

**MINUTES OF THE MEETING OF THE
CARSON CITY SCHOOL DISTRICT
BOARD OF TRUSTEES**

Tuesday, October 28, 2008

7:00 p.m.

CALL TO ORDER

The Regular Meeting of the Carson City School District Board of Trustees was called to order at 7:00 p.m. by President Jim Lemaire at the Sierra Room, Community Center, 851 E. William Street, Carson City, Nevada.

ROLL CALL: Members Present
 Jim Lemaire, President
 Barbara Howe, Vice President
 Norm Scoggin, Clerk
 Bob Crowell, Member
 John McKenna, Member
 Joanna Wilson, Member
 Joe Enge, Member
 Richard Stokes, Superintendent
 Mike Pavlakis, Legal Counsel

Members Absent
 None

ACTION TO ADOPT THE AGENDA

It was moved by Mr. Joe Enge, seconded by Mrs. Barbara Howe **that the Carson City School District Board of Trustees adopt the agenda with the following change, exclude Item #7.** Motion carried unanimously.

SUPERINTENDENT'S REPORT

- Mr. Stokes recognized and welcomed, Ms. Dotty Merrill, Executive Director, Nevada Association of School Boards (NASB) and Ms. Sharla Hales, President of NASB.
- Ms. Jennifer Tartan, Carson High School Student Activities Director introduced the 2008 Homecoming King, Adam Updegrove and Homecoming Queen, Karissa Pulizzotto. Adam Updegrove plays soccer and also participates on the swim & dive team. His classes included AP & Honors Classes. He plans on attending college, majoring in engineering. Karissa Pulizzotto is involved in drama, concert choir and capital stars. She also takes AP & Honors Classes. She plans on attending University of Nevada Reno or University of Nevada Las Vegas.
- Mr. Carl Henry, Vice Principal at Carson High School recognized the National Merit Semifinalists. The National Merit Scholarship Program is an annual academic competition for recognition and college undergraduate scholarships. The competition is open to all U.S. high school students and the winners are chosen on their abilities, skills and accomplishments. Students enter the program by taking the Preliminary SAT (PSAT) and National Merit Scholarship Qualifying test (NMSQT), along with other entry requirements. Approximately 1.5 million students take the PSAT test; where approximately 50,000 qualify for recognition. There are approximately 16,000 students that qualify as semifinalists; the highest-scoring in each state. Carson High School has four semifinalists; Jeff Bridegum, Adeline Duong, Jennifer Mital and Michael Weidemann. The semifinalists will be notified in February if they will advance to the finalist level. Jennifer Mital plans on attending college at University of Nevada Reno, majoring in environmental science. Adeline Duong plans on attending college at University of Nevada Reno, majoring in electrical engineering.
- Mr. Bob Chambers, Vice Principal at Empire Elementary School introduced Mrs. Gayle Magee, First Grade Teacher at Empire Elementary School. Mrs. Magee was selected

and honored at an assembly at Empire Elementary as the Milken Foundation National Educator Award Winner. In addition to her \$25,000 award, she was presented with a scholarship to pursue her Masters Degree at Sierra Nevada College. She Mrs. Magee publicly thanked the staff at Empire Elementary School. The Milken Foundation National Educator Award program provides recognition and financial rewards to elementary and secondary teachers as well as principals. Mrs. Magee was the fourteenth person selected this year to receive this award.

- Mr. Stokes reported that there are a variety of activities going on at the schools in honor of Veteran's Day. A list of the activities was available at the meeting.
- The November 11th School Board Meeting will be held at the District Office at 1402 W. King St. and will begin at 7:00 p.m.
- The deadline to submit essays for the Board Sponsored *American Citizen Essay Contest* is Thursday, October 30, 2008 at 5:00 p.m.

BOARD REPORTS

Chelsea Keating reported on the following activities at Carson High School:

- There were approximately 800 students at the Homecoming Dance
- There will be no school on Friday, October 31st for Nevada Day and Tuesday, November 11th for Veteran's Day
- Wednesday, November 5th is a late start day
- PTA Craft Fair is November 21st and 22nd
- National Honor Society is selling raffle tickets for their annual fundraiser; drawing will be on November 5th at the Induction Ceremony at 6:30 p.m.
- On October 30th students will be dressing up for Halloween
- The Band Concert will be held on November 4th at 7:00 p.m. in the big gym
- Academic Letter Ceremony will be on November 13th at 7:00 p.m. in Senator Square

Mrs. Barbara Howe commented that further discussion on Full-Day Kindergarten would take place at the November 25th Board Meeting.

ASSOCIATION REPORTS

There were no association reports.

PUBLIC COMMENT

Mr. Dan Allison, Safe Routes to School Coordinator for the Carson City School District introduced himself to the Board. October 8, 2008 was "Walk to School Day". Mark Twain Elementary & Al Seeliger Elementary had a large turnout for the event.

