

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

**Tuesday, September 11, 2012**

**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 Steve Reynolds at the Sierra Room, Community Center, 851 E. William Street, Carson City, Nevada.

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

Members Absent  
Jim Lemaire, Member

In honor of September 11, 2012, members of the Carson High School choir performed the National Anthem.

Mrs. Barbara Myers 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. Lemaire was not present for the vote.)

**SUPERINTENDENT'S REPORT**

- There will be free flu vaccine clinics at school sites for staff and students during the week of September 17 – 21, 2012 from 7:00 am – 1:00 pm. The event is sponsored by the Carson City Health Department.
- There are several upcoming Open House/"Back to School" information nights scheduled:
  - September 12<sup>th</sup>
    - Bordewich Bray Elementary School – 5:45 – 7:30 pm
    - Eagle Valley Middle School – has been cancelled
  - September 13<sup>th</sup>
    - Mark Twain Elementary School – 5:30 to 7:00 pm
  - September 18<sup>th</sup>
    - Carson Middle School – 6:00 to 7:30 pm
  - September 27<sup>th</sup>
    - Pioneer High School – 6:00 to 8:00 pm
- Early Release Day on Wednesday, September 12, 2012, for all students; classes dismiss at the following times:
  - Pioneer High School – 12:15 p.m.
  - Carson High School – 12:30 p.m.
  - Middle Schools – 12:50 p.m.
  - Elementary Schools – 1:30 p.m.

- Elementary Parent Conferences will be held at Fremont Elementary School on September 25<sup>th</sup> – 27<sup>th</sup>; classes will dismiss at 12:30 p.m.
- Mr. Stokes reported that as of today, September 11, 2012 there are approximately 7,608 students enrolled in the district. In comparison to last year, the District is up 46 students. Friday, September 21, 2012 is the official count day, additional information will be presented at the September 25, 2012 School Board meeting.

## **BOARD REPORTS**

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

- Parent Advisory Committee will meet monthly with Student Leadership, beginning September 6, 2012 at 2:00 p.m.
- Open House will be held on Thursday, September 27, 2012 from 6:00 – 8:00 p.m.
- School pictures will be taken on Wednesday, September 19, 2012
- Flu vaccinations will be administered on Friday, September 21, 2012
- Career and Technical Education (CTE) options for students at Pioneer High School and Carson Online include; Criminal Justice, Construction Management, and seven additional classes in Medical Technology
- Rock Creek trip in Reno, Nevada is planned for September 17 – 21, 2012
- Dates and additional information for upcoming trips to Ropes Course at Mount Rose and Rock Sports, in Reno, Nevada are still being planned
- Tutoring for upcoming High School Proficiency Exams (HSPE) exams will be provided for students interested in participating

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

- Sports Report
  - Varsity Football plays against North Valleys High School on Friday, September 14, 2012 at 7:00 p.m.
  - Drive One 4 UR School, supporting Track and Volleyball took place on Saturday, September 8<sup>th</sup>, 500 drivers participated, which raised \$9,000
- Leadership program has identified the 2012-2013 main charity goal; Northern Nevada Children's Cancer Foundation. To date, approximately \$2,700 has been raised. If \$3,000 is raised by Monday, September, 12<sup>th</sup>, two girls have volunteered to shave their heads.
- Homecoming Week is Sept 17 – 22, 2012, the theme is Super Hero's
  - Candidates will be announced on September 12, 2012
  - Bonfire and parade will feature members of the Sheriff's Office and Fire Department, one of the floats will feature Hometown Hero's
  - Varsity Homecoming Football game against Reed High School on Friday, September 21, 2012
- Report of the new AB45 schedule
  - Difficult for students with four classes, especially those with honor's classes during that period; English, Rhetoric and History
  - Good for study hall and electives; Psychology and Auto Body, more consistent for students that have those classes every day
  - Teachers have difficulty getting through material in such a short period of time and trying to calm students down since the class begins immediately after lunch
  - Difficulty in continuing previous programs; elimination of river project with Empire Elementary School students due to time in the schedule
  - Reduction of movies and documentaries in particular classes

Mrs. Myers commented on her recent visit to Empire Elementary School.

