

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

The regular meeting of the Humboldt County Board of School Trustees was held April 9, 2013 at 4:30 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, Mike Dennis, Janet Kennedy, Ronda Havens, Valerie Barr, Trixie Byron, other interested persons and Secretary Paula Wright.

President Seeliger opened the meeting with the Pledge of Allegiance.

**Correspondence:** Board members received an invitation to the Ag Fair on Thursday, April 11<sup>th</sup>.

**Minutes:** Mr. Hillyer moved to approve the March 26, 2013 minutes as written. Mrs. Miller seconded, motion carried.

**Public Comment:** None

**Superintendent Report**

1. Dr. Jensen said he hoped everyone enjoyed spring break.
2. On Monday, April 8<sup>th</sup>, Dr. Jensen and Mr. Novi participated in a Web-x training on the new Planware software.
3. Dr. Jensen expressed his appreciation to Ronda Havens for the tremendous amount of time and hard work she spent on preparing the tentative budget.
4. Dr. Jensen has met with all administrators regarding proposed staffing for the 2013-2014 and will be reviewed as part of the agenda.
5. Dr. Jensen noted that today (April 9<sup>th</sup>) we had an incident at Lowry High School in which a former student arrived at the school with the intent to beat up an existing student. Officer Dawson, Doc Welter and Byron Jeppsen began an immediate search for the subject and backup was called. Law enforcement arrived quickly; the subject was placed under arrest and is being charged.
6. On April 10<sup>th</sup>, Dr. Jensen will be meeting with Jim Huge to work on the Superintendent evaluation form. It is hoped that the form will be brought to the Board for consideration and review at the April 23<sup>rd</sup> board meeting.
7. On Thursday, April 11<sup>th</sup>, Dr. Jensen will be attending a superintendent's meeting in Carson City.
8. There are a number of bill drafts that superintendents are watching. Friday, April 12<sup>th</sup> is the last day for bills to move out of the first house or they die. One bill Dr. Jensen is very concerned about will lead to the removal of Net Proceeds of Minerals. This could have a devastating effect on communities that received Advanced Net Proceeds of Minerals. It is scheduled to go to the voters in 2014.

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

Mr. Betteridge questioned the warrant to the Steam Store of Elko for \$7300. Dr. Jensen provided a copy of the warrant to Mr. Betteridge.

Mr. Hillyer moved to approve the warrants, with the pending identification of the warrant in question. Mr. Betteridge seconded, motion carried.

**Discussion and Possible Action – Discussion Regarding Unused District Real Property and the Desire of the Board to Possibly Sell to Include Requirements Associated with NRS 393.240 – Dr. Dave Jensen**

Dr. Jensen began the discussion by stating that the Board was not being asked to make a decision on whether to sell the property in question. He noted that there is a process that needs to be followed, if there is a desire to sell, and this evening's discussion is to gauge an interest in beginning the process.

Dr. Jensen told Board members that he has had an inquiry regarding the property adjacent to Railroad Street. The Board was provided drawings of the property located on Railroad Street (approximately 9 acres). The client is interested in two acres of the nine acre parcel.

We have also had some general inquiries regarding our lots in the Harmony Canyon Subdivision (approximately 5 acres or 10-1/2 acre lots).

If the Board chooses to sell any of the properties it will require a minimum of two appraisals and the District would have an obligation not to sell the property less than the amount identified in the appraisal.

After some discussion, it was the consensus of the Board not to sell either property at this time.

**Discussion Only – Introduction to Planware Software**

Mr. Novi provided the Board with a presentation on the Planware software. The program is based on information the District provided from Powerschool. The software will allow the District to use multi-level queries to show historical enrollment data (2008- current), attendance boundaries, forecast enrollment by site, with note to building capacity, and will even provide student demographics down to specifics, such as ELL, IEP and those who qualify for free or reduced lunch. The software will also allow the District to identify, for a given school, the number of students that are on a variance. As new building continues in the community, the program will allow the District to change the attendance boundaries (rezone) to see how it will affect a specific site or sites.

The program is being fine-tuned and will be used for decisions in the upcoming school year. It is not believed that it will be necessary to consider a re-zoning action for the upcoming school year, however, as we continue to see growth, the Planware Software will allow for us to effectively analyze potential needs.

**Discussion Only - Providing a Review of Attendance Zones and Student Placements – Dr. Dave Jensen, Kelly Novi**

Covered in the above presentation.

**Discussion and Possible Action – Presentation of the FY14 Tentative Budget – Dr. Dave Jensen, Ronda Havens**

In accordance with NRS, a tentative budget for the 2013-14 school year must be submitted to the Nevada Department of Education by April 15<sup>th</sup> of each year.

Dr. Jensen noted that the Tentative Budget is always a “best estimate”, because it is based on a lot of factors that we do not have accurate information on (enrollment, DSA figure). Currently, the Governor and Legislature is moving towards increasing funding for education, rather than reductions.

The budget contains two funds, including Debt Service, requiring property tax revenues totaling \$8,443,573. The budget contains 11 governmental fund types with estimated expenditures of \$36,275,165 and two proprietary funds with estimated expenses of \$166,340.

In preparing the budget, a figure of 3,455.4 was used as a weighted enrollment figure. Pre-K and kindergarten students are figured at a .6 of a full DSA. There is currently some bill drafts before the Legislature that would propose to provide full-day kindergarten and, if that occurs, the weighting for kindergarten would go from .6 to one. Our current allocated DSA is \$5,540 per student; however, a figure of \$5,240 per student was used to prepare the budget. The reason the budget was prepared on the lesser figure is that we have seen a \$400 million increase in ad valorem property values in Humboldt County over the past year. Historically, for every \$1 million in increased ad valorem we lose just over \$1 in DSA. We are approaching the point where the State's obligation is diminishing, with an overall state support towards general fund falling below \$2 million for the upcoming year.

Dr. Jensen went through the tentative budget categories by source of revenue and expenditures. We are projecting an ending fund balance of \$3.1 million, which includes Net Proceeds of Minerals. Dr. Jensen noted that the figure is low. The Department of Taxation instructed the District not to include the approximate \$5 million in Advanced Proceeds of Minerals that we will likely receive for next year.

Dr. Jensen reported a possible \$300,000 reduction in federal sources, if the sequestration of funds occurs. There has been no notification otherwise.

Dr. Jensen thanked Ronda Havens for the tremendous amount of work she spent in preparing the budget.

Mr. Hillyer moved to approve the Tentative FY14 Budget presented by Dr. Jensen. Mr. Braginton and Mr. Betteridge seconded, motion carried.

6:26 p.m. break

6:36 p.m. return to session

#### **Discussion and Possible Action – Presentation of Proposed Staffing Patterns for FY14 – Dr. Dave Jensen**

Dr. Jensen provided the Board with a snapshot of historical data on 1) enrollment, 2) administrative staffing, 3) certified staffing, 4) classified staffing, 5) salary and benefits, 6) funding comparisons, 7) the overall impact on basic support and 8) Net Proceeds of Minerals (NPM).

- Dr. Jensen said we are planning for an ongoing increase in student population.
- We are budgeting for 101(unweighted) new students for the upcoming school year.
- We are proposing the addition of positions.
- PERS will increase from 23.75% to 25.75% beginning July 1, 2013.
- Health Insurance is an annual increase of 6%, which will cost the District approximately \$120,000 for FY14.
- Approximately \$500,000 in step and lane changes has been included in the budget.
- We do not anticipate a continuation of textbook requirements, but do have ongoing textbook needs.
- We will need to continue to shift Advanced Net Proceeds of Minerals to fill in gaps left by declining DSA.
- The Governor has indicated a level funding, with a 2% increase overall for COLA and PERS.

Dr. Jensen's recommendation to the Board is the addition of eleven positions. Seven positions are within K-8, two will be additional Special Education units and a proposed school psychologist. Currently, we have two certified positions that are being filled by long term substitutes; the Pre-K at Sonoma and a Math position at McDermitt Combined.

Dr. Jensen provided the Board with a review of 1) historical enrollment data by grade, 2) a cohort survival percentage (shows growth or decline in enrollment over the previous year), 3) enrollment projection through 2015-16, 4) actual and projected enrollments for 2013-14, 5) current and proposed staffing by school and 6) a projected student/teacher ratio for the upcoming year.

Dr. Jensen's proposals for staffing for the upcoming school year include:

- Grass Valley Elementary: shifting a 1<sup>st</sup> grade teacher to 4<sup>th</sup> grade and adding a Special Education unit (behavioral unit)
- Winnemucca Grammar School: currently, no change to staff, however 4<sup>th</sup> grade currently has a high student/teacher ratio
- Sonoma Heights: one additional 2<sup>nd</sup> grade and one additional 4<sup>th</sup> grade.
- The Comprehensive Live Skills program will be shifted from French Ford Middle School to Sonoma Heights.
- French Ford: two additional 5<sup>th</sup> grade positions and one additional 6<sup>th</sup> grade.
- The budget has been developed around two "floater" positions. The "floaters" will be two, K-6, positions which will not have an assigned location. Once actual enrollment figures are determined, they will be assigned to a specific grade level and school site. More than likely, one would be placed at Winnemucca Grammar School in 4<sup>th</sup> grade.
- Winnemucca Jr. High: one additional Special Education unit
- One additional school psychologist
- Lowry High School: one additional Science teacher, with a possible endorsement in math also

Site/District administration has requested the addition of the following positions:

- Lowry High School: addition of a Reading/ESL teacher
- Grass Valley: addition of an ESL teacher
- McDermitt Combined: both a math and science teacher and an instructional aide for in-house suspension
- Winnemucca Jr. High: a music teacher

Dr. Jensen provided the Board with a cost analysis of the proposed new staffing. The costs are based on Step I/Column 0 figures. The total amount in additional salaries would be \$398,392. Benefits would total \$200,908.50. A reduction of \$41,632 for the Special Education unit brings the grand total to \$557,668.50. Costs associated with the additional requested positions from Principals would total \$235,322.09 (with benefits), bringing the grand total of all positions to \$834,622.59.

After some discussion, several Board members were in favor of hiring four "floater" positions. Dr. Jensen noted that he does not believe the District has the funds to add the two additional "floater" positions, at a cost of approximately \$100,000; adding that, if the Board approves hiring the music position for the Junior High, it will bring the total to \$150,000. He said, however, that the ultimate decision is the Board's.

Mr. Braginton moved to approve and support the proposal to add fourteen positions, the eleven included in the initial presentation, plus the addition of the music teacher and two additional floater positions. Mr. Hillyer seconded.

Mrs. Valerie Barr said she was appalled that Dr. Jensen is prioritizing music over science. We said they are in great need of a science teacher in McDermitt. They currently have junior high and high school science students taking the class through the A+ program. She asked how those students are expected to pass the proficiency test.

Dr. Jensen noted that we are finding it difficult to fill positions in McDermitt. This year the District was unable to fill the science position, but was able to hire the A+ specialist who has an Alt Ed certification who can issue science credits.

Mrs. Barr asked if there could be some type of incentive offered to get qualified candidates to consider positions in McDermitt. Dr. Jensen said that there is currently a small incentive of \$750 provided; any additional increase would require it to be negotiated through collective bargaining.

Mr. Seeliger called for a vote on the motion made by Mr. Braginton. Those in favor: Mr. Braginton, Mr. Hillyer, Mrs. Miller, Mrs. Deputy, Mr. Betteridge and Mr. Seeliger. Mr. Hill was opposed.

#### **Public Comment – Discussion Only**


None

#### **Board Reports/Requests - Information Only/No Action**

1. Mr. Hill asked Mrs. Barr to provide the Board with information regarding the possible numbers of students that are getting closer to school age. Mrs. Barr reported that the Head Start program currently has 20 students, with 13 of those moving into kindergarten next year. They are predicting a program of approximately 16 students for the upcoming school year.
2. Mr. Betteridge invited everyone to the Lowry High School Music Booster tri-tip dinner on Friday, April 12<sup>th</sup> at 6 p.m. in the convention center. Tickets are \$20 per person or \$150 for a table of eight. The proceeds will be used for the group to attend the Disneyland competition.
3. Mrs. Deputy reminded everyone of Paradise Valley's graduation on May 29<sup>th</sup> and McDermitt's High School graduation on May 29<sup>th</sup>.
4. Mrs. Deputy informed the Board that she has submitted a letter of interest to serve as a liaison to the Nevada Association of School Boards.
5. Mr. Braginton has submitted a request to visit Sonoma Heights to read to students.
6. Mr. Novi reminded everyone of McDermitt's fundraiser on Wednesday, April 10<sup>th</sup>. He will be leaving at noon if anyone wants to ride up with him.
7. Mr. Novi reminded everyone that he would like to recruit two Board members who would be willing to serve on the CTE committee.
8. Mr. Novi said that he will miss a portion of the next board meeting to attend the hospital board meeting. The District's EMT class will be receiving recognition at the meeting.
9. Dr. Jensen reported that the "Every 15 Minutes" program will be held on April 22 and 23<sup>rd</sup> at Lowry High School. 11<sup>th</sup> graders will be participating in the program. He invited the Board to attend.
10. Dr. Jensen thanked the Board for their passion towards the budget and moving the District forward.

Adjourned 7:59 p.m.

Submitted by Secretary, Paula Wright

  
Ann Miller, Clerk