learner funds, IDEA Part-B funds, the vocational state grant, Career and Technical grants, Adult Basic and Literacy state grants.
16. When asked, Dr. Jensen said that we may be impacted by Obama Care and requirements associated with coverage eligibility and penalties for low participation in the plan, but we currently have no definite information. He will keep the Board informed.

Discussion and Possible Action – Workshop with Jim Huge

Mr. Huge identified four objectives that would be covered during the retreat.

1. Discuss and conclude the process and form to be used to evaluate the Superintendent.
2. Discuss and come to an agreement on the tool to use for board self-evaluation.
3. Discuss “peak performing” governing teams

Establish a Superintendent Evaluation Form and Evaluation Process

Discussion was held in regards to the Superintendent evaluation, noting significant variety from district to district.

The Superintendent should know in advance what he or she will be evaluated on. “Measure defines action”, therefore it is important to obtain input from a variety of sources during goal development.

The Board should focus as much as possible on the goals that have been established in conjunction with the Superintendent (“the what”), then define the “how” into the process.

Dr. Jensen and Mr. Huge will meet to incorporate the established Superintendent goals into an evaluation template and return to the Board for their review.

For principals, a “360 template” will be developed. Principals will be asked to provide confidential feedback which will be compiled and presented to the Board. It was recommended that principal feedback be centered on capacity building and the provisions of supports for their staffs. Information obtained can then be used in the goal development for the following year.

12:10 Lunch

12:45 Mr. Seeliger arrived

12:45 Resume

Establish a Board of Trustees Self-Evaluation Process

Mr. Huge reflected that 20% of activities achieve 80% of our outcomes.

He then reviewed with the Board information from the book “Peak Performing Governance Teams” by Tim Quinn, Ph.D. The Board reviewed Appendix I, which provided a governance assessment tool.

The Board determined to utilize the assessment tool on an ongoing basis, at least annually.

Peak Performing Governing Teams

One major correlate is high expectations for all students. Mr. Huge referenced a quote: “I’m not what I think I am; I’m not what you think I am; but I am what I think you think I am”.

Mr. Huge identified the importance of building an organization around the strengths that are already in place.

Board Reports/Requests - Information Only/No Action

1. Mr. Hill thanked Mr. Huge for coming. He felt the workshop was informative and feels the District already has a head start in some things we are currently doing.
2. Mr. Betteridge thanked Mr. Huge.
3. Mr. Hillyer said that he feels the Board does a good job, but that they can improve, as long as they continue to do what is best for the students of Humboldt County.

4. Dr. Jensen stated he feels fortunate to have a great board.
5. Dr. Jensen appreciated the discussion regarding noting one's strengths and weaknesses. It made him reflect on how he currently works with principals. He said the natural tendency is to work with staff on areas that improvement can be made, rather than focusing on the areas of strength. He said he plans to change that.
6. Mr. Seeliger thanked Mr. Huge for coming. If the Board plans to use a newly developed Superintendent form, he asked when a draft evaluation form would be brought back to the Board. Mr. Huge felt that he and Dr. Jensen could have a draft ready by April 30th or May 1st.
7. Mrs. Miller appreciated the discussion on building on a person's strengths.
8. Mrs. Deputy appreciated the suggestion of working with the schools to set the District goals.
9. Mr. Braginton said the workshop was just what he was looking for. He said he appreciates Mr. Huge's energy and style. Mr. Braginton asked Mr. Huge, as he had the opportunity to work with the Board, if he saw a way the Board could "up their game". Mr. Huge said he appreciated the Board's strengths, their trust and respect for each other, and their focus to do the best that they can. He recommended that they refine their focus so that they are spending the majority of their time on the things that will have the greatest impact on student achievement.

3:44 p.m. Recess

4:30 p.m. Return

The regular meeting of the Humboldt County Board of School Trustees continued.

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, Barbara Duncan, Marian Tyree, Tara Larson, Shelly Drake, Rob Lindsay, Paige, John and Eric Brooks, Tammy and Daniel Pollock, Shaun Mentaberry, Beau Billingsley, Michael Billingsley, Aaron Nelson, Brandon Okuma, Kirk Berenstsen, Jed Johnson, Tytin Johnson, Dave Munk, Ronda Havens, Michelle Garrison, Cody Andersen, Blake Duncan, Anthony Hummel, Alec Mayo, Blake Hillyer, Kelvin Meza, Ben Tyree, Donovan Brumm, Michael Venzor, other interested persons and Secretary Paula Wright.

President Seeliger opened the meeting with the Pledge of Allegiance.