Mrs. Conrad reported on activities at the following schools:

- Bordewich Bray Elementary School
  - PTA will be showing the movie "The Lorax" on Friday, September 14, 2012 at 6:00 p.m.
  - Flu shots will be available on Monday, September 17, 2012

- Jog-A-Thon fundraiser will be held on Friday, September 28, 2012
- Students eligible for free/reduced lunch also qualify for breakfast
- Students are enjoying the fresh fruit/vegetable cart at the school
- Carson Middle School
  - Flu shots will be available on Monday, September 17, 2012
  - Book fair will take place from September 17<sup>th</sup> – 21<sup>st</sup>
  - Open House will be held on Tuesday, September 18<sup>th</sup> at 6:00 p.m.
- Attended a Partnership Carson City board meeting; they plan on attending several Open House/Back to School events

Mrs. Wilson attended the Open House at Seeliger Elementary School; turnout was very good.

Mrs. Wilke-McCulloch will be attending the Nevada Association of School Boards (NASB) workshop and board meeting on October 5, 2012 in Las Vegas. The annual conference will be held at the Atlantis Hotel in Reno on November 15 – 17, 2012, please RSVP by October 1, 2012.

### **ASSOCIATION REPORTS**

There were no Association reports.

### **PUBLIC COMMENT**

There was no public comment.

### **INFORMATIONAL PRESENTATION FROM THE CARSON CITY LIBRARY BOARD OF TRUSTEES REGARDING THE 2012 ELECTION CARSON CITY BALLOT QUESTION CC1; SALES TAX INCREASE FOR THE LIBRARY AND PUBLIC PLAZA PARK IN DOWNTOWN CARSON CITY**

Mrs. Sandy Foley, former teacher and librarian at Carson Middle School and current Carson City Library Board of Trustees Chairperson presented information to advocate libraries for students in the community. Mrs. Foley provided an explanation regarding the ballot question, library, funding, etc. The plan for a new library and plaza downtown has been established.

Question CC1 reads as follows, “Shall Carson City be authorized to impose an additional sales tax of up to ¼ of 1%, pursuant to NRS Chapter 377A, to finance the design, the construction and the maintenance of a library and public plaza park in downtown on land that is donated by the Hop and Mae Adams Foundation.” If approved, the citizens will receive; the land for the project, located behind the Laxalt building, near the Capitol building which has been generously donated.

The impact of ¼ of 1% for an average family is approximately \$25.00 per year for a projected 30 years. One cent for every dollar spent is allocated from taxable goods; there is no sales tax on food or medicine. In addition, tourists will help the library by contributing to the sales tax, when local goods are purchased.

Currently, 7,500 children have library cards in Carson City; over the last several years, the library has made every effort to see that every child in school has a library card. If the ballot question is approved, the new library will have 12,000 square feet of space for kids of all ages, over 100 high tech computers and computer technology; purchased with a \$600,000 grant. There are approximately 300,000 visitors at the library each year; 1/3 of the services provided to visitors are for children.

Mrs. Foley commented on how low the current interest rates are, making it a good time to proceed. In summary, Mrs. Foley left everyone with something to think about; what do you want the downtown, the community and the education system to look like, and as a citizen of Carson City, what are you willing to do to accomplish your goals, etc.?

Mrs. Foley commented on the Strategic Plan, recently adopted by the Board of Trustees; making the most of everyday with community partnerships. The library provides after hour access to reading, advocate formal and informal learning, hours make education and technology available after school, etc. The library is ready to partner and collaborate with the district. In addition, the library is hopeful to build a new facility that will accommodate the community.

Mrs. Foley introduced Ms. Amber Sady, Youth Services Librarian. Ms. Sady is a certified teacher, mentored high school students with their senior projects and taught in the Gifted and Talented Education (GATE) program for three years.

