

CARSON CITY SCHOOL DISTRICT

1402 West King Street

Carson City, Nevada

Tuesday, September 12, 2017

SCHOOL BOARD MEETING

LOCATION OF MEETING: **Sierra Room**
 Community Center
 851 E. William Street
 Carson City, Nevada

CALL TO ORDER – 7:00 P.M.

1. Flag Salute: **Ryan Green**
2. Adoption of the Agenda, as submitted – **for possible action (public comment will be taken prior to any action).**
Please Note: The Board reserves the right to (1) take items in a different order, (2) combine two or more Agenda items for consideration, and (3) to remove an item from the Agenda or delay discussion relating to an item on the Agenda at any time, in or to accomplish the business on the Agenda in the most efficient manner.
3. Superintendent's Report – **for information only.**
 *Follow-up on inquiries made to the Superintendent
 - Announcements
4. Board Reports/Board Member Comments – **for information only.**
 - Carson High School Board Representative
 - Pioneer High School Board Representative
 - Nevada Association of School Boards (NASB) Update
 - Announcements
5. Association Reports – **for discussion only.**
6. Public Comment – Comments may be made by members of the public on any matter within the authority of this Board. Please note that Public Comment will be taken on items marked “for possible action” before action is taken on such items, and members of the public are encouraged to comment on such items at the time they are being considered. Although members of the Board may respond to questions and discuss issues raised during Public Comment, no action may be taken on such a matter until the matter is placed on an agenda for action at a meeting of the Board. In making Public Comment, speakers are asked come to the podium, sign in, speak into the microphone, and identify themselves for the record. Speakers are asked to limit their comments to no more than three (3) minutes and to not simply repeat comments made by others. – **for discussion only.**
7. Informational Update on Capital Projects in the Carson City School District – **for discussion only. (20 minutes)****Mark Korinek**
Mark Johnson
8. Informational Update on Student Enrollment in the Carson City School District for 2017-2018– **for discussion only. (20 minutes)****Andrew Feuling**
9. Discussion on Proposal to Eliminate CCSD Policy 529, Public**Susan Keema**

Performance by Students: **First Reading – for discussion only.**
(10 minutes)

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| 10. | Discussion on Proposal to Eliminate CCSD Regulation 529.1, Supervision of Student Activities – for discussion only.
(10 minutes) | Susan Keema |
| 11. | Discussion on Proposed Changes to CCSD Policy 527, Student Fundraising: First Reading – for discussion only. (10 minutes) | Susan Keema |
| 12. | Discussion on Proposed Changes to CCSD Regulation 527, Student Fundraising– for discussion only. (10 minutes) | Susan Keema |
| 13. | Discussion on Proposed Changes to CCSD Regulation 527.1, Individual Student Purchase of School Related Items, which includes Changing the Name to Solicitation of Students – for discussion only.
(10 minutes) | Susan Keema |
| 14. | Discussion on Proposal to Eliminate CCSD Policy 909, Solicitation of Students: First Reading – for discussion only. (10 minutes) | Susan Keema |
| 15. | Discussion on Proposal Eliminate CCSD Regulation 909, Fund-Raising – for discussion only. (10 minutes) | Susan Keema |
| 16. | Discussion and Possible Action on 2017-2018 Class Size Reduction Plan, as required by the Nevada Department of Education – for possible action. (10 minutes) | Susan Keema |
| 17. | Approval of Consent Agenda – for possible action (public comment will be taken prior to any action). | |

ALL MATTERS LISTED UNDER THE CONSENT AGENDA ARE CONSIDERED ROUTINE AND MAY BE ACTED UPON BY THE CARSON CITY BOARD OF SCHOOL TRUSTEES WITH ONE ACTION AND WITHOUT EXTENSIVE HEARING. ANY MEMBER OF THE BOARD OR ANY CITIZEN MAY REQUEST THAT AN ITEM BE TAKEN FROM THE CONSENT AGENDA, DISCUSSED AND ACTED UPON SEPARATELY DURING THIS MEETING.

- a. Approval and Ratification of Purchase Orders and Payables, and Authorization for Signing of Warrant Registers, Payroll Journals and other orders for goods and services for Processing and Payment
 - b. Approval of Offers of Employment to Certified Staff, Notice of Non-Hires and Notice of Terminations
 - c. Approval of Board Meeting minutes; June 15, 2017 and August 8, 2017
 - d. Request permission for student exemption of required vaccinations pursuant to NRS 392.437
 - e. Approval of Sick Leave Bank Requests
18. Informational Items – **for discussion only; no action will be taken.**

ALL MATTERS LISTED UNDER INFORMATIONAL ITEMS ARE CONSIDERED ROUTINE NON-ACTION ITEMS. ANY MEMBER OF THE BOARD OR ANY CITIZEN MAY REQUEST THAT AN ITEM BE TAKEN FROM INFORMATIONAL ITEMS AND DISCUSSED DURING THIS MEETING.

- a. Notification of Changes in the Classified and Nursing Staff, including New Hires and Terminations
- b. Notification of budget transfers for the prior month

c. Activities and Events:

- Back to School/Open House information is available on the District website; www.carsoncityschools.com
- Monday, September 18, 2017, Early Release Day for ALL students; classes dismiss at the following times:
 - Pre-K Classes – 12:15 p.m.
 - Pioneer High School – 12:50 p.m.
 - Carson High School – 1:00 p.m.
 - Middle Schools – 1:20 p.m.
 - Elementary Schools – 2:00 p.m.
- Wednesday, September 20, 2017, Community PLC, Carson High School Library, 6:00 p.m.

19. Requests for Future Agenda Topics

20. Adjournment

A copy of the Agenda of this meeting has been posted before 9:00 AM on Thursday, September 7, 2017, at the following locations: 1) Department of Education, 700 E. Fifth Street; 2) School Administration Office, 1402 W. King Street; 3) Carson City Community Center, 851 E. William Street; and 4) Carson City Manager's Office, 201 N. Carson Street.

Copies of supporting material may be requested from Mrs. Renae Cortez, Executive Administrative Assistant, at 1402 W. King Street, Carson City, NV 89703; by mail addressed to Mrs. Cortez at Carson City School District, Administrative Offices, P.O. Box 603, Carson City, NV 89702; by phone at (775) 283-2100 or by email to rcortez@carson.k12.nv.us. Copies of supporting material are available to the public at the District Office, 1402 W. King Street, Carson City, NV 89703, on the District website, www.carsoncityschools.com, and at the meeting on the date and place listed on the first page of this document.

Carson City School District is pleased to provide accommodations for individuals with disabilities. If you have a disability, please contact us at 775-283-2100, and we will provide assistance or accommodate you in any way that we possibly can. The meeting can be accessed at the following website: <http://carson.org/index.aspx?page=6204>

BOARD OF TRUSTEES MEETING
September 12, 2017

EXECUTIVE SUMMARY

- 7. Informational Update on Capital Projects in the Carson City School District**
Mark Johnson, Capital Projects Manager and Mark Korinek, Director of Operations, will review the capital and major maintenance projects that have been completed over the summer and identify work that is in progress around the District. An updated report will be given on the status of the Energy Saving Measures from our Performance Contract that has taken place this past summer. The majority of the Energy Saving Measures and capital projects associated with the Performance Contract are substantially complete. The project is scheduled to be closed out on October 31, 2017 (this does not account for the HVAC improvements on the CMS STEM Lab). Lastly, a brief overview will be given on the status of the Facilities Master Plan's Bond Projects in progress across the District.
- 8. Informational Update on the Student Enrollment in the Carson City School District for 2017-2018**
Mr. Feuling will provide a review and analysis of the current school years student enrollment.
- 9. Discussion on Proposal to Eliminate CCSD Policy 529, Public Performance by Students: First Reading**
The proposal to be presented to the Board of Trustees is to eliminate Policy 529, *Public Performance*. The policy was last revised August 29, 1970. The necessary information for overnight field trips is located in the newly revised Policy 213, *Field Trips*.
- 10. Discussion on Proposal to Eliminate CCSD Regulation 529.1, Supervision of Student Activities**
Regulation 529.1, *Supervision of Student Activities* is redundant, and being presented for the Trustees consideration to eliminate. The necessary information for student field trips is found in Regulation 213, *Field Trips* and other regulations governing certified professional behavior. Note: there is not a Regulation 529, and Regulation 529.1 was last revised June 11, 2007.
- 11. Discussion on Proposed Changes to CCSD Policy 527, Student Fundraising: Student Fundraising**
Policy 527, *Student Fundraising* was reviewed by site administrators and was considered current practice. Formal language addressing the Carson City School District Board of Trustees was added to update Policy 527. Suggestions from the Trustees and the public will be accepted during the first reading at the September 12, 2017 Board meeting.
- 12. Discussion on Proposed Changes to CCSD Regulation 527, Student Fundraising**
Regulation 527 *Student Fundraising* has been reviewed by site administrators, Mr. Mark Korinek, Director of Operation Services, and Mr. Andrew Feuling, Director of Fiscal Services. The team considered the majority of Regulation 527 to be of current practice. Information from Regulation 527.1, *Individual Student Purchase of School Related Items* has been added to the revisions of Regulation 527.
- 13. Discussion on Proposed Changes to CCSD Regulation 527.1, Individual Student Purchase of School Related Items, which includes changing the name to Solicitation of Students**
Regulation 527.1 has been reviewed by site principals, Mr. Korinek, and Mr. Feuling. Information in the current policy is redundant, and not applicable to the fundraising topic or has been transferred to Regulation 527, *Fundraising*. It is proposed to rename Regulation 527.1 to

Solicitation of Students. Information pertaining to the solicitation of students has been included in the proposed changes.

14. Discussion on Proposal to Eliminate CCSD Policy 909, Solicitation of Students: First Reading

Policy 909 *Solicitation of Students* is redundant. The proposal is to delete this policy. The goal is to consolidate policies and regulations so that all necessary information is located in the same section of the *Carson City School District Policy and Regulations Manual*. Policy 909 has not been updated since August 29, 1979. Information from Policy 909 has been incorporated in Regulation 527.1, along with a new title of *Solicitation of Students*.

15. Discussion on Proposal to Eliminate CCSD Regulation 909, Fund-Raising

Regulation 909, Fund-Raising has been reviewed and is found to be redundant. It is proposed to eliminate this regulation in order to consolidate information in the Policy and Regulation 527 *Fundraising* series.

16. Discussion and Possible Action on 2017-2018 Class Size Reduction Plan as required by the Nevada Department of Education

The District is required to submit to the Department of Education an annual report for Class Size Reduction. Included in your board packet, is a copy of the 2017-2018 Class Size Reduction plan indicating the ratio of students to teachers in grades K-5 at each elementary school. Board approval of the plan is required.

Agenda Item 16 – Discussion and Possible Action on 2017-2018 Class Size Reduction Plan, as required by the Nevada Department of Education

NRS 388.720 Development of plan by school district to reduce pupil-teacher ratios; alternative ratios for certain grades authorized in certain counties.