Public Comment: None

Special Recognition – Lowry High School Wrestling Team

The Lowry High School Wrestling Team won their fifth straight NIAA Division I-A State Championship. This makes fifteen total State Championships (the best in Nevada) for Lowry High School. President Seeliger and Dr. Jensen presented each of the following players with a certificate of excellence for achieving a special placement at the State Championship. Cody Andersen-State Champion and All-American, Kirk Berenstsen- 2nd at Zone and 4th at State, Beau Billingsley-Two time State Champion, Michael Billingsley-Four time State Champion, Eric Brooks-three time State Runner-up, Jed Johnson-4th at State, Tytin Johnson-two times 3rd at State, Aaron Nelson-three time State Runner-up, Brandon Okuma-Zone Champion and State Champion and Daniel Pollock-State Champion. Champions that were not able to attend include: Kevin Blanco-State Runner-up, Luis Cardenas-2nd at State, Lane Mentaberry-4th at State and Gabe Molina-4th at State.

Other members of the team present included; Donovan Brumm, Blake Duncan, Anthony Hummel, Blake Hillyer, Alec Mayo, Kelvin Meza, Ben Tyree and Michael Venzor.

President Seeliger also acknowledged and congratulated head coach, John Brooks and assistant coaches, Brant Corak and Tim Grady.

Congratulations wrestlers and coaches, great job!!

Discussion Only – Presentation on School Improvement Plan Progress by French Ford Middle School & Paradise Valley School – Robert Lindsay, Michelle Garrison

The two main goals of French Ford Middle School's Improvement Plan are 1) focus to increase student achievement for all students in literacy and math, including students in targeted subpopulations of IEP and English Language Learners (ELL) and 2) to increase parent and community involvement to improve educational awareness.

To meet Goal 1, French Ford staff has met every Wednesday afternoon for PLC's, focusing on increasing rigor and awareness of the Common Core State Standards (CCSS). To accommodate this, a change was made to the teaching blocks of time. A literacy block was already in place. The teaching schedule was completely changed to accommodate for an additional math, science and social studies block. Grading practices were also changed to reflect a more true representation of learning.

The use of integrating formative and summative assessment has been a big move for the school; it has been very effective in communicating to parents a more true representation of learning.

The school moved to a more self-contained model, as opposed to team teaching. This allowed for less transition and more instruction.

At the beginning of the year, Mr. Lindsay and Mrs. Storm took advantage of a traveling exhibit at the local library with John James Audubon, bird artist, to provide a model lesson with every student and demonstrated how the study could be integrated across all content areas. Mr. Lindsay also provided a writing lesson in Mrs. Southwick's class and Mrs. Garrison has been providing model lessons in math.

French Ford currently has no ELL teacher; however, with the help of two fabulous aides they are pushing students towards an inclusion model (whole group direct instruction) into a regular classroom.

PLC meetings are being used to address the unwrapping of the Common Core State Standards (CCSS), sharing of best practices and implementation of the IC program.

Administrators are currently working on observations with their walk-throughs at their own site and observing different teaching practices at other sites.

To meet Goal 2, particularly in the Latino community, Mr. Lindsay was able to use the services of Mrs. Sarinana, an AmeriCorps volunteer, to contact parents and encourage parent involvement. She accompanied Mr. Lindsay to Paradise Valley School where she made contact with parents in that community also.

French Ford has been fortunate in having approximately 387 parent volunteers this school year. Mrs. Sarinana has been instrumental in making sure parent volunteers have background checks in place prior to

being in a classroom. The school had 98% parent attendance at parent/teacher conferences and had a huge turnout at their open house.

Mr. Lindsay encouraged board members to attend a Tuesday afternoon Truancy Advisory or Thursday morning Truancy Court meeting. He said that the work that Judge Montero, his staff and Ray Parks has done is “eye opening”.

The District provided an active shooter training, which encouraged Mr. Lindsay to review French Ford’s Code Red and Crisis Response Plan with staff. French Ford kicked off the year with an assembly with a gentleman named “Heavy”, a pro-wrestler, talking to students about bullying and making good choices. On March 26th, the NED Group will be providing an assembly regarding bullying.

When asked how the contracted janitorial service was working for French Ford, Mr. Lindsay said they are concerned with turnover, making sure background checks are being done and that their employees are trained in the procedures for health and safety. Dr. Jensen noted that the janitorial service is responsible for having their employees fingerprinted and we are currently working to place them on our system of training.

Paradise Valley School

- This year Paradise Valley School agreed to administer the fall, winter and spring MAPS test.
- The entire school is participating in Trout in the Classroom.
- 100% participation in parent/teacher conferences.
- The school placed 2nd in the Rural Basketball Tournament to McDermitt Combined. Mr. Lindsay congratulated coach, Brent Riemersma. He has done a great job with rural basketball.
- The school is working with the Nevada Outdoor School on a “Hoop House” greenhouse project.
- The school participates in the DARE program.
- Quint Bell took 3rd in folkstyle wrestling and 5th in freestyle wrestling at the State Tournament.
- 5th-8th grade will be attending court with Judge Montero on Monday, March 18th.
- Mr. Lindsay has met with Kevin Monsey and Max Hershenow regarding the lack of phone communication between the main building and the portable.

