

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

Tuesday, September 8, 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
Lynnette Conrad, Member
Steve Reynolds, Member
Mr. Richard Stokes, Superintendent
Mike Pavlakis, Legal Counsel

Members Absent
None

ACTION TO ADOPT THE AGENDA

It was moved by Mr. Norm Scoggin, 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

- Mr. Stokes announced the resignation of Mr. Mark VanVoorst, Principal, Fremont Elementary School. Mrs. Casey Gilles, Vice Principal, Bordewich Bray Elementary School is now the Principal at Fremont Elementary School. She will be formally introduced at the September 22, 2009 School Board Meeting.
- The current number of students enrolled is 7,677 students; 301 fewer students than this time last year.
- Mr. Stokes announced the following Open House dates and times:
 - September 9th – Eagle Valley Middle School; 6:00 – 8:00 p.m.
 - September 10th – Al Seeliger Elementary School; 1st, 3rd, 5th grade; 6:00 – 6:45 p.m., K, 2nd & 4th grade; 6:45 – 7:45 p.m.
 - September 15th – Empire Elementary School; K, 1st & 2nd grade; 6:00 – 7:00 p.m.
 - September 16th – Mark Twain Elementary School; 5:30 – 7:00 p.m., Carson High School; 6:00 – 8:00 p.m., Empire Elementary School; 3rd, 4th, & 5th grade; 6:00 – 7:00 p.m., Fritsch Elementary School; K, 2nd & 4th grade 5:30 – 8:25 p.m.
 - September 17th – Fritsch Elementary School; 1st, 3rd & 5th grade; 5:30 – 8:25 p.m. For additional information regarding Open House dates and times, call 283-2100.

BOARD REPORTS

- Jessica Dang reported on the following activities at Carson High School:
 - The first home football game was played on Friday, September 4, 2009
 - The boys and girls soccer teams won their games
 - Open House will be held on Wednesday, September 16th from 6:00 – 8:00 p.m.
 - A Club Fair will be held during lunch to encourage students to get involved

- National Honor Society will be hosting a dance after the football game on Friday, September 18th
- Homecoming Week is October 12th – 17th
- Brandon Richison reported on the following activities at Pioneer High School:
 - Student Leadership meetings are held on Monday and Wednesday from 1:45 – 2:30 p.m.
 - Peer Mentoring and Multi-Cultural Meetings are held on Friday's during lunch
 - High School Proficiency Tutoring is held on Tuesday & Thursday
 - Open House will be held on Thursday, September 17th at 6:00 p.m.
 - Student Leadership will have a yard sale on September 19th; for additional information contact Ms. Charity Graff at 283-1300
 - \$25,000 Grant was awarded from Project Discovery; including a Trip to Rock Creek

Mr. Norm Scoggin commented on the Jaycee Lee Dugard story. Mr. Scoggin suggesting that a DNA Kit be completed by students and kept at home with parents. Sheriff Furlong's office is available to supply envelopes to families. Mr. Scoggin suggested that school facilities be made available to complete the kits and that this be done throughout the district.

ASSOCIATION REPORTS

There were no association reports.

PUBLIC COMMENT

There was no public comment.

INTERVIEW AND APPOINTMENT OF APPLICANTS TO FILL THE BOARD TRUSTEE VACANCY IN DISTRICT 3

Mrs. Barbara Howe reminded everyone that there was one applicant for the vacant seat in District 3. Mrs. Howe welcomed board members to discuss filling the current vacancy or re-opening the position to allow for additional time.

Mr. Scoggin explained that the position was advertised for three weeks; Mrs. Wilke applied for the position, has served in the past and is interested in serving again. Mr. Scoggin believes that the selection process should continue. Mr. Lemaire concurred with Mr. Scoggin.

Mrs. Stacie Wilke-McCulloch addressed the Board regarding the current vacancy. Mrs. Wilke expressed her interest in serving; it is an honor to serve. Mrs. Wilke served on the Board approximately ten years ago. She attended schools in the district and is a graduate of Carson High School, class of 1983. Mrs. Wilke is currently working for her husband and has a flexible schedule.

It was moved by Mr. Norm Scoggin, seconded by Mr. Steve Reynolds **that the Carson City School District Board of Trustees approve the appointment of Stacie Wilke-McCulloch to fill the District 3 vacancy created by the resignation of Joe Enge.** Motion carried unanimously.