1. Except as otherwise provided in subsection 2, each school district together with the recognized associations representing licensed educational personnel shall develop a plan to reduce the district's pupil-teacher ratio per class in kindergarten and grades 1, 2 and 3 within the limits of available financial support specifically set aside for this purpose and submit that plan to the State Board.

2. In lieu of complying with the pupil-teacher ratio prescribed in paragraph (a) of subsection 1 of [NRS 388.700](#), a school district in a county whose population is less than 100,000 may, in consultation with the recognized associations representing licensed educational personnel, develop a plan to reduce the district's pupil-teacher ratios per class for specified grade levels in elementary schools. Alternative ratios for grade 6 may only be approved for those school districts that include grade 6 in elementary school. The alternative pupil-teacher ratios must not:

- (a) Exceed 22 to 1 in grades 1, 2 and 3; and
- (b) Exceed 25 to 1 in grades 4 and 5 or grades 4, 5 and 6, as applicable.

3. The State Board shall approve a plan submitted pursuant to subsection 2 if the plan:

- (a) Reduces the district's pupil-teacher ratio in the elementary schools within the school district; and
- (b) Is fiscally neutral such that the plan will not cost more to carry out than a plan that complies with the ratios prescribed in paragraph (a) of subsection 1 of [NRS 388.700](#).

(Added to NRS by [1989, 2106](#); A [1991, 1605](#); [2005, 2163](#))

2017 SUMMER PROJECTS

MAINTENANCE & CAPITAL PROJECTS	Cost	Funding	Start Date	% Complete	Contractors
Flooring					Rick's Floor Covering
Transportation-Walk Off at entrance of office	\$ 465.00	OPS	6/26/2017	100%	Black walk off
Transportation-Walk Off at entrance of shop	\$ 465.00	OPS	6/26/2017	100%	Black walk off
Transportation-Vinyl Planks in Mechanics Lounge	\$ 1,455.00	OPS	6/26/2017	100%	Vinyl planks
Fritsch-Rooms 20 and 26	\$ 6,445.00	OPS	7/6/2017	100%	Broadloom Carpet
Carson High-Rooms 263	\$ 4,900.00	OPS	7/19/2017	100%	VCT
Carson High-Rooms 131	\$ 2,769.00	OPS	6/28/2017	100%	Broadloom Carpet
Carson High-Room 245	\$ 2,825.00	OPS	6/28/2017	100%	Broadloom Carpet
Carson High-Room 256	\$ 2,769.00	OPS	6/28/2017	100%	Broadloom Carpet
Mark Twain-Rooms 15, 16, & 20 Yellow Wing	\$ 16,599.00	OPS	8/10/2017	100%	Carpet tiles
Gleason-Install flooring in Janitors Closet		OPS	Fall 2017	0%	Sheet vinyl
Pioneer High-Install flooring in Janitors Closet		OPS	Fall 2017	0%	Sheet vinyl
Painting & Sealing					
Carson Middle-CMU wall near Music Room, stucco and seal	\$ 3,400.00	OPS	7/24/2017	100%	Garlun Brewer Drywall & Plaster
Carson Middle-Gym, brown stripe and under bleachers to blue	\$ 3,750.00	OPS	7/27/2017	100%	Color Pro Painting
Carson Middle-Gym, brown stripe to blue in hallway and locker rooms entrances	\$ 625.00	OPS	7/27/2017	100%	Color Pro Painting
Carson Middle-Repair CMU and Stucco at Roof at Art Room, stucco and seal	\$ 1,100.00	OPS	7/24/2017	100%	Garlun Brewer Drywall & Plaster
Mark Twain-Seal Coat CMU at end of wings	\$ 2,700.00	OPS	7/28/2017	100%	Color Pro Painting
Mark Twain-Handrails	\$ 350.00	OPS	8/24/2017	100%	Color Pro Painting
Roof					
Operations-Reroof	\$ 69,300.00	Capital	Fall 2017	0%	Don James Roofing
Carson High School-Grounds Building	\$ 16,900.00	Capital	7/21/2017	100%	
Carson High School-Grounds Building, three drains		Capital	7/21/2017	100%	
Seeliger-MPR Shingles	\$ 4,700.00	Capital	8/4/2017	100%	
Bordewich- Reroof west shingled roof and add 16 vents to large shingled roof	\$ 6,500.00	Capital	8/1/2017	100%	
Transportation Carport- Reroof	\$ 10,800.00	Capital	7/19/2017	100%	
Pioneer High School-Building A sloped roof	\$ 14,400.00	OPS	6/21/2017	100%	
Seal Coat & Asphalt Repair					
Eagle Valley-Crack Seal upper parking lot (no seal coat)	\$ 2,000.00	Capital	8/3/1717	100%	Cruz Construction
Seeliger-Crack Seal, Seal Coat, & stripe north (2 coats) & south teachers parking lot, paint high visibility cross-walks & stencils	\$ 8,750.00	Capital	7/31/2017	100%	
Fritsch-Area ponding behind Building A-location where AC was laid last summer-warranty	\$ -	Capital	7/12/2017	100%	Warranty work
Fritsch-Area ponding behind Building B, grind & establish V Gutter to drain & 8" pot hole behind Building C	\$ 4,800.00	Capital	7/12/2017	100%	
Transportation-construct parking area adjacent to ROTC:	\$ 11,000.00	Capital	7/12/2017	100%	
Fremont-Crack Seal, Seal Coat, & stripe north side teachers parking lot.	\$ 5,300.00	Capital	8/2/2017	100%	
Mark Twain-Crack Seal, Seal Coat, & stripe Drop off & Bus Lane Drop Off	\$ 5,850.00	Capital	8/3/2017	100%	
Mark Twain-Additional Stripping for Drop Off Lane	\$ 500.00	Capital	8/3/2017	100%	
Empire-Crack Seal (only) East Teachers Parking Lot	\$ 2,560.00	Capital	8/3/2017	100%	
Pioneer High-Asphalt Patch***	\$ 2,500.00	OPS	8/14/2017	100%	
Student Support-Crack Seal, Seal Coat, & stripe north side teachers parking lot & roadway	\$ 4,990.00	Capital	8/3/2017	100%	
Concrete					
Bordewich-Concrete Trash Recycle Bin Storage next to Chiller	\$ 7,692.00	OPS	7/10/2017	100%	Newt Concrete
Bordewich-Sidewalk drain adjacent to Trash Recycle Bin Storage	\$ 3,516.00	OPS	8/11/2017	100%	
Eagle Valley-Concrete Trash Recycle Bin Storage adjacent to cul-de-sac	\$ 7,278.00	OPS	7/20/2017	100%	
Eagle Valley-Trench Drain behind STEM LAB	\$ 680.00	OPS	7/20/2017	100%	
Eagle Valley-Remove and replace two (2) panels	\$ 1,698.00	OPS	7/20/2017	100%	
Fritsch-Extend Driveway (widen) at Building A	\$ 3,782.00	OPS	7/17/2017	100%	
Fritsch-concrete panel by Kinder Area	\$ 3,180.00	OPS	7/17/2017	100%	
Student Support-Replace concrete SW corner	\$ 1,408.00	OPS	7/10/2017	100%	
Carson Middle-install concrete (with slope) over planter adjacent to Music Room	\$ 2,378.00	OPS	7/13/2017	100%	
Carson Middle-Panels by King Street Entrance (south side)	\$ 1,211.00	OPS	7/13/2017	100%	
Carson Middle-Curb & Gutter repair water line	\$ 881.00	OPS	7/13/2017	100%	
Gym Finish				100%	
Carson High School				100%	E.B. Eames
Main Gym - 2 applications	\$ 5,079.00	OPS	6/30/2017	100%	
Small Gym - 2 applications	\$ 4,653.00	OPS		100%	
Carson Middle School			7/5/2017	100%	
Both Gyms - 1 applications	\$ 3,909.00	OPS		100%	
Eagle Valley Middle School			7/3/2017	100%	
Lunchroom/Gym - 2 applications	\$ 4,075.00	OPS		100%	
Main Gym - 1 applications	\$ 1,750.00	OPS		100%	

2017 SUMMER PROJECTS

MAINTENANCE & CAPITAL PROJECTS	Cost	Funding	Start Date	% Complete	Contractors
Carson High School					
Elevator Upgrades	\$ 100,000.00	BOND	Summer 2018	0%	HKA Elevators (consultant)
Rip Rap at Ditch	\$ 35,420.00	OPS	Fall 2017	0%	Environmental Protection Services
Softball field upgrade	\$ 81,798.00	Capital	Fall 2017	0%	North Star Construction
Bleacher Upgrade (Basketball)	\$ 4,482.00	OPS	6/28/2017	100%	American Eagle
Bleacher Upgrade, home side(Football)	\$ 92,581.00	OPS	8/2/2017	100%	Southern Bleacher Company Inc.
Bleacher Maintenance Gym (Basketball)	\$ 2,650.00	OPS	6/29/2017	100%	American Eagle
Remove Football Scoreboard	\$ 802.40	OPS	2/16/2017	100%	North Star Construction
Gutters at Baseball Field	\$ 7,175.00	OPS	5/31/2017	100%	ABC Heating & Sheet Metal
Door replacement & mullions	\$ 4,990.00	OPS	6/6/2017	100%	Romero Doors, Inc.
Exterior door replacement & mullions	\$ 24,005.00	OPS	8/10/2017	100%	Romero Doors, Inc.
Stainless Steel Countertop over tile in Culinary	\$ 1,141.00	OPS	6/26/2017	100%	ABC Heating & Sheet Metal
Varsity Baseball Scoreboard	\$ 31,760.00	OPS	2/16/2017	100%	North Star Construction
Overhead Door on Counter in Library	\$ 2,273.00	OPS	8/23/2017	100%	Overhead Doors
Installed Hydration Station at High Tech Center	\$ 2,228.00	OPS	8/9/2017	100%	Truckee Meadows Water Systems
Drywall Exercise Room and repair Bathrooms	\$ 3,090.00	OPS	7/21/2017	100%	Garlun Brewer Drywall & Plaster
Pioneer High School					
Remove Underground Tank***	\$ 19,688.75	OPS	7/14/2017	100%	Reno Drain Oil
Carson Middle School					
Intervention Office, 2' window, lock, and shelf	\$ 347.00	OPS	8/18/2017	100%	Capital Glass, Inc. & self perform
Front Office window replacement to clear glass	\$ 257.00	OPS	6/19/2017	100%	Capital Glass, Inc. & self perform
Repair stucco for new down spout	\$ 750.00	OPS	Sep-17	0%	Garlun Brewer Drywall & Plaster
Continue gutter on outside of building by Band Room	\$ 1,748.00	OPS	9/30/2017	0%	ABC Heating & Sheet Metal
Eagle Valley Middle School					
Elevator Upgrades	\$ 100,000.00	BOND	Summer 2018	0%	HKA Elevators (consultant)
Installed Hydration Station	\$ 1,601.00	OPS	8/10/2017	100%	Truckee Meadows Water Systems
Bleacher Maintenance	\$ 1,450.00	OPS	6/29/2017	100%	American Eagle
Bordewich Elementary School					
Seal CMU wall at Chiller & Kinder area	\$ 2,260.00	OPS	7/24/2017	100%	Color Pro
Main Piping, Ball Valves, & Pressure Reducing Valves	\$ 4,595.00	OPS	8/17/2017	100%	Art's Plumbing
Empire Elementary School					
Gutter refurbish	\$ 7,304.00	OPS	7/27/2017	100%	ABC Heating & Sheet Metal
Remove jungle gym	\$ 1,150.00	OPS	6/24/2017	100%	Environmental Protection Services
Fremont Elementary School					
Landscape Upgrades (remove Junipers)		OPS	8/1/2017	100%	Environmental Protection Services
Caulk Entrance and Kinder Area	\$ 1,937.00	OPS	9/6/2017	0%	ABC Heating & Sheet Metal
Hollow metal pair of doors & Install & Room 26 Replace	\$ 3,715.00	OPS	8/28/2017	100%	Romero Doors, Inc.
Fritsch Elementary School					
Install collar around six (6) grates, clean out, and secure	\$ 3,450.00	OPS	8/2/2017	100%	Environmental Protection Services
Regrade to flow along east side of property	\$ 3,120.00	OPS	6/23/2017	100%	Environmental Protection Services
Trench Drain at Building C	\$ 1,350.00	OPS	6/21/2017	100%	Environmental Protection Services
Installed two Hydration Stations	\$ 3,420.00	OPS	8/14/2017	100%	Truckee Meadows Water Systems
Light at New Teachers Parking Lot	\$ 1,467.65	ESCO	7/10/2017	100%	ESCO contingency
Mark Twain Elementary School					
Caulk Entrance and Kinder Area	\$ 1,937.00	Ops	9/16/2017	0%	ABC Heating & Sheet Metal
Gleason Professional Development Center					
Safety Upgrade (Fire Alarm System)	\$ 17,000.00	Capital	7/17/2017	100%	Desert Hills
Upgrade hallway windows and relocate bulletin boards	\$ 4,295.00	OPS	8/21/2017	100%	Capital Glass
Remove Chimney	\$ 8,062.00	OPS	7/17/2017	100%	North Star Construction
Door closure at Student Health Center	\$ 338.70	OPS	7/18/2017	100%	Nevada Glass Service
Student Support Services					
Drainage to storm drain north side & replace two (2) concrete panels	\$ 4,635.00	OPS	6/26/2017	100%	Environmental Protection Services
Three new down spouts	\$ 721.00	OPS	6/26/2017	100%	ABC Heating & Sheet Metal
Operations					
Conference Room lighting modification	\$ 265.00	OPS	8/3/2017	100%	Hettrick Electric