Discussion and Possible Action – Approval of Warrants

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

Discussion and Possible Action – Proposal Regarding Entering into a Five Year Contract with Drake Rose and Associates to Provide Accounting Services – Shelly Drake, Tara Larson

Mr. Doyle noted that he initially had a concern with the statutes governing certain boards not being allowed to enter into contracts that exceed the term of board members. Upon review, he found a 1950 Attorney General opinion regarding school districts that said boards of trustees can enter into contracts that exceed the term of board members. Upon calling the Elko County School District attorney, he was told that, although Elko County School District does not enter into long term contracts, he was not aware of any restrictions. Mr. Doyle said he felt confident that entering into a long term contract does not violate any regulations.

Mrs. Drake thanked the Board for the opportunity to extend their relationship of providing services as our independent certified public accountants. The proposal stated that they will audit the basic financial statements of the District for the years ended June 30, 2013, 2014, 2015, 2016, and 2017. Fees for performing the financial and compliance audit includes the testing of one major program for the

compliance audit. If an event occurs that alters the scope of the original engagement, it will be discussed with the District prior to beginning any additional work and incurring any additional cost.

The fees for the services outlined above are: 2013 (\$74,400), 2014 (\$75,800), 2015 (\$77,300), 2016 (\$78,900) and 2017 (\$80,500).

Mr. Hillyer moved to accept entering into a five year engagement with Drake, Rose and Associates for accounting services as outlined. Mr. Betteridge seconded, motion carried.

Public Comment: None

Board Reports/Requests – Information Only/No Action:

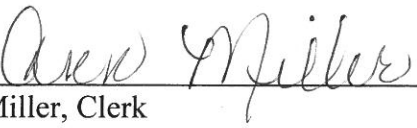
1. Mr. Hill reported that he, Mrs. Deputy, and Mr. Braginton visited French Ford on March 5th. He noted that they discussed the janitorial issue at the school.
2. Mr. Hill thanked Mr. Huge for providing a great discussion.
3. Mr. Betteridge also thanked Jim Huge.
4. Mr. Betteridge told board members that his letter to NASB President, Chris Miller and NASB Director, Dottie Merrill was in regards to his concern that homeschool parents should be held accountable, just as school districts are required.
5. Mr. Betteridge congratulated the Lowry Wrestling Team.
6. Mr. Hillyer stated that having Judge Montero in our community is a great asset to the District, especially for students.
7. Mr. Hillyer will be attending an NIAA meeting on April 1st and 2nd.
8. Mr. Braginton thanked Dr. Jensen for bringing in Mr. Huge.
9. Mr. Braginton enjoyed visiting French Ford. Mr. Lindsay shared his concerns regarding the janitorial services. He said he also took note of the space available at French Ford, if there is need to expand the campus. He noted the engaged teachers and classrooms and said there were some large numbers in the classrooms, something we may need to look at. Dr. Jensen said he will be meeting with principals regarding staffing and getting feedback.
10. Mrs. Deputy provided everyone with a copy of the Legislative Quicksilver and a bill tracking list.
11. Mrs. Deputy said that, while visiting French Ford, they reported that the HVAC system works, but does not work well. Dr. Jensen said that he has not been informed of that.
12. Mrs. Deputy said that, while visiting French Ford, they reported their concern with the intercom system. When a broadcast is made, it goes outside of the building. They feel this would be detrimental if they had a security issue. Dr. Jensen said that he was not aware of that and would explore it.
13. Mrs. Deputy asked Board members to contact their state representatives regarding two current bills before the Legislature. One in regard to gun fees and the second in regards to the return of federally owned land back to the state.
14. Mrs. Miller said she visited French Ford Middle School on February 27th. She has currently visited all six in-town schools. She visited every schools PLC's and noted what a wonderful experience it was. She encouraged other Board members to visit during a PLC meeting.
15. Mr. Novi said he and the Tech Department are currently working on the E-rate application.
16. Dr. Jensen thanked the Board for their devoted time to the workshop with Jim Huge. He will be meeting with Jim Huge on April 10th.
17. Dr. Jensen told the Board that the District is in the process of moving our account from US Bank to Wells Fargo. We will be getting a better interest rate and will not be assessed any finance charges.

18. Mr. Seeliger thanked everyone for taking part in the workshop and getting the Superintendent evaluation process started. The workshop was well worth the time.

19. Mr. Seeliger thanked Mrs. Kennedy for the McDermitt Combined School newsletter.

Adjourned 6:09 p.m.

Submitted by Secretary, Paula Wright


Ann Miller, Clerk