

CARSON CITY SCHOOL DISTRICT
1402 West King Street
Carson City, Nevada
Tuesday, September 24, 2013

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: **Stacie Wilke-McCulloch**

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 Activities
 - Pioneer High School Activities
 - Announcements
 - Nevada Association of School Boards (NASB) Update

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. 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 to sign in, speak into the microphone at the podium, identify themselves for the record, not simply repeat comments made by others and limit comments to no more than three (3) minutes. Please note that Public Comment will be taken on any item on this agenda on which action may be taken, before action is taken on the item. – **for discussion only.**

7. Report on the Bicycle Safety Program taught in the Elementary Schools in the Carson City School District – **for discussion only.**

**Laura Valley, Colleen Katen
Linda Hurzel,
Tara Sakelarios
Jackie Geraets-Rauh**

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| 8. | Discussion and Possible Action to Approve the Recommendation of Mrs. Ruthlee Caloiaro as Principal of Mark Twain Elementary School – for possible action. | Richard Stokes |
| 9. | Presentation of Nevada School Performance Framework (NSPF) Star Ratings for 2012-2013 School Year – for discussion only. | Susan Keema
Dr. Ricky Medina |
| 10. | Update on September 13, 2013; Carson City School District Official Student Enrollment Count – for discussion only. | Richard Stokes
Susan Keema
Anthony Turley |
| 11. | Informational Update on 21 st Century Community Learning Centers in the Carson City School District – for discussion only. | Valerie Dockery |
| 12. | 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 Board Meeting Minutes.
- c. Notification of budget transfers for the prior month.
- d. Approval of employee leave requests.
- e. Approval of sick leave bank withdrawals.
- f. Request for permission for 16-year-old to withdraw from school to take GED.
- g. Request for permission for Home School/Charter High School students to participate in athletics at Carson High School.
- h. Request for permission for student exemption of required vaccinations pursuant to NRS 392.437
- i. Approval of Nevada Department of Taxation Quarterly Economic Survey
- j. Notification of Changes in the Classified and Nursing Staff, including New Hires and Terminations
- k. Approval of Offers of Employment to Certified Staff, Notice of Non-Hires, and Notice of Terminations

13. Requests for Future Agenda Topics

14. Adjournment

A copy of the Agenda of this meeting has been posted before 9:00 AM on Thursday, September 19, 2013, at the following locations: 1) Department of Education, 700 E. Fifth Street; 2) School Administration Office, 1402 W. King Street; 3) Carson City Public Library, 900 N. Roop 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. [Watch the Board Meeting live at Access Carson City](#)

BOARD OF TRUSTEES MEETING

September 24, 2013

EXECUTIVE SUMMARY

7. Report on the Bicycle Safety Program taught in the Elementary Schools in the Carson City School District

Several elementary P.E. teachers will provide an overview of the elementary school bicycle safety program taught in the district. It will include some history on how the program began, along with the vision for the program in the future.

Approximately 1,600 students in the district are taught bicycle safety each year. Over the years, the program has been grant funded through a variety of sources.

8. Discussion and Possible Action to Approve the Recommendation of Mrs. Ruthlee Caloiaro as Principal of Mark Twain Elementary School

On September 6, 2013 interviews were conducted in front of a committee to recommend a new Principal for Mark Twain Elementary School.

The committee was comprised of the following individuals:

Richard Stokes, Superintendent
Jose Delfin, Human Resources
Susan Keema, Educational Services
Anthony Turley, Fiscal Services
Janice Towns, Information Technology
Candace Stowell, Board President
Doug Saucedo, Classified Staff Representative
Judy Foster, Certified Staff Representative
Francisco Rosales, Parent

The following individuals were interviewed:

Ruthlee Caloiaro Susan Squires

A copy of Mrs. Caloiaro's resume is included for your information. At this time, it is recommended that Mrs. Ruthlee Caloiaro be approved as the Principal at Mark Twain Elementary School.

9. Presentation of Nevada School Performance Framework (NSPF) Star Ratings for the 2012-2013 School Year

Star ratings based on the Nevada School Performance Framework (NSPF) were released by the Nevada Department of Education (NDE) on September 16, 2013. The NSPF replaced Adequate Yearly Progress (AYP) designations mandated by No Child Left Behind (NCLB). The Nevada Education Performance System focuses on three principals:

- Preparing all students so they are college and career ready by graduation
- Identifying, requiring and supporting school performance
- Measuring and supporting educator effectiveness

Discussion will center on the attributes of the Nevada Education Performance System three priorities and their relation to each school's NSPF star rating results.

10. Update on September 13, 2013; Carson City School District Official Student Enrollment Count

Friday, September 13, 2013 was the official “count day” for the Carson City School District. A review of this year’s initial count and the implications for the District will be presented at the meeting.

11. Informational Update on 21st Century Community Learning Centers in the Carson City School District

The 21st Century Community Learning Centers (21st CCLC) initiative is the only federal funding source dedicated exclusively to afterschool programs. The [No Child Left Behind Act](#) reauthorized 21st CCLC in 2002, transferring the administration of the grants from the [U.S. Department of Education](#) to the [state education agencies](#). Each state receives funds based on its share of Title I funding for low-income students. The No Child Left Behind Act narrowed the focus of 21st CCLC from a community learning center model, where all members of the community benefited from access to school resources such as teachers, computer labs, gymnasiums and classrooms, to an afterschool program model that provides the following services to students attending high-poverty, low-performing schools:

- Instructional support to improve in students’ academic success in the core content
- Enrichment and support activities in Science, Technology, Engineering, Math (STEM), and the Arts
- Community engagement and family literacy activities
- Health and fitness activities

In the Carson City School District, 21st Century programs are in place at four schools: Carson High School, Carson Middle School, Empire Elementary and Bordewich Bray Elementary.

Ruthlee Caloiaro

1009 Eagle Court, Carson City, NV 89701 | 775-882-2919 | rcaloiaro@aol.com

Professional Objective

- It is my belief that effective school leadership is essential to students' success. As a school leader, my goal is to create an environment where staff and students continually learn to their maximum potential.

Education

TESL ENDORSEMENT |

- Sierra Nevada College, 2009 – 2011

ADMINISTRATIVE/EDUCATION LEADERSHIP ENDORSEMENT

- University of Phoenix, 2007
- Grand Canyon University, 2003 – 2004
- University of Nevada-Reno, 2001 - 2005

MASTER'S DEGREE – ELEMENTARY EDUCATION

- Grand Canyon University, 1997 – 1999

BACHELOR OF SCIENCE DEGREE – ELEMENTARY EDUCATION

- University of Nevada-Reno, 1979 – 1982

Employment

ASSISTANT PRINCIPAL | MARK TWAIN ELEMENTARY | 2007 - PRESENT

DEAN OF STUDENTS | CARSON MIDDLE SCHOOL | 2006 - 2007

ADMINISTRATIVE EXPERIENCE | 2003 - 2004

- Fremont & Seeliger Elementary – Internship
- Carson Middle School Summer School Administrator: 2004

CLASSROOM TEACHER | EMPIRE ELEMENTARY | 1995-2006

Grades 1st & 2nd

CLASSROOM TEACHER | SIERRA CHRISTIAN SCHOOL | 1984-1986

Grades: Kindergarten-full day

Professional Experience

ASSISTANT PRINCIPAL | MARK TWAIN ELEMENTARY | 2007 - PRESENT

LEADERSHIP

- Supervises and evaluates licensed and classified staff. Conducts data driven goal setting conferences. Conduct post-conferences and provide assistance plans as appropriate.
- Implements effective coaching strategies collaborating with staff members to enhance classroom data driven instruction
- Conducts T4s walkthroughs. Coaches and/or provides feedback as appropriate
- Presents school wide data trends such as: CRTs, MAP, SFA Quarterly Review using technology
- Ad Hoc member of Leadership team and SIP team. Assists with oversight of action step implementation
- Oversees Fruit/Vegetable grant
- Creates, assigns and implements appropriate Progressive Discipline Plan procedures with students referred to administration
- Plans and facilitates monthly classified staff meetings
- Creates yearly master schedule

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CURRICULUM AND INSTRUCTION

- Coordinates IC meetings and supports IC team in implementation of the IC process
- Serves as LEA for IEP and E-team meetings. Provides staff support as IEP plans are implemented
- Participates in weekly PLC meetings
- Participates in SFA walkthroughs, goal setting process and action step implementation
- Creates Master Schedule (coordinates services for IEP and ESL student)
- Uses effective coaching stances to instruct teachers in implementing Common Core State Standards into teaching practices

ASSESSMENT

- Test coordinator: designs and implements all testing schedules and staff trainings. Maintains documentation for all state and district assessments as per NRS and district policies.
- Uses student achievement data as a tool to drive goal setting conversations and coaching sessions.