Total Maintenance & Capital Projects \$ 865,896.50

9/7/2017

\$ 252,748.00	BOND	\$ 200,000.00
\$ 411,680.85	ESCO	\$ 1,467.65

Total Expenditures = \$ 865,896.50

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**POLICY No. 529
STUDENTS**

PUBLIC PERFORMANCES BY STUDENTS

~~The Board recognizes the value to students of sharing their talents and skills with the community through participation and performances in public events.~~

~~All requests for the participation of students in public musical performances, which do not involve overnight travel, may be approved by the building principal and the Director of Curriculum and Instruction.~~

~~The Superintendent may approve not more than one overnight trip annually for each high school group, provided the trip is limited to the State of Nevada or a state contiguous to Nevada and the trip requires that participants be out of school no more than three days. Expenses of trips so authorized may be underwritten by the Board in an amount established annually by the Board and included in the District budget.~~

~~The Superintendent may authorize additional overnight trips for the Pep Band when the varsity basketball or football teams are playing in the state championship game.~~

Adopted: February 14, 1978

Revised: August 29, 1979

October 9, 2012 - Title Change

Eliminated: ??

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**REGULATION No. 529.1
STUDENTS**

SUPERVISION OF STUDENT ACTIVITIES

~~It is the responsibility of the school principal to ensure that each school activity is properly supervised and chaperoned.~~

~~Each such activity will be conducted under the direct supervision of an assigned activity sponsor, coach, teacher, or other responsible individual. The activity supervisor may be assisted by other chaperones, including volunteers (parents, etc).~~

~~The duties and responsibilities of chaperones are as follows:~~

- ~~1. Set a proper example for students. Chaperones should dress neatly, refrain from the use of profane or obscene language and follow all district and school policies.~~
- ~~2. Provide adequate and proper guidance for students. Students must be made aware of the rules of conduct, and given adequate direction and supervision to ensure compliance with the rules.~~

Adopted: December 1, 1983

Revised: December 11, 2007

October 9, 2012 - Title Change

Eliminated: ??

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**POLICY No. 527
STUDENTS**

STUDENT FUNDRAISING

The *Carson City School District* Board of *Trustees* acknowledges that the solicitation of funds from students must be limited since compulsory attendance laws make the student a captive prospective donor and since such solicitations may disrupt the program of the schools.

For purpose of this policy, "Student Fundraising," shall include the solicitation and collection of money by students for any purpose and shall include the collection of money in exchange for tickets, papers, or any other goods or services.

The Board prohibits the collection of money in school or on school property or during any school-sponsored event by a student for personal benefit. Collection of money by approved school organizations may be permitted at the respective sites by the school principal or designee. Collections of money by approved school organizations or associations off school grounds may be conducted only on the approval of the respective school principal.

The Superintendent shall establish regulations for the solicitation of funds that shall describe permitted methods of solicitation that do not place undue pressure on students, limit the kind and amount of advertising for solicitation, and place reasonable limits upon fundraising activities.

Student or family participation in fundraising activities is to be voluntary. Under no circumstances will student grades or academic standing be affected by fundraising participation or activity.

The principal shall distribute this policy and the associated regulations that implement it to each student organization that is granted permission to solicit funds.

Adopted: August 29, 1979
Revised: October 9, 2012 - Title Change
Revised: May 10, 2016
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BOARD OF TRUSTEES CARSON CITY SCHOOL DISTRICT

REGULATION No. 527 STUDENTS

STUDENT FUNDRAISING

The purpose of this regulation is to provide detailed guidance for school fundraising in support of Board Policy 527.

For purposes of this regulation, fundraising is defined as any activity involving the participation of students, staff, or parents for the purpose of raising funds for a school or school-sponsored group or event. The following regulations apply to all school fundraising activity:

1. No fundraising activity is allowed during school instructional time without specific approval of the school principal or designee.
2. Elementary and middle school students are prohibited from going door-to-door in residential or commercial areas. Door-to-door fundraising in residential or commercial areas is permitted at the high school level and requires the approval of the principal; however, this type of activity at the high school level is to be kept to a minimum.
3. Participation in fundraising activities is to be voluntary. Students, parents, or staff who choose not to participate in a fundraising activity shall not be discriminated against in any manner. Student grades or academic standing will not be affected by fundraising participation or activity.
4. All school-sponsored fundraising activity must be approved by the school principal or designee. All funds raised by a school must be handled in full compliance with the District's "Student Activities Fund *Handbook Procedures Manual*," and all sponsors should sign a statement prior to any fundraising activity that they will follow the manual in handling the funds raised.
5. All fundraising activities that involve school facilities and payment of economic benefit to individuals, non-school organizations, or private companies must be entirely consistent with Administrative Regulation 706 "Use of School Facilities."
6. School fundraising activities should be limited to those necessary to provide students with co-curricular, extracurricular, or educational enhancement activities.
7. School fundraising activities for non-school and/or not-for-profit organizations require the specific approval of the Superintendent. In considering requests from schools to raise funds for a non-school organization, the Superintendent will consider the following factors;
 - a. The organization and/or organizational cause for which the funds are to be raised.
 - b. The instructional value or learning benefits to the students involved in the fundraising activity.
 - c. The benefit to the community.

REGULATION No. 527 - CONTINUED

8. Fundraising by recognized parent/teacher organizations or associations is not governed by this regulation.
9. *When a teacher, activity advisor or coach, for reasons of expedience or convenience, purchase items in quantity for the purpose of resale to students, the items must be sold on a non-profit basis (or as close to cost as reasonable) to students, if the item is a required purchase for student participation. An item required for student participation should never be considered an opportunity for fundraising.*
10. *Items and services purchased to support fundraising activities with District or Student Activity Funds, must follow District purchasing Policy 606, and related regulations.*

Adopted: April 15, 1981

Revised: October 9, 2012 - Title Change

Revised: May 10, 2016

??

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**REGULATION No. 527.1
STUDENTS**

**INDIVIDUAL STUDENT PURCHASE OF SCHOOL RELATED ITEMS
SOLICITATION OF STUDENTS**

The following guidelines are provided for individual purchase of school related items. Such purchase may become expedient or necessary as a result of participating in certain student activities or organizations.

1. Where possible, the student should purchase directly from the vendor. This applies particularly to items such as athletic equipment, photographs, tuxedo rental, etc.
2. When it is expedient for an activity sponsor to purchase in quantity and resell to individual students, the sponsor should obtain a minimum of three price quotations on an individual per unit basis where possible. The sponsor must then sell the item to the student on a non-profit basis. Items, which may be included in this regard, are school yearbooks, student photographs, etc.

It may be necessary to have more than one vendor available for student purchase of senior photographs, but to make individual selections (i.e. high school, junior high school or elementary grades) for other school photographs. In this latter case, past performance, including quality of production, cooperation, and facility in handling the photographing sessions may be taken into consideration.

Items should be obtained in quantity and sold to students only as a service. The sponsor and/or coach must insure that the items are sold at a unit cost which is sufficient only to meet expenses and that no favors or "kick backs" are received by the sponsoring organization.

Quotations in this regard should be obtained from local merchants wherever possible. When items are to be resold to students, it is in the best interest of the students and the School District to obtain the products from local vendors so that local services, replacement of defective items, etc., are available.

3. Sales tax should not be assessed on items that are purchased directly by a school agency, when the item is required for participation in a school sponsored activity.
4. Local merchants should be given the opportunity to stock items such as physical education suites, athletic equipment, etc., which may be utilized for various student activities. Staff members may indicate to students where these items may be obtained, but must not recommend a particular vendor over others carrying the same equipment.

REGULATION No. 527.1 - CONTINUED

5. ~~Outside organizations shall not be permitted to utilize the students or schools for the purpose of raising monies, selling tickets or soliciting for funds except for those activities jointly sponsored by the school, by approved student organizations or by parent teacher activities by the Board.~~

The Carson City School District Board of Trustees strive to safeguard the students and their parents from money raising activities by outside organizations, commercial enterprise, non-profit organizations and individuals. Outside organizations shall not be permitted to utilize the students or schools for the purpose of raising money, selling tickets, or soliciting for funds, except for those activities jointly sponsored by the school or parent teacher activities approved the by the school.

Advertising materials of commercial, political, or religious nature should not be displayed or distributed any place on school property. Board Policy 321, Staff Conflict of Interest prohibits the use of school related names, symbols, or logos in connection with outside agencies or non-school activities. In addition, students may not be used to distribute non-school materials to homes without the consent of the Superintendent.

Outside groups are those groups, organizations or agencies without any official relationship with the District (i.e. the District would not be considered responsible or partly responsible for the action of the group or individual acting under the auspices of the group).

Groups who which to conduct fundraising activities using school property, District or any individual school name, symbol or logo must submit a written request for a fundraising activity to the Superintendent. Groups within individual schools must submit a written request to the school administrator. In either case, the request must contain the following:

- *Name of the sponsoring individual;*
- *Group or organization;*
- *Description of the fundraising activity;*
- *Estimated amount of income;*
- *Projected use of net proceeds; and*
- *Signature of the individual who is authorized to speak for the group.*

All proceeds earned in any fundraiser must be handled according to District policy, regulation, Nevada Revised Statutes, and federal law.

Adopted: April 15, 1981

Revised: October 9, 2012 - Title Change

??

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**POLICY No. 909
COMMUNITY**

SOLICITATION OF STUDENTS

~~The Board shall strive to safeguard the students and their parents from money raising activities by outside organizations, commercial enterprises, non profit organizations, and individuals. Outside organizations shall not be permitted to utilize the students or schools for the purpose of raising moneys, selling tickets, or soliciting for funds, except for those activities jointly sponsored by the school or parent teacher activities approved by the school.~~

~~Advertising materials of commercial, political, or religious nature should not be displayed or distributed in the schools or on the school grounds. Pupils may not be used as the agents for distributing non-school materials to the homes without the approval of the Superintendent.~~

Adopted: August 29, 1979

Eliminated: ??

BOARD OF TRUSTEES CARSON CITY SCHOOL DISTRICT

REGULATION No. 909 COMMUNITY

FUND-RAISING

~~Policy No. 909 states that the Board shall strive to safeguard the students and their parents from money raising activities by outside organizations. In addition, Policy No. 321 prohibits the use of school related names, symbols, or logos in connection with outside agencies or non school activities without the written permission of the Superintendent.~~

~~Outside groups are those groups, organizations or agencies without any official relationship with the Carson City School District (i.e. the School District could not be considered responsible, or partly responsible, for the actions of the group or the actions of any person or persons acting under the auspices of the group).~~

~~Groups who wish to conduct fund raising activities using school property, District or any individual school name, symbol, or logo must submit a written request for a fund raising activity to the Superintendent. Groups within the individual schools must submit a written request to the individual school principal. In either case, the request must contain the name of sponsoring individual, group, or organization; a description of the fund raising activity; estimated amount of income; projected use of net proceeds; and signature of the individual who is authorized to speak for the group.~~

~~Following completion of the activity, a financial statement must be submitted to the school principal. The financial statement must contain the following financial information:~~

- ~~1. Gross revenue or proceeds.~~
- ~~2. Itemized list of expenses.~~
- ~~3. Net proceeds (revenue less expenses).~~
- ~~4. Itemized allocation of net proceeds.~~

~~All proceeds shall be deposited in the appropriate student activities fund, and managed according to state and School District statute, policy, and regulation.~~

Adopted: June 11, 1985

Eliminated: ??

SCHOOL DISTRICT REPORT OF PLAN TO COMPLY WITH NRS 388.700-388.725
REDUCTION OF PUPIL-TEACHER RATIO IN CERTAIN CLASSES

Fiscal Year 2018

PART A

Return to:

trezai@doe.nv.gov & mhanke@doe.nv.gov

(775)687-9108 for:

Nevada Department of Education

QUARTER SUBMITTED: NA

SCHOOL DISTRICT: Carson City School District

SCHOOL NAME: NA

AUTHORIZED CONTACT PERSON: Susan Keema, Associate Superintendent Educational Department
Name Title

TELEPHONE NUMBER: (775) 283-2010

DATE SUBMITTED:

9/13/17

CERTIFICATION

I hereby certify that to the best of my knowledge, the information contained in this plan is correct.

In accordance with NRS 388.720, this plan has been developed with the following recognized associations representing licensed educational personnel:

CESA

(Association)

Teri Cantley

(Signature of Representative)

OCEA

(Association)

Brian A. Walker

(Signature of Representative)

CCAA

(Association)

[Signature]

(Signature of Representative)

The Local Board of Trustees has authorized me to file this plan and such action is recorded in the minutes of the agency's meeting held on 9/12/17.
(Date)

Susan Keema

(Signature)

, District Superintendent

DUE QUARTERLY ON OR BEFORE:

First Quarter: November 1, 2017

Second Quarter: February 1, 2018

Third Quarter: May 1, 2018

Fourth Quarter: August 1, 2018

**PART A
ASSURANCES**

1. Funds received under this Act will be used for the following purposes, as outlined in this plan:
 - A. To reduce the size of first and second grade classes in the district to achieve a pupil-teacher ratio of no more than 17:1 and a third grade ratio of 20:1 pupil-teacher; or
 - B. To reduce the size of first, second and third grade classes in the district to achieve a pupil-teacher ratio of no more than 22:1 and fourth, fifth and sixth grade classes to achieve a pupil-teacher ratio of no more than 25:1 for school districts with approved alternative CSR plans.
2. Money authorized and appropriated by this Act shall be accounted for separately from any other money received by the district and used only to pay salaries and benefits of teaching positions added to attain the required ratio.
3. Money authorized and appropriated by this Act shall not be used to settle or arbitrate disputes between a recognized organization representing employees of the school district and the school district, or to settle any negotiations.
4. Money authorized and appropriated by this Act shall not be used to adjust the district-wide schedules of salaries and benefits of the employees of the school district.
5. Any remaining balance of the sums authorized for expenditure by this subsection must not be committed for expenditure after June 30th, and reverts to the Distributive School Account as soon as all payments of money committed have been made.
6. The district will supply program and accounting information to the Nevada Department of Education, as required by the Department, to demonstrate compliance with provisions of this Act.

Signature of Authorized Official Susan Leema

School District Carson City

Date 9/13/17

A (Continued)

Please identify the specific Class-size Reduction Program that will be implemented by the school district Carson City. All options available to the school are listed below.

Please Select Only One

- ☐ The district will use the CSR appropriations to support the required pupil-teacher ratios in kindergarten and grades 1 through 3 (regular CSR program).
- ☐ The district will use the CSR appropriations to support the required pupil-teacher ratios in kindergarten and grades 1 through 3 and to carry out a program of remedial education that has been found to be effective in improving pupil achievement in grades 1, 2 and 3 (such as Reading Recovery).
- ☒ The district will use the appropriations to support a CSR program in which alternative pupil-teacher ratios are carried out in grades 1 through 5.
- ☐ The district will use the appropriations to support a CSR program in which alternative pupil-teacher ratios are carried out in grades 1 through 6.

CLASS-SIZE REDUCTION PLAN – FISCAL YEAR 2018

Return to:
trezai@doe.nv.gov
mhanke@doe.nv.gov
nhanson@doe.nv.gov
(775)687-9108 for:
Nevada Department of Education

DISTRICT NAME: Carson City School District

CSR Selection: Alt. Grades 1-5

How many variances is the district requesting per grade?	K	1 st	2 nd	3 rd	4 th	5 th	6 th
	3		1	1		2	

1. School District Goals to Meet Class Size Ratios:

- Monitor actual enrollment monthly for grades K-5
- Continually analyze whether the “CSR Alternative Plan” is the most prudent regarding class size (Currently, the Grades 1-5 alternative plan is still the best option for Carson City; we would have had more variances with the regular CSR plan).
- Look for ways once we have firm enrollment numbers to establish combination classes in order to meet CSR compliance ratios.
- Seek funding to support additional classroom teachers in order to meet CSR compliance ratios.

2. Plan of Action to Meet Goal:

- Carson City believes the variance requests are accurate due to monitoring monthly enrollment throughout the 2016-17 school year.
- Spring of 2018 (March) analyze class size via monthly enrollment reports to determine if the “CSR Grades 1-5 Alternative Plan” is the most cost effective and academically viable way to meet CSR compliance ratios.
- August/September 2017 analyze class sizes to determine if grade level combinations are warranted in order to meet CSR compliance ratios without major disruption to the homeroom.
- Apply for additional CSR position; Title I funds have been reviewed and determined not to be an option at this time since funds have been allocated to meet intervention goals for Read By Three for the District’s four Title I Schools: Empire, Mark Twain, Bordewich & Fremont.

3. Plan to Monitor the Progress at the District Level:

- Susan Keema, Associate Superintendent of Education Services will meet with district leadership team (Superintendent, Fiscal Director, Human Resources) in April/June to discuss CSR allocations for 2018-19 school year. Allocations will be reviewed again in August/September of 2018-19 once the District has balanced Infinite Campus with "no shows" and students in their seats. Monthly enrollment analysis will take place by Educational Services
- Susan Keema, Associate Superintendent will review enrollment data with elementary principals in a Professional Learning Community format on a quarterly basis.

Susan Keema

Signature, District Superintendent of Schools
9/12/17

Date

Education Association Representative

Date 9/12/17

State Board Approved Yes _____ No _____
Date

Attach Additional Sheets if Needed

CONSENT AGENDA

ITEMS

CARSON CITY SCHOOL DISTRICT - STAFF INFORMATION

September 12, 2017

ADMINISTRATIVE STAFF

NEW HIRES				
Name	Position/Subject	Location	Hire Date	New/Replace
None				

RESIGNATIONS/RETIREMENTS					
Name	Position/Subject	Location	Hire Date	Term Date	Resign/Retire
None					

CERTIFIED STAFF

NEW HIRES				
Name	Position/Subject	Location	Hire Date	New/Replace
None				

RESIGNATIONS/RETIREMENTS					
Name	Position/Subject	Location	Hire Date	Term Date	Resign/Retire
None					

**CARSON CITY SCHOOL DISTRICT
 CONSENT AGENDA ITEM SUMMARY
 September 12, 2017**

EMPLOYEE LEAVE REQUESTS			
Name	Position/Subject	Location	Type of Leave
Marina Gomez	Cook/Baker	Fritsch	Sick Leave Bank

REQUEST WITHDRAWAL TO TAKE HSE			
Name	Grade	School	

REQUEST VACCINATION EXEMPTION PER NRS 392.437			
Grade	School	Personal	Religious
5	Empire		X
7	Carson Middle		X
8	Eagle Valley		X
10	Carson High		X
K	Seeliger		X
7	Eagle Valley		X
8	Eagle Valley		X
3	Fremont		X
7	Eagle Valley		X

**MINUTES OF THE JOINT MEETING WITH THE
CARSON CITY SCHOOL DISTRICT
BOARD OF TRUSTEES
AND THE
CARSON CITY BOARD OF SUPERVISORS**

Thursday, June 15, 2017

6:00 p.m.

CALL TO ORDER

School District Board of Trustees President Laurel Crossman called the meeting to order at 6:02 p.m. Ms. Crossman called the roll. A quorum of the School District Board of Trustees was present: Trustees Walker, Green, Cacioppo, Wilke, and President Crossman. Mayor Crowell reconvened the Board of Supervisors meeting, noting that all members of the Board were present, constituting a quorum.

Mr. Nick Marano, City Manager led the Pledge of Allegiance.

ACTION TO ADOPT THE AGENDA

President Crossman introduced this item. Trustee Walker moved to accept the agenda, as presented. Trustee Cacioppo seconded the motion. Mayor Crowell moved to accept the agenda, as presented. Supervisor Bagwell seconded the motion. President Crossman entertained discussion on the motion and, when none was forthcoming, called for a vote. Motion carried unanimously.

PUBLIC COMMENT

President Crossman introduced this item, and entertained public comment. In reference to discussion which took place at a recent Career and Technical Education meeting, Supervisor Abowd suggested that the high school counselors visit community manufacturers and agricultural operations. Supervisor Barrette displayed a 25mm round "which was given to [him] as swag last night" as he was in attendance at a Western Nevada Development District Board meeting in Hawthorne. Supervisor Barrette provided an overview of a presentation, by the Hawthorne School District Superintendent, on the method by which HVAC will be provided to their facilities. President Crossman entertained additional public comment; however, none was forthcoming.

WELCOME REMARKS

President Crossman introduced this item, and invited Mayor Crowell to comment. Mayor Crowell discussed the value of the quarterly meetings with the School District Board of Trustees. President Crossman reviewed raw data on this year's graduations, scholarships, and the Jump Start Program.

UPDATE ON 2017 LEGISLATIVE MATTERS

President Crossman introduced this item. Mr. Marano presented the update, and responded to questions of clarification. School District Superintendent Richard Stokes presented his update. Trustee Wilke provided additional clarification on the requirements associated with AB 451. Mr. Stokes responded to questions of clarification regarding the School District's budget. President Crossman entertained additional questions or comments and public comment. No additional

questions or comments were forthcoming.

PRESENTATION ON CURRENT DEVELOPMENT TRENDS AND GROWTH PROJECTIONS FOR CARSON CITY

President Crossman introduced this item. Community Development Director Lee Plemel reviewed the agenda materials in conjunction with displayed slides, responded to questions of clarification, and discussion ensued. School District Fiscal Services Director A.J. Feuling narrated a PowerPoint presentation, copies of which were included in the agenda materials. Mr. Feuling, Associate Superintendent Susan Keema, Library Director Sena Loyd, and Mr. Stokes responded to questions of clarification, and discussion took place throughout the presentation. President Crossman entertained additional comments or questions and public comment; none was forthcoming.

INFORMATIONAL UPDATE ON MOBILE MAKERSPACE AT THE CARSON CITY LIBRARY

President Crossman introduced this item, and Library Department Business Manager Diane Baker narrated a PowerPoint presentation, copies of which were included in the agenda materials. Ms. Baker introduced a video which was displayed in the meeting room. She invited the members of both Boards to visit the Mobile Makerspace, and reviewed additional programs. Library Director Sena Loyd responded to questions of clarification. President Crossman thanked the Library staff for "all of the things that you're doing." Ms. Baker responded to additional questions regarding summer programs. President Crossman entertained additional questions or comments; however, none were forthcoming.

INFORMATIONAL UPDATE ON THE CARSON CITY SCHOOL DISTRICT PRE-KINDERGARTEN PROGRAM PARTNERSHIP WITH THE BOYS AND GIRLS CLUB OF WESTERN NEVADA

President Crossman introduced this item. Associate Superintendent Susan Keema and Boys and Girls Clubs of Western Nevada Katie Leao introduced themselves for the record. Ms. Keema provided an overview of this item, and reviewed the agenda materials. Ms. Leao described details of the partnership between the Boys and Girls Clubs and the School District. Ms. Keema responded to questions of clarification. President Crossman entertained additional questions or comments and, when none were forthcoming, thanked Ms. Keema and Ms. Leao for their presentation.

REPORT ON THE 2017 WESTERN NEVADA COLLEGE JUMP START PROGRAM IN CARSON CITY

President Crossman introduced this item, and WNC Interim Vice President of Academic Affairs Scott Morrison introduced himself for the record. Mr. Morrison introduced Director of CTE, Dr. Georgia White, and WNC Junior Angela Ramirez. Mr. Morrison presented the report in conjunction with displayed slides. (8:00:12) Ms. Ramirez discussed her experience with the Jump Start Program. The members of both Boards commended Ms. Ramirez. Trustee Cacioppo discussed the class load of the Jump Start Program participants, and commended them. (8:04:54) Dr. White provided background information on development of the CTE Track in conjunction with displayed slides, and responded to questions of clarification. At President Crossman's request, Mr. Stokes described the partnership between the School District and WNC. Discussion followed. President Crossman entertained additional questions or comments; however, none were forthcoming.

PUBLIC COMMENT

President Crossman entertained public comment. Supervisor Abowd encouraged attendance at the Concert Under the Stars “in the spirit of supporting CTE ...” Mr. Stokes suggested considering the next meeting date as January 18, 2018.

ADJOURNMENT

There will be no further business to come before the members of the Board of Supervisors or Board Trustees in public meeting; President Crossman declared the meeting adjourned at 8:25 p.m.

Stacie Wilke-McCulloch, Clerk

Date

DRAFT

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

Tuesday, August 8, 2017

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 Vice President Ryan Green at the Sierra Room, Community Center, 851 E. William Street, Carson City, Nevada.

ROLL CALL: Members Present
 Ryan Green, Vice President
 Stacie Wilke-McCulloch, Clerk
 Mike Walker, Member
 Ron Swirczek, Member
 Donald Carine, Member
 Joe Cacioppo, Member
 Richard Stokes, Superintendent
 Mike Pavlakis, Legal Counsel

Members Absent
 Laurel Crossman, President

Trustee Cacioppo led the Pledge of Allegiance.

ACTION TO ADOPT THE AGENDA

It was moved by Trustee Walker, seconded by Trustee Swirczek, **that the Carson City School District Board of Trustees adopt the agenda as submitted.** Motion carried unanimously. (Trustee Crossman was not present for the vote.)

SUPERINTENDENT'S REPORT

Mr. Stokes reported that new teachers began reporting to various workshops and trainings this week. Mr. Stokes announced that the Pre-K Open House at the Boys and Girls Club will be held on August 15, 2017 at 6:30 p.m. The first day for returning teachers is August 16, 2017. On August 16, 2017, nationally recognized speaker, Mr. Myron Dueck will address certified staff at 8:00 a.m. in the Bob Boldrick Theater at the Community Center.

Mr. Stokes invited families to call the District Office at 775-283-2100 if they have questions regarding attendance zones, vaccinations, etc.

Trustee Swirczek confirmed that the Trustees are invited to attend the event on August 16, 2017 at the Community Center.

BOARD REPORTS

Trustee Cacioppo announced that the Jump Start program at Western Nevada College (WNC) began on August 7, 2017. Students from Carson High School participating in the program started classes, which is a three week accelerated class where students can earn three credits prior to the start of the first semester.

Trustee Walker reported that he, along with Trustee Wilke-McCulloch and Trustee Swirczek attended the new hire breakfast at the Governor's Mansion on August 7, 2017.

Trustee Walker provided reports for the following schools:

- Bordewich Bray Elementary School
 - Various family summer events were held during the summer, which were well attended; additional events will be held throughout the school year
 - Parent Meet and Greet will be held on August 18, 2017 from 4:00 – 6:00 p.m.
 - Back to School Night will be held on August 31, 2017 at 5:30 p.m. for students in grades K-2, and at 6:15 p.m. for students in grades 3 – 5
- Fremont Elementary School
 - Office will be open to provide additional support for families on August 9, 2017 from 7:00 – 9:00 p.m. and on August 16, 2017 from 9:00 a.m. – 7:00 p.m.
 - Meet and Greet will be held for Kindergarten and 1st grade students on August 18, 2017 from 12:00 – 1:00 p.m.
 - Parents, Principal, and Pastries will be hosted for kindergarten parents at 8:25 a.m. on August 21, 2017, and for all other families on August 20, 2017
 - Parent Teacher Association (PTA) is hosting a “Welcome Night” at 5:30 p.m. on August 24, 2017
 - Back to School Night will be held on August 29, 2017 at 5:30 p.m.

Trustee Swirczek recognized Ms. Kari Pryor for her hard work and commitment to the new hire event that took place at the Governor’s Mansion on August 7, 2017.

On behalf of the Nevada Association of School Boards (NASB), Trustee Wilke-McCulloch reported that meetings were held on August 4 – 5, 2017. Trustee Wilke-McCulloch provided copies of legislative information to the Trustees, and provided information on the guest speakers for the upcoming conference that will be held in November 2017.

ASSOCIATION REPORTS

There were no Association reports.

PUBLIC COMMENT

There was no public comment.

PRESENTATION BY REPRESENTATIVES FROM THE NEVADA CHAPTER OF AMERICAN PLANNING ASSOCIATION AND AN OVERVIEW OF THE NEVADA LEADERSHIP PROGRAM AT THE UNIVERSITY CENTER FOR ECONOMIC DEVELOPMENT AT THE UNIVERSITY OF NEVADA, RENO INCLUDING INFORMATION DESIGNED TO AID IN THE ADMINISTRATION OF GOVERNMENT, INCLUDING PUBLIC SCHOOLS, IN THE STATE OF NEVADA THROUGH ECONOMIC DEVELOPMENT AND OTHER PROGRAMS

On behalf of the Nevada Chapter of the American Planning Association and the University of Nevada, Reno (UNR) Center of Economic Development, Ms. Julie Hunter, Senior Air Quality Planner, Washoe County Health District, and newly elected Planning Official Development Officer for the Nevada American Planning Association presented information and copies of the Nevada Planning Guide to the Board. The mission of the American Planning Association is to provide elected and/or appointed officials, government representatives, etc. with professional development and educational opportunities, as it pertains to planning.

Ms. Hunter provides training materials, opportunities, workshops, and partners with other programs developed with UNR. The Nevada Chapter, and Economic Development have formed a partnership to help provide professional development opportunities. The Nevada Leadership Program has a similar mission to the Nevada American Planning Association.

Ms. Hunter provided information regarding the upcoming conference, which will be held on October 1 – 4, 2017 in Carson City, Nevada. In addition, there is an upcoming Global Climate Change Summit, hosted by the Nevada Leadership Program that will be held on September 23, 2017.

Mr. Stokes recognized Ms. Candace Stowell, former appointed Board Trustee for her work on the program.

DISCUSSION AND POSSIBLE ACTION ON THE NEVADA ASSOCIATION OF SCHOOL BOARDS (NASB) NOMINATIONS TO BE CONSIDERED FOR RECONGITION DURING THE 2017 ANNUAL CONFERENCE

Trustee Wilke-McCulloch explained that the nominations are ongoing until August 15, 2017, at which time they are due by 5:00 p.m. Trustee Wilke-McCulloch referred to Trustee Walker for the nominations he was working on:

- Innovative Teacher of the Year – Mrs. Laura Valley, P.E. Teacher, Fritsch Elementary School and Mr. Donald Bland, Career and Technical Education (CTE)Teacher, Pioneer High School
- School District Employee Making a Difference – Ms. Rosanna Robertson
- Outstanding Local Journalist, Nevada Appeal – Ms. Taylor Pettaway
- School Administrators of the Year – Mr. Jason Zona, Principal, Pioneer High School and Ms. Karen Simms, former Principal, Bordewich Bray Elementary School
- School District Employee Making a Difference – Mr. Zona and Mrs. Simms
- District Administrator Impacting Student Achievement – Dr. Ricky Medina, Director, Assessment and Accountability
- Board Secretary/Administrative Assistant – Mrs. Renae Cortez
- School Board of the Year – Carson City School District
- Superintendent of the Year – Mr. Richard Stokes
- Individual Friend of K-12 Public Education – Carson City Library

Trustee Swirczek commented on the special partnership the District has with the Carson City Library. He believes the Library has been an Innovative Learning Center that has combined academic achievement with the power of imagination, use of technology, which has benefited, students, teachers, and families in Carson City.

