

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

Tuesday, April 14, 2009

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 Barbara Howe at the Sierra Room, Community Center, 851 E. William Street, Carson City, Nevada.

ROLL CALL: Members Present
Barbara Howe, President
Norm Scoggin, Vice President
Joanna Wilson, Clerk
Jim Lemaire, Member
Steve Reynolds, Member
Lynnette Conrad, Member
Joe Enge, Member
Mr. Richard Stokes, Superintendent
Mike Pavlakis, Legal Counsel

Members Absent
None

ACTION TO ADOPT THE AGENDA

It was moved by Mr. Joe Enge, seconded by Mr. Jim Lemaire **that the Carson City School District Board of Trustees adopt the agenda as submitted.** Motion carried unanimously.

SUPERINTENDENT'S REPORT

- Fremont Elementary School resumed classes, Tuesday, April 14, 2009.
- Fremont Elementary School and the Early Childhood Program at Bray will remain on the non-traditional schedule for the 2009-2010 school year. The calendar was adopted at the March 24, 2009 School Board Meeting and has been posted on the District's website.
- Spring Break is April 13 – 17, 2009, classes will resume on Monday, April 20, 2009.
- Assemblies were held at Carson Middle School and Eagle Valley Middle School on April 10, 2009, the topic was Cyber Bullying.
- Kindergarten registration is open, additional information is available on the District website at www.carsoncityschools.com

BOARD REPORTS

- Mr. Enge commented on a potential waiver regarding the stimulus money from the Federal Government.
- Mr. Scoggin commented on recent articles in the Nevada Appeal regarding input from the public and committee groups on providing comments to the School Board. Mr. Scoggin believes the School Board has always been open to suggestions and disagreed with some of the articles.
- Mr. Lemaire and Mrs. Howe recently attended the National School Board Association annual conference held in San Diego, California. Mrs. Howe attended classes regarding health and wellness along with workshops about downsizing a School District, evaluating a Superintendent and Robert's Rule of Order.

ASSOCIATION REPORTS

There were no association reports.

PUBLIC COMMENT

Erin Lehman, PTA President, Fritsch Elementary School, publicly thanked the School Board for forming the Strategic Planning Committee. She also submitted her Letter of Intent to serve on the committee.

DISCUSSION TO PLAN A BOARD WORKSHOP TO DEVELOP A STRATEGIC PLANNING COMMITTEE

Mrs. Keema addressed the Board and presented a plan in developing a Strategic Planning Committee. The community input received during previous meetings has been valuable to the Carson City School District. Mrs. Keema reviewed the establishment of the Master Plan Committee. Since then, the District has established an ending fund balance, student achievement has been successful since "No Child Left Behind", and the district has had success with bond projects.

The purpose of the strategic plan is to address the current issue regarding budget cuts. The meetings will be held at the District Office in the Board Room, with the first meeting on Monday, April 20, 2009 at 6:00 p.m.

Mrs. Keema reviewed the outline for the strategic plan:

- Meet every other week, with the possibility of weekly meetings if necessary
- Present a plan to the Board in August or September, 2009
- After recommendations have been made, meet quarterly, with follow-up meetings annually
- The committee members could possibly consist of:
 - 2 Board Members
 - Superintendent
 - Parents
 - Master Plan
 - Community Agencies; WNC, Public Safety, City Government
 - Site Representatives: Administrative, Certified and Classified
 - Representatives from: Hispanic Community, PTA, Native American Community

Mrs. Wilson suggested having one parent at large, one not associated with any particular group.

Mrs. Keema explained that some committee members may represent more than one community group.

Mrs. Conrad also suggested having more than one parent at large.

Mr. Enge believes the majority of the committee should be comprised of parents.

Mrs. Howe commented on the number of suggested committee members. She also recommended having one representative from each site.

Mr. Scoggin commented on the variety of committee members. He recommended that the committee be larger.

Mr. Lemaire asked if the meetings would be open to the public. He also reviewed the Mission Statement for the Carson City School District.

Mr. Pavlakis explained that the Strategic Planning Committee will be lead by Administration, therefore, not subject to the Open Meeting Law. The public is invited to attend the meetings.

Mrs. Howe inquired about the possibility of publishing committee member contact information in the newspaper; she would like to see the information public as well as published. Mrs. Howe believes the first duty of the committee is to downsize the District; keep schools open, change schedule, etc.

Mrs. Conrad read a proposed Mission Statement; Restructure Carson City School District, in order to adjust to declining enrollment and declining funding. She believes the committee should have an understanding of what their job is. Mrs. Keema explained that other community members may be called upon to provide additional information to the committee.

Mr. Reynolds expressed his opinion on the number of members and the commitment of members to serve on the committee.

Mr. Enge, for clarification asked about the purpose of the committee in comparison to the short term financial situation.

Public Comment:

Ron Swirzycek addressed the Board regarding strategic planning vs. business planning. He provided his definition of strategic planning; continuous development of long term goals based on the vision for the District. Business plan; budget process that looks at short term planning. Mr. Swirzycek suggested the following vision statement; "Every student that enters the Carson City School District will graduate from high school with the knowledge, academic, and critical thinking skills necessary to successfully complete post secondary educational opportunities such as college, vocational or trade school, go directly in a career occupation or with these skills adapt and contribute in an uncertain and ever changing world." After the vision statement is created, the mission statement is put into place. He suggested the following mission statement; "The Carson City School District in partnership with teachers, parents, guardians, students, administration and other community members will provide an equal opportunity for all students to obtain the knowledge, academic, and critical thinking skills necessary." Mr. Swirzycek suggested having an item on the agenda to create and discuss a vision statement for the District.

Mrs. Conrad asked Mr. Swirzycek to explain his timeline for the vision. Mr. Swirzycek explained that the timeline is created by the Board with the development of the vision and mission statements.

Mr. Enge commented on recent articles in the newspaper regarding momentum and energy from recent board meetings.

Jennifer Locke and Marlo Corletto submitted their Letters of Interest to serve on the Strategic Planning Committee.

Heather Ware, CTE Committee Member, Carson High School addressed the Board regarding the unity of community members along with the District, coming together to work on a common vision.

Paul Brugger submitted his Letter of Intent to serve on the Strategic Planning Committee. He is interested and committed to serve.

Kathy Mercer inquired as to the process for selecting additional members to serve on the committee. She also commented on parents serving on the committee that may also serve in a professional capacity and the importance of distinguishing those roles. Ms. Mercer also inquired as to how and when members might be replaced if they chose not to continue to serve on the committee. Mrs. Keema explained that the committee would decide on the process to be used in filling vacant seat on the committee. Mrs. Keema reviewed the process in selecting members to serve on the committee.

Mrs. Wilson commented on the importance of having one parent at large to serve on the committee.

Chet Alexander is interested and committed to serve on the Strategic Planning Committee.

Joe Cacioppo issued his Letter of Intent via e-mail to Mr. Stokes, Mrs. Keema and several Board Members. Mr. Cacioppo believes he brings valuable input from the private sector and suggested the need to having a well rounded committee.

Mrs. Howe asked for Board Member volunteers to serve on the Strategic Planning Committee. Mrs. Conrad, Mrs. Wilson and Mr. Reynolds all expressed an interest in serving on the committee.

Mr. Reynolds expressed his thoughts on what the purpose of the committee would be; they have a financial responsibility and the value should be matched to the vision and mission statement for the District. He also commented on looking at the most important things and eliminating items with the least amount of value and importance.

DISCUSSION AND ACTION TO SUSPEND BOARD POLICY 502: NON-RESIDENT STUDENT ADMISSION (VARIANCES) FOR THE 2009-2010 SCHOOL YEAR

Mrs. Keema reminded the Board that this agenda item applies to out of county variances, not in district variances. Variances are required to be renewed each year and transportation is not provided to students on a variance. The District is required to educate students living within the District. The District is proposing a moratorium on new variances for the 2009-2010 school year, allowing for the evaluation of class sizes.

Mr. Scoggin suggested that the proposal be amended to include siblings of students already enrolled in the District.

Mrs. Keema reviewed data by school, grade counts, etc. as of March 13, 2009. As of March 13, 2009, the total number of variances including employees is 158. The district averages approximately 19 new variances each year. If we do not renew variances, the potential savings is approximately \$1.7 million.

There was a brief discussion amongst Board Members on Distributive School Account funding vs. "Hold Harmless" regarding the acceptance of any variances. Mr. Enge asked for a breakdown on what is spent per pupil vs. the amount received from the State. Mrs. Howe would like to have only district employee variances approved as a means of saving money.

Mr. Scoggin commented on the "Hold Harmless" amount with no out of county variances, the benefits and the effects for the coming school year.

Mr. Anderson explained that next year's enrollment number for "Hold Harmless", will be the count day number for 2011. However, the 132 variances are going to use discretionary funds in the 2010 budget. In the subsequent year, the combination of discretionary money spent for funds in 2010 is not regained in 2011. The average cost per Full Time Employee (FTE) is approximately \$70,000; \$52,000 comes from the DSA, leaving \$17,000 coming from discretionary money. As discretionary money is used to provide services for students not mandated to provide an education for, the "Hold Harmless" money received is affected. Mr. Anderson explained that for every 9 students, you have to have an employee and for every 19 students, a teacher is required. If there are 19 variances, "Hold Harmless" money will be spent, with no way to recover it from the DSA in the following year.

Mrs. Conrad inquired as to reasons why students may request a variance to the District. Mrs. Keema explained that Carson City had a larger employer base, academic programs, and location of residence bordering Carson City.

Mr. Anderson addressed Mr. Scoggin regarding the DSA; \$771,672 will be received and approximately \$1 million will be spent in salaries, benefits and taxes, without the operating costs. If variances are kept, there is no way to recover the discretionary money spent in the following year. As of March 13, 2009, there were 187 fewer students in the District.

Mr. Lemaire inquired as to the number of students that leave the District and attend schools in other districts. Mrs. Keema explained that there are approximately 25 students currently attending schools in other counties.

Mrs. Conrad, for clarification reviewed the discussion thus far; new variances will not be approved and students already on a variance would not be coming back to the District. Mrs. Keema reviewed the proposal; students that have been attending school on a variance can continue, however, there will be no new variances approved. The cost is approximately \$918,000, with a cost savings of approximately \$109,000.

Mr. Scoggin asked how many staff members would be affected if the proposal were approved. Mrs. Keema explained that approximately 15 staff members would lose their jobs. Mrs. Howe believes that high school students and students of employees should continue to be approved and eliminate all others.

Mr. Reynolds commented for clarification on cost savings; if employees are not laid off due to eliminating variances, there is no cost savings. Mr. Reynolds believes the moratorium should be placed on any new variances, not including employees for the coming school year.

It was moved by Mr. Steve Reynolds, seconded by Mr. Norm Scoggin, **that the Carson City School Board of Trustees approve a moratorium on new out of county variances for the 2009-2010 school year, not to include variances for district employees and families that already have students in the district.**

APPROVAL OF CONSENT AGENDA

It was moved by Mr. Jim Lemaire, seconded by Mr. Steve Reynolds, **that the Carson City School Board of Trustees approve the consent agenda.** Motion carried unanimously.

REQUEST FOR FUTURE AGENDA TOPICS

There were no future agenda items at this time. Present agenda items to Mr. Richard Stokes or President Barbara Howe.

ANNOUNCEMENT OF MEETINGS

The Carson City School District Board of Trustees will hold a Special Board Meeting on Monday, April 20, 2009, at 5:30 p.m. in the Board Room, Carson City School District, 1402 West King Street, Carson City, Nevada.

The next regular meeting of the Carson City School District Board of Trustees will be on Tuesday, April 28, 2009.

ADJOURNMENT

There will be no further business to come before the members of the Board in public meeting; President Barbara Howe declared the meeting adjourned at 8:40 p.m.

Joanna Wilson, Clerk

Date