PARENT & FAMILY INVOLVEMENT

- Implements attendance contracts and meetings with parents and students
- Monitors and coordinates parent involvement activities (e.g., Family Literacy Night, Math Night, Science Night)
- Publishes monthly bi-lingual newsletters for parent/family communication

CLIMATE AND CULTURE

- Created and implemented site safety procedures including all required emergency drills
- Supports staff with system and procedures to enhance a safe learning environment
- Developed and implements a 5th grade student leadership program yearly
- Implemented "Step to Respect: A Bully Prevention Program"
- Facilitates quarterly Soaring Hawk academic and behavior award assemblies
- Chair Hospitality Committee

COMMUNITY OUTREACH

- Coordinates community service providers to assist parents and students
- Contacts and facilitates relationships between the school and its community partners to secure additional funding sources and support

DEAN OF STUDENTS | CARSON MIDDLE SCHOOL | 2006 - 2007

- Created, assigned and implemented appropriate disciplinary measures to students referred to administration
- Supervision and evaluation of licensed and classified personnel. Conducted goal setting conferences and implemented evaluation procedures
- Assisted Student Intervention Team as LEA for IEP and E-Team meetings
- Implemented attendance contracts for chronic attendance issues; included parent, staff and community resource meetings to develop plan of assistance
- Supported staff with duty assignments, alternative educational setting arrangements, before/after school extra-curricular activities
- Worked with collaboratively community resources such as Juvenile Probation Department, Carson Mental Health, Ron Wood Resource Center, Division of Child and Family Services
- Coordinated services with Juvenile Probation Department to create Alternative Setting School Location & "Saturday School"

TEACHER | EMPIRE ELEMENTARY | 1995-2006

- Taught Grades 1st & 2nd
- Served on SIP committee
- Researched SFA curriculum for possible adoption
- Member of inaugural team to implement SFA curriculum

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- Served on various site and district committees

DISTRICT LEADERSHIP

- Carson City School District (CCSD) Policy and Regulation review and revision committee (2012-present)
- CCSD District Disciplinary Advisory Committee (2010-present)
- Carson City Administration Association Executive Board (secretary/treasurer)

SERVICE (COMMITTEE MEMBERSHIP) IN CARSON CITY SCHOOL DISTRICT

- All site based committees
- Negotiation Committee with Carson City Administration Association and District Personnel
- CCSD Evaluation Committee
- CCSD Administrative Evaluation Committee
- Joint Advisory Committee
- Social Studies Textbook Adoption Committee
- Western Regional Professional Development Program – Site and Standards Trainer
- Adoption Committee “Write from the Beginning Program”

PUBLICATIONS AND TECHNOLOGY-BASED PRESENTATIONS

- Monthly newsletter; Discipline procedure manual; School Safety Manual; Student Leadership Program; Certified and Classified Employees' Handbook
- Designs yearly Master Schedule
- Co-Created SFA quarterly Data review and PowerPoint presentation

RECENT PROFESSIONAL DEVELOPMENT

- Cognitive Coaching
- Evocative Coaching
- Common Core State Standards (ELA/Math)
- High Quality Sheltered Instruction (HQSI)
- SFA Conference Workshops
- TESL coursework
- New Hire Mentor
- Danielson Domain
- T4s & Ewalk

PROFESSIONAL REFERENCES

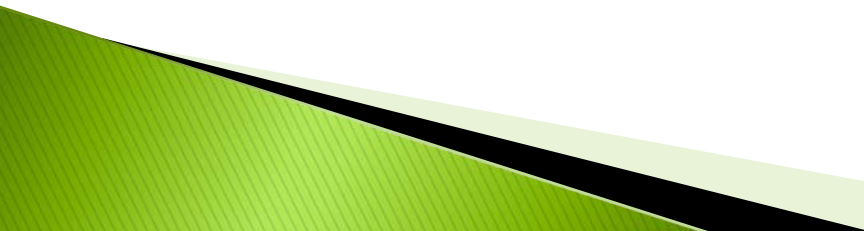
- Laura Austin, Principal – Mark Twain Elementary
- Janice Florey, Ed.D., Consultant /Mentor
- Kathleen “Casey” Gilles, Principal – Fremont Elementary
- Judy Foster, SFA Reading Facilitator – Mark Twain Elementary
- Tearra Bobula, 5th Grade Teacher – Mark Twain Elementary
- Lisa Hagen, 4th Grade Teacher – Mark Twain Elementary
- Cheryl Richetta, 1st Grade Teacher – Mark Twain Elementary
- Lee Conley, Principal – Eagle Valley Middle School

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Nevada School Performance Framework Results (2012-13)

Carson City School District
Ricky Medina, Ph.D.
September 24, 2013


From AYP to NSPF

- ▶ In July 2012, Nevada's ESEA Flexibility Request was approved
 - ▶ The Nevada School Performance Framework (NSPF) replaces the old Adequate Yearly Progress (AYP) system.
 - ▶ Schools now earn a classification of 1, 2, 3, 4, or 5 stars.
- 

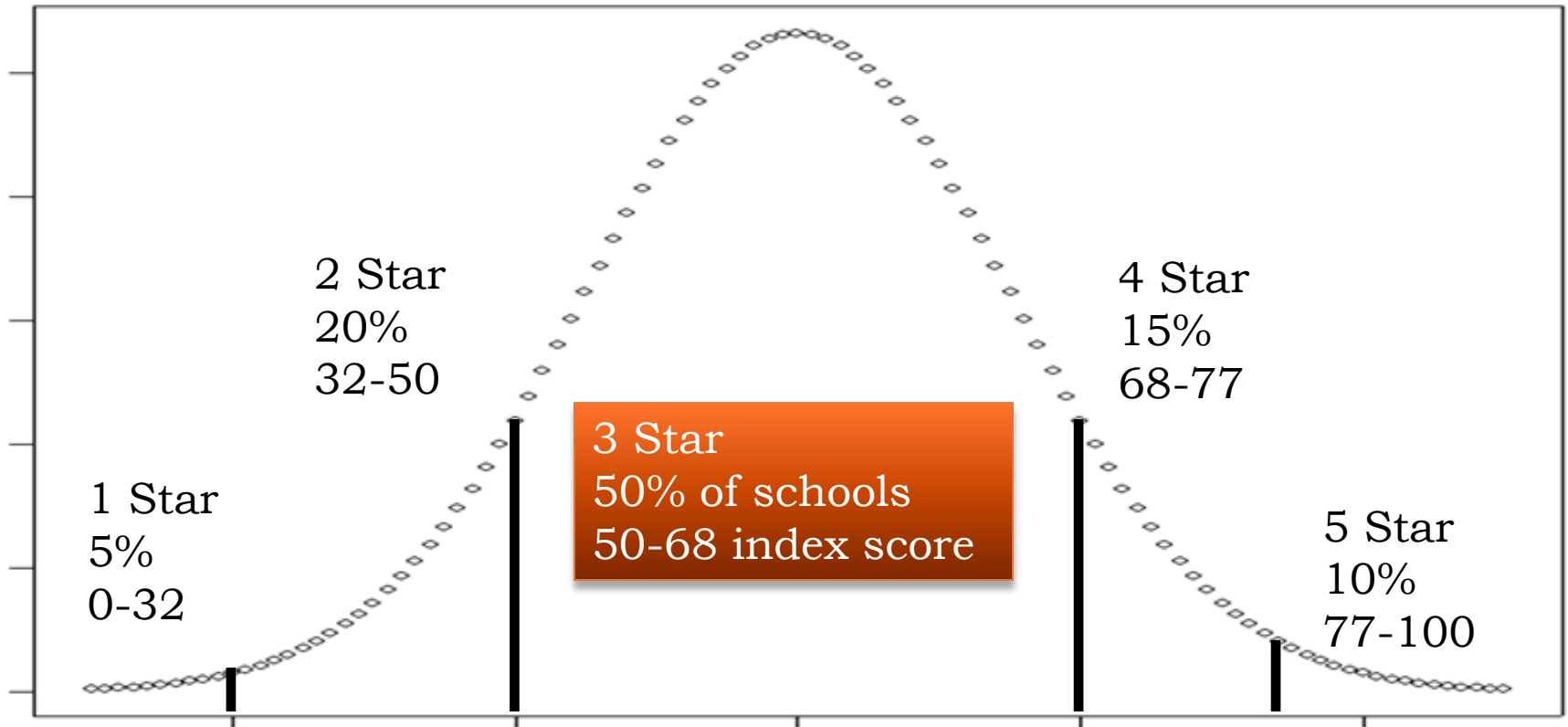
Elementary/Middle School Index

- ▶ The index score is comprised of:
 - Student growth measures over time on State assessments.
 - Student achievement (status) on State assessments.
 - Reductions in subgroup achievement gaps (IEP, ELL, and FRL).
 - Other indicator.
- 

High School Index

- ▶ The index score is comprised of:
 - Student performance on State assessments (status) and growth measures over time on State Assessments.
 - Reductions in subgroup achievement gaps (IEP, ELL, and FRL).
 - Graduation measures.
 - College and Career Readiness.
 - Other indicators.
- 

Where are Nevada Schools?