For clarification, Trustee Wilke-McCulloch confirmed that the motion would not affect any additional nominations. Mr. Pavlakis explained that as an individual Board member, they could make additional nominations.

It was moved by Trustee Swirczek, seconded by Trustee Wilke-McCulloch, **that the Carson City School District Board of Trustees approve the Nevada Association of School Board nominations to be considered for the 2017 Annual Conference.** Motion carried unanimously. (Trustee Crossman was not present for the vote.)

INFORMATIONAL UPDATE ON THE READ BY GRADE 3 PROGRAM IN THE CARSON CITY SCHOOL DISTRICT FOR THE 2016-2017 SCHOOL YEAR

Mrs. Susan Keema, Associate Superintendent, Educational Services presented information on the Read by Grade 3 Program in the District. On July 1, 2015, the Nevada Legislature enacted Senate Bill 391 (SB391), which is to promote effective literacy in grades 3 – 12 in all public and charter schools. The act is known as the Nevada Read by Three Act. Mrs. Keema introduced Mrs. Cheryl Richetta, former Lead Learning Strategist for Read by Grade 3, and English Language Arts (ELA) Implementation Specialist at Mark Twain Elementary School, and the new Vice Principal at Fremont Elementary School for the 2017-2018 school year. Mrs. Keema introduced Mr. Nate Brigham, the Lead Learning Strategist for the 2017-2018 school year. Mr. Brigham recently served as the ELA Specialist at Empire Elementary School.

Mrs. Richetta presented a power point presentation, which highlighted the accomplishments of the Read by Grade 3 Program, as well as data for the year, and goals for the 2017-2018 school year. (A copy is included in the permanent record.)

2016-2017 Accomplishments:

- Developed and provided guidance documents for parents, and trained staff on the expectations. Meetings were held with parents of kindergarten students at each site.
- Students were assessed within the first 30 days, using Northwest Evaluation Association (NWEA) Measured Academic Progress (MAP) to determine which students were deficient in reading
- Conferences were held with parents where they developed Individual Learning Plans (ILPs) for students who were struggling
- Teachers proceeded with the ILPs, and meet or conferenced weekly with parents
- Professional development was provided; leadership teams from the sites completed training on the NWEA MAP. The kindergarten teachers and paraprofessionals received training on the Brigance Assessment, which will be given to kindergarten students. Each site received training on the Kaufman Test of Educational Achievement, Third Edition (KTEA-3), which was administered.
- Created a portfolio highlighting a focus group from each school; interviewed students, parents, and teachers

Mrs. Richetta presented data for grades K-3:

- 3rd grade – 31.0% of students were deficient in reading following the Fall 2016 MAP test; goal at the end of the 2016-2017 school year was 22%; results following the Spring 2017 MAP was 21%
- 2nd grade – 37.1% of students were deficient in reading following the Fall 2016 MAP test; goal was 31.5%; results following the Spring 2017 MAP was 26.5%
- 1st grade – 37.3% of students were deficient in reading following the Fall 2016 MAP test; goal was 28.5%; results following the Spring 2017 MAP was 23.6%
- Kindergarten – 43.8% of students were deficient in reading following the Fall 2016 MAP test; goal was 25.4%; results following the Spring 2017 MAP was 27.6%

Mrs. Richetta reported good growth with the English Language Learner (ELL) students in all grade levels; 23% in kindergarten and 2nd grade, and 34% in 1st grade. There was also positive growth for students with an Individualized Education Plan (IEP), as well as Free and Reduced Lunch (FRL) students.

Trustee Cacioppo asked for more information regarding the goal and deficiency in percentages for 2nd grade vs. the other grades. Mrs. Richetta explained that they looked at the data in establishing the goals, which created a variation from grade to grade.

Mrs. Richetta provided information on the summer school program:

- Each site provided an opportunity for all students with an ILP to attend summer school
- Classes were held each day from 8:15 a.m. – 12:00 p.m. beginning June 12 through June 30
- There were 734 students enrolled, 52 teachers, 11 paraprofessionals, 6 nutrition service staff, and bus drivers. Breakfast and snacks were provided.
- REACH Curriculum through National Geographic was utilized
- Students completed a pretest during the first week, and a post-test during the third week to identify where growth was seen amongst the students. Goal is to see improvements from the Spring 2017 MAP test to when students will test again in the Fall.

Mrs. Richetta provided information on several national recognitions that have been received:

- In April 2017, the District participated in the Foundation for Excellence in Education study conducted by RMC Research Corporation. Several other states also participated. Nevada was selected because they wanted input from a state that was in the initial phase of the process.
- The District was one of four districts in Nevada that was selected for being a high performing district
- Representatives from RMC interviewed Mrs. Keema and Mrs. Richetta, along with teachers in grades kindergarten through 3rd

- In July 2017, the District was selected to participate in a follow-up Read by Grade 3 video

Mr. Brigham presented the Read by Grade 3 goals for the 2017-2018 school year:

- 20% reduction in deficient students
- Brigance testing will be given to kindergarten students in the winter
- 1st, 2nd, and 3rd grade students will take the NWEA MAP test that will be paid for by the State; mandated tool to determine deficiency
- ILP refinements amongst the schools
- Measurable Instructional Units (MIU) development for English Language Arts (ELA)
- Continue Success for All (SFA) reading program refinements
- Increase family and school partnerships

Trustee Swirczek asked for additional information regarding ongoing interventions and supports for students. Mr. Brigham explained that if a student is deemed deficient, an ILP is created. In addition to using the MAP date, staff can see specific areas where the student is having difficulties; vocabulary, phonemic awareness, etc. The teacher also works with the parent to establish a plan; each student has their own folder, and on a daily basis the teacher works on putting interventions in place. There is also an informal assessment completed on a weekly basis, which tracks the students' progress. There are interventionists at each site to provide additional support for students, as well as the tutoring program through the SFA program. In addition, Mr. Brigham would like to include the afterschool programs this year as another area of support. Mrs. Richetta explained that the ILP folders collected at the end of the year will be provided to the student's teacher this year, which has information on where the student was at the end of the school year.

Trustee Swirczek inquired as to what the District is doing to provide family support to students. Mr. Brigham explained that the teacher in the classroom is putting the interventions in place. In addition, ideas are sent home to the parents. Mr. Brigham noted that everything in the folder is being done at school, in the classroom by the teacher.

Trustee Swirczek confirmed that there will be ongoing afterschool programs for students. Mrs. Keema explained that the 21st Century Grant has afforded some afterschool programs at Empire, Mark Twain, and Bordewich Bray Elementary Schools. During the grant application, funding for afterschool programming at Fremont and Seeliger Elementary Schools was included. Mrs. Keema noted that summer school is also considered an intervention.

Trustee Swirczek commented on how a student will not be able to do Science and Math if they cannot read. Mr. Brigham noted that a pacing guide is in place for ELA, however, not as specific as the MIU, as they do not have the learning targets, like the MIU.

Trustee Swirczek inquired as to how often Mr. Brigham thinks he should provide an update to the Board, and what will be included in the report. Mr. Brigham explained that he can present data three times per year following the MAP testing in the Fall, Winter and Spring, as well as monthly updates.

Trustee Walker inquired as to the number of students that may be held back at the end of the school year because they are not at grade level. In addition, as a Board, Trustee Walker would like to know how they are tracking data, and the number of students moving out of the category. Mr. Brigham reiterated that the information would be from the fall, winter, and spring MAP data. Mr. Brigham explained that a student could do very well on the ILP interventions, however, if the student is below 39%, they are deficient. Trustee Walker asked if the information is available at this time. Trustee Walker confirmed that approximately 600 students could potentially be retained at the end of the school year. Mr. Brigham explained that the number was reduced by 13% overall, however, students are not off of the deficiency list until they have results from the Fall MAP assessment.

If implemented at this time, Trustee Wilke-McCulloch would like to know the number of 3rd grade students that would not be promoted to 4th grade. Mrs. Richetta explained that approximately 25% would not have been promoted. Mrs. Richetta noted that the groups of students to be watching are the kindergarten students, which will be in 1st grade in the 2017-2018 school year. Mrs. Keema explained that numbers vs. percentages can be provided during the update in the Fall. Trustee Wilke-McCulloch inquired as to the number of students that would be retained without the program. In addition, Trustee Wilke-McCulloch confirmed that the program is meeting the expectations of the District. Mrs. Keema confirmed that there is a lot of paperwork, and teachers are paying attention to interventions necessary for students to read.

Trustee Walker referred to the SFA refinement, and comments made by teachers; is there anything that can be done to allow teachers the opportunity to be creative in their classes. Mrs. Keema explained that the data will be reviewed monthly during her two hour Professional Learning Community (PLC) with Principals'. Mr. Brigham explained that his area of focus is to be in the school sites with administrators and the ISS's, taking things that are successful at one site, and sharing them with the other sites. Mr. Brigham referred to the 3rd grade data and explained that if nothing had been done, the result would have been the same; 33% deficient. Mr. Brigham explained that the students learned what any other student would have in a year, but they had to exceed it in order to move above 40%.

Trustee Wilke-McCulloch believes the data will continue to improve due to having full-day kindergarten classes available for students.

Trustee Walker expressed his appreciation and complimented staff on the data.

Trustee Swirzcek inquired about partnering with the library reading programs. Mrs. Richetta explained that they did partner with the library, especially with summer school; mobile book van provided books to students. Mrs. Keema explained that the library had a grant that provided books to ELL students.

Trustee Green shared a story regarding his son not being at grade level when he was in kindergarten, as well as 1st and 2nd grade; however, by 3rd grade he was above grade level. Trustee Green asked how the MAP test aligns with the Nevada Academic Content Standards (NACS). Mrs. Keema explained that NWEA MAP has gone through changes to ensure that accommodations for the Smarter Balanced Assessment Consortium (SBAC) type questions were online.

Trustee Green inquired as to why the REACH Program is used vs. SFA for summer school? Mrs. Richetta explained that the REACH Program was used in the previous year, and because of the way the grant was written it was only available to ELL students. Mrs. Richetta noted that the REACH Program is a literacy rich program; technology component, fluency component, etc. Trustee Green asked if the program could be incorporated with another one. Mrs. Richetta explained that the REACH program is incorporated throughout the year with ELL students.

PRESENTATION AND DISCUSSION REGARDING STUDENT DISCIPLINARY TRENDS IN THE SECONDARY SCHOOLS IN THE CARSON CITY SCHOOL DISTRICT

Mr. Stokes explained that at the conclusion of the school year, a request was made regarding student disciplinary trends in the secondary schools in the District. Mr. Stokes presented a power point presentation. (A copy is included in the permanent record.)

Mr. Stokes explained that the goal of the District is to promote student learning by maintaining a safe school environment. Mr. Stokes referred to the Strategic Plan, Empower Carson City 2022 and the District's vision; "Every Student must have the Opportunity to Excel and be prepared for Success in Post-Secondary Education or a Chosen Career."

Mr. Stokes recognized District staff for their hard work and professionalism. Mr. Stokes presented general observation information:

- Number of annual student disciplinary events are increasing

- 2015 and 2016 data was taken from PowerSchool, and 2017 data is from Infinite Campus; student information systems. Not all the data translated between the two systems.
- Males tend to be more involved in behavior incidents
- Students are less likely to get in trouble at school as they age; grades 7 – 12
- Months of August and January tend to have fewer incidents
- Months of November and May tend to have the most incidents

Student Behavioral Incidents requiring Administrative Intervention:

- Total number of incidents – 2,818; number of students involved – 2,288
- Inappropriate behavior – 1,752; number of students involved – 1,123
- Interference with instruction – 124; number of students involved – 137
- Acts of aggression – 219; number of students involved – 293
- Possession of a controlled substance – 59; number of students involved – 76
- Bullying and cyber-bullying – 34; number of students involved – 48

Mr. Stokes presented a slide that provided comparative data from 2015 through 2017, which identifies an increase in inappropriate behavior, and a slight reduction in acts of aggression.

Trustee Wilke-McCulloch confirmed that there has been a change in the definitions for events. Mr. Stokes explained that years ago, it was against school rules to have an electronic device at school; things are different at schools now vs. several years ago.

Action Steps:

- Prevention and Education
 - Expect students to comply with direction from staff
 - Social Emotional Learning (SEL) and curriculum; help students become good citizens
 - Social workers and school counselors
 - Specialized groups; Boy Scouts, Girls Scouts, church groups, etc.
 - School staff and School Resource Officers (SRO)
- Response
 - Consistent consequences
 - Consistent coding
 - Blended learning opportunities; combination of classroom teaching, and online classes
 - Parent project through the Juvenile System
 - Wrap-around services

In closing, Mr. Stokes referred to a book written in 1986 by Robert Fulghum; “All I Really Need to Know I Learned in Kindergarten Class, which apply to all students:

- Share everything
- Play fair
- Don't hit people
- Put things back where you found them
- Clean up your own mess
- Don't take things that aren't yours
- Say you're sorry when you hurt somebody

Trustee Cacioppo referred to the difference in size between the middle schools, and asked if there is a proportionate increase in behavioral activities. Mr. Stokes would like the middle schools to be smaller, as he believes it makes a difference. Mr. Stokes commented on some things that happened at Carson Middle School last year that caused a higher level of concern for families. In comparison, Mr. Stokes does not believe the event was any greater to things that occurred at Eagle Valley Middle School. Trustee Cacioppo believes the District does a good job of providing students with opportunities to be involved in extra-curricular activities.

Trustee Swirczek explained that he serves on a committee for Partnership Carson City, and commented on a resource that might be able to help students that cause school disruptions at an early age. Mr. Stokes explained that the District is open to all possible resources for students.

Trustee Swirczek asked to hear from each of the secondary Principals regarding disruptions at their respective sites.

Mr. Lee Conley, Principal, Eagle Valley Middle School commented on a couple of trends, and believes 95% of the students are good, with 5% causing 90% of the issues. Mr. Conley commented on the importance of having community involvement; provide resources for students and parents. Mr. Conley believes the trends in schools are mirroring what is happening in society; small percentage of students are more belligerent, and think the rules don't apply to them. Mr. Conley explained that students are given a lot of chances; staff is pro-active, and tries to get parents involved sooner.

Trustee Swirczek asked for additional information on how the School Resource Officers (SRO) are being used at their sites. Mr. Conley believes the SROs provide him with another tool to use; philosophy is to keep the issue as close to the source as possible. Mr. Conley believes the SROs provide a good opportunity to establish relationships with students, and has also had a positive impact on them.

Mr. Dan Sadler, Principal, Carson Middle School concurred with Mr. Conley's comments. Mr. Sadler recognized that the size of Carson Middle School does present challenges to maintain a safe school environment so students can focus on learning. Mr. Sadler commented on the number of pro-active programs that are in place for students.

Trustee Swirczek asked Mr. Sadler if there are areas where additional help is needed. Mr. Sadler recognized that students come from different backgrounds, and the norm at home, is likely not the norm at school. Mr. Sadler and his staff will continue to work through challenges, and help students grow.

Trustee Wilke-McCulloch asked if the social workers have had an impact on student behavior. Mr. Sadler confirmed that the social workers have had a positive impact on students, and have been helpful to families and staff too.

Trustee Swirczek asked Mr. Jason Zona, Principal, Pioneer High School to provide information on the disciplinary issues at Pioneer High School. Mr. Zona believes hiring the right staff is important to building relationships with students and parents. Mr. Zona thanked the social workers, which he believes adds another layer of support for students. Mr. Zona commented on the changes in the activities that are in place for students; having opportunities, and providing information on why students go to school. Mr. Zona explained that if necessary, students are provided online opportunities to get their work completed.

Mrs. Tasha Fuson, Principal, Carson High School explained that staff has looked at their data, which identifies an increase in discipline over the last three years, most being insubordination. Mrs. Fuson explained that through SEL curriculum, which is within Workplace Readiness Skills, staff is working to address this area. In addition, the leadership team is looking at other ways to identify with students, and the social workers have been an important component too. Mrs. Fuson recognized that in most cases, students struggling academically, usually have things that are taking place in their personal life. Mrs. Fuson commented on various things the social workers have done with students in group settings. Mrs. Fuson highlighted various programs that have been implemented; meditation detention, afterschool program where students will come to school from 2:30 – 4:00 p.m. on Monday - Thursday for online work, and support from the social workers. As the principal at Carson High School, Mrs. Fuson believes the District has more resources available for students, and community support.

Trustee Wilke-McCulloch confirmed that Carson High School still has the Freshman Transition class. Mrs. Fuson explained that there is more flexibility in the Freshman Transition class; students taking Health Occupations or Naval Junior ROTC in their freshman year, may opt out of

the Freshman Transition class, as the teachers in those classes have agreed to teach the transition skills that are taught in the Freshman Transition class.

Trustee Walker commented on some of the concerns he is hearing about, regarding student behavior at the elementary level, and the increase in the number of occurrences.

Trustee Swirczek recognized that the elementary schools are without a counselor, and confirmed that there are social workers at the elementary schools.

As a Board, Trustee Wilke-McCulloch believes it is important to remember the importance of having social workers at each site.

DISCUSSION AND POSSIBLE ACTION TO APPROVE PROPOSED CHANGES TO CCSD POLICY 522, STUDENT SPONSORED PUBLICATIONS: SECOND READING

Mrs. Keema presented the second reading of Policy 522, Student Sponsored Publications, which is mandated by Senate Bill 420 (SB420), as well as changes in Nevada Revised Statute (NRS) 388.077. The first reading was presented during the July 25, 2017, and included several changes that are identified in red italics.

Trustee Walker referred to the end of the 2nd to last paragraph, and asked that the comma after "educational processes" be removed.

It was moved by Trustee Wilke-McCulloch, seconded by Trustee Cacioppo, **that the Carson City School District Board of Trustees adopt the revisions as presented and approve August 8, 2017 as the revised date on CCSD Policy 522, *Student Sponsored Publications*, with the changes made by Trustee Walker.** Motion carried unanimously. (Trustee Crossman was not present for the vote.)

DISCUSSION AND POSSIBLE ACTION TO APPROVE PROPOSED CHANGES TO CCSD POLICY 515, STUDENT EDUCATION RECORDS: SECOND READING

Mrs. Keema presented the second reading of Policy 515, Student Education Records, which includes recent revisions to NRS Chapter 432. Upon approval, and with a Memorandum of Understanding (MOU) in place, the District will be able to provide educational records to child welfare agencies who have a case plan, and are in custody of the agency.

It was moved by Trustee Walker, seconded by Trustee Carine, **that the Carson City School District Board of Trustees adopt the revisions as presented and approve August 8, 2017 as the revised date on CCSD Policy 515, *Student Education Records*.**

Mrs. Keema explained that the Office Managers from the sites, recently received training on the draft copy of Policy 515. In addition, Mrs. Keema has contacted a federal agency regarding the possibility of providing additional training to staff in the Fall.

Trustee Green called for the vote. Motion carried unanimously. (Trustee Crossman was not present for the vote.)

DISCUSSION AND POSSIBLE ACTION TO ELIMINATE CCSD POLICY 530, SOCIAL EVENTS AND STUDENT ORGANIZED TRIPS: SECOND READING

Mrs. Keema presented the second reading of Policy 530, Social Events and Student Organized Trips for elimination, as the policy is redundant. Mrs. Keema explained that information associated with field trips can be found in Policy and Regulation 213, Field Trips and Excursions.

It was moved by Trustee Swirczek, seconded by Trustee Walker **that the Carson City School District Board of Trustees approve August 8, 2017 as the eliminated date on CCSD Policy 530, *Social Events and Student Organized Trips*.** Motion carried unanimously. (Trustee Crossman was not present for the vote.)

DISCUSSION AND POSSIBLE ACTION TO APPROVE PROPOSED CHANGES TO CCSD POLICY 213, FIELD TRIPS AND EXCURSIONS: SECOND READING

Mrs. Keema presented the second reading of Policy 213, Field Trips and Excursions, which include suggested changes from the first reading which was presented on July 25, 2017.

It was moved by Trustee Walker, seconded by Trustee Swirczek, **that the Carson City School District Board of Trustees adopt the revisions as presented and approve August 8, 2017 as the revised date on CCSD Policy 213, *Field Trips and Excursions*.**

Trustee Swirczek confirmed that Regulation 213, Field Trips and Excursions was also changed.

Trustee Green called for the vote. Motion carried unanimously. (Trustee Crossman was not present for the vote.)

DISCUSSION ON NEWLY PROPOSED CCSD POLICY 275, SCHOOL SOCIAL WORKERS (SAFE SCHOOL PROFESSIONALS) PROGRAM: FIRST READING

Mrs. Keema presented the first reading of newly proposed Policy 275, School Social Workers (Safe School Professionals) Program. Mrs. Keema explained that the Nevada Department of Education (DOE), Office for a Safe and Respectful Learning Environment recommends that districts develop a policy regarding Safe School Professionals. Mrs. Keema recognized Mr. Dave Caloiaro, Manager, School Social Worker Program for his work in drafting Policy 275. Proposed policy 275 helps define, guide, etc., the work of Safe School Professionals.

Trustee Swirczek referred to the 2nd paragraph and suggested that the word “children” be changed to “students”.

Trustee Walker referred to the 3rd paragraph, which he believes is a run-on sentence, and suggested that additional punctuation be included.

Trustee Green referred to the 2nd paragraph and asked that a comma be added after the word “safe”.

Trustee Wilke-McCulloch confirmed with Mr. Caloiaro that he read the policy. Mr. Caloiaro explained that the policy was reviewed by Mrs. Keema, Mr. Stokes, as well as the Executive Director, at the DOE.

Trustee Swirczek recognized Mr. Caloiaro for his hard work, and the impact he's had on the Safe School Professionals in the District, and asked if there are additional grant funds, which would provide social workers with benefits.

Trustee Green confirmed with Mr. Pavlakis that additional discussions could take place during the presentation of Regulation 275, School Social Workers (Safe School Professionals) Program.

Mr. Pavlakis noted that a request for possible future agenda items include; counselors in elementary schools, and what will the District do to ensure that the social workers have permanent positions.

DISCUSSION ON NEWLY PROPOSED CCSD REGULATION 275, SCHOOL SOCIAL WORKERS (SAFE SCHOOL PROFESSIONALS) PROGRAM

Mrs. Keema presented newly proposed Regulation 275, School Social Workers (Safe School Professionals) Program, which explains the expectations of Safe School Professionals to provide support, and intervention through a three-tiered approach. In addition, general job descriptions and responsibilities for Safe School Professionals is included in the regulation.

Trustee Wilke-McCulloch acknowledged staff on how well Regulation 275 is written.

Trustee Swirczek commented on the Peer to Peer connection, specifically the One-Up Club through Partnership Carson City. Trustee Swirczek explained that he has had discussions with students, and their comments were they feel they would recognize a student having issues vs. an adult.

Mr. Caloiaro explained that regulations don't usually include specific programs, as there could be others. Mr. Caloiaro confirmed that additional information could be included through the SEL aspect, which could be developed and implemented in the Tier 1 and Tier 2 sections.

Trustee Swirczek reiterated the importance of students having a peer to peer connection.

Mr. Caloiaro will review the regulation and incorporate information regarding peer to peer connections.

**INFORMATIONAL UPDATE ON STAFFING FOR THE 2017-2018 SCHOOL YEAR,
INCLUDING A REPORT ON THE DISTRICT'S EFFORTS TO FILL VACANT POSITIONS**

Mr. Stokes presented an update on staffing for the 2017-2018 school year. Mr. Stokes reported that since the time board packets were delivered, two additional Special Education teachers were offered contracts; Eagle Valley Middle School and Carson Middle School, and a paraprofessional was hired at Eagle Valley Middle School. At this time, there is still a need to hire 18 classified staff and 12 teaching positions, which include the following:

- 6 Special Education paraprofessionals
- 7 Special Education teachers
- Math and Science teachers for Carson Middle School
- 5th grade teacher for Fritsch Elementary School
- Science teacher for Pioneer High School
- Computer teacher for Seeliger Elementary School

Mr. Stokes explained that the District is in a better position with hiring teachers this year vs. last year. Mr. Stokes believes hiring will continue at the start of the school year, as well as into the school year. Staff will continue to advertise, seek individuals that may have a teacher license, and continue discussions with retired staff to fill vacancies within the "hard to fill" positions.

Trustee Walker requested additional information regarding the Alternative Route to Licensure (ARL), and asked if everyone will have their license on the first day of school; August 21, 2017. Mr. Stokes explained that the individuals would need to have their credentials, which includes a substitute teacher license; if continuing to work on their full credential, the person receives a provisional license.

Trustee Swirczek recognized Ms. Kari Pryor for her work during the new hire event.

Trustee Green asked for additional information regarding candidate interviews and the process used for those not selected during the initial interviews. Mr. Stokes explained that a group of Principals with multiple elementary vacancies may interview several candidates at one time, selecting ones from those interviewed.

**DISCUSSION AND POSSIBLE ACTION TO ESTABLISH A NEW SPECIAL REVENUE FUND;
205. NEW NV EDUCATION FUND, IN ACCORDANCE WITH THE REQUIREMENTS OF
SENATE BILL 178 (SB178)**

Mr. Andrew Feuling, Director, Fiscal Services explained that Senate Bill 178 (SB178) was approved and signed by Governor Sandoval during the 2017 Legislative Session, establishing the New Nevada Education Fund. The new Special Revenue Fund 205, will provide additional per pupil funding for ELL, as well as students qualifying for Free and Reduced Lunch (FRL). Mr. Feuling explained how the funding was determined:

- Have students at 1 or 2 star schools as designated by the Nevada School Performance Framework (NSPF)

- Look at students that qualify for ELL or designated as FRL; performed in the lowest quartile

Mr. Feuling reported that Pioneer High School qualified with 34 students. The District will be receiving \$1,200 per student, which totals \$48,000. Mr. Feuling explained that the Special Revenue Fund 205 currently does not exist in the Chart of Accounts, which is how the funds will be tracked, and spent at Pioneer High School. In closing, Mr. Feuling explained that a resolution of the Board is required to establish the new Special Revenue fund.

Trustee Wilke-McCulloch asked for additional information regarding how the money will be spent. Mr. Feuling explained that Mrs. Keema and Dr. Steve Pradere, Director, Transformation Office are responsible for how the funding will be spent.

It was moved by Trustee Carine, seconded by Trustee Cacioppo, **that the Carson City School District Board of Trustees establish a new Special Revenue Fund; 205 New NV Education Fund, in accordance with the requirements of Senate Bill 178.**

For clarification, Trustee Swirczek asked that the legislative session of 2017 be identified in the motion.

Trustee Carine was agreeable to the suggested inclusion of language to the motion, which was seconded by Trustee Cacioppo, and was stated as **"...in accordance with the requirements of Senate Bill 178 from the 2017 Legislative Session"**.

Trustee Green called for the vote. Motion carried unanimously. (Trustee Crossman was not present for the vote.)

APPROVAL OF CONSENT AGENDA

Trustee Cacioppo explained that his business firm is included in Consent Agenda Item A; therefore due to his pecuniary interest in the firm, he abstained from the vote on this item.

It was moved by Trustee Walker, seconded by Trustee Wilke-McCulloch **that the Carson City School District Board of Trustees approve the consent agenda as submitted.** Motion passed 5-1-1. (Trustee Crossman was not present for the vote, and Trustee Cacioppo abstained from the vote.)

INFORMATIONAL ITEMS

No additional informational items were presented or discussed.

REQUEST FOR FUTURE AGENDA TOPICS

Trustee Swirczek requested a report on the fiscal impact of keeping social workers in the District, and providing benefits.

Trustee Walker commented on discipline at the elementary schools regarding students with extreme behaviors. Trustee Walker asked for a report on how situations are handled when there are not enough substitute teachers to fill the vacancy. Trustee Walker commented on the possibility of creating a policy on how schools should deal with a shortage of substitutes. Trustee Green confirmed that the District has a current procedure in place to address the shortage of substitutes. Mr. Stokes explained that the Principals' have some autonomy regarding this area. In addition, teachers are asked if they would like to volunteer to have more students in their class when staff cannot find a substitute teacher. The teacher receives pay for accepting extra students in their class.

Trustee Wilke-McCulloch asked that data on the number of substitute teachers that have been used in the District, excluding data for professional development days.

Trustee Carine referred to Senate Bill 287 (SB287), which requires all employees and volunteers, regardless if they are licensed, to report suspected abuse or neglect of a child. In addition, background checks are needed once every five years. Trustee Carine inquired as to the necessity of reviewing any policies and/or regulations pertaining to this area. Mr. Stokes explained that the Safety Services Department will be reviewing the process, and can present information at a future meeting. Trustee Carine inquired about providing training for the volunteers. Mr. Stokes confirmed that the District has a process in place regarding volunteers.

Trustee Green asked that a report be given on how the District handles our volunteers within the schools.

Present agenda items to Mr. Richard Stokes or President Crossman.

ANNOUNCEMENT OF MEETINGS

The next regular meeting of the Carson City School District Board of Trustees will be on Tuesday, August 22, 2017.

ADJOURNMENT

There will be no further business to come before the members of the Board in public meeting; President Crossman declared the meeting adjourned at 9:38 p.m.

Stacie Wilke-McCulloch, Clerk

Date

SCHOOL BOARD MEETING

September 12, 2017

Informational Items – A

**Notification of Changes in the Classified and Nursing
Staff, including New Hires and Terminations**

Informational Items – B

Notification of budget transfers for the prior month

CCSD BUDGET TRANSFER REPORT
FOR THE MONTH OF AUGUST 2017

THE ATTACHED BUDGET TRANSFER REPORT ACCURATELY REFLECTS ALL BUDGET
TRANSFERS MADE IN THE ABOVE REFERENCED MONTH
OUT OF THE 2017-2018 FISCAL YEAR.

I CERTIFY THAT ALL BUDGET TRANSFERS WERE MADE IN ACCORDANCE WITH THE
CARSON CITY SCHOOL DISTRICT'S REGULATIONS AND POLICIES, ARE PROPERLY
CODED AND ARE NOT IN EXCESS OF THE BUDGET.

Prepared By: Judy Lalkowski Date: 9/1/17

Reviewed and Approved by the following Carson City School Board Members:

Laurel Crossman President

Ryan Green Vice-President

Stacie Wilke-McIlloch Clerk

Ron Swirczek Member

Michael Walker Member

Joe Cacioppo Member

Donald L. Carine Member

Fund		Amount
100	General Fund	\$343,144.75
230	Adult Education	35,000.00
241	State Grants - FY18	2,506,878.91
260	Gifts and Donations	10,000.00
281	Federal Grants - FY18	3,168,666.61
360	Bond Issues	2,457,089.60
		<u>\$8,520,779.87</u>

CARSON CITY SCHOOL DISTRICT - STAFF INFORMATION

September 12, 2017

CLASSIFIED STAFF

NEW HIRES				
Name	Position/Subject	Location	Hire Date	New/Replace
Lindsey Ashbaugh	Para Professional III	Bordewich/Bray Elementary School	TBD	Replace - FY 18
Cassandra Blankenship	Office Specialist	Mark Twain Elementary School	TBD	Replace - FY 18
Stacey Bucchianeri	Administrative Secretary II	Technology & Innovation Dept	TBD	New - FY 18
Kendra Dover	Para Professional II - Kindergarten	Fritsch Elementary School	TBD	New - FY 18
Brittany Duncan	DHH Interpreter - Intermediate (1:1)	Empire Elementary School	TBD	New - FY 18
Georgette Pike	Bus Attendant, Disabled Students	Transportation Department	TBD	New - FY 18

RESIGNATIONS/RETIREMENTS					
Name	Position/Subject	Location	Hire Date	Term Date	Resign/Retire
Steven Ostrander	Lead Custodian II	Bordewich/Bray Elementary	9/2/1987	9/8/2017	Retirement

NURSING STAFF

NEW HIRES				
Name	Position/Subject	Location	Hire Date	New/Replace
None				

RESIGNATIONS/RETIREMENTS					
Name	Position/Subject	Location	Hire Date	Term Date	Resign/Retire
None					

EXECUTIVE STAFF

NEW HIRES				
Name	Position/Subject	Location	Hire Date	New/Replace
None				

RESIGNATIONS/RETIREMENTS					
Name	Position/Subject	Location	Hire Date	Term Date	Resign/Retire
None					