Mr. Lemaire asked if Mrs. Wilke had an understanding of time required for the position. Mr. Lemaire explained that there are approximately 25 meetings a year, annual local conference meetings as well as national conferences. He also asked if there were any conflicts that might affect her serving on the Board. Mrs. Wilke commented that at this time there are no conflicts.

Mrs. Conrad asked if there was anything she wanted to focus on while serving on the Board. Mrs. Wilke explained that while previously serving on the Board, she wanted to have a new high school built. At this time, she wants to make sure that the District is at the "Head of the Class."

ADOPTION OF CCSD TEST SECURITY PLAN FOR THE 2009-2010 SCHOOL YEAR, AS REQUIRED BY NRS 389.620

Mrs. Susan Keema reported that per NRS each year the Board must approve the Test Security Plan and submit the plan to the Nevada Department of Education. A pamphlet will be sent home to parents of elementary school students and mailed home for middle and high school students. There were a few changes to the test security plan. This year there were 4 test irregularities compared to 5 last year. There were several changes to the documents.

It was moved by Mrs. Lynnette Conrad, seconded by Mr. Jim Lemaire **that the Carson City School District Board of Trustees adopt the Carson City School District Test Procedures and Security Plan and the Test Security Plan for the 2009-2010 School Year as submitted in accordance with NRS 389.620.** Motion carried unanimously.

PRESENTATION OF ACCOUNTABILITY REPORT FOR 2008-2009 SCHOOL YEAR

Mrs. Susan Keema presented the 2008-2009 Accountability Report. The Accountability Report is required per NRS 385.347 and includes information from each school in the district along with the charter school, Carson Montessori. The report also contains a wide range of information; personnel, fiscal information, testing data, demographics, etc.

Mrs. Keema highlighted several items in the report; student attendance rate for the district is 96.3%, while the state is at 94.7%. The average attendance rate for the elementary schools is 96%, middle school is 95%, Carson High School is 97.2% and Pioneer High Schools at 90.8%.

Mr. Scoggin inquired as to the required attendance rate to make "Adequate Yearly Progress" (AYP). Mrs. Keema explained that 90% is required; however the high schools do not use the attendance rate. The graduation rate is used to determine AYP.

Transiency rate; students not enrolled the entire reporting year. The State transiency rate is 30.8%; the district rate is 22%. Mr. Reynolds asked for an explanation on how long a student would have to be gone from school to qualify as a transient. Mrs. Keema explained there are several variables that are considered when determining the transiency rate.

Special Programs: Free and Reduced Lunch (FRL) has increased over the last three years; 2006-2007 was 33.8%, 2007-2008 was 35.9%, and 2008-2009 was 37.5%. The Student/Teacher Ratio for the district is 19.1, with the kindergarten rate at 22.1. A Class Size Reduction Report will be presented after the official count day, September 18, 2009.

The graduation rate is from the graduating Class of 2008. The state average is 68.7%, the District average is 85%, Carson High School is at 88.1%, with Pioneer High School at 51.1%. Mrs. Howe asked for an explanation on how the graduation rate is determined. Mrs. Keema explained that there are many variables, but changes are currently being made on how the graduation rate is calculated. Mrs. Keema will present additional information at a future board meeting.

Mrs. Keema reviewed the Completion Indicators; State average for a Standard Diploma is 63.5%, the District average is 54.9%; State average for an Advanced Diploma is 24.6%, the District average is 37.8%. The credit requirements for a Standard Diploma is 22.5; 16 for required classes, leaving 6 ½ elective credits, with no GPA requirements. The Advanced Diploma requires 24 credits; 17 are required classes, with 7 elective credits and a GPA of 3.0. Carson High School has 40.4% of students receiving an Advanced Diploma.

Mrs. Keema reported that 67.1% of the budget goes towards instructional supplies and support. Goals from last year's report include decreasing the number of students that are credit deficient in their 9th grade year and to increase the graduation rate in several sub populations. The District's average of credit deficient 9th grade students decreased in 2006-2007 from 17.6% to 12.9% in 2008-2009. The graduation rate has seen several changes in the last couple of years. There will be changes in the upcoming year; four-year adjusted cohort graduation rate.

Mr. Scoggin inquired as to why Adult Education is not counted as a continuation in school. Mrs. Keema explained that they are currently not in our reporting system. Mrs. Keema will provide additional information at another meeting. Mrs. Wilson asked how students are counted if they enroll in the District in the middle of the school year. Mrs. Keema explained that if the student is on track for graduation, they will count positively for the District.

The accountability report can be accessed online at www.nevadareportcard.com or Carson City School District website at www.carsoncityschools.com. Individual elementary school reports will be sent home with the students and reports for middle school and high school students will be mailed home by September 7, 2009.

Mr. Steve Reynolds asked about summary of standard based test performance regarding the percentage of students that meet the standard range. Mrs. Keema commented on several possible factors; the developmental stages of students, along with other items that are taken into consideration. The State of Nevada is under a Federal compliance agreement regarding the high school proficiency assessment; there are changes to the new tests. Nevada also, has some of the more rigorous testing at the elementary level.

Mrs. Keema highlighted some of the great things that happened last year; Mrs. LeAnn Morris was Nevada's Teacher of the Year, Mrs. Gail McGee received the Milken Award and student enrollment is up in AP Classes.

PRESENTATION OF THE FY 2010 DEBT MANAGEMENT POLICY AND CAPITAL IMPROVEMENT PLAN AS REQUIRED UNDER NRS 350.013 AND REPORT ON ACCEPTANCE AND APPROVAL BY THE CARSON CITY'S DEBT MANAGEMENT COMMISSION ON 8-24-09

Mr. Richard Stokes presented information from the Debt Management Commission on 8-24-09. Mr. Stokes introduced Mr. Korinek, Manager of Operation Services. The Debt Management Commission approved the Debt Management Plan and the Capital Improvement Plan as submitted. The Debt Management Commission recommended that the Capital Improvement Project List reflect the current available budget and represent the type of projects to be completed.

At the end of fiscal year, June 30, 2009, the district had \$43.4 million of general obligation debt. The debt allows for improvements to site buildings and projects. The debt is repaid by allowing .47 of a debt levy to the voters. Based on the current tax rate, the district has the ability to ask the voters for \$246 million of statutory debt. The buildings and school property are in good condition. The district is planning to move forward with a bond project for the 2010 election. Additional information will be presented at a future meeting. Mr. Stokes welcomes ideas for a future bond projects.

Mr. Stokes explained that per statute, a five year plan for Capital Improvement Projects has to be submitted to the Department of Taxation. A capital improvement project is an expenditure on a building or property that exceeds \$5,000 per project. The current Capital Improvement Plan has information regarding the Eagle Valley Middle School project, which is currently on hold. The district has approximately \$1 million for several specific projects; money which is received from Government Services Tax and the carry forward from the previous fiscal year.

In addition to the Capital Improvement Fund and funds available from the Maintenance/Operations Budget, the district has applied for approximately \$3 million, which is available through the Stimulus Package. The Capital Improvement Plan will be modified to show projects and current available revenue.

For clarification, Mrs. Howe verified that the Capital Improvement Plan is money from the district, not money received from a bond. Mr. Stokes reminded the Board that the Capital Improvement Plan changes every year.

Mrs. Conrad asked if there was any particular order on completing the projects. Mr. Korniek explained that the attachment, which includes \$5.5 million worth of projects from Short Term Financing, needs to be revised and presented at another meeting. Mr. Korinek explained that the projects are prioritized by Health & Safety, Energy Conservation and Heating, Ventilating, and Air Conditioning (HVAC.) Several projects on boilers and HVAC have been identified at Empire Elementary School and Bordewich Bray Elementary School. Those projects will be completed using funds from the general maintenance and repair account.

DISCUSSION ON THE FOLLOWING REVISED CCSD REGULATIONS: 543, HARASSMENT/SEXUAL HARASSMENT AND INTIMIDATION SAFE AND RESPECTFUL LEARNING ENVIRONMENT; 538, CODE OF HONOR; 807, PROTOCOL IN SUSPECTED CASES OF CHILD ABUSE OR NEGLECT INCLUDING CCSD CHILD ABUSE REPORTING AND PROTOCOL; 702, GRANTS, GIFTS, DONATIONS

Mrs. Susan Keema reminded the Board that the Bylaws require notification of changes to the Regulations. The revisions to the listed regulations are due to some recent changes in the Policies.

Mrs. Keema reviewed some of the changes that are reflected in the Regulations. The revision date will be noted on the Regulations. Copies of the Policies and Regulations can be found in the administrative offices at the schools or on the District website at www.carsoncityschools.com.

APPROVAL OF CONSENT AGENDA

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

REQUEST FOR FUTURE AGENDA TOPICS

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

ANNOUNCEMENT OF MEETINGS

The next regular meeting of the Carson City School District Board of Trustees will be on Tuesday, September 22, 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 8:02 p.m.

Joanna Wilson, Clerk

Date