Ms. Mary Stanley, 6th Grade Science Teacher at Carson Middle School made a public announcement; she is seeking help from the community with the Science Olympiad. She is looking for Math, Science and Technology assistance after school on Monday, Tuesday, Thursday and Friday from 2:15 – 4:30 p.m. Mary Stanley can be reached at 283-2861, mstanley@carson.k12.nv.us or messages can be left at the Superintendents Office at 283-2100. The Science Olympiad will be held on March 5, 2009 in Lovelock, Nevada. Ms. Stanley provided a handout to Board Members; a copy is included in the permanent record.

DISCUSSION AND ACTION ON 2008-2009 DISTRICT IMPROVEMENT PLAN PER NRS 385.348

Mrs. Susan Keema reported that the District is required to submit to the State, a Board approved District Improvement Plan. The plan is the District's academic vision. The goal of the District Improvement Plan (DIP) is to increase student achievement for all students and the ability levels in the Carson City School District. The intervention; district personnel will utilize assessment results, provide enrichment and remediation using strategies that meet the needs of all students in the content areas. Professional Development Communities (PLC) will be the tool used to

achieve the goal. There are four objectives; all sub-groups make Adequate Yearly Progress (AYP), English Language Learner students meet the Annual Measurable Achievement Objectives (AMAO), students make growth in Measures of Academic Progress (MAP) and students that have met the growth target, reach the fiftieth percentile.

The committee is made up of elementary, middle and high school parents, teachers and administrators. The committee wanted administrators to have the tools to connect the DIP to their School Improvement Plan (SIP). Mrs. Keema reviewed the 2008-2009 DIP Flow-Chart. A copy is included in the permanent record. The approved District Improvement Plan will be posted on the website.

Mr. Enge commented on the DIP Flow Chart for 2008-2009, regarding Professional Development on Differentiated Instruction. Mrs. Keema explained the following acronyms; Teach for Success (T4S), Response to Intervention (RTI); students struggling with academics, behavior, etc. to also see if the child is growing, Instructional Consultation (IC); state sponsored with a full time person devoted to coaching, Co-teaching; part of the inclusion model with two teachers in a class of 30 students, Highly Quality Sheltered Instruction (HQSI); developed for English Language Learners and DesCartes; instructional portion of MAP assessment that shows what the student has mastered and what they need to learn next.

Mr. Jim Lemaire asked if the District Improvement Plan was going to get Empire Elementary School to meet AYP. Mrs. Keema commented this was for Empire Elementary as well as all the schools in the District.

It was moved by Mr. Norm Scoggin seconded by Mrs. Joanna Wilson **that the Carson City School District Board of Trustees approve the 2008-2009 District Improvement Plan as submitted and the plan be submitted to the required agencies in accordance with NRS 385.348.** Motion carried unanimously.

PRESENTATION OF 2008-2009 SCHOOL IMPROVEMENT PLAN PER NRS 385.357

Mrs. Susan Keema reported that all Principals including Carson Montessori had their School Improvement Plans (SIP) submitted by the November 1st deadline date. The plans have been reviewed and approved. The committee is made up of parents, teachers and administrators. A summary of each schools goal was included in the board packets.

REPORT ON ONE YEAR SABBATICAL LEAVE FOR JULIE KOOP

Mrs. Julie Koop, Biology Science Teacher at Carson High School gave a power point presentation to the Board regarding her sabbatical leave. She studied the Harlequin Beetle riding the pseudoscorpion, *Cordylochernes Scorpioides* and *Wolbachia* a form of bacteria. Mrs. Koop gave a brief timeline beginning in June 2006. During the 2007-2008 school year, Mrs. Koop completed 17 units, taught 2 microbiology lab courses at the University of Nevada Reno (UNR) and finished her thesis experiment in pursuit of her Masters Degree.

A *Wolbachia* bacterium is passed to a new generation through the eggs. Her study included, curing the *Wolbachia* infection on a pseudoscorpion. There are several types of *Wolbachia* in pseudoscorpions. Mrs. Koop completed her study in the Zeh Lab at UNR.

The immediate benefits for Mrs. Koop pursuing her Masters Degree include:

- Improved Biology Knowledge & Skills
- Integrated current biology topics and data in the classroom
- Support of many labs at UNR; Zeh Lab, Kid Lab and supplies

Some of the long term benefits include:

- Improved teachers skills; include biology writing and vocabulary in the lessons
- Has a better understanding of what is required of the student at the college level
- Has assess to Little Valley; located in Washoe Valley
- Opportunity for additional grants

- Opens the door for guest presenters, teachers and lab facilitators

Mrs. Koop publicly thanked Carson High School and the Carson City School District along with her UNR professors, advisors, staff, colleagues, family and friends.

Mr. Norm Scoggin publicly congratulated Mrs. Koop on her accomplishments. Mrs. Koop encouraged others to take advantage of the sabbatical program.

Mr. John McKenna asked Mrs. Koop for her opinion on Carson High School after completing the program. Mrs. Koop responded that the Science Department at CHS is unbelievable, as well as the teachers. However, everyone can learn more and become better teachers.

Mr. Bob Anderson commented on the financial aspect of the sabbatical. The interest income from the Alternative Compensation Plan was used to pay Mrs. Koop during her sabbatical. There was no budget line item for the sabbatical leave however, the resources were available. Mrs. Howe suggested that a line item be included for future budget discussion.

Public Comment:

Ms. Sharla Hales publicly thanked the Carson City School District for their support of School Boards. She also thanked Mr. Anderson for his time, hard work and dedication.

Ms. Dotty Merrill, Executive Director of NASB commented on an open letter to the President written by Mr. Enge. Ms. Merrill stated that Mr. Enge's letter will be published in the NASB November newsletter. This idea was taken from the Wisconsin School Board Association.

Mr. Scoggin asked Ms. Merrill what concerns she foresees at the NASB conference. Are there any common concerns amongst other school boards across the state? Ms. Merrill commented on future budget shortfalls as one of the major concerns for School Boards as well as student achievement. She commented that Clark County School District have made some short videos and sent them out to the schools. They are also completing an online parent survey. White Pine & Eureka County School Boards have been working together and were able to receive computers and software from the mining industry.

DISCUSSION AND ACTION ON REVISIONS TO THE FIVE-YEAR CAPITAL IMPROVEMENT PLAN TO INCLUDE TRANSFERS OF APPROPRIATIONS BETWEEN FUNCTIONS AND PROJECTS

Mr. Mike Mitchell gave a brief follow-up presentation from the October 14, 2008 Board Meeting. Mr. Mitchell asked the Board for approval on the postponement of a new building for the maintenance department and eliminating a parking lot that had been planned for Mark Twain Elementary School. Included in the proposal; use \$330,000 of the ending fund balance to complete several projects at Carson Middle School.

Some of the projects at Carson Middle School include: connecting a corridor from the old building to the new building by widening the hallway for a safer environment, enhance the air ventilation system in Unified Arts area, dust collection system for the shop areas and ceramic kilns in the art room.

It was moved by Mrs. Barbara Howe seconded by Mr. Joe Enge **that the Carson City School District Board of Trustees approve as submitted, the revisions to the five-year Capital Improvement Plan to include transfers of appropriations between functions and projects.** Motion carried unanimously.

DISCUSSION AND ACTION ON RE-AFFIRMATION OF POLICY #903; COMPLAINTS AND GRIEVANCES

Mr. Richard Stokes commented that based on discussions from the October 14, 2008 Board Meeting, there would be no changes to the language of Policy 903. The original language was adopted in 1979. The date the policy was reviewed will be included at the bottom of the policy.

It was moved by Mr. Norm Scoggin, seconded by Mr. Bob Crowell **that the Carson City School District Board of Trustees re-affirm as submitted, the original language of Policy #903; Complaints and Grievances.** Motion carried unanimously.

DISCUSSION AND READING OF ADMINISTRATIVE REGULATION #903; PROCESS FOR RESOLVING COMPLAINTS

Mr. Richard Stokes submitted for Board review a draft copy of Regulation 903; Process for Resolving Complaints along with a draft copy of a Public Complaint Form.

Mr. John McKenna suggested that the last paragraph of the regulation be rewritten to include clear procedural rules. Mr. Stokes will work with legal counsel to clarify the concern.

Mr. Enge commented that there may be situations that would require a closed session of the Board.

Mr. Lemaire suggested placing the item on the agenda vs. public comment.

Mr. Scoggin wants the rights of the employees protected. The public can petition the Board for a hearing however, the rights of the individuals need to be taken into consideration.

Mr. McKenna wants to make sure that the person filing the grievance knows how the procedure will be handled.

Mr. Pavlakis commented that the intent of the language was that any member of the public can address the Board with a concern during public, not to impose any additional burden on the Board. Mr. Pavlakis will work on some additional language.

Mrs. Wilson asked if another form should be created to inform the board in advance of a concern so that a determination could be made whether the issue needed to be addressed in a closed or open session. The concern was noted and possible changes to the Public Complaint Form may be made.

Mr. Lemaire stressed that items of public concern should be placed on the agenda for discussion.

UPDATE ON 2006 BOND PROJECTS

At this time, there were no additional updates on the bond projects. There will be additional information at the November 25, 2008 Board meeting.

APPROVAL OF CONSENT AGENDA

It was moved by Mrs. Barbara Howe, seconded by Mr. Joe Enge **that the Carson City School District Board of Trustees approve the consent agenda as submitted.** Motion carried unanimously.

REQUEST FOR FUTURE AGENDA TOPICS

Present future agenda topics to Mr. Stokes or President Lemaire.

ANNOUNCEMENT OF MEETINGS

The next regular meeting of the Carson City School District Board of Trustees will be on Tuesday, November 11, 2008.

ADJOURNMENT

There will be no further business to come before the members of the Board in public meeting; Mr. Jim Lemaire declared the meeting adjourned at 8:45 p.m.

Norm Scoggin, Clerk

Date