Ms. Sady highlighted several opportunities and partnerships with the district and the community:

- Online data bases at the library for children to use
- 2010-2011, visited all children in the district, providing them with a library card, introduced older students to the library catalog and tutoring website; Brain Fuse. The tutoring website is paid for by the library, tutors are certified, papers can be submitted and proofread by tutors, etc. Over 2,000 uses from January – December 2011 and over 12,000 uses from January – August 2012
- 2011-2012, visited all kindergarten, pre-k and 3<sup>rd</sup> grade classes, providing them with library cards and new ones to those who needed them. 3<sup>rd</sup> grade students were introduced to Brain Fuse.
- Carson High School special needs students are offered “live” job experience
- Work with the GATE students at Empire Elementary School
- Literacy programs; i.e., “Love on a Leash”; therapy dogs come into the library and students are invited to read to the dogs
- Story time for younger children, 4 times per week
- Lego Club; provides dads the opportunity to come to the library and build things with their children
- Summer reading program; 8 week program offered to the community, beginning 2 weeks after school is out, lasting until the first of August. Students have the opportunity to win prizes based on the number of hours they read; 844 students signed up, with 394 completing the program, a 10% increase over the previous year
- New library logo was designed by students on the Teen Advisory Board
- Partnership with the Boys and Girls Club, “Library in a Box”; children are able to check out books

In summary, Ms. Sady stressed the importance of building a new facility to continue and expand the partnerships with the district and the community.

Mrs. Conrad commented on a recent article published in the Nevada Appeal written by Mr. Rob Hooper, Director of Northern Nevada Development Authority. She also commented on the importance of students having access to computers and the ability to print class assignments, etc.

Mr. Swirczek explained that he is in favor of and will be voting for Question CC1. Mr. Swirczek expressed the importance of the community coming together to prepare children for the possible challenges they face in the changing world. In addition, the community came together to create a vision for education in Carson City. Mr. Swirczek commented on how the District’s Strategic Plan is linked to the library’s goals; community partnerships, provide every student with opportunities for extended school days, project based learning, etc.

#### **REPORT FROM NORTHWESTERN REGIONAL PROFESSIONAL DEVELOPMENT PROGRAM (NWRPDP) FOR 2011-2012**

Mrs. Susan Keema, Associate Superintendent of Educational Services introduced Mr. David Brancamp, Director, Northwestern Regional Professional Development Program (NWRPDP). Mrs. Keema explained that per NRS 391.556, an annual report from NWRPDP is required to be presented to Board Trustees.

Mr. Brancamp provided information on the Regional Professional Development Program; covered the following areas in the western region; Carson City, Douglas County, Lyon County, Storey County and Washoe County. NWRPDP restructured, which now includes Churchill County. They are also short three members from the previous year.

The sites received services in Common Core State Standards (CCSS) with math in grades 3<sup>rd</sup> – 8<sup>th</sup>; 140 additional hours of time was spent with teachers and administrators, Teach for Success (T4S); observers go through the schools spending 20 minutes looking for student engagement with current lessons being taught. Services were also provided in other areas; High Quality Sheltered Instruction (HQSI). In looking forward, a lot of work will be done at the high school level with their Professional Learning Community (PLC) and CCSS in the area of math.

In addition, Legislatures have asked the NWRPDP Governing Board to look into Parent Engagement; bringing parents into the schools to have a better understanding of what is happening, etc. Teachers and Leaders Council are beginning to look at teacher evaluations; RPDP is looking at current evaluation systems, develop stronger skills for teachers struggling in particular areas.

Mrs. Myers commented on the focus of service for the district, with half of the time being spent on T4S. Mrs. Myers asked if there would be a change; get away from T4S and into content areas. Mrs. Keema explained that the time represents, NWRPDP Lead Trainer, for the district, Ms. Kirsten Odegard's, walkthroughs and annual site visits for the ten schools. Schools that have high walkthrough data on T4S, do well on Criterion Reference Tests (CRT). Mrs. Myers inquired about the Principals completing the walkthroughs and also being trained. Mrs. Keema explained that the Principals are trained and completing walkthroughs every other week. Mrs. Myers reiterated the percentage of time the district is spending on T4S. Mrs. Keema explained that the program assists teachers and principals with instructional strategies. Mrs. Myers inquired as to why Principals aren't able to walk with other administrators and why the focus is not being spent on core content, which informs schools of how they'll do on CRT's. Mrs. Keema explained that the district requested this from NWRPDP. Mrs. Keema will share this information with the School Improvement Team. In addition, Mrs. Keema explained that it is also included during the induction of new hires; shadowