

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

Tuesday, January 22, 2013

6:15 p.m.

CALL TO ORDER

The Regular Meeting of the Carson City School District Board of Trustees was called to order at 6:15 p.m. by President Lynnette Conrad at the Sierra Room, Community Center, 851 E. William Street, Carson City, Nevada.

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

Members Absent
Joe Cacioppo

ACTION TO ADOPT THE AGENDA

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

Board President Lynnette Conrad adjourned the meeting to closed session per NRS 288.220(4) to discuss labor relations with the District's Management Representatives.

Mr. Cacioppo arrived at the meeting at 6:18 p.m.

The meeting reconvened from closed session at 7:00 p.m.

Board Member Laurel Crossman led the Pledge of Allegiance.

SUPERINTENDENT'S REPORT

- Mr. Stokes introduced Mr. Joe Girdner, Vice Principal, Carson High School. Mr. Girdner introduced Mr. Adam Whatley, 2013 Nevada State Teacher of the Year. Mr. Whatley is a Language Arts and Information Technology Teacher at Carson High School. Mr. Whatley started the Robotics Club, has served on numerous committees and is a wonderful classroom teacher. Mr. Whatley shared two stories that sum up his thoughts; former student Ryan Wong, University of Nevada, Reno graduate came to see Mr. Whatley and asked for writing assistance with his personal statement. Ryan thanked Mr. Whatley for teaching him how to write. He also commented on how other teachers provided him with the skills to do well. Mr. Whatley commented on the impact that another teachers' teaching had on a former student that they recently saw at a local restaurant. Mr. Whatley commented on the "red" book he has on his desk. Mr. Whatley expressed his appreciation in receiving this award. Mr. Whatley encouraged Board members to make decisions based on the future of education.

Mrs. Wilke-McCulloch commented on the observations she made while her daughter was a student in Mr. Whatley's class.

Mrs. Conrad publicly thanked Mr. Whatley for all his hard work and dedication to the teaching profession.

Mr. Cacioppo commented on the experience his son has had this year while attending Mr. Whatley's class.

Mr. Swirczek recognized Mr. Whatley for his diligence in serving on the Strategic Planning Committee and the pathway to Community Partnerships.

- Mr. Stokes introduced Mrs. Susan Keema, Associate Superintendent of Educational Services as the Nevada Association of School Administrators (NASA) Central Office Certified Administrator of the Year. Mr. Stokes recognized Mrs. Keema as a key component of the Educational Services Department. Mrs. Keema is very involved in the School Improvement Plans, along with many other educational plans. Mrs. Keema thanked her colleagues and staff at the district office. Mrs. Keema also thanked the teachers, classified staff and administrators in the district.

Mrs. Myers shared a comment she heard earlier in the week; "Instead of focusing on leaving the world a better place for our kids, let's focus on leaving better kids for our world."

- Mr. Stokes provided a brief update on the Strategic Planning Committee, Community Partnership meeting held on January 17, 2013. There were approximately 24 community members in attendance; school staff, members of the business community, etc. The goal was to create a list of 30 – 50 potential community members that are willing to partner with the district to provide additional resources to students, etc. The next meeting will be held at 6:00 p.m., on Thursday, January 31, 2013 at the Business Resource Innovation Center (BRIC). Notice of the Meeting was posted in order for Board Members to attend without any conflict with the Open Meeting Laws.
- Mr. Stokes commented on a change made to Consent Agenda Item K. Prior to the change, the item read; Approval of offers of employment to Certified Staff. Additional language was added, which includes; notice of non-hires, and notice of termination.

For clarification, Mr. Reynolds asked if the Board is required by policy or Nevada Revised Statute (NRS) to approve offers of employment. Mr. Stokes explained that there is NRS language that requires Board approval of employee new hires. In addition, the wording for Consent Agenda Item K includes the notice of termination and of non-hires.

- Early Release Day on Wednesday, January, 30, 2013 for students, except middle school students; classes dismiss at the following times:
 - Pioneer High School – 12:15 p.m.
 - Carson High School – 12:30 p.m.
 - Elementary Schools – 1:30 p.m.
- Minimum Day on Wednesday, January 30, 2013 for middle school students; classes dismiss at 11:15 a.m. for student led conferences
- February 6, 2013 is National Digital Day; elementary and middle schools will participate in activities at the Legislative building between 9:00 a.m. – 2:00 p.m.

BOARD REPORTS

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

- The 3rd quarter began for Pioneer High School and Carson Online students on Tuesday, January 22, 2013
- Early Release Day on January 30, 2013; students will dismiss at 12:15 p.m.
- Student Leadership meets weekly; contact Ms. Lucinian for meeting times
- Speech and Debate club meets on Thursdays after school
- Community Blood Drive will be held on Thursday, February 14, 2013

Mariah Whitcome reported on the following activities at Carson High School:

- Student/Teacher Basketball game will take place on Wednesday, January 23, 2013 at 7:30 p.m.
- NJROTC Rifle Match vs. North Valleys High School will take place on Thursday, January 24, 2013
- CHS Wrestling vs. Spanish Springs will take place on Thursday, January 24, 2013 at 5:00 p.m.
- Winterfest Basketball Games vs. Bishop Manogue High School will take place on Friday, January 25, 2013; Girls' Varsity Team play at 5:15 p.m., Boys' Varsity Team plays at 7:00 p.m.
- Drama production, Children's Hour will be performing on Thursday, January 24th, Friday, January 25th at 7:30 p.m. and Saturday, January 26th at 2:30 p.m. at the Community Center
- Varsity Basketball Teams will host Spanish Springs High School on Tuesday, January 29, 2013; Girls' play at 5:15 p.m. and Boys' play at 7:30 p.m.

Mr. Reynolds reported on the following activities at Fremont Elementary School:

- January 31, 2013 – NAAP Testing for 4th grade students
- February 5, 2013 – Parent Teacher Association (PTA) and school sponsored family activity; pizza dinner at 5:45 p.m., including a family Math activity for all grade levels
- February 12, 2013 – Latino Literacy Night for kindergarten families, dinner at 6:00 p.m. followed by literacy activities at 6:30 p.m. Child care will be available.

Mr. Cacioppo reported on the following activities at Carson Middle School:

- Natalie Anderson, 7th grade student and Jiavanna Wong-Fortunato, 8th grade student won the City Spelling Bee in their respective grade levels. They will compete in the State Spelling Bee in Las Vegas, Nevada.
- Student led conferences will be held on Wednesday, January 30, 2013, beginning at 11:45 a.m.
- March 22, 2013 – PTA is sponsoring a Chili Bingo Night

Mrs. Crossman reported on the following activities at Fritsch Elementary School:

- 4 students and 1 teacher will be sent to Space Camp this summer. Gold Dust West bowling has partnered with the school to raise money for the trip. All proceeds from 5:00 – 8:00 p.m., on the following evenings will benefit the trip; January 22nd, February 12th, March 12th and April 16th.
- Mrs. LeAnn Morris, Integration Technology Specialist will be taking 10 students, grades K-3, to the Legislative building for Digital Learning Day on Wednesday, February 6, 2013
- PTA sponsored a "Read-a-Thon" over winter break; students read 27,255 pages, some students tracked their minutes, which totaled 163 hours. Prizes will be given to students who read the most in their group. The following students read over a 1000 pages; 5th grade student Poetica Munoz read 1,271 pages, 4th grade student John Michael List read 1,597 pages and 4th grade student Jake Crossman read 1,731 pages.

Mrs. Myers encouraged the staff and administrators at Seeliger Elementary School and Aberasturi Early Childhood Center to contact her and provide information about upcoming events and activities.

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

- Upcoming meeting on Friday, January 25, 2013, prior to the New Board Member Orientation

Mrs. Myers requested that information regarding the upcoming legislative session be provided as soon as it's available; items in support of, initiations, etc.

Mrs. Wilke-McCulloch announced that Mark Twain's PTA meeting will be held at 6:30 p.m. on Thursday, January 24, 2013.

ASSOCIATION REPORTS

Mrs. Teri Cantley, Carson Educational Support Association, (CESA) congratulated Mr. Whatley and Mrs. Keema on their awards. During the month of December, the classified employees hold an annual food drive. This year, with the food collected, they provided assistance to eleven families in the district. In addition, CESA provided \$25 and \$50 gift cards for local businesses. Mrs. Cantley acknowledged district staff for an enjoyable experience during the Interest Based Bargaining (IBB) negotiating process. Mrs. Cantley will have additional information regarding the tentative agreement. Mrs. Cantley announced that Mr. Jeff White is serving as President of CESA; Mrs. Cantley will be serving as Treasurer.

Mrs. Casey Gilles, Principal, Fremont Elementary and President, Carson City Building Administrators Association welcomed new Board Trustees; Mr. Joe Cacioppo and Mrs. Laurel Crossman. Mrs. Gilles will provide additional information regarding the tentative agreement.

PUBLIC COMMENT

Mrs. Karen Simms, Vice Principal, Eagle Valley Middle School provided the following information regarding Eagle Valley Middle School:

- Jesse Yi, 6th grade Spelling Bee contest winner will be competing at the State level in Las Vegas, Nevada
- Parent Engagement Night; Parent Academy will be held on Thursday, January 24, 2013, there will be four guest speakers, with members from Partnership Carson City, Ron Wood Resource Center and law enforcement agencies
- Bowling Conference will be hosted in March, 2013 in association with the Regal Academy and Mrs. Lisa Stocke-Koop. Mrs. Stocke-Koop will also make a presentation to parents.

PRESENTATION OF THE 1:1 MOBILE TECHNOLOGY LEARNING PILOT PROJECT FOR THE CARSON CITY SCHOOL DISTRICT

Mrs. Keema provided the title of the district 1:1 Mobile Technology Learning pilot project presentation; Transforming, Teaching and Learning through Technology. The information presented will include planning, device selection, and the project thus far. In the Spring, teachers and students will be showcasing what they have done, using the devices in the classroom.

The driving forces behind the plan include the Federal Communications Commission (FCC) and their Broadband Plan, 2009, which includes anytime, anywhere learning. The National Technology Plan supports that goal. In Nevada, Carson Middle School has been a participant in the Nevada Pathways Project, receiving iPods and laptops. The Nevada State Technology Plan wants a 1:1 plan for computing, in all Nevada schools.

Within the district, the Strategic Plan; Empower Carson City 2017 has supported this goal with goal 4 of 5, Curriculum that Matters, Strategy 4.1.2; provide every student access to current one-to-one mobile technology and access to the Internet as an authentic educational tool. Other plans include the District Improvement Plan, District Technology Plan and Race to the Top Grant.

Mrs. Keema recognized the 2011-2012 1:1 Technology Advisory Committee members; Ms. Evelyn Allred, Principal, Empire Elementary School, Mr. Robert Maw, Math Teacher, Carson Middle School, Mrs. LeAnn Morris, Technology Teacher, Empire Elementary School, Mr. Cort Roseleip, Science Teacher, Carson High School, Mrs. Janice Towns, Director, Information Technology, Dr. Jennifer Ward-DeJoseph, Implementation Specialist, Eagle Valley Middle School and Mrs. Keema. The focus of the committee included; personnel, devices, budget, application process/timeline and curriculum. The committee selected Mrs. LeAnn Morris as the Technology Integration Specialist. Mrs. Morris has been employed with the district for 23 years, was the first technology teacher with a lab at Fritsch Elementary School, instrumental in developing the High Tech Center at Carson High School and the 2008 Nevada Teacher of the Year.

Mrs. Janice Towns, Director, Information Technology summarized the five mobile technology devices; Amazon Kindle, Apple iPad, Samsung Galaxy, Google Chromebook and a laptop. The members were provided the devices, which were taken to their sites and reviewed with their colleagues. Based upon their feedback, the Samsung Galaxy Note Tablet and Acer Aspire One Laptop were selected. Teachers will receive enough laptops to create a 1:1 environment. In addition, teachers will receive a supplement of 10 tablets per classroom to allow students to become familiar with the equipment. If necessary, teachers will have the opportunity to borrow additional tablets from other teachers to complete a class project.

Mrs. Towns explained that “Pay-as-You-Go” funding, earmarked for technology was the funding source for the pilot project:

- 595 Acer Laptops - \$236,225.00
- 250 Samsung Galaxy Tablets - \$116,750.00
- 19 Netbook Storage/Charging Cards - \$34,500.00
- 20 Tablet Storage/Charging Carts - \$21,500.00; equipment is not allowed to be taken home
- 15 Wireless Access Points – \$9,000.00
- Airwatch; Mobile Device Management Software - \$19,250.00
- Total - \$437,225.00

In moving forward with the project, the committee would like to create a partnership with one of the wireless providers in hopes of obtaining broadband cards. The annual cost if procured by the district would be \$423.00 per unit vs. \$175.99 if provided by a wireless savings. The net savings would be \$247.01 per unit. The projected savings on paper and textbooks, along with E-rate reimbursements will pay for this portion of the project. The application process was open to all teachers in the district in grades 3-12.

Mrs. Morris outlined the selection criteria:

- Variety of district teachers; Mrs. Cheryl Macy, Dean of Students, Eagle Valley Middle School, Mrs. Casey Gilles, Principal, Fremont Elementary School, Mrs. Nicole Medeiros, 3rd grade teacher, Bordewich Bray Elementary School, Mr. Cort Roseleip, Science Teacher, Carson High School, Mrs. Jan Albertson, Director of Student Support Services and three non-voting members; Mrs. Towns, Mrs. Keema and Mrs. Morris
- Applications were received from 37 teachers, 13 teams; single teacher could not apply
- Criteria; teams of 2-4 teachers, administrative support, standards based projects, have creativity/collaboration, be a focused plan
- 7 teams were selected; 7 Principals, 20 Teachers and approximately 600 students are involved in the project:
 - Carson High School – 10th grade World History Team; Ms. Jennifer Chandler, Ms. Nicole Fagundes and Mr. Will Houk; “World Fair and World History Virtual Museum”
 - Pioneer High School – cross curriculum team of Science and English; Mr. Anthony Brown, Ms. Sue Reed and Ms. Elizabeth Lucinan; “Cross Curriculum with Technology”
 - Carson Middle School – 6th grade cross curriculum team of Math, Social Studies and Science; Ms. Vicki Crickon, Mrs. Marjorie Rispin and Ms. Kris Bensmiller; “BLAST! (Building Learner Achievement Successfully through Technology)”
 - Eagle Valley Middle School – 7th grade English team; Ms. Amy Jensen and Mr. Jeremy Smith; “Incorporating Technology into 7th grade”
 - Empire Elementary School – focus on 4th grade with enhancing project with music; Ms. Lauren Tucker, Ms. Toni Nielsen, Ms. Sarah Csigas and Ms. Christina Bourne; “Enhancing Learning to ALL Students”
 - Fritsch Elementary School – cross curriculum team of Music, Technology and P.E.; Ms. Carla Sims, Ms. Irene Waltz and Mrs. Laura Valley; “Music, Movement & Tech – There’s an App for That!”
 - Mark Twain Elementary School – 5th grade team; Ms. Tearra Bobula and Ms. Shari Heimerdinger; Google Us Into the Common Core

As the Technology Integration Specialist, Mrs. Morris is to provide training for teachers and Principals. The teachers selected for the project agreed to attend Saturday trainings, with the last one scheduled on Saturday, January 26, 2013. Once a month trainings begin on Tuesday, February 5, 2013, focused on how to use the integration of technology in the classroom. Prior to the monthly teacher trainings, Principals' will be trained to become technology leaders at their schools.

The training is focused on three areas; National Education Technology Standards (NETS), established by International Society for Technology and Education (ISTE). There are NETS for students, teachers, administrators, and instructional coaches. The ISTE NETS for students include; communication & collaboration, research & information, critical thinking, digital citizenship, technology operations and creativity & innovation. Mrs. Morris highlighted digital citizenship, as it is included in all the Standards; students, teachers, administrators, etc. Teachers are providing students with the understanding and importance of digital citizenship.

In addition to NETS, the district is focusing on Web 2.0 Tools; included in the training students receive. Mrs. Morris commented on Personal Learning Network (PLN) being another area of focus for students. The next steps include the Advisory Committee meeting in March, 2013 to plan for Phase II. In addition, teachers and students will be making a presentation at a future Board meeting.

In closing, Mrs. Morris shared a poem by Allan Glatthorn, "What is a Teacher?"

What is a teacher? A guide, not a guard.

What is learning? A journey, not a destination.

What is a discovery? Questioning the answers, not answering the questions.

What is the goal? Open minds, not closed issues.

What is the test? Being and becoming, not remembering and reviewing.

What is learning? Not just doing things differently, but doing different things.

What is teaching? Not showing them what to learn, but showing them how to learn.

What is school? Whatever we choose to make of it.

Mrs. Wilke-McCulloch inquired about the Pathways Project vs. the 1:1 Mobile Technology Pilot project. Mrs. Towns explained that it is similar to the Pathways Project, which was sponsored by Nevada and aimed at the middle schools. The 1:1 project is focused on all students, gearing the district up for 21st Century. The Pathways Project was a two year project. Mrs. Wilke-McCulloch asked if the 1:1 project was available for all elementary students. Mrs. Towns explained that the project is focused on grades 3 – 12, allowing for more teacher collaboration. Mrs. Wilke-McCulloch asked if there were additional projects, besides those included in the presentation. Mrs. Towns explained that the projects included in the presentation are pilot projects.

Mrs. Crossman asked if filters to block certain information would be available on laptops with broadband service. Mrs. Towns explained that filters will be in place, allowing student access to websites approved by the teacher. Mrs. Towns is working to place the content on the website, allowing teachers to control what students have access to. In addition, there are some tools that provide the amount of time a student has been online.

Mr. Swirczek asked if teachers are excited about this project. Mrs. Morris explained that teachers are excited and have been working on the Standards and tools they will be using. For clarification, Mrs. Morris, explained that the main focus of the project is to teach students how to use technology as a learning tool. Instruction and material will be used through Edmodo; electronic classroom vs. delivery method of paper. As one of her responsibilities, Mrs. Morris is involved in Professional Learning Communities (PLC) with the teachers working on the project. In addition, other teachers not participating in the program are checking with teachers to learn more about what they will be doing, etc.

Mrs. Myers inquired about the possibility of having student homework/worksheets available on the website, allowing them to scan and return homework to the school, eliminating the possibility of lost papers. Mrs. Morris explained that Edmodo is a Web 2.0 tool on the internet, which allows teachers to create and save documents in their Edmodo classroom. It is a safe and secure

environment where students can access their assignment and are able to submit it back to their teacher, never leaving the computer.

Mrs. Conrad asked if the 1:1 mobile project will be long-term. Mrs. Keema explained that textbooks will not be adopted due to additional opportunities available using technology. In addition, in 2014-2015, testing will be administered online.

Mrs. Wilke-McCulloch asked for additional information regarding online testing. Mrs. Keema explained that Criterion Reference Tests (CRT) for grades 3 – 8 will be completed online, with the High School Proficiency Exam (HSPE) to follow soon. The new name for the CRT will be Smarter Balanced Assessment Consortium (SBAC). Mrs. Keema will present information on the assessments at a future Board meeting.

Mr. Cacioppo inquired about students having the possibility to network from one tablet to another. Mrs. Towns explained that discussions on this topic have not taken place at this time. Mr. Cacioppo commented on sustainability of equipment and asked if arrangements have been made when equipment needs to be replaced and/or upgraded. Mrs. Towns explained that depending on the budget, the contracts allow the district to refresh every year.

UPDATE ON CCSD RACE TO THE TOP GRANT AWARD AND RECOGNITION OF RACE TO THE TOP PLANNING AND DEVELOPMENT TEAM

Dr. Steve Pradere, Director of Grants and Special Projects summarized what a classroom might look like following a meeting with leadership students at Carson High School; student takes a biology pre-assessment given by all biology teachers, information is gathered by teachers in preparation for next lesson, teachers meet in PLC with the knowledge of what the post-assessments are. Several weeks later a learning guide is provided to students, the teacher reviews the information, which identifies the expectations for the unit; vocabulary, practical assignments, questions, multiple choice questions, etc. A rubric showing what the student has to do, how they do it and why they do it is provided. The learning guide provides the pathway for the student, allowing them to self-correct as the teacher begins the lesson. In the end, students take a post-assessment, allowing them to demonstrate what they have learned during the unit. The key components from the unit will be seen throughout the year; providing students to learn and expand on their knowledge.

Dr. Pradere outlined the process for the Race to the Top Grant for Districts (RTT-D); met weekly as a team for several hours, reading many drafts and finalizing the application. The District was recognized by U.S. Department of Education as having the greatest ability to provide college and career readiness for students. Dr. Pradere recognized the 21 members of the Race to the Top Development Team; Mrs. Stacy Vandenberg, Grants Department; Mr. Jason Zona, Pioneer High School; Mr. Michael Walker, Carson Middle School; Mr. Ron Beck, Carson High School; Mrs. Laura Valley, Fritsch Elementary School; Dr. Ricky Medina, District Office; Mr. Joe McCarthy, Community Member; Mr. Anthony Turley, Fiscal Services; Ms. Kari Pryor, Implementation Specialist; Mrs. LeAnn Saarem, Parent Representative; Dr. Jose Delfin, Human Resources; Mrs. Susan Keema, Educational Services; Mrs. Valerie Dockery, Bordewich Bray Elementary School; Dr. Sue Moulden-Horton, Nevada Department of Education; Mrs. Lupe Schofield, Carson High School; Mrs. Teri Cantley, Classified Association, Ms. Jennifer Tartan, Carson High School; Mrs. Sheila Story, Nurses Association; Mrs. Karen Simms, Eagle Valley Middle School and Dr. Steve Pradere, Grants Department.

Dr. Pradere recognized the teachers for their support of the application process. Dr. Pradere introduced Mr. Brian Wallace, President, Ormsby County Educators Association (OCEA). Mr. Wallace explained that during the process of implementing the School Improvement Grant (SIG) at Eagle Valley Middle School, Carson City School District was the only district to have representation at the SIG meetings with the U.S. Department of Education.

Mr. Wallace commented on the importance of supporting and reinforcing what Eagle Valley Middle School has accomplished with the School Improvement Grant; now providing similar opportunities to the secondary schools by having the RTT-D grant. Mr. Wallace explained that OCEA supports Race to the Top District grant and the role they played in the application process.

The Carson City School District is lucky to have a strong dedicated staff to serve the children of Carson City. The grant will allow teachers to continue to serve in leadership positions by being Implementation Specialists; providing the opportunity to remain in their content area. The grant is student driven and teacher led; empowers teachers to examine student data so that teachers can identify areas in which students struggle. The SIG at Eagle Valley Middle School allowed teachers the opportunity to better align curriculum in all areas with Carson Middle School; if students transfer from one school to the other, they can be within one week of the other. The RTT-D grant will allow work to continue in this area, including grades 5 – 12. The grant will also allow teachers to collect and analyze data to further enhance instructional practices. Teachers will have the opportunity to manipulate and understand the data. Eagle Valley Middle School is in place to pilot a new evaluation tool, aligned with where the State is heading and the inclusion of data in the evaluations. The Race to the Top grant will also allow the district to be ahead of the game; student achievement data and assist the design and/or guide the instruction.

Dr. Pradere provided a power point presentation that highlighted the grant:

- Individualized Educational Plan for each student; data base for mastery, aligned with grading system
- Scale up from SIG at Eagle Valley Middle; focused on curriculum, assessment, instruction, leadership and data
- Add School to Career component – Six Pathways; Agriculture, Business, Family Consumer Science, Health Occupations, Information Technology and Trade and Industry
- Additional Counselor at Carson High School; counseling services will be supporting career pathways, focusing on academics and School to Career
- Received \$10 million over a 4 year period; 1 Administrator on Special Assignment, 12 Implementation Specialists, 1 Counselor, 1 Teacher on Special Assignment (TOSA) – Career and Technical Education (CTE) Facilitator, 3 Para-professional's to assist develop the CTE program, funding will also go towards extra hours for substitutes and the Student Data System
- Project Roll-out; work continues with the U.S. Department of Education, final agreement due by April 1st which will outline their expectations and the district's responsibilities, to include data and reporting requirements. In addition, several trainings throughout the year will be required. Hiring process will begin right away for several positions; counselor, CTE position, followed by the 3 Para-professionals.

Mrs. Myers commented on the difficult time other districts and States have had implementing and meeting the requirements associated with the grant. Mrs. Myers asked if the district included enough in the grant to accomplish all the requirements of the grant. Dr. Pradere explained that significant support will be provided to Department Chairpersons and Administrators. The Implementation Specialist will carry this project. Dr. Pradere also believes the model created for the RTT-D grant is closely aligned with the model at Eagle Valley Middle School. Dr. Pradere is confident that the foundation is in place to meet expectations associated with the grant. Mrs. Myers asked for additional information regarding the 12 Implementation Specialists. Dr. Pradere explained that the CTE Teacher on Special Assignment will focus on CTE at the secondary level, spending the majority of time at Carson High School. There will be two Implementation Specialists at Eagle Valley Middle School and three at Carson Middle School, working across the content areas and cross-campus working together. At the high school level, it will be focused on a content area, providing support at the high school and at the middle school.

Mr. Cacioppo asked if there are any projections that the district can quantify; anticipated percentage of achievement. Dr. Pradere estimated that 20%-25% of graduating students do not require remediation at the college level. Dr. Pradere is hopeful to change that to 80% of students not requiring remediation at the college level. Due to a change in assessments, quantitative data is not available. .

Mr. Reynolds inquired as to when students can take the high proficiency exam at school and have it count. Mrs. Keema explained that students begin taking the exam in March, during their sophomore year. Mr. Reynolds commented on the possibility of having discussions with staff at the universities on the needs associated with new educators vs. spending time providing the

training. Dr. Pradere explained that he is working with the University of Nevada, Reno regarding the project.

Mrs. Conrad commented on the amount of information available on the internet associated with the grant and an article in the "Technical Review Forum" regarding the grant application submitted by the district. Mrs. Conrad publicly recognized Dr. Pradere for the score received on the grant application; 209 out of 210. Mrs. Conrad commented on the importance of motivating students. Dr. Pradere commented on credit by exam being included in the agreement; allowing students to have the opportunity to move quickly. There will also be additional data from previous years available for placement.

Mr. Swirczek recognized the accomplishments of Dr. Pradere and everyone involved with the Race to the Top Grant application.

PRESENTATION OF 2012-2013 SCHOOL IMPROVEMENT PLANS PER NRS 385.357

Mrs. Susan Keema, Associate Superintendent of Educational Services reported that all school sites including Carson Montessori Charter School had their School Improvement Plans (SIP) submitted by the deadline date. The plans have been reviewed and approved. The committee is made up of parents, teachers and administrators.

Each plan will be reviewed and monitored throughout the year. The data is analyzed, to assist with professional decisions in curriculum, instruction and assessment. Mrs. Keema explained that different language can be found throughout the documents; Adequate Yearly Progress (AYP) vs. Nevada School Performance Framework (NSPF), both are correct. The district is required to follow the guidelines associated with No Child Left Behind (NCLB) until the end of the year. The new performance framework will be introduced in the future by the Nevada Department of Education (DOE). The School Improvement Plans were required to be submitted prior to the announcement of the Race to the Top grant. The District Improvement Team looked at the plan and cross-referenced it with the Race to the Top Grant. The approved School Improvement Plans will be posted on the website; www.carsoncityschools.com.

Mrs. Wilke-McCulloch asked if the plans are ever verified to see if the goals were met. Mrs. Keema meets once a month with site staff to analyze their action steps in the SIP. In addition, Mrs. Keema meets every other week with staff at Eagle Valley Middle School to monitor their School Improvement Grant.

Mr. Reynolds asked for additional information regarding the SIP for Carson High School; are the concerns associated with the Accreditation Plan included in the plan? Mrs. Keema explained that the Accreditation Plans at Carson High School and Pioneer High School are represented in their School Improvement Plans; exact same goals. Mr. Reynolds inquired as to reasons why some students do not have a PowerSchool account. Mrs. Keema explained that parents may think they cannot have a PowerSchool account without the internet, possible language barriers, etc. In addition, Carson High School has several communication goals included in their plan.

Mrs. Conrad asked for additional information on who establishes the goals for the schools. Mrs. Keema explained that most schools had representation from each grade level, specialist area; librarian, technology, parents, classified staff that met monthly to review data, goals and objectives, etc. Information is provided to staff via a faculty meeting. Mrs. Conrad commented on how some plans are ambitious vs. some are not. Mrs. Conrad asked Mrs. Keema if she provided input towards plans that were less ambitious. Mrs. Keema summarized several goals of the schools and encouraged Board members to access the plans on the website.

Mrs. Myers commented on a State Improvement Plan, which drives the District Improvement Plan, which in turn drives the School Improvement Plan. Mrs. Myers asked for clarification on Carson High School's objective and goal of increasing student achievement. Mrs. Myers expressed concerns with students failing being included in the State Improvement Plan. In addition, Mrs. Myers commented about the use of the Race to the Top application as the District Improvement Plan. Mrs. Myers also shared concerns with associating the School Improvement

Plans to the District Improvement Plan. Mrs. Myers explained that District Improvement Plans are submitted to the Nevada Department of Education, which link to the State Improvement Plan. Mrs. Myers believes the School Improvement Plans should link to the District Improvement Plan. Mrs. Myers suggested that for next year, the focus should be linked to the Race to the Top application. Mrs. Keema explained that the District Improvement Team reviewed each plan, highlighting areas in the action steps, which indicate movement towards the Race to the Top application. The School Improvement Plans were written with the District Improvement Plan in mind prior to the award notification of the Race to the Top Grant. Mrs. Keema explained that Carson High School and Pioneer High School completed the accreditation process this year, with an old Northwest Accreditation system, which was the end of that system. The new accreditation system will match Race to the Top Grant; linking their goals to the data. Mrs. Myers explained that Teach 4 Success (T4S) was eliminated from the State Improvement Plan a year ago. Mrs. Myers suggested that parents, etc. look at the whole SIP, which is available on the district website.

Mr. Swirczek believes everything will come together if the DIP plan is brought together with the Race to the Top Grant.

DISCUSSION AND POSSIBLE ACTION ON 2012-2013 DISTRICT IMPROVEMENT PLAN PER 385.348

Mrs. Keema presented a power point presentation on the District Improvement Plan for 2012-2013, as required per NRS 385.348. (A copy is included in the permanent record.) School Board approval is also required. Mrs. Keema recognized the members of the District Improvement Team:

- Elementary Level; Ms. Season Lopiccolo, Parent, Fritsch Elementary School; Ms. Jacqueline McCune, Teacher, Fremont Elementary School; Ms. Paula Davies, Teacher, Fritsch Elementary School; Mrs. Mary Garey, Principal, Fritsch Elementary School; Mrs. Laura Austin, Principal, Mark Twain Elementary School
- Secondary Level; Ms. Carol Earle, Parent, Eagle Valley Middle School; Mr. Adam Whatley, Teacher, Carson High School; Ms. Julie Reid, Teacher, Eagle Valley Middle School; Ms. Erin Urrutia, Teacher, Pioneer High School; Mr. Joe Girdner, Vice Principal, Carson High School; Mr. Gavin Ward, Vice Principal, Carson Middle School
- Administration/Other; Mr. Richard Stokes, Superintendent; Ms. Carol Harris, Coach/Community Member; Ms. Deirdre Pederson, Coach/Community Member; Dr. Steve Pradere, Director of Grants & Special Programs; Mrs. Jan Albertson, Director, Student Support Services; Dr. Ricky Medina, Director of Accountability & Assessment; Mrs. Laurel Terry, Administrator, Professional Development Coordinator; Mrs. Janice Towns, Director, Information Technology; Dr. Jose Delfin, Associate Superintendent of Human Resources; Mrs. Chris Butson, ESL Administrator

Mrs. Keema highlighted the requirements associated with the District Improvement Plan:

- Required to set goals based on curriculum, instruction and assessment for student achievement
- Expected to look at closing the gap and promote student growth

The district Strategic Plan; Empower 2017 is also important to the Plan, which is focused on Family Engagement, Wellness, Technology and Community Partnerships. The Race to the Top Grant was written with both in mind, as they both support the other one; pulling them together. Mrs. Keema commented on why she wants to submit the Race to the Top plan for the district; as she believes the district should not operate on a plan that is different from Empower 2017 which is different from all the work associated with Race to the Top Grant.

Mrs. Keema summarized the two pathways; secondary and elementary. The secondary pathway will be funded from the Race to the Top Grant, with Title II funding the elementary work. The focus of the RTT-D grant is to develop curriculum, assessments, relating both to instruction, focusing on college and career development in all content areas.

At the elementary level the focus this year and next year includes introducing the Common Core State Standards (CCSS) in Math, with work continuing in English Language Arts (ELA) and the infusion of technology. New science standards are likely to be introduced in a couple of years, not next year.

Mrs. Keema asked that the Board approve the submission of the Race to the Top Grant as the District Improvement Plan.

Mrs. Myers expressed concerns with approving Mrs. Keema's request without seeing the entire Race to the Top Grant. Mrs. Keema explained that with the School Improvement Grant at Eagle Valley Middle School, the district is not required to write another Improvement Plan. In addition, when Empire Elementary School and Fremont Elementary School were going through the "Needs of Improvement" process and being monitored by the Nevada Department of Education (NDE), the goals written in their Improvement Plans were approved by the NDE, not requiring them to be rewritten. Mrs. Myers clarified that the Race to the Top Grant was not written as a district wide grant. Mrs. Keema explained that the grant is focused on secondary schools; middle and high school. However, the district was already doing the same work at the elementary level under the District Improvement Plan. Mrs. Myers asked how many elementary employees worked on the Race to the Top Grant. Mrs. Keema explained that the information presented previously by Dr. Pradere was associated with writing the grant. Mrs. Keema explained that the RTT-D funds will be used at the high school to learn the Common Core Standards in Math, develop pacing guides and common assessment, review student data, etc., which leads their instruction. The district is already and wishes to continue doing the same things for grades 1 – 8. In addition, the funding source will change from Title II at the middle school to using Race to the Top Grant funding. The District Improvement Committee felt that the Race to the Top Grant identified the funding source; now available at the secondary level to do what has been done at the elementary level. The committee wanted to continue with the plan that was already being followed. The Race to the Top Grant took the District Improvement Plan and the Strategic Plan; Empower 2017 and incorporated it into the application.

Mrs. Myers asked for additional clarification, as she personally does not see the connection. Mrs. Keema explained that the Race to the Top Grant was available on the district website. Mrs. Myers asked for information on what will be provided to the Department of Education. Mrs. Keema explained that the Department of Education will receive a letter detailing the process associated with the District Improvement Plan, which was correlated to the Race to the Top Grant and the date approved by the Board. Also included will be the executive summary from the Race to the Top Grant, along with the full 200+ page Race to the Top document and a copy of Empower 2017.

Mrs. Conrad believes Board members should review the grant document if they feel it's important. In addition, Mrs. Conrad believes it makes sense to have the documents or plans come together, as they cover items important to the district; not having to create another document.

Mrs. Wilke-McCulloch inquired as to the number of pages in the District Improvement Plan. Mrs. Keema explained that the DIP is approximately 25 pages. The new plan, including the executive summary with the RTT-D document, will be 200+ pages. Each year, Mrs. Keema will provide a presentation highlighting the accomplishments of the plan. Mrs. Wilke-McCulloch inquired about the possibility of the DIP being returned. Mrs. Keema explained that she has never had that happen. There are several formats for regular schools vs. turnaround schools, including a recommended district format. Upon receiving the School Improvement Plan Grant at Eagle Valley Middle School, Mrs. Keema verified that the SIP document could be used in place of the DIP.

Mr. Swirczek inquired about the possibility of an extension.

Mr. Reynolds expressed the same concerns as Mrs. Myers regarding RTT-D grant and some of the challenges other recipients have had. However, due to the plan put forth by the district, Mr. Reynolds does not have any issues with accepting the RTT-D grant as the District Improvement Plan.

Mrs. Keema commented on the confusion and difficulty of working with three different plans; School Improvement, District Improvement Plan and RTT-D.

It was moved by Mr. Steve Reynolds, seconded by Mr. Ron Swirczek, **that the Carson City School District Board of Trustees approve the 2012-2013 District Improvement Plan as submitted and the Plan be submitted to the required agencies in accordance with NRS 385.348.** Motion passed by a vote of 6 to 1.

Mrs. Myers asked if there were any schools currently considered to be failing schools. Mrs. Keema explained that the district is expected to adhere to the State guidelines and aspire to the Nevada School Performance Framework (NSPF).

Public Comment: Dr. Pradere commented on the amount of time spent working with the DIP group. The alignment process at the elementary level is the same as that associated at the secondary level for RTT-D. The resources will be realigned at the elementary level throughout the district; being fully mapped in all content areas in the next four to five years.

PRESENTATION AND DISCUSSION FOR NEWLY PROPOSED CCSD POLICIES: FIRST READING; POLICY 616, FUND BALANCE ACCOUNTING & REPORTING; POLICY 617, OTHER POST-EMPLOYMENT BENEFITS (OPEB) FUNDING

Mr. Anthony Turley, Director of Fiscal Services explained that Policy 616, Fund Balance Accounting & Reporting and Policy 617, Other Post-Employment Benefits (OPEB) are new policies related to the Management Letter presented on December 11, 2012 and Governmental Accounting Standards Board (GASB) Statements 45 & 54.

GASB 54 is associated with fund balance accounting and reporting; ending fund balance changed to five descriptions. Policy 616, adopts the language that describes the fund balance categories, classifications and prioritizing use of funds in the categories.

GASB 45 recommends governing boards to adopt a policy for funding of other post-employment benefits. Policy 617 identifies the different funding sources. There are two sources:

- Fully funded; permanently placing funds in an irrevocable trust account to fund future liability; with no access to money
- Partially funded; place a portion of money for the liability in an irrevocable trust
- Pay-as-You-Go; current funding source utilized by the district. Money is available to use as needed. Money is currently identified to pay for post-employment benefits.

The policy recommends continuing with the Pay-as-You-Go method. As written, the policies have been reviewed by the accounting firm. A second reading for the policies will take place during the February 12, 2013 Board meeting.

PRESENTATION AND DISCUSSION ON PROPOSED CHANGES TO THE FOLLOWING CCSD POLICY: FIRST READING: POLICY 611, PETTY CASH

Mr. Turley presented changes to Policy 611, Petty Cash. Since the use of procurement cards, Mr. Turley is recommending changing the current amount of petty cash from \$300.00 to \$100.00. Mr. Turley explained that training will be provided to office managers on February 27, 2013. In addition, a monthly reconciliation will be completed.

Mr. Cacioppo asked for information regarding the current reimbursement process in place. Mr. Turley explained that if necessary, office managers can reconcile and submit for reimbursement more than once a month. A second reading for the policy will take place during the February 12, 2013 Board meeting.

DISCUSSION AND POSSIBLE ACTION TO DIRECT THE SUPERINTENDENT TO PROPOSE REVISIONS TO CCSD BOARD POLICY 316, RESIGNATION PROCEDURE (CERTIFIED STAFF)

Mr. Stokes explained that this agenda item was to address a request made during the January 8, 2012 Board meeting. Mr. Stokes explained that the policy could be taken care of in several ways; reviewed, submitted to the Policy Review Committee or table the agenda item for a future Board meeting.

Mrs. Myers suggested that the policy be reviewed by the Board Policy Review Committee, as it has not been updated since 1995.

Mr. Reynolds asked if the district has ever refused any resignations. Mr. Stokes explained that to his knowledge, the district has not refused any resignations. However, if possible, resigning staff have been asked to stay until another employee is hired. Mr. Reynolds asked if the district had any recourse. Mr. Stokes explained that if necessary, a teacher's license could be in jeopardy.

It was moved by Mr. Steve Reynolds, seconded by Mr. Ron Swirczek, **that the Carson City School District Board of Trustees direct the Superintendent to review Policy 316, Resignation Procedure (Certified Staff) with the Board Policy Review Committee and bring the information back to the Board.** Motion carried unanimously.

APPROVAL OF CONSENT AGENDA

It was moved by Mrs. Stacie Wilke-McCulloch, seconded by Mrs. Laurel Crossman, **that the Carson City School Board of Trustees approve consent agenda items (A), (B), (E), (H), (I), (J), and (K) as submitted.** Motion carried unanimously.

REQUEST FOR FUTURE AGENDA TOPICS

Present agenda items to Mr. Richard Stokes or President Lynnette Conrad.

ANNOUNCEMENT OF MEETINGS

The next regular meeting of the Carson City School District Board of Trustees will be on Tuesday, February 12, 2013.

ADJOURNMENT

There will be no further business to come before the members of the Board in public meeting; President Conrad declared the meeting adjourned at 9:32 p.m.

Ron Swirczek, Clerk

Date