

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

Tuesday, January 8, 2013

6:00 p.m.

CALL TO ORDER

The Board Workshop of the Carson City School District Board of Trustees was called to order at 6:00 p.m. by President Steve Reynolds at the Sierra Room, Community Center, 851 E. William Street, Carson City, Nevada.

ROLL CALL: Members Present
Steve Reynolds, President
Lynnette Conrad, Vice President
Stacie Wilke-McCulloch, Clerk
Barbara Myers, Member
Ron Swirczek, Member
Joe Cacioppo, Member
Laurel Crossman, Member
Richard Stokes, Superintendent
Mike Pavlakis, Legal Counsel

Members Absent
None

Board Trustee, Joe Cacioppo led the Pledge of Allegiance.

ACTION TO ADOPT THE AGENDA

It was moved by Mr. Ron Swirczek, seconded by Mrs. Lynnette Conrad **that the Carson City School District Board of Trustees adopt the agenda as submitted.** Motion carried unanimously. (Mrs. Wilke-McCulloch was not present for the vote.)

Mrs. Wilke-McCulloch arrived at 6:03 p.m.

Mr. Reynolds reminded Board members the purpose of beginning the meeting at 6:00 p.m.; roundtable discussion amongst Board members and district staff. Mr. Reynolds asked that district staff introduce themselves and provide a brief description of their duties. Following introductions, Mr. Reynolds will ask Mr. Ben Contine, Chairperson, Vision Steering Committee to provide a brief update on the Strategic Plan, Empower Carson City 2017.

Mr. Stokes welcomed and invited district staff members to introduce themselves and provide a brief summary of their job duties.

Mr. Kevin Curnes, Safety Services Manager has been employed with the district for 18 years and currently reports to Dr. Jose Delfin, Associate Superintendent of Human Resources. His job duties include the following:

- Insurance management; property, liability, workers compensation, etc.
- Safety and security; security, fire, life, sprinklers, Occupational Safety and Health Administration (OSHA), quarterly inspections, etc.
- Equipment Services; small engines, 140 district vehicles, etc.
- Student Transportation; transporting 700,000 students annually

Mrs. Chris Butson, ESL Administrator oversees Title III and Immigrant Grant Funds. Mrs. Butson is involved with programs associated with second language learners. In addition, Mrs. Butson coordinates with Mrs. Laurel Terry, Professional Development Administrator on professional

development for teachers. The district is working towards having teachers trained in High Quality Sheltered Instruction (HQSI) for language development. The district currently has 100 Teachers of English to Speakers of Other Languages (TESOL) endorsed teachers in the district. There are currently 1,300, K-12 students in the district's language learner program. Mrs. Butson extended an invitation to everyone to attend Sheltered Instruction training, which begins during the week of January 14, 2013. Mrs. Butson explained that Nevada adopted World-Class Instructional Design Assessment (WIDA) Standards. Mrs. Butson encouraged everyone to visit the website at: www.wida.us. Resources are available for parents, teachers, etc.

Mr. Reynolds asked for information regarding an agreement with the Department of Justice (DOJ). Mrs. Butson explained that the district is in year three of a four year agreement that originated during 2006-2007. The State of Nevada was utilizing a different way to measure the success of a program. At that time the district was not meeting the necessary requirements. The district is currently making sure that teachers and administration receive adequate training. The district also trains interpreters on the oral translation for parent communications. Curriculum and special programs; Gifted and Talented Education (GATE), Special Education, etc. is also included.

Mrs. Wilke-McCulloch asked if any other languages besides Spanish are spoken in the district. Spanish is the other primary language in Carson City; however, there are Chinese dialects, Vietnamese etc. Fritsch Elementary School has multiple languages, with only a few students coming from home with those languages.

Mrs. Jan Albertson, Director of Student Support Services manages the following programs:

- Individuals with Disabilities Education Act (IDEA) funds; government funding that goes towards funding Special Education for Early Childhood and K-12 students
- AB56 report; State regulation regarding restraining, isolation and confine Special Education students against their will
- GATE Coordinator; oversees the program
- Serves the students of the district and addresses program needs

Mr. Mark Korinek, Manager of Operation Services has been employed in the district for 15 years and reports to Mr. Anthony Turley, Director of Fiscal Services. His job duties include the following:

- Facilities management; 1.1 million square feet of buildings, approximately 200 acres of grounds, including 50 custodians that maintain the facilities, snow plowing, work-order management, etc.
- Environmental services; lead abatement, asbestos, mold, in the schools
- Supply management; Certified Purchasing Manager (CPM), review purchase orders, bidding, Request for Proposal (RFP), administer Purchase Card (P-Card) program
- Material services; central receiving area, operation service center, including mail services, general fixed assets; tagging and inventory control of assets
- Nutrition services administrator of program; however, Ms. Chris Cooper, Nutrition Service Coordinator handles regulations, etc.

Mrs. Laurel Terry, Administrator, Professional Development Coordinator, coordinates, plans, facilitates and evaluates all professional development in conjunction with State mandates, Department of Justice, District Improvement Plan and School Improvements Plans. In addition to providing professional development to approximately 900 staff members, Mrs. Terry is the site administrator for the Gleason Professional Development Center. Mrs. Terry also maintains staff development records.

Dr. Steve Pradere, Director of Grants and Special Programs highlighted the importance of what his job means to him. Dr. Pradere decided to get his Master's Degree 15 years ago while teaching Math at Carson High School. Dr. Pradere's mentor, Dr. Megan McIntosh stressed two responsibilities as a teacher; every teacher needs to be able to teach reading and at the end of the day, when you leave the classroom on the last day of school, the most important responsibility is that every student can leave with everything that you've taught them. If you decide to run your classroom that way, you would not need to do things differently. Dr. McIntosh

also stressed the importance of a professional development job; impact student learning from the role of a professional developer. Dr. Pradere is in his third year as the Director of Grants and Special Programs. Dr. Pradere believes his responsibility when writing a grant is to make sure the funding is invested so that every child leaves the school at the end of the year learning everything that the teacher can provide. Dr. Pradere and a team with 21 members wrote the application for the Race to the Top grant, allowing the focus to be on the student. Dr. Pradere manages 42 grants and has approximately \$3 million in competitive funds that have been brought in the district. There are two administrative assistants that support the work in the Grants department. Dr. Pradere is supervised by Mrs. Susan Keema, Associate Superintendent of Educational Services.

Dr. Ricky Medina, Director of Accountability and Assessment identified his role in the district in two areas. Dr. Medina commented on the number of data requests that are associated with State and Federal reporting requirements. Dr. Medina is responsible in seeing that the reports are submitted on time. Dr. Medina also supports student learning; takes district data, organizes it to be used by staff to increase student achievement. Dr. Medina makes sure that processes are established in schools, works on the School Improvements Plans (SIP), and provides support for grants. He also helps teachers and administrators identify areas for improvement, to ensure enhancements are made for student learning.

Mr. Keith Shaffer, Projects Manager works on construction projects associated with building new square footage and improvements in the district. Mr. Shaffer is currently focused on completing the construction work associated with the Master Plan Bond Projects, 2010. Mr. Shaffer is in the process of completing Phase I, with work to begin in the summer, 2013 at Fritsch Elementary School, Bordewich Bray Elementary School, Fremont Elementary School, Mark Twain Elementary School and the Gleason Professional Development site. Work on Phase II includes, Career and Technical Education (CTE), performing arts at Carson High School and improvements at Pioneer High School. Mr. Shaffer ensures that the district complies with bidding and construction statutes; Nevada Revised Statute (NRS) 338 requires noticing, advertising, etc. Mr. Shaffer works with Mr. Turley and has one administrative assistant.

Mrs. Myers asked Mr. Shaffer if he worked directly with the Bond Oversight Committee and if so, are minutes taken during the meetings. Mr. Shaffer explained that formal minutes are not taken; however, he has taken informal notes during the meetings. Mrs. Myers believes minutes should be taken and asked to see them. Mr. Stokes explained that the committee is a Superintendent's Committee; not obligated to notice the meeting per the Open Meeting Law. Mrs. Myers believes there needs to be some type of accountability beyond the Superintendent's office. Mrs. Myers stressed the importance of knowing what is happening in those meetings. Mr. Pavlakis explained that the committee is from the Superintendent's Office, which is not subject to the Open Meeting Law. However, Mr. Shaffer is willing to provide minutes from the Bond Oversight Committee meetings, which can be identified as a Consent Agenda item. Mrs. Wilke-McCulloch commented on the possibility of having an Executive Summary vs. minutes. Mr. Stokes explained that updates from members of the Bond Oversight Committee have been provided. In addition, board members have served on the committee. Mrs. Wilke-McCulloch explained that one board member is usually assigned, with two others having the opportunity to attend.

Mr. Richard Stokes, Superintendent, Carson City School District introduced himself.

Dr. Jose Delfin, Associate Superintendent of Human Resources is in his fifth year with the district. Dr. Delfin oversees five staff members; Senior Analyst II, HR Analyst I, HR Clerk Specialist and Mr. Curnes. Dr. Delfin recognized Mr. Curnes for being the first in the State to have flu shot clinics in the schools. Dr. Delfin's office takes care of applicant screenings, developed a performance based interview process, background checks, intake & salary placement for new employees, etc. Dr. Delfin participates in negotiations, evaluations, serves on the Teacher's and Leaders Council (TLC), supervises Family Educational Rights and Privacy Act (FERPA), coaches 4 Principals, with a majority of time spent on conflict resolution between staff. Human Resources also handles teacher licensure and keeps the Superintendent informed of situations within the district.

Mr. Anthony Turley, Director of Fiscal Services is a Certified Public Accountant and has a Master's Degree in Public Administration. Mr. Turley oversees district budgeting, is a member of the Collective Bargaining Team and reviews Bill Drafts during the legislative session. He also serves as a resource for administrators and district staff, ensures proper budget coding is used in the accounting system. Mr. Turley reviews purchase requisitions, establishes internal controls, review financial policies, etc.

Mrs. Susan Keema, Associate Superintendent, Educational Services is tasked to introduce the Learner Centered Model, which involves curriculum development, Common Core Standards in Math and English Language Arts (ELA), with the introduction of Next Generations; Science Standards. The Learner Center model also includes assessment, instruction; a 1:1 project will be introduced to staff in the near future. Mrs. Keema also serves a resource to Principals' and Carson Montessori School.

Mrs. Janice Arthur-Towns, Director of Information Technology has a staff of 5; 1 is dedicated to purchasing information technology for the district. The other 4 employees provide support to approximately 4000 workstations, network infrastructure, voice and data communications, etc. They also serve as application support for instructional and business applications. Mrs. Arthur-Towns also completes the E-Rate funding; universal charge on your monthly telephone bill. She is also the district liaison for the Western Nevada College (WNC) High Tech Center.

Mr. Mike Pavlakis with the law firm of Allison, MacKenzie, Pavlakis, Wright, & Fagen, Ltd is contracted with the Board for legal services. Mr. Pavlakis reviews contracts, bylaws, policies, that are presented to the Board for review and signature. Mr. Pavlakis attends the Board meetings to ensure compliance with the Open Meeting Law. He also works with Dr. Delfin on issues associated with Human Resources and Mr. Turley on finance issues. In addition to Mr. Pavlakis, the district has legal counsel in other areas; insurance defense, bond counsel, Special Education, labor negotiations, etc. Mr. Pavlakis coordinates with counsel in the other areas to ensure services are not duplicated.

Mrs. Myers inquired as to who is in charge of the nurses. Mr. Stokes explained that the nurses program is overseen by Mr. Sam Santillo, Medicaid Resource Officer; however, that will change to Mrs. Jan Albertson. Mrs. Myers asked about Title I. Mr. Stokes explained that Title I refers to the Grants Department.

Mr. Ben Contine, Chairperson of the Strategic Planning Committee, assisted with the Strategic Plan, Empower Carson City 2017. Mr. Contine welcomed new Trustees, Mr. Joe Cacioppo and Mrs. Laurel Crossman.

Mr. Contine shared two quotes; "It is impossible for a man to learn what he thinks he already knows", by Epictetus and "Keep away from people who try to belittle your ambitions. Small people always do that, but the really great make you feel that you, too, can become great", by Mark Twain.

Mr. Contine provided a brief overview:

- Why a plan? – Process was initiated by the Board of Trustees to have a document outlining a vision for the district. It originated by having public meetings at Carson Middle School; ideas were shared on what the participants wanted to see in the schools. Ideas were written on the whiteboard.

Mr. Contine referenced page 5 of the Empower Carson City 2017 document and recognized the members of the committee. Mr. Contine referenced page 7; Community Vision, Beliefs and Mission. He encouraged Mr. Cacioppo and Mrs. Crossman to begin with page 7 of the document. Mr. Contine commented on the first belief of the community; every student must have the opportunity to EXCEL.

Mr. Contine provided a brief summary of the goals:

- Goal 1 – Community in Full Partnership; actively connect every student with learning beyond the classroom

- Goal 2 – Engaged Parents and Guardians; encourage and empower families to positively impact their child’s education
- Goal 3 – Healthy Generations of Carson City Students; promote optimal wellness for all students
- Goal 4 – Curriculum that Matters; provide multiple pathways that empower lifelong learners, career and college ready students
- Goal 5 – Exceptional administrators, teachers and staff; empower administrators, teachers and staff to do good things in their classroom

Mr. Contine encouraged everyone to attend the Community Partnership meeting on Thursday, January 17, 2013 at the Business Resource Innovation Center (BRIC) building at 6:00 p.m. This will serve as the first formal meeting regarding Community Partners.

Mr. Contine is currently working on a teacher survey which will assess teacher moral, teacher values, etc.

In closing, Mr. Contine commented on and encouraged Board Members to review the Action Steps included in Empower Carson City 2017. The Action Steps will go through every step included in the Strategic Plan. Mr. Contine referenced a quote by Coach Dale, from the movie, “Hoosiers” and believes this is where the district is at; “We’re coming together as a team. With Jimmy, all the pistons are firing. We got ten games to play, right? We’re gonna be a tough team to beat.” In addition, Mr. Contine commented on the importance of the Race to the Top District (RTT-D) grant and what it will do for the district; implement the grant to access the resources to implement the Strategic Plan.

Based on the Strategic Plan, Carson High School has created a Career Cluster Framework; Agriculture & Natural Resources, Business & Marketing Education, Information & Media Technologies, Family & Consumer Sciences, Skilled & Technical Sciences and Health Science & Public Safety.

Mr. Contine encouraged Board members to contact him with any questions.

Mrs. Wilke-McCulloch asked where she could get a copy of the Carson High School Career Cluster Framework. Mrs. Keema explained that information and the slide is available on the following website; www.carsonhigh.com/pathway . An explanation is available by selecting a particular area. A presentation will be presented at a future Board meeting.

Mr. Swirczek asked if the Community Partners meeting should be noticed so that all Board Members could attend. Mr. Swirczek also recognized Mr. Contine for his dedication and work on the Strategic Plan.

Mr. Cacioppo inquired about the number of community partnerships that are expected by the end of the year. Mr. Contine summarized the next steps:

- Meeting on January 17, 2013 to introduce the concept of Community Partnerships
- Meeting on January 31, 2013
- Recruit 20 – 25 partners; pilot program that will be included in a data base, established by Dr. Medina. List will include items agreed to by the community partners and the district.
- Hopeful that documented partnerships are established in February or March, 2013

Mr. Reynolds encouraged Mr. Cacioppo and Mrs. Crossman, as new Board Members to ask for clarification or questions regarding terminology, items of uncertainty, etc.

Mr. Reynolds suggested that a motion be made to have the Superintendent’s Report be presented at this time.

It was moved by Mrs. Laurel Crossman, seconded by Mrs. Stacie Wilke-McCulloch **that the Carson City School District Board of Trustees move Agenda Item 10, Superintendent’s Report to the next item.** Motion carried unanimously.

SUPERINTENDENT'S REPORT

- Mr. Stokes introduced Mr. Robert Hostler, Carson Middle School 7th grade boys' basketball coach. Mr. Hostler has been teaching and coaching in the district for 20 years, but his first time coaching basketball. Mr. Hostler thanked Mr. Dan Sadler, Principal, Carson Middle School. He also thanked Coach's Whistler, Paulson and Tamori. The team was undefeated, 18-0 and had 15 young men; 11 had all A's and B's, with 5 of them having straight A's. The members of the team introduced themselves.
- Mr. Doug Whistler, Carson Middle School 8th grade boys' basketball coach was unable to attend; therefore, Mr. Ron Tamori introduced the 8th grade boys' basketball team. Mr. Tamori has coached for 30 years and assisted Mr. Whisler with the 8th grade boys' team. The students represented Carson Middle School and Carson City well. The team was undefeated, 18-0. The members of the team introduced themselves.
- Mr. Stokes introduced Ms. Mary Stanley, Carson Middle School Teacher and Mrs. Lisa Stocke-Koop, Eagle Valley Middle School Teacher, First LEGO League Team Coaches. Mrs. Cheryl Macy, Dean of Students, Eagle Valley Middle School introduced the Robotics Club from Eagle Valley Middle School. The team competed in the Northern Nevada First LEGO League Robotics competition. Mrs. Macy summarized her experience in working with team members; problem solving, working together as a team, etc. Mrs. Stocke-Koop explained that three teams competed; R.O.B.S., Junior Geek Squad and LEGO Bombs. The competition was held on December 8, 2012. The students introduced themselves and provided a brief explanation of their project. The Junior Geek Squad was the recipient of the Presentation Award.
- Ms. Stanley outlined the program; team building, complete a research project and presentation, create a robot, etc. The team, Super Senior Bots did well on the project and presentation. The goal of the program is to have fun and learn core values. The students introduced themselves and provided a brief explanation of their project. Ms. Stanley provided additional information about the program; students researched a project, the topic was Senior Solutions and the team choose; Isolation. They created a scruffy; senior citizen pet with artificial intelligence; not a real pet.
- Classes resumed for students on the traditional calendar on Monday, January 7, 2013, with Fremont Elementary School students returning on Monday, January 14, 2013
- In honor of Dr. Martin Luther King, there will be no school on Monday, January 21, 2013
- City Spelling Bee will be held at Bethlehem Lutheran School on Thursday, January 17, 2013 beginning at 3:15 p.m.

REORGANIZATION OF THE BOARD

Mr. Steve Reynolds opened nominations for the office of President. Mr. Ron Swirczek nominated Mrs. Lynnette Conrad for President for 2013, seconded by Mrs. Stacie Wilke-McCulloch; Mrs. Conrad accepted the nomination. With no additional nominations, Mr. Reynolds closed the nominations and called for a vote. Vote to approve was unanimous.

Mrs. Lynnette Conrad opened nominations for the office of Vice President. Mr. Ron Swirczek nominated Mrs. Stacie Wilke-McCulloch for Vice President for 2013, seconded by Mr. Steve Reynolds; Mrs. Wilke-McCulloch accepted the nomination. With no additional nominations, Mrs. Conrad closed the nominations and called for a vote. Vote to approve was unanimous.

Mrs. Lynnette Conrad opened nominations for the office of Clerk. Mrs. Barbara Myers nominated Mr. Ron Swirczek for Clerk for 2013, seconded by Mrs. Stacie Wilke-McCulloch; Mr. Swirczek accepted the nomination. With no additional nominations, Mrs. Conrad closed the nominations and called for a vote. Vote to approve was unanimous.

Mrs. Wilke-McCulloch inquired about the possibility of changing the beginning time of the meetings from 7:00 p.m. to 6:00 p.m. Mr. Stokes explained that the beginning time of 7:00 p.m. is established in the Board bylaws; however, Board members could discuss the possibility of changing the time. Mr. Stokes also commented on the current schedule of the Sierra Room at the Community Center; 7:00 p.m. on the second and fourth Tuesday of the month. If a change in

the time and/or day were to occur, the district would need to work with appropriate staff regarding the use of the Sierra Room.

Mrs. Conrad commented on the length of time for some of the meetings and encouraged everyone to be mindful of the time during the meetings.

Mr. Reynolds commented on the possibility of having the Board meetings at the Brewery Arts Center Performance Hall.

Mrs. Myers explained that there isn't anything that would keep the Board from having meetings at different times, as long as it is noticed properly to the public.

It was moved by Mrs. Stacie Wilke-McCulloch, seconded by Mrs. Laurel Crossman **that the Carson City School District Board of Trustees except as otherwise noted due to special circumstances, designate the second and fourth Tuesday of the month as the regular meeting days, 6:00 p.m. for legally allowed Closed Sessions and 7:00 p.m. for the Open Session in the Sierra Room of the Carson City Community Center, 851 East William Street, Carson City, Nevada.** Motion carried unanimously.

Mrs. Conrad suggested that Board Reports be moved and heard at this time.

It was moved by Mrs. Barbara Myers, seconded by Mrs. Stacie Wilke-McCulloch **that the Carson City School Board of Trustees take the agenda out of order, hearing Agenda Item 11 at this time.** Motion carried unanimously.

BOARD REPORTS

Mariah Whitcome, Carson High School, School Board Student Representative reported on the following activities at Carson High School:

- Link Crew will be hosting "Cookies & Cram" on January 9th, 11th, 14th & 15th, providing refreshments and help freshman students learn to study for finals
- Varsity Girls' Basketball Team will play North Valleys High School at Carson High School on Friday, January 11, 2013 at 5:15 p.m., with the Varsity Boys Basketball Team playing at 7:00 p.m.
- Carson High School is hosting a JV Wrestling Tournament on Saturday, January 12, 2013 at 9:00 a.m.
- Performing Arts will be presenting the production of the "Children's Hour" on January 18th at 7:00 p.m. and on January 19th at 2:30 p.m. and 7:00 p.m. at Carson High School at 7:00 p.m.
- Drama Department publicly thanked the School Board for their ongoing support and presented them with two tickets to the production of "Children's Hour."

Karen Stone reported on the following activities at Pioneer High School:

- Student leadership collected holiday gifts for children at Eagle Valley Children's Home; presents were delivered prior to Winter Break
- Parent Advisory Committee meets monthly with student leadership; please contact the school to sign-up and participate
- Speech & Debate Club attended the Northern Nevada Forensic League event at Douglas High School on January 4 & 5, 2013, as spectators. The club meets each Friday afterschool.

Mrs. Wilke-McCulloch provided a report on Nevada Association of School Boards (NASB):

- New School Board Member Orientation will be held on Friday, January 25, 2013 and Saturday, January 26, 2013 at the Hyatt Place Hotel in Reno, Nevada

Mrs. Wilke-McCulloch asked Board Members if there was any interest in attending the National School Board Association (NSBA) conference.

Mr. Reynolds commented on a presentation made by Senator Ben Kieckhefer during a recent Noon Rotary Club meeting regarding education. Senator Kieckhefer explained that he had spoken with Governor Sandoval regarding the budget; expect what you had last year.

Mr. Stokes added that the Governor's State of the State Address is scheduled for Wednesday, January 16, 2013 at 5:30 p.m.

Agenda Item 6; Adoption and Reaffirmation of existing Bylaws and Policies

It was moved by Mr. Ron Swirczek, seconded by Mrs. Laurel Crossman **that the Carson City School Board of Trustees approve the adoption and reaffirmation of existing Bylaws and Policies.** Motion carried unanimously.

DISCUSSION AND POSSIBLE ACTION ON ANNUAL AUTHORIZATION FOR THE CARSON CITY SCHOOL DISTRICT TO APPLY FOR AND MANAGE FEDERAL, STATE, FOUNDATION AND PRIVATE FUNDING INCLUDING, BUT NOT LIMITED TO, PROGRAMS AUTHORIZED UNDER PUBLIC LAW 107-110, THE NO CHILD LEFT BEHIND ACT OF 2001, TO INCLUDE TITLE 1, PARTS A – H; TITLE 1, SCHOOL IMPROVEMENT, INCLUDING SECTION 1003 (a) (g); TITLE II, PARTS A – D; TITLE III, PARTS A AND B; TITLE IV, PART A AND B; TITLE V, PARTS A AND B; TITLE X; (b) PUBLIC LAW 108-446, THE INDIVIDUALS WITH DISABILITIES ACT; (c) PUBLIC LAW 109-290, THE CARL PERKINS VOCATIONAL EDUCATION ACT; (d) PUBLIC LAW 104-208, THE LIBRARY SERVICES AND TECHNOLOGY ACT; (e) EARLY CHILDHOOD EDUCATION, FULL DAY KINDERGARTEN; (f) NUTRITION, FRESH FRUITS AND VEGETABLES; (g) LEARN AND SERVE AMERICA; (h) COMMUNITY DEVELOPMENT BLOCK GRANT; (i) RACE TO THE TOP GRANT; (j) AT-RISK COUNSELING SERVICES; (k) INCENTIVES FOR LICENSED EDUCATIONAL PERSONNEL (AB1); (l) NATIONALLY CERTIFIED SCHOOL COUNSELORS/PSYCHOLOGIST/SPEECH PATHOLOGISTS – SALARY INCREASE (AB580, SECTION 39); (m) CAREER & TECHNICAL EDUCATION; (n) FOOD FOR ALL; (o) PARTNERSHIP CARSON CITY MINI GRANTS; (p) NEVADA SCOTTISH RITES; (q) NEVADA BICYCLE ADVISORY BOARD; (r) INTERNATIONAL READING ASSOCIATION; AND (s) NEVADA PUBLIC AGENCY INSURANCE POOL. THE DESIGNATION OF MR. RICHARD STOKES, MRS. SUSAN KEEMA AND DR. STEVE PRADERE AS THE AUTHORIZED REPRESENTATIVES IS RECOMMENDED.

Mrs. Myers asked for clarification as to the purpose of this agenda item. Mr. Pavlakis explained that it is something that has historically been done in the past; renewed annually. Mr. Pavlakis commented on the possibility of changing the motion to say "the authorization will remain in effect until further action by the Board is taken."

Mrs. Conrad added that the motion could include, "until further notice."

In regards to agenda item #7, Mrs. Myers doesn't believe all possible State and Federal Grants are included; therefore, by listing them, some may not be on the listing from year to year. In addition, Mrs. Myers commented on the purpose of continuing to do things, just because they have been done in the past.

Mr. Reynolds commented on a possible reason why this item is on the agenda; allows for the designation of district staff vs. the Board.

Mrs. Myers asked again, why there needs to be Board authorization for this agenda item and suggested that the information be reviewed for accuracy and brought back before the Board. Mrs. Myers expressed dissatisfaction with doing things, just because it has been done in the past.

Mr. Stokes explained that the information was reviewed by the Grants Department; those listed are current projects taking place in the district.

It was moved by Mrs. Barbara Myers, seconded by Mr. Ron Swirczek **that the Carson City School District Board of Trustees designate Mr. Richard Stokes, Mrs. Susan Keema, and Dr. Steve Pradere as the authorized representatives for any and all Federal and State Grants.** Motion carried unanimously.

DISCUSSION AND POSSIBLE ACTION ON APPOINTMENTS OF TRUSTEES TO SERVE ON VARIOUS COMMITTEES AND ASSOCIATIONS INCLUDING, BUT NOT LIMITED TO THE FOLLOWING; DELEGATE TO ASSOCIATION OF SCHOOL BOARDS, PARKS AND RECREATION COMMITTEE, COMMUNITY COUNCIL ON YOUTH, LEGISLATIVE LIAISON, BOARD POLICY REVIEW COMMITTEE, DEBT MANAGEMENT COMMISSION, SCHOOL NAMING COMMITTEE, AND JOINT ADVISORY COMMITTEE

Mrs. Conrad asked if anyone was interested in serving on the Nevada Association of School Boards (NASB). Mrs. Wilke-McCulloch expressed an interest in continuing to serve on NASB.

Mrs. Conrad asked if anyone was interested in serving on the Parks and Recreation Committee. Mr. Cacioppo expressed an interest in serving on the committee. Mrs. Myers explained that she attended the last couple of meetings and that information regarding the district was obtained from Mr. Mark Korinek, Manager of Operation Services to provide at the meetings.

Mrs. Conrad asked if anyone was interested in serving on the Debt Management Commission. Mr. Reynolds has been and is willing to continue serving on this committee. Mrs. Conrad asked for additional information regarding the committee. Mr. Reynolds explained that Nevada Revised Statue requires the Debt Management Commission for each county to review the current and expected debt of the county, making sure it is within statutory limits.

Mrs. Conrad asked if anyone was interested in serving on the Community Council on Youth. Mrs. Conrad currently serves on the committee; however, due to other commitments, would no longer like to serve on this committee. Mrs. Conrad is also involved with the Food for Thought organization. Mrs. Conrad provided details associated with the committee; meet monthly at 12:00 p.m., focused mainly on providing services to the youth. Mr. Swirczek expressed an interest in serving on the committee.

Mrs. Conrad asked if anyone was interested in serving as a Legislative Liaison. Mr. Swirczek believes more than one Board member can serve in this capacity. Mrs. Conrad believes it's important to have more than one person in this area. Mr. Cacioppo, Mr. Swirczek and Mr. Reynolds agreed to serve as Legislative Liaisons. Mrs. Conrad requested that updates on important items and meeting dates be shared with the Board.

Mr. Swirczek inquired as to whether Mr. Stokes would be speaking on behalf of Nevada Association of School Superintendents (NASS) or education as a whole. Mr. Stokes will be speaking on behalf of education, Superintendents, and the Carson City School District.

Mr. Reynolds commented on the number of new Legislatures and there amount of knowledge vs. the knowledge of veteran members.

Mrs. Conrad asked if anyone was interested in serving on the Superintendent's Board Policy Review Committee. Mrs. Myers and Mrs. Wilke-McCulloch expressed an interest to continue serving on the committee.

Mrs. Conrad asked if anyone was interested in serving on the Superintendent's School Naming Committee. Mrs. Crossman expressed an interest in serving on the committee. Mrs. Conrad asked for information regarding this committee. Mr. Stokes explained that there is a policy that outlines details associated with naming a new school or section of a building, etc.

Mrs. Conrad asked if anyone was interested in serving on the Joint Advisory Committee (JAC). Mrs. Conrad asked for information regarding this committee. Mr. Stokes explained that the committee was formed and is associated with the Ormsby County Education Association (OCEA) negotiated agreement. The committee is chaired by Dr. Delfin and meets with teachers, etc. to discuss work related conditions. Mrs. Myers expressed an interest in serving on the committee.

It was moved by Mrs. Stacie Wilke-McCulloch, seconded by Mrs. Laurel Crossman **that the Carson City School Board of Trustees approve the following Board Appointments:**

Stacie Wilke-McCulloch as Delegate to the Nevada Association of School Boards
Joe Cacioppo as Member of the Carson City Parks & Recreation Committee
Steve Reynolds as Member of the Debt Management Commission
Ron Swirczek as Member of the Community Council on Youth
Joe Cacioppo, Steve Reynolds and Ron Swirczek as the Legislative Liaison
Stacie Wilke-McCulloch and Barbara Myers as Members of the Superintendent's Board Policy Review Committee
Laurel Crossman as Member of the Superintendent's School Naming Committee
Barbara Myers as Member of the Superintendent's Joint Advisory Committee

Motion carried unanimously.

DISCUSSION AND POSSIBLE ACTION ON APPOINTMENT OF TRUSTEES TO SERVE AS INDIVIDUAL LIAISONS TO SCHOOLS WITHIN THE DISTRICT

Mrs. Conrad encouraged new Trustees to visit all schools, regardless if they are assigned to a specific school.

Mrs. Crossman expressed an interest in serving as the liaison at Fritsch Elementary School.

Mrs. Conrad will continue to serve as the liaison at Bordewich Bray Elementary School.

Mr. Reynolds will serve as the liaison at Fremont Elementary School.

Mr. Cacioppo expressed an interest in serving as the liaison at Mark Twain Elementary School.

Mrs. Myers commented on the intent of agenda item; to promote activities, events, etc. at Board meetings. Mrs. Myers encouraged the Principals' to provide information to Board members to be included in their Board Reports.

Mrs. Conrad expressed an interest in serving as the liaison at Mark Twain Elementary School.

Mrs. Wilke-McCulloch expressed an interest in serving as the liaison at Empire Elementary School.

Mrs. Myers expressed an interest in serving as the liaison at Seeliger Elementary School.

Mr. Cacioppo expressed an interest in serving as the liaison at Carson Middle School.

Mr. Swirczek expressed an interest in serving as the liaison at Eagle Valley Middle School.

Mr. Swirczek and Mr. Cacioppo expressed an interest in serving as the liaisons at Carson High School.

Mr. Reynolds expressed an interest in serving as the liaison at Pioneer High School/Opportunity School.

Mrs. Crossman expressed an interest in serving as the liaison at the Bray Building and Aberasturi Early Childhood Center.

It was moved by Mr. Steve Reynolds, seconded by Mrs. Barbara Myers that **the Carson City School Board of Trustees approve the following appointments of Trustees to serve as individual liaisons to the following schools:**

**Laurel Crossman – Fritsch Elementary School
Lynnette Conrad – Bordewich/Bray Elementary School
Steve Reynolds – Fremont Elementary School
Lynnette Conrad – Mark Twain Elementary School
Stacie Wilke-McCulloch – Empire Elementary School
Barbara Myers – Seeliger Elementary School
Joe Cacioppo – Carson Middle School
Ron Swirczek – Eagle Valley Middle School
Joe Cacioppo & Ron Swirczek – Carson High School
Steve Reynolds – Pioneer High School/Opportunity School
Laurel Crossman – Bray Building, Aberasturi Early Childhood Center**

Motion carried unanimously.

ASSOCIATION REPORTS

There were no association reports.

PUBLIC COMMENT

Mrs. Teresa Risner, 20 year teacher at Seeliger Elementary School shared thoughts on comments made by a Board Trustee during the December 11, 2012 School Board meeting regarding the 2013-2014 proposed budget and possible cuts associated with the plan. Mrs. Risner was bothered by the comment regarding sharing Vice Principals at the elementary schools and only needing three. Mrs. Risner expressed her concerns with comments made that Seeliger Elementary School is doing “just fine” by having a part-time Vice Principal. In looking ahead at education, Mrs. Risner believes “just fine” isn’t enough, as the students and staff deserve more. In addition, Mrs. Risner commented on the importance of having inventive, powerful, and supportive administrators at the schools. Mrs. Risner believes the students, staff, etc. suffer when only one person is responsible for meeting expectations.

APPROVAL OF CONSENT AGENDA

Mrs. Wilke-McCulloch explained that NRS 281.420 requires her to declare a conflict of interest with Consent Agenda Item A. Mrs. Wilke-McCulloch’s husbands business has benefitted financially due to work performed at Eagle Valley Middle School; therefore, Mrs. Wilke-McCulloch will not be voting on this item.

Mr. Reynolds explained that for same reasons shared by Mrs. Wilke-McCulloch, he will not be voting on this item.

It was moved by Mrs. Barbara Myers, seconded by Mr. Ron Swirczek **that the Carson City School Board of Trustees approve consent agenda items (A), (B), and (C) as submitted.** Motion passed 5-0-2. Mr. Reynolds and Mrs. Wilke-McCulloch abstained.

Mr. Cacioppo asked for clarification regarding the consent agenda items; additional items listed.

Mrs. Myers explained that the suggested motion includes only those items seeking approval at the time of the meeting. The additional items listed could be considered in the future.

REQUEST FOR FUTURE AGENDA TOPICS

Mrs. Myers asked for information regarding the staff approved for the Voluntary Separation Incentive Plan (VSIP). Mr. Stokes explained that certified mail has been sent to staff and at this time, they do not have a final listing of who will be accepting the buyout offer. The deadline to accept the VSIP is January 14, 2013. Mrs. Myers asked if this topic could be placed on a future agenda. Dr. Delfin explained that if the paperwork is not returned, they move forward on the list to see if the next selection might be ready to accept the offer.

Mrs. Myers Barbara explained that the agenda does not include resignations, non-hires, etc. of certificated staff. It is included in Consent Agenda Item J, Classified Staff and Nursing; however, not on Item K, Certified Staff. Mrs. Myers believes the information is public and should be provided at each board meeting. Mrs. Myers suggested that the language be changed.

Mr. Stokes asked for clarification regarding "non-hires." Mrs. Myers explained that an offer of employment is made and accepted; however, they decide not to take the position. That information should come back to the Board as "non-hires"; declining to accept the offer of employment. Mrs. Myers would like to have that information.

Mrs. Conrad believes one should know the information; however, she doesn't want to be a personnel manager. Mrs. Conrad questioned whether the information is necessary for the Board to function and asked what they would do with the information.

Mrs. Myers questioned what is done with the information for Consent Agenda Item J; Notification of Changes in the Classified and Nursing Staff, including New Hires and Terminations. Mrs. Myers asked why they have the information for classified and nurses, but not certified.

Mrs. Conrad questioned the requirement of it at all. In addition, Mrs. Conrad doesn't believe it's the Board's responsibility to keep track of new hires and terminations, resignations, etc.

Mrs. Myers wants to be able to match a list of employees who left the district with a list of those the district is seeking to employ. Mrs. Myers provided an example of an open position listed on the district website, but did not hear about a resignation. In addition, Mrs. Myers believes the information will be important for future budget planning.

Mr. Stokes explained that in some cases, regarding vacant positions, the district has had to modify how things are done; not filling every position. There are times when a vacancy is filled with a substitute or by establishing a contract for services.

Mr. Reynolds suggested that the topic be placed on the agenda for the next meeting.

Present agenda items to Mr. Richard Stokes or President Steve Reynolds.

ANNOUNCEMENT OF MEETINGS

The next regular meeting of the Carson City School District Board of Trustees will be on Tuesday, January 22, 2013.

ADJOURNMENT

There will be no further business to come before the members of the Board in public meeting; President Lynnette Conrad declared the meeting adjourned at 8:20 p.m.

Ron Swirczek, Clerk

Date