Carson City School District Classifications

School	Number of Stars	Index Score	Index Needed for Next Star
Bordewich	3	57.00	68
Empire	2	43.00	50
Fremont	2	46.33	50
Fritsch	3	59.33	68
Mark Twain	3	61.67	68
Seeliger	3	63.00	68
Carson Middle	4	71.00	77
Eagle Valley Middle	3	64.00	68
Carson High	3	64.24	68
Pioneer High	Not Rated	N/A	N/A
Carson Montessori	5	78.00	N/A

For more information

- ▶ Nevada School Performance Website
 - <http://nspf.doe.nv.gov/>

**Count Day Enrollment - 9/13/13
Carson City School District**

	Bray Early Childhood Program	Bordewich	Empire	Fremont	Fritsch	Mark Twain	Seeliger	Grd Total
PreK	59							59
K	11	83	92	83	91	103	95	558
1		142	117	87	91	107	85	629
2		96	101	72	104	103	92	568
3		97	84	68	94	104	109	556
4		94	85	87	81	94	101	542
5		90	89	88	96	74	119	556
Total	70	602	568	485	557	585	601	3468

	CMS	EVMS	Grd Total
6	339	202	541
7	376	214	590
8	349	209	560
	1064	625	1689

	CHS	Pioneer	Grd Total
9	620	13	585
10	551	30	583
11	513	53	586
12	508	82	543
	2192	178	2370

9/13/13 Count Day Total	7527
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07/08 Count Day Total	8174	
08/09 Count Day Total	8010	
09/10 Count Day Total	7654	
10/11 Count Day Total	7601	
11/12 Count Day Total	7594	
12/13 Count Day Total	7635	
13/14 Count Day Total	7531	7528

**CARSON CITY SCHOOL DISTRICT
 CONSENT AGENDA ITEM SUMMARY
 September 24, 2013**

EMPLOYEE LEAVE REQUESTS			
Name	Position/Subject	Location	Type of Leave
Kathryn Elverum	Para Professional	Empire	FMLA

REQUEST WITHDRAWAL TO TAKE GED			
Name	Grade	School	

REQUEST ATHLETIC PARTICIPATION FOR HOMESCHOOL/CHARTERSCHOOL STUDENTS			
Name	Grade	School	Sport

REQUEST VACCINATION EXEMPTION PER NRS 392.437			
Grade	School	Personal	Religious

CARSON CITY SCHOOL DISTRICT - STAFF INFORMATION

September 24, 2013

ADMINISTRATIVE STAFF

2013-2014 - NEW HIRES				
Name	Position/Subject	Location	Hire Date	New/Replace
Ruthlee Caloiaro	Principal	Mark Twain Elementary	8/23/1996	Replace - FY 14
Chelise Crookshanks	Dean of Students	Carson Middle School	8/17/2012	Replace - FY 14

2012-2013 - RESIGNATIONS/RETIREMENTS					
Name	Position/Subject	Location	Hire Date	Term Date	Resign/Retire
None					

CERTIFIED STAFF

2013-2014 - NEW HIRES				
Name	Position/Subject	Location	Hire Date	New/Replace
Kimberly Lauridsen	1st Grade Teacher (1 Year ONLY)	Fritsch Elementary	TBD	New - FY 14

2012-2013 - RESIGNATIONS/RETIREMENTS					
Name	Position/Subject	Location	Hire Date	Term Date	Resign/Retire
None					

CARSON CITY SCHOOL DISTRICT - STAFF INFORMATION

September 24, 2013

CLASSIFIED STAFF

2013-2014 - NEW HIRES				
Name	Position/Subject	Location	Hire Date	New/Replace
Denise Bruns	Cook/Baker	Eagle Valley Middle School	10/31/2012	Replace - FY 14
Brijet Philippi	Para Professional I (1 Year ONLY)	Fremont Elementary School	TBD	New - FY 14
James Phillips	Cook/Baker	Carson Middle School	TBD	Replace - FY 14
Lavon Sollberger	Para Professional I	Fritsch Elementary School	TBD	New - FY 14
Winnford Teeter	Custodian	Carson Middle School	TBD	Replace - FY 14

2012-2013 - RESIGNATIONS/RETIREMENTS					
Name	Position/Subject	Location	Hire Date	Term Date	Resign/Retire
None					

NURSING STAFF

2013-2014 - NEW HIRES				
Name	Position/Subject	Location	Hire Date	New/Replace
None				

2012-2013 - RESIGNATIONS/RETIREMENTS					
Name	Position/Subject	Location	Hire Date	Term Date	Resign/Retire
None					

EXECUTIVE STAFF

2013-2014 - NEW HIRES				
Name	Position/Subject	Location	Hire Date	New/Replace
None				

2012-2013 - RESIGNATIONS/RETIREMENTS					
Name	Position/Subject	Location	Hire Date	Term Date	Resign/Retire
None					

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

Tuesday, August 13, 2013

7:00 p.m.

CALL TO ORDER

The Regular Meeting of the Carson City School District Board of Trustees was called to order at 7:00 p.m. by President 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
Steve Reynolds, Member
Joe Cacioppo, Member
Laurel Crossman, Member
Candace Stowell, Member
Richard Stokes, Superintendent
Mike Pavlakis, Legal Counsel

Members Absent
None

Board Member, Laurel Crossman led the Pledge of Allegiance.

ACTION TO ADOPT THE AGENDA

It was moved by Mr. Steve Reynolds, seconded by Mrs. Laurel Crossman, **that the Carson City School District Board of Trustees adopt the agenda as submitted.** Motion carried unanimously.

SUPERINTENDENT'S REPORT

- Mr. Stokes introduced Ms. Debby Childers, Transportation Supervisor. Ms. Childers introduced Ms. Amy Pauley, Bus Driver. Ms. Pauley represented the District, competed in the 35th annual Nevada Safety School Bus Rodeo. There are 3 bus categories; transit, conventional and mini. Ms. Pauley placed 1st in the conventional category, where 70 participants competed. The drivers are scored in 14 categories; parallel parking, right turn, written pre-trip test, etc. This was Ms. Pauley's first year of competing.
- District is offering free full-day kindergarten at all elementary schools; register at your zoned school of attendance; bring immunization record and birth certificate
- Classes resume at all schools on Monday, August 19, 2013
- August 13, 2013 was the first contracted day for new certified staff; 40 people were in attendance during the New Hire Training
- "Back to School"/ Meet & Greet and Open House Information is available on the district website; www.carsoncityschools.com
- "Back to School" walk-in immunization clinics sponsored by Nevada Health Department will take place August 12 – 16, 2013 from 8:30 – 11:30 am and 1:00 – 4:00 pm
- District received two (2) 21st Century federal grants to fund before and after school programs at Empire Elementary School and Bordewich Bray Elementary School. They are three (3) year grants, providing \$115,000 per year.

BOARD REPORTS

Mr. Cacioppo reported on the following:

- “Back to School” night at Carson Middle School on Thursday, August 15, 2013
 - 6th grade, 4:00 p.m.; 7th grade, 5:00 p.m.; 8th grade, 6:00 p.m.
- Attended the “Back to School” at Carson High School and commented on the improvements he has seen in last several years. Link Crew was working with 9th grade students and Dr. Jose Delfin, Associate Superintendent of Human Resources was there with new staff.

Mrs. Crossman reported on the following:

- Early Childhood Center Open House is August 14, 2013 at 5:30 p.m.
- Fritsch Elementary School Kindergarten Meet & Greet is August 15, 2013 from 12:00 – 1:00 p.m.
- Fritsch Elementary School 1st grade Meet & Greet is August 16, 2013 from 12:45 – 1:45 p.m. and 3:00 – 4:00 p.m.
- Fritsch Elementary School Parent Teacher Association (PTA) is hosting a “Welcome” activity for all Kindergarten parents on August 19, 2013 at 8:30 a.m. for morning kindergarten students and in the afternoon for afternoon kindergarten students
- Kindergarten “Back to School” at Fritsch Elementary School will be held on August 21, 2013 from 6:00 – 7:00 p.m.
- 1st, 2nd, and 3rd grade “Back to School” at Fritsch Elementary School will be held on September 3, 2013 from 6:00 – 8:00 p.m.
- 4th and 5th grade “Back to School” at Fritsch Elementary School will be held on September 5, 2013 from 6:30 – 7:30 p.m.
- Fritsch Elementary School PTA is hosting an Ice Cream Social on August 29, 2013 at 5:00 p.m.

ASSOCIATION REPORTS

There were no association reports.

PUBLIC COMMENT

There was no public comment.

INFORMATIONAL UPDATE ON THE CARSON CITY SCHOOL DISTRICT RACE TO THE TOP GRANT

Dr. Steve Pradere, Director, Transformation Office provided an update on the Race to the Top Grant. This update, along with future updates, will include the implementation of the Strategic Plan and the Race to the Top Grant. The Strategic Plan is providing the vision for the district, while the Race to the Top Grant provides the resources, details and data for implementing the Strategic Plan.

Dr. Pradere noted areas where the district is changing and building the capacity for staff to assume a Learner Centered perspective:

- Skill sets and practices can be improved upon
- Infrastructure is a key component in making changes, which begins with leadership
- Mr. Stokes, Mrs. Susan Keema, Associate Superintendent of Educational Services and Dr. Delfin are active members with the School Support Teams (SST), assisting with getting things ready
- Build a common message with staff:
 - Compliance; teach staff new skill sets, which becomes commitment, improving their own practices based on the performance of the student
- Hire staff, which has been ongoing for the last six months; Race to the Top project is fully staffed

- Education on the full implementation of initiative; professional development is regular for staff

Mrs. Conrad asked for the meaning of SST. Dr. Pradere explained that SST equals, School Support Team. All secondary schools have an SST which is comprised of representation from the District Office; Dr. Pradere, Dr. Ricky Medina, Director, Accountability and Assessment, Mrs. Keema, Principal, Administrative Staff, Implementation Specialist and a Counselor. There are typically no outside representatives due to the content of discussions.

Dr. Pradere provided information regarding the dip of implementation; periodic updates will be provided that will include data. Improvements may be seen in areas of specific instructional skills, along with dips in data as teachers practice new skills. As improvements are made, skill sets will increase; change typically happens with an up and down cycle, getting better as time goes on.

For full implementation of the Strategic Plan, the district needed a model, which has been in place for several years; Learner Centered Organization, which includes the following:

- Curriculum – what are the learning targets; what does a student know and what are they able to do
- Assessment – how it's measured
- Instruction – provide opportunities for students in the classroom; direct instruction, partner share, etc.
- Organizational Development (Systemic Leverage) – apply all components of the organization to implement the Strategic Plan. Areas associated with the organizational development include:
 - Community Professional Learning Community (PLC)
 - Professional Learning Communities (PLC) – teachers come together; look at data, working together on common classes
 - Mastery Student Data System – identifies whether students have mastered the learning targets
 - Site Administrator(s), Site SST – each school site has an SST
 - Teacher Leader Development – work of Implementation Specialist; supporting administrators, department chairpersons and teachers
 - Family Engagement – led by counseling teams; will work on expanding family engagement components, utilizing student data, providing pathways for students and information to parents
 - District Office – SST that meets weekly; review implementation of the project and key components of the Strategic Plan
 - Secondary Counselor PLC

Dr. Pradere presented the focus of work for the next 90 days:

- Community PLC will start up
- Organizational Leverage is the Secondary Counselor PLC, which begins in the next several weeks
- Curriculum and Assessment will be the focus on all four campuses:
 - Middle Schools – revision and improvement of assessment and curriculum, currently in place. Look to improve all the time; review alignment with Common Core State Standards (CCSS), review current scores, improving curriculum and assessments. Training will also be provided to Teacher Leaders on how to self-reflect on practices.

Community in Full Partnership; Strategic Plan Goal 1:

- Formation of Community PLC; look at each element of the Strategic Plan

Dr. Pradere deferred to Mr. Stokes. Mr. Stokes explained that letters were sent, inviting approximately 80 people; members of the community, parents, district staff, etc. to be included in the Community PLC. The goal is to review the Race to the Top Grant, Strategic Plan and District Improvement Plans in an effort of keeping the Strategic Plan alive. Overtime, the district wants education in Carson City to be what the community wants. The community has shown a great deal of interest in the district; the ideas and concepts within the community will assist in creating

partnerships with teachers in the classroom, providing resources, etc. The Community PLC will look at goals, strategies and objectives; keeping the district on track. In an effort to do what is important to the district and the community, changes to the Strategic Plan will likely be made. The last Community PLC meeting will be held in May, 2014; at which time a report to the School Board will be presented.

- Secondary Counselor PLC – consists of lead counselor from Carson High School, Pioneer High School, Carson Middle School and Eagle Valley Middle School, along with Mrs. Michele Lewis, Career and Technical Education (CTE) Administrator, Mrs. Teresa Breeden, Carson High School CTE Chairperson, Mr. Ben Contine, Carson High School CTE Representative, Dr. Medina and Dr. Pradere.
 - Committee will help develop the template for the individualized academic plan; connecting to the e-portfolio, student led conferences, etc.
 - Complete career and academic pathway is key at the high school level; introduction and selection of career pathway during the freshman transition class and student led conferences by students at Carson High School. Five components of career pathways; introduction, internship and paying job experience.
 - E-portfolio – provides guidance to parents, allows parents the opportunity to check grades, place to gather learning expectations for each class; middle school by the end of January, 2014 and by the end of the school year for all high school classes, parents will be able to access student classes and view learning targets

Engaged Parents and Guardians; Strategic Plan Goal 2:

- Similar goals as those associated with Community Partnerships; Community PLC, Secondary Counselor PLC
 - Site SST – work on community communications during each SST meeting; how is communication taking place with parents, how can improvements be made, etc. One area being looked at is Free and Reduced Lunch Applications at the high schools; concerted effort to close the gap between middle school and high school. There are benefits to high school students; waiver of college entrance exams, opportunities for college scholarships, etc.

Healthy Generations; Strategic Plan Goal 3:

- Tracking of curriculum that relate to health and physical education in grades 6 – 12

Curriculum that Matters; Strategic Plan Goal 4:

- Curriculum and Assessment of middle school and high school campuses
 - Middle school – refine and revise to improve quality and alignment with CCSS
 - Connect to student data system
 - High school – develop curriculum and assessment aligned with CCSS
 - Overall goal is to eliminate the Nevada Accountability System; students will meet academic expectations, which will have them college and career ready, placing them above the Nevada Proficiency requirements

Exceptional Administrators, Teachers and Staff; Strategic Plan Goal 5:

- Restructured district hiring practices
 - Performance interview process, which include 5 components
 - Recruiting at a State and National level
- District SST meets weekly to determine what support can be provided to Principals', Implementation Specialist (IS) with resources, time, etc., to make their jobs more Learner Centered
- Implementation Specialists – building energy on each campus amongst teachers, allowing them to be included in the classroom experience
- Department Chairpersons – receive training and support for IS, look at quality of assessments and learning targets, make sure they align as they continue full implementation over the next three years
- Site Administrators – receive mentoring from district office staff, SST's also provide support systems and IS staff provide coaching and support

Dr. Pradere provided an explanation on where the district is now; first six months was utilized to build the reform structures; 65% is currently in place, with the expectation of 100% by the end of the year. Actual implementation is at approximately 5%.

Ms. Stowell asked for information on the federal reporting requirements for the Race to the Top Grant. Dr. Pradere explained that the district has the traditional academic requirements; number of students proficient by various sub-populations, mastery in the common units of the health areas, along with the District's report on the overall progress of student mastery of common assessments, which is not a federal requirement. This report will serve as the means of the District's verification on the work of aligning with State assessments. The University system will be reporting to the District the performance of our students, which will also be included in the federal report.

Mr. Reynolds commented on the State changes for the middle school math test and asked if this is an area where curriculum changes will be made. Mrs. Keema explained that additional information will be presented at the September 24, 2013 School Board meeting. Dr. Pradere explained that staff will be able to look at data to verify areas of deficiency.

Mr. Reynolds inquired about the requirements of hiring capable educators and how that aligns with studies at the University level. Dr. Pradere explained that the District is working with the University system in an effort to build a leadership program at the administrator level. As a different set of responsibilities, the district is building a pilot program, which hopefully will be copied for all administrators as they continue to build their Doctorial program. Expectations for teachers in the district are high. Dr. Pradere explained that teachers that teach in the district and those that have been mentored by district staff seem to do well in the interview process.

Dr. Delfin explained that the University of Nevada, Reno has looked at the District to serve as the model in developing future leaders. Teacher preparation is shifting; some State Departments are mandating Universities to align curriculum with expectations for being Learner Centered; everything is relevant to the classroom. Dr. Delfin also believes the same principal will apply to leadership training; each district or State will require leaders to have qualities to lead schools. Research shows that a good Principal increases student achievement by 10%.

Mr. Reynolds asked if the district is seeing any fears, if any, regarding the change for district staff. Dr. Pradere commented on several changes staff will be looking at; roll out of the CCSS, transformation to a Learner Centered organization vs. being delivery centered, development of assessments, etc. Dr. Pradere stressed the importance of teachers knowing the learning targets, as it will be easier to make necessary adjustments. Dr. Pradere provided an example from the 9th grade transition class; initially teachers were afraid, they got together and defined the best learning target for each unit, along with the best test. As students reach the end of the class, adjustments will likely need to be to the test. The biggest fear amongst staff is the new requirement that is associated with student data being held on their evaluation. In summary, if a good teacher can be made a great teacher, then students will be able to perform very well.

Mr. Swirczek expressed his appreciation to everyone involved in the process; Mr. Stokes, Dr. Delfin, Dr. Pradere, Mrs. Keema, etc. He also noted the importance of continuing with the process and how it is what's best for students.

Mrs. Conrad asked if the contract, previously mentioned in the presentation, was for the E-portfolio system or student data system. Mrs. Janice Arthur-Towns, Director of Information Technology explained that the purchase includes a new website, hosted by Sharp School, which will have a placeholder for what is being done with Edmodo; learning management system. It will also tie together with Power School. Dr. Pradere explained that Mastery Connect; student mastery system is the system the district will partner with. Discussions are ongoing regarding the best methods for storing the information and introducing it to staff over the next six months.

In closing, Dr. Pradere commented on how the U.S. Department of Education is relying on the district, as the one full reform system they hope can be repeated in other places.

PRESENTATION ON SENATE BILL 305; WORK CREDIT AND INTERNSHIPS FOR HIGH SCHOOL STUDENTS

As requested by Mr. Reynolds, Mr. Stokes presented information on Senate Bill 305, which allows high school students in grades 11 or 12 to participate in an internship. It also allows them the opportunity to earn high school credit towards graduation. Efforts are ongoing to identify the Carnegie units, expectations for 1 full credit; 120 minutes of seat time to earn 1 credit. In starting this project, the district would need to establish parameters, which would be presented for consideration and approval by the Board.

Mr. Stokes summarized the requirements within the Bill:

- Board approval required for fields, trades or occupations for student participation; agriculture, medical field, manufacturing, etc.

Mr. Stokes commented on how things would have to be in place to allow students with this type of opportunity and how the Race to the Top Grant has provided the resources for such opportunities. The district has hired several people that can work on this project.

Ms. Stowell asked if this will be in place during this school year. Mr. Stokes believes the State Board of Education approves dual credit opportunities. However, as it relates to credit, Mr. Stokes believes the decision is up to the Board of Trustees. Mrs. Keema explained that Section 2 includes the following; Board or governing body of Charter School obtains approval of the State Board of Education.

Mr. Reynolds believes the District should have the approval of the State Board of Education, prior to seeking approval by the Nevada Department of Education. Mr. Pavlakis noted that State Board approval is required.

Ms. Stowell asked about the possibility of introducing the program this year. Mr. Stokes asked for additional time, to be able to effectively answer Ms. Stowell's question. Mrs. Keema explained that it would likely begin during 2nd semester. Mrs. Keema commented on the number of local business partners that would be able to provide assistance.

Mrs. Conrad commented on the importance of implementing the program sooner vs. later; brings together the Strategic Plan and Race to the Top Grant. Mrs. Conrad also commented on the value of an internship.

Mrs. Wilke-McCulloch asked about the possibility of some Senior Projects receiving credit. Mr. Stokes believes students may receive a credit if all required conditions were met.

From previous experiences, Mr. Reynolds commented on the benefit this program might bring for keeping students in school. Mr. Reynolds also commented on the importance of being specific when determining the types of Senior Projects that might qualify for credit. As part of the Race to the Top Grant, Mr. Stokes stressed the importance of student involvement in Career and Technical Education; variety of job types.

INFORMATIONAL UPDATE ON THE DISTRICTS' IMPLEMENTATION OF FULL-DAY KINDERGARTEN, AS REQUIRED BY THE 2013 SESSION OF THE NEVADA LEGISLATURE

Mrs. Keema provided a power point presentation on the implementation of full-day kindergarten in the District. (A copy is included in the permanent record.)

Senate Bill 522 was approved during the 2013 Legislative Session, which included a section on remediation and innovation that provided funding towards 17 teachers for full-day kindergarten. Another section within SB522, allowed for class-size reduction, specific to kindergarten, allowing

the requirements for class-sizes to be met. The Bill provided approximately \$1,220,000 in funding, which equals \$54,400 towards each position.

Mrs. Keema reported that full-day kindergarten is not mandatory; however, schools offering full-day kindergarten would also have to offer half-day kindergarten within the district. Per Nevada Revised Statute (NRS), kindergarten is not required; however, Legislators are interested in promoting kindergarten attendance and full-day kindergarten. Another item included in the Bill is to have class sizes at 21:1; which is not a district aggregate. Upon special request and approval by the State Superintendent, sites can go as high as 25:1; waiver is not allowed for anything past 25:1. Mrs. Keema will present district wide class size averages at a future meeting.

Mrs. Keema recognized Mrs. Natalie Wood, Administrative Assistant, Educational Services for creating and delivering a flyer that was distributed amongst local daycares, etc. In addition, an ad was published in the local newspaper and a phone call was sent home to families making them aware of this opportunity.

Mrs. Keema presented information for 2012 and 2013, comparing kindergarten classes; sessions for A.M. and P.M.:

- 2012 – 7 Full-day classes; 5 classes at Empire Elementary School were free, 2 fee based classes, one at Fritsch Elementary School and one at Bordewich Bray Elementary School. There were 19 Half-day sessions.
- 2013 – Opening school with 23 full-day classes and 5 half-day sections; Seeliger Elementary School will have an A.M. and P.M. section; currently, Fritsch Elementary School will have one section of half-day kindergarten and 2 sections, A.M. and P.M. at Student Support Services.

Number of Kindergarten students on count day, September 16, 2012 vs. 2013, as of August 12, 2013:

- Count day 2012:
 - Seeliger Elementary School – 86
 - Bordewich Bray Elementary School – 110
 - Empire Elementary School – 114
 - Fremont Elementary School – 68
 - Fritsch Elementary School – 87
 - Mark Twain Elementary School – 90
 - Student Support Services – 11
 -
- August 12, 2013:
 - Seeliger Elementary School; Half-day – 18, Full-day – 64 = Total 82
 - Bordewich Bray Elementary School; Full-day – 73 = Total 73
 - Empire Elementary School; Full-day – 85 = Total 85; reduction likely due to Full-day kindergarten being available throughout the district
 - Fremont Elementary School; Full-day – 77 = Total 77
 - Fritsch Elementary School; Half-day – 12, Full-day – 77 = Total 89
 - Mark Twain Elementary School; Full-day – 85 = Total 85
 - Student Support Services; Half-day – 11 = Total 11

Mrs. Keema summarized the number of teachers teaching kindergarten at each elementary school:

- Seeliger Elementary School; 2 teachers in 2012, increased to 4 for 2013
- Bordewich Bray Elementary School; 3 teachers in 2012, increased to 4 for 2013
- Empire Elementary School; 5 teachers in 2012, reduced to 4 for 2013
- Fremont Elementary School; 2 teachers in 2012, increased to 4 for 2013
- Fritsch Elementary School; 2 teachers in 2012, increased to 3 ½ for 2013
- Mark Twain Elementary School; 2 teachers in 2012, increased to 5 for 2013

Within SB522, provisions are available to districts; access funding for temporary housing, modular classes, etc., which the district does not need at this time. Adjustments were made at Seeliger Elementary School; 2nd grade teacher will be teaching kindergarten classes. The Special Needs program at Fremont Elementary School was relocated to Seeliger Elementary School. The modular classrooms at Mark Twain Elementary School will be used to capacity.

Mrs. Keema recognized the administrators, along with Dr. Delfin for their hard work throughout the summer, making sure all necessary items are in place to begin the school year. She also thanked Mr. Mark Korinek, Manager, Operation Services and Mr. Keith Shaffer, Manager, Bond and Special Projects.

Based on the presentation, Mrs. Crossman asked if families requesting full-day kindergarten have been able to enroll their child in full-day kindergarten. Mrs. Keema explained that additional staff has been hired or moved in order to accommodate families requesting full-day kindergarten. Several schools are approaching the class size limits; therefore, some schools may not be able to fulfill all requests.

Mrs. Crossman publicly thanked Mrs. Keema, staff and all administrators for their hard work in making sure everything was ready for the beginning of the school year. Mrs. Keema noted that the Success for All (SFA) kindergarten curriculum is aimed for a full-day.

Ms. Stowell commented on the number of students this year vs. last year; assumed they would be higher this year. Mrs. Keema commented on the number of things that were done to inform families about the availability of full-day kindergarten in the district. She also noted the downward trend the district has seen over the last several years.

Mrs. Conrad commented on how the district, over the years, has seen an increase in student enrollment by count day. Mrs. Keema commented on the number of additional students that enroll in school following the Labor Day holiday.

Mr. Stokes commented on the number of additional students that had not been processed in the student information system; approximately 120. He also commented on the benefits associated with full-day kindergarten; increased rigor and type of material that will be introduced to students throughout the year.

Mrs. Conrad asked if parents have the option to go to another school in the district for full-day kindergarten. Mrs. Keema explained that families choosing half-day kindergarten can go to Fritsch Elementary School or Seeliger Elementary School. Families wishing to attend another school in the district need to complete a variance form and submit it for approval.

INFORMATIONAL UPDATE ON STAFFING FOR THE 2013-2014 SCHOOL YEAR, INCLUDING A REPORT ON THE DISTRICT'S EFFORTS TO FILL VACANT POSITIONS

Dr. Delfin provided an update on staffing for the 2013 – 2014 school year. Dr. Delfin commented on teacher quality and how the district's Professional Development assists in forming the culture and climate in preparing staff; High Quality Sheltered Instruction (HQS), Teachers of English to Speakers of Other Languages (TESOL) training and Professional Learning Communities (PLC). Dr. Delfin commented on the importance of district's having discussions associated with what makes good teachers and leaders.

Dr. Delfin reported that the District is ready for classes to begin on August 19, 2013. There are still a few vacant positions open in the district. Since the Voluntary Incentive Separation Program (VSIP), the district has affected 215 careers; 1 out of 4 in the district made a career decision. Changes included resignations and/or retirements, promotions, VSIP, Race to the Top Grant positions, etc. Dr. Delfin summarized needs associated with hiring additional staff; implementation of full-day kindergarten and Race to the Top Grant.

There were approximately 40 new teachers in attendance during the first day for new teachers. Dr. Delfin explained that Performance Based Interviews were held in hiring qualified staff; teachers, office staff, etc.

Dr. Delfin reported on the number of staffing changes; 24 teacher retirements, 32 teacher resignations, 2 counselors that were affected by the Reduction in Force were called back; 1 will be split between Mark Twain and Empire Elementary schools, with 1 located at Pioneer High School. There were 12 classified staff retirements, 11 classified resignations, 1 nurse retire, and 1 administrative retirement and 1 resignation.

For recruitment purposes, Dr. Delfin created a virtual career fair, posting job vacancies at the following Universities; Chico State, Sacramento State, Idaho State, Utah State, Oregon State, Brigham Young University of Montana, and one college career center. Dr. Delfin was able to access the career site for one University, which led to job postings at 3,800 Universities. Online ads were also included in the Nevada Appeal, Reno Gazette Journal, Career Builders, and Teacher, Teacher.

Dr. Delfin commented on information located on the website for Ed Week; top publication for educators and administrators. The logo for the District is located on the front page of their website; anyone searching their website for a job, will find information on the district's recent award of the Race to the Top Grant received from the U.S. Department of Education, along with information referring to our grant application score, etc. It also directs interested candidates to the district's website for additional information. Information on vacant positions can also be found by selecting "Learner Centered Teaching Positions", which provides the same information, along with a Google map on the location of Carson City. Since posting the vacant positions on the websites and Universities, numerous calls have been received, inquiring about vacant positions.

APPROVAL OF CONSENT AGENDA

It was moved by Mr. Steve Reynolds, seconded by Mrs. Stacie Wilke-McCulloch, **that the Carson City School Board of Trustees approve consent agenda items (A), (B), (C), (D), (J) and (K) as submitted.** Motion carried unanimously.

REQUEST FOR FUTURE AGENDA TOPICS

Mr. Cacioppo asked for an update on the Photo Voltaic systems in the district.

Mrs. Conrad requested that an update on safe and secure entrances be provided at an upcoming Board meeting. Mr. Stokes explained that Ms. Teri Vance, Reporter, Nevada Appeal is planning on having an article on this topic in the Nevada Appeal on Sunday, August 18, 2013.

Ms. Stowell asked that copies of Power Point presentation be made available on the district website. Mr. Stokes explained that a recent change to the Open Meeting Law requires that additional information needs to be posted on the district website 24 hours following the Board meeting.

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, August 27, 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 8:34 p.m.

DRAFT

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

Tuesday, August 27, 2013

7:00 p.m.

CALL TO ORDER

The regular meeting of the Carson City School District Board of Trustees was called to order at 7:00 p.m. by President 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
Joe Cacioppo, Member
Laurel Crossman, Member
Candace Stowell, Member
Richard Stokes, Superintendent
Mike Pavlakis, Legal Counsel

Members Absent
Steve Reynolds, Member

Board Member, Candace Stowell led the Pledge of Allegiance.

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. Reynolds was not present for the vote.)

SUPERINTENDENT'S REPORT

- Mr. Stokes presented information on the steps the District is taking regarding the Air Quality Index (AQI). The information was obtained from the Nevada Environmental Protection Agency.
 - Good – Green; 0 – 50; No Restrictions – air quality is considered satisfactory and poses little or no risk
 - Moderate – Yellow; 51 – 100; No Restrictions – air quality is acceptable; however, there may be a moderate health concern for a very small number of people who are unusually sensitive to air pollution
 - Unhealthy for Sensitive Groups – Orange; 101 – 150; Limit Outdoor Activities; Recess is okay, Indoor P.E. – (No outdoor P.E., practice or contests) – members of sensitive groups may experience health effects
 - Unhealthy – Red; 151 – 200; Indoor Activities (No outdoor P.E., recess, practice or contests) – Everyone may begin to experience health effects
 - Very Unhealthy – Purple – 201 – 300; Indoor Activities (No outdoor P.E., recess, practice or contests) – Health warnings of emergency conditions, entire population is more likely to be affected
 - Hazardous – Maroon – 301 – 500; Indoor Activities (No outdoor P.E., recess, practice or contests) – Health alert: everyone may experience more serious health effects

Mr. Stokes met with Principals' and went over the information; schools will be notified by 7:00 a.m. each day. A message will be sent to families using School Messenger; phone notification system. Information will also be available on the district website; www.carsoncityschools.com.

- "Back to School"/ Meet & Greet and Open House Information is available on the district website; www.carsoncityschools.com
- In observance of the Labor Day Holiday, there will be no school on Monday, September 2, 2013
- As of today, 7,516 students are enrolled; approximately 58 fewer students than this time last year. The number will probably change when the official count is completed on Friday, September 13, 2013.
- The first Community Advisory PLC meeting will be held on Wednesday, August 28, 2013 at 6:00 p.m. in the library at Carson High School. In complying with the Open Meeting Law, the meeting was agendized and posted as a Superintendent's committee meeting.

BOARD REPORTS

Jake Jones reported on the following activities at Carson High School:

- Senior Sunrise will be held at 6:00 a.m. on Friday, August 30, 2013
- "Back to School" assembly will be held; students will be on assembly schedule
- Varsity Boys' soccer vs. Galena High School on Saturday, August 31, 2013
- Varsity football vs. Hug High School at 7:00 p.m. on Friday, August 30, 2013
- Cross Country vs. Douglas High School at 3:00 p.m. at Lampe Park
- Girls' and Boys' Tennis vs. North Tahoe at 3:00 p.m. on Tuesday, September 3, 2013
- Boys' soccer vs. Reno High School on Wednesday, September 4, 2013; JV plays at 5:00 p.m. and Varsity plays at 7:00 p.m.
- Girls' soccer vs. Reno High School on Tuesday, September 3, 2013; JV plays at 5:00 p.m. and Varsity plays at 7:00 p.m.
- Girls' golf play on Wednesday, September 4, 2013
- Open House will be Wednesday, September 4, 2013 at 6:00 p.m.
- Boys' tennis play Manogue High School at home on Thursday, September 5, 2013; Girls' tennis play vs. Manogue, at 3:00 p.m.
- Varsity football plays at Reno High School at 7:00 p.m. on Friday, September 6, 2013
- Varsity and JV Soccer teams vs. Hug High School on Saturday, September 7, 2013, beginning at 9:00 a.m.
- Monday, September 9, 2013 will be the first early out; there will be no AB55 class

Diego Lopez, a senior student from Pioneer High School reported on the following activities:

- New teachers were welcomed; Mr. Rey Sarmient, Math Teacher; Mr. Donald Bland, Science Teacher and Mr. Cary Jordan, Counselor
- Parent Advisory Committee will begin meeting monthly with student leadership; contact the office for additional information
- Open House will be held on Wednesday, September 18, 2013 from 6:00 – 8:00 p.m.
- Career and Technical Education (CTE) options for students at Pioneer High School and Carson Online include; Criminal Justice I, Construction Management I and seven additional classes in Medical Technology
- Blood Drive will be held on Thursday, October 3, 2013; contact the office for additional information
- Student leadership will meet afterschool on Tuesday, September 3, 2013; contact Mr. Ron Rhoads, Leadership Advisor for additional information
- Speech and Debate will meet afterschool on Thursday, August 29, 2013; contact Mr. Rhoads for additional information

Mr. Cacioppo commented on the air quality and noted that all sports teams were working indoors; all teams are subject to notices and alerts regarding outdoor activities.

Mrs. Crossman reported on the following:

- Recently attended the Open House at Early Childhood Center; they have 2 Pre-K and 2 kindergarten classes
- Office at Fritsch Elementary School has been relocated to the “A” Building, which is on Bath Street
- Fritsch Elementary School Parent Teacher Association (PTA) is hosting an Ice Cream Social on August 29, 2013 at 5:00 p.m.
- Fritsch Elementary School “Back to School” nights for parents; staff is requesting that students be kept home:
 - 1st, 2nd, and 3rd grade will be held on Tuesday, September 3, 2013 from 6:00 – 8:00 p.m.
 - 4th and 5th grade will be held on Thursday, September 5, 2013 from 6:00 – 7:30 p.m.
- Fritsch PTA is sponsoring two First Lego Robotics Teams; 4th and 5th grade. Mrs. Ford and Mrs. Howard will be coaching the Teams. Thank you to the following for their sponsorship of the teams; Ms. Nicole Melsheimer, Mr. John McClain, Mr. Jim and Sonya Vasquez, Mustang Manufacturing, and Resource Concepts, Inc.

Mrs. Stacie Wilke-McCulloch thanked Food for Thought for serving approximately 2,800 lunches to students this summer. She also thanked everyone for submitting their nominations for the upcoming annual Nevada Association of School Boards (NASB) meeting.

Mrs. Conrad reported on the following activities:

- Mark Twain Elementary School Open House is Thursday, September 5, 2013 from 5:30 – 7:00 p.m.
- Bordewich Bray Elementary School Open House:
 - 1st, 2nd and 3rd grade will be held on Wednesday, September 11, 2013 from 6:00 – 7:30 p.m.
 - 4th and 5th grade will be held on Thursday, September 12, 2013 from 6:00 – 7:30 p.m.

ASSOCIATION REPORTS

There were no association reports.

PUBLIC COMMENT

Ms. Melissa Coen has two daughters that attend schools in the district; Fremont Elementary School and Eagle Valley Middle School. Ms. Coen expressed concerns with Standard Student Attire (SSA) and the cost associated with clothing her children in the proper attire. In addition, Ms. Coen believes the students are being bullied at the middle school level; students are required to tuck in their shirts. Ms. Coen explained that students have been told that they will be punished if their shirts are not tucked in; setting them up to be made fun of by other students. Ms. Coen also expressed concerns with staff not being held to the same standard as students and requested that this topic be placed on a School Board agenda for future discussions. Ms. Coen expressed the desire to have the meeting be known publicly, not after the fact. Ms. Coen reiterated how students are being made to feel uncomfortable.

Mrs. Conrad commented on the number of resources available for families. Ms. Coen acknowledged the resources; however, believes other families may have a greater need than she does.

INFORMATIONAL UPDATE ON CONSTRUCTION PROJECTS ASSOCIATED WITH SINGLE POINTS OF ENTRY AT CARSON HIGH SCHOOL, PIONEER HIGH SCHOOL, FRITSCH ELEMENTARY SCHOOL, MARK TWAIN ELEMENTARY SCHOOL, FREMONT ELEMENTARY SCHOOL, BORDEWICH BRAY ELEMENTARY SCHOOL AND THE EARLY CHILDHOOD CENTER

Mr. Keith Shaffer, Bond Projects Manager presented a power point presentation on the single points of entry in the district. (A copy is included in the permanent record.)

Mr. Shaffer reported that a new modular for the McKinney-Vento Transition program is in place and located at the Gleason building. The parking area in front of the modular has also been completed. The old modular has been sold and will be moved by the buyer.

Mr. Shaffer presented the schools and projects, associated with the single points of entry, which include the selected Construction Manager at Risk (CMAR), estimated construction budget and estimated completion dates:

- Carson High School – Miles Construction selected as the CMAR; estimated budget \$875,000, with an estimated completion date of April, 2014
- Fremont and Mark Twain Elementary Schools – Shaheen Beauchamp Builders, LLC selected as the CMAR; estimated budget is \$1,080,000, with an estimated completion date of January, 2014
- Fritsch Elementary School – CORE Construction Services of Nevada selected as the CMAR; estimated budget is \$650,000, with an estimated completion date of January, 2014
- Bordewich Bray Elementary School and Student Support Services – Clark & Sullivan Construction selected as the CMAR; estimated budget is \$700,000, with an estimated completion of January, 2014 and April, 2014
- Pioneer High School – SMC Construction selected as the CMAR; estimated budget is \$675,000, with an estimated completion of June, 2014

Mr. Shaffer outlined the process for completing the single points of entry:

- Currently have pre-construction agreements with all CMAR Contractors, which includes a “wish” list and pre-construction figures based on the design plans
- Based on information provided by the CMAR’s, modifications were made; scope of work, additions/deletions, etc.
- Upon satisfaction with the budgets and schematic designs, the architects and engineers begin preparing bidding and permit documents, which are taken by the CMAR and provided to sub-contractors for bids and proposals
- Bids will be received and opened, which will determine the fixed pricing for construction. At that time, a contract for construction will be signed with the CMAR.
- Bids for the project at Carson High School are out, with bids for Fremont, Mark Twain and Fritsch Elementary Schools going out by September 24, 2013. Bids will be accepted until the first of October, 2013; enter into contracts by the middle of October, 2013.

Mrs. Wilke-McCulloch asked for additional information regarding the budget. Mr. Shaffer explained that the estimated construction budget is the information provided by the district; scope of work, plans provided by architect and engineer, etc. The budget information previously shown is the overall budget; identified cost of construction, not the district’s budget for items. The budget to pay for engineers, architects, soft costs, permits, etc., is approximately 40% higher.

Mr. Shaffer summarized the designs associated with single points of entry and site improvements:

- Carson High School – current focus is on fencing located near the main office. Final fencing will include the area near the Naval Junior ROTC building; decorative in nature and include a keypad for a secure entrance. The public will continue to enter in current drive way; however, Americans with Disability Act (ADA) compliant parking will need to be installed; visitor parking is currently located in the south parking lot. As work begins on the campus, areas will begin to be sectioned off. The current quad area, which includes grass, will be modified to include pavers, benches, trees, etc. Once construction is complete, the office will have a secure entrance and visitors will check-in at the front foyer area. There will also be a counter available for student use and the doors accessing the office will have electronic controls.

Mrs. Wilke-McCulloch asked for additional information on how students will access the Tech Center. Mr. Shaffer explained that students will use the south entrance to access the Tech Center. Mrs. Wilke-McCulloch confirmed that students will no longer have access to the main entrance. Mr. Shaffer explained that during lunch, administration may decide to open doors allowing students access to various areas on campus; however, they are likely not to be open during period passing times.

- In addition to secure entrances, bonds were sold and several projects have been bundled together for Career and Technical Education (CTE) improvements; upgrade and create new photo lab, old weight room will transition into a new engineering lab; plans are ready for permit and have been sent out for bids
- Fremont and Mark Twain Elementary Schools – move the door and relocate the counter in the front office; pre-construction improvements have been made at all sites. The entrance for the main office will also temporarily be moved during construction. Drainage improvements will be made at the back of Mark Twain Elementary School.
- Fritsch Elementary School – main office has been relocated to “A” building; area has been cleared out and ready for improvements. A small portion of abatement was completed; plans are complete and in for permit, releasing them for bid to subcontractors on September 24, 2013. Site improvements of trash enclosures are also included in the scope of work; additional improvements may be included as work continues. Enclosing corridors was also included in the improvements; office will be completed first, allowing students and families access to the school via the main office. The new office area will include a conference room, secretaries will move closer to the main corridor. A counter will be built, with a check-in vestibule for a controlled entry. The Principal's office will remain in the same location.

Mr. Shaffer reported that shift work will take place at Fritsch Elementary School and Carson High School; 3:30 p.m. to midnight, CMAR Superintendent will be on the job sites.

- Bordewich Bray Elementary School – main entrance will be relocated to King Street; in preparation, a portable has been put in place on the west side, which is where the library will be located. New office area will include the Administrative Assistants, Principal, Vice Principal, conference room and nurse's office. Improvements will be made on King Street; ADA parking improvements, possibly painting transformers, etc. Minor improvements, including fencing will also be completed at Student Support Services.
- Pioneer High School – behind in plans; have to attend a Planning Commission meeting regarding a Special Use permit application. Some portable classrooms do not have bathrooms and due to additional square footage over the years, ADA requirements may need to be made on the campus; the addition for the single point of entry has bathrooms. In preparation of construction, improvements to the sidewalk on Park Street will need to be completed, in addition to an area for parking. The entire site will have temporary fencing in place.

Ms. Stowell asked for additional information regarding the need for a Special Use permit at Pioneer High School. Mr. Shaffer met with the Planning Commission and due to the increase in elevation and additional frontage; a Special Use permit is needed.

Mr. Shaffer reported on additional work taking place in the district:

- Carson Middle School – restriped the drop-off lane, additional walkway on the west side, adjacent to the solar array
- Eagle Valley Middle School – minor improvements to the back roof by the door; need gutters and down spouts. Similar work will also take place at Empire Elementary School.

Mrs. Conrad explained that the improvement projects are being paid for with bond funding, which is for bricks and mortar, not staffing.

DISCUSSION ON THE FOLLOWING REVISED CCSD REGULATIONS: REGULATION 519.8, STANDARD STUDENT ATTIRE; REGULATION 706.1, KEY PROTOCOL

Mr. Stokes commented on previous discussions regarding Regulation 519.8, Standard Student Attire (SSA) and acknowledged Mrs. Crossman for her work on the regulation. Mr. Stokes highlighted the proposed changes:

- Item 1 (a) – identifies the members of the site based committee; 2 students, 4 parents; recommended by the Parent Teacher Association (PTA), 4 certified staff, 1 classified staff, district administrator, and a Board Trustee. Focus is to have a committee to assist and share ideas of the community.
- Item 2 – describe the function of the committee; provide input throughout the process
- Item 5 – upon deciding to implement SSA, site administrator will have the final say based on work completed by the Committee. A report by the Superintendent would be presented to the Board.

Based on the regulation, Mrs. Wilke-McCulloch asked for information on who is making the decision. Mr. Stokes explained that the site administrator, with the advice and consent of the SSA Committee shall determine student dress.

In agreement with Mrs. Wilke-McCulloch, Mrs. Crossman noted that the regulation does not identify who decides; after suggestions from meetings and surveys, etc.

Mrs. Wilke-McCulloch suggested the following wording; site administration with the advice and consent of the SSA Committee, shall make a final decision to implement SSA.

Mr. Cacioppo confirmed that the site administrator has the final say and the purpose of the committee is to provide advice and recommendations; is it a voting committee?

Mr. Stokes explained that administrators having success with SSA have not gone against the wishes of the committee.

Mrs. Conrad believes the Regulation is still vague; go through the process, yet continues to do what they want to.

Mr. Cacioppo expressed his understanding of the Item 5; committee is comprised of 13 people, including the administrator; who in the event of a tie would make the deciding vote.

Mrs. Wilke-McCulloch explained that the regulation does not include any type of recourse; decision affects the finances of many people.

Mrs. Crossman commented on Item 7; following first year of implementation, a survey will be completed whether to continue with SSA. In addition, Item 8 refers to the completion of a survey every 3 years. Based on the information, Mrs. Crossman suggested that the information regarding the survey be more specific; how will they be completed, how will they be weighted, etc. After SSA has been implemented, the intent for Item 8 is to allow parents the opportunity to review and voice their opinion of SSA.

Mrs. Wilke-McCulloch asked if the regulation had to include information regarding the survey.

Mrs. Crossman commented on having the ability to make sure the survey is unbiased; include wording that provides parents a vote.

Mr. Stokes explained that wording could be added to reconvene the site committee in order to review the survey.

Mr. Cacioppo believes the committee should continually be in place; leaving it up to the site on how often the committee meets. If issues or concerns arise, hopefully, the committee would be able to address the concerns.

Mrs. Conrad agreed with the suggestion made by Mr. Cacioppo. Mrs. Conrad suggested that Mrs. Crossman meet again with Mr. Stokes to review the regulation. Mr. Stokes agreed; however, he explained that the district has staff employed that manages particular areas within the district. Mr. Stokes wondered if the real question is whether to have SSA or not; exceptions that go outside the regulation, may exceed the original intent. Mr. Stokes believes the district is trying to deal with concerns, allowing administrators the ability to manage the regulation.

Ms. Stowell asked for clarification on the intent; receive input and make necessary revisions.

Mr. Stokes explained that regulations are not voted on by the Board; however, they represent input and approval of the Board. Prior to approval of a policy, several readings take place, allowing for input, comments, etc. The regulation provides details on how the district and/or the school will implement the policy. Mr. Stokes commented on his understanding of the intent; to provide direction to schools that may consider implementing SSA.

Mrs. Conrad is in favor of SSA and wants it to be a positive experience for everyone. In addition, she believes work still needs to be done at the middle schools; 3 buttons vs. 4 buttons, etc. Mrs. Conrad would like the regulation to allow for flexibility; number of buttons, etc.

As a Board member, Mrs. Crossman believes the community looks to them regarding concerns. As a parent, Mrs. Crossman is not in favor of SSA; limits individuality, not seen results to justify SSA, etc. As a Board member, she agrees with having the decisions at the site level, allowing schools the opportunity to choose differently. Mrs. Crossman also commented on recent budget reductions and how the district may have a liability of providing financial assistance, if necessary.

Mrs. Wilke-McCulloch commented on why she asked for the regulation to be reviewed; it was originally implemented without having a policy or regulation. Now that a lot of schools are implementing SSA, Mrs. Wilke-McCulloch thought it would be a good time to address any concerns. Standard Student Attire was initiated by Carson Middle School as part of their Positive Behavior Support (PBS) program. Mrs. Wilke-McCulloch stressed the importance of completing a survey; confirm that program is fulfilling their expectations.

Mr. Swirczek commented on the purpose; to increase student achievement, promote safety and enhance positive school climate. In addition, Mr. Swirczek commented on remarks made by Ms. Coen regarding how faculty is not being held to the same standard as students.

Mrs. Crossman commented on the Nevada Revised Statute (NRS) that authorizes School Boards to establish a dress code for staff. Mrs. Crossman also commented on the number of concerns she's received from community members; animosity and adversarial positions.

Ms. Stowell asked Mr. Stokes if he wanted to take public comment at this time or take additional comments. Mr. Stokes deferred to Mrs. Conrad.

Public Comment:

Ms. Coen is in favor of having parents and staff involved on the SSA committee. Ms. Coen accepts that the district has SSA, which she believes is due to staff and students getting lazy; dress codes were in place; however, no one enforced them. Ms. Coen stressed the importance of having some leeway; private schools are not as strict.

Mr. Pavlakis commented on the exemption procedure included in the current regulation. Based on the concerns regarding her daughter's physical conditions, Mr. Pavlakis suggested that Ms. Coen schedule time to meet with administration.

Ms. Coen explained that she did speak with administration and was told to give it a week, as she will get used to it. Ms. Coen also commented on the frustrations she has experienced regarding SSA and how her daughter is entitled to a free public education, regardless of her stature. As a working parent, Ms. Coen does not want a "hand-out"; however, she can no longer afford SSA.

Mrs. Crossman commented on required exemptions for religious, medical and physical conditions and how the district has no reasonable alternatives; no other middle school that does not have SSA.

Mrs. Conrad is not in favor of having one school have uniforms vs. another that does not; could become a zoning concern.

Mr. Pavlakis suggested that Ms. Coen schedule time to meet with Mr. Stokes, who in turn can work with site administration in obtaining a reasonable compromise.

Ms. Coen summarized her experience during the first several days of school. She also explained why she was addressing the Board; her daughter is being made to feel uncomfortable at school, by having to tuck in her shirt.

Mrs. Conrad summarized how SSA began in the district; began with Carson Middle School in an effort to create a positive environment, with no intention of pushing out lower income students. Mrs. Conrad also summarized the process utilized at Bordewich Bray Elementary School prior to implementing SSA; a year-long process with numerous meetings and surveys, everyone had input and the decision was made based on the outcome of meetings. Mrs. Conrad explained that the intent is not to make it difficult or uncomfortable for students.

Mrs. Coen reiterated how children are being made to feel uncomfortable.

Mrs. Conrad thanked Ms. Coen for addressing the Board with her concerns.

Mr. Stokes summarized the remaining changes in the regulation:

- Item 6 – date families will be notified if SSA is adopted and approved at the site; including families from feeder schools. The type of clothing and other information to be included in the letter scheduled to be sent home.
- Item 7 – identifies the need for a follow-up survey after one year of implementation
- Item 8 – addition that identifies a 3 year cycle for ongoing discussion; endorsed by current parents in school
- Item B3 – site administrators will determine when outdoor wear will be worn indoors

Mr. Stokes believes it's important that the process not be complicated and unmanageable. He also believes the concerns regarding the number of buttons can be discussed as administrative staff, without trying to include them in the regulation.

Mrs. Conrad encouraged Mrs. Crossman to meet with Mr. Stokes for further discussions. She also asked that the word "pupil" be changed to "student" throughout the document.

Mr. Swirczek asked that the following be incorporated in the regulation; a school adopting SSA has a similar standard for staff too.

Mr. Stokes explained that there is a district policy regarding staff attire and grooming.

Mrs. Conrad confirmed that the district has a student dress code in place for schools that have not adopted SSA.

Mr. Stokes explained that Regulation 706.1; Key Protocol is a new regulation. Approximately four years ago, the Operation Services office was burglarized; therefore, all exterior door lock sets were changed, with restricted key access. At the direction of Mr. Stokes, Mr. Mark Korinek, Manager of Operation Services established the key protocol. The goal was to manage access to the buildings.

Mr. Stokes highlighted information regarding hours of access to the buildings; 6:00 a.m. to 9:30 p.m., which is the same time custodial staff is in the buildings. Most buildings throughout the district have security systems in place; without the correct passcode, local law enforcement, along with district security staff respond.

One area of controversy has been accessibility of buildings to staff on non-school days. Following discussions with staff and administration, buildings will be available from 10:00 a.m. to 3:00 p.m. on Saturday and Sunday. Buildings will be closed to staff during district holidays and/or snow days, with the exception of Emergency Response Team members. Mr. Stokes noted that administration at Carson High School has decided to close their building on Sundays. If other administrators decided to close their sites on a weekend day, Mr. Stokes would be supportive of their decision.

Ms. Stowell confirmed that the district has no electronic badge system and that we are using mechanical keys. Ms. Stowell asked if the district could look into implementing an electronic badge system. Mr. Stokes explained that the district did look at an electronic badge system several years, as it was one of the bond project topics. However, due to information and the amount of work required to retrofit the buildings, it was cost prohibitive. Currently, the district has a mechanical locking key system; cores on the locks have been changed allowing the doors to be locked from inside the classroom. Mr. Stokes highlighted the process used when staff members enters the buildings; staff members enter their access code to disarm the building, which is logged and recorded.

Mrs. Wilke-McCulloch asked for additional information regarding contractor keys. Mr. Shaffer explained that the Contractor requests that a key be given to them for a particular site, which is usually a site master key and assigned to specific individuals. The Superintendent and Project Manager are given keys, sub-contractors are not given keys. In the event there is a new facility, construction cores are placed in the locks that only Mr. Shaffer and the Contractor would have.

ADOPTION OF CCSD TEST SECURITY PLAN FOR THE 2013-2014 SCHOOL YEAR, AS REQUIRED BY NRS 389.620

Mrs. Susan Keema, Associate Superintendent of Educational Services reported that per Nevada Revised Statute (NRS) each year the Board must approve the Test Security and Procedure Policy and submit the plan to the Nevada Department of Education on or before September 1, 2013. The purpose is to uphold the integrity of the high stakes assessment test and maintain test administration. The plan will be used at the sites. A copy of the pamphlet will be posted on the district website; www.carsoncityschools.com.

Mrs. Keema summarized the few changes to the test security plan:

- Emergency substitutes and student teachers cannot proctor tests; however, they can provide support, cannot be in-charge of test administration
- Para Professionals are allowed to assist with the speaking portion of the assessment
- Writing assessment; 5th and 8th grade required to provide the assessment; however, the test has interrelated reliability scoring procedures; teachers score, using the results for formative reasons. The district is also required to submit a list of those participating in the tests.
- State is developing an employability skills assessment for Career and Technical Education (CTE) students, along with the completer assessment in the content area

A summary is required to be provided to parents; paper copies are also required; however, they will be posted on the district website at www.carsoncityschools.com. Hard copies will also be available in the offices at each school.

Ms. Stowell asked for clarification regarding Limited English Proficient (LEP) students having access to bilingual dictionaries; prohibited or permissible? Mrs. Keema explained that a bilingual dictionary for LEP students testing with accommodations is prohibited.

It was moved by Mrs. Stacie Wilke-McCulloch, seconded by Mr. Joe Cacioppo, **that the Carson City School Board of Trustees adopt the Carson City School District Test Procedures, Security Policy and Test Security Plan for 2013-2014 school year as submitted in accordance with NRS 389.620.** Motion carried unanimously. (Mr. Reynolds was not present for the vote.)

APPROVAL OF CONSENT AGENDA

It was moved by Mrs. Laurel Crossman, seconded by Mr. Joe Cacioppo, **that the Carson City School Board of Trustees approve consent agenda items (A), (B), (F), (G), (H), (J) and (K) as submitted.** Motion carried unanimously. (Mr. Reynolds was not present for the vote.)

REQUEST FOR FUTURE AGENDA TOPICS

Ms. Stowell asked for a presentation and information on bicycle education safety in the district.

Mr. Swirczek asked for a presentation on the bus replacement policy and schedule.

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, September 10, 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 9:04 p.m.

Ron Swirczek, Clerk

Date

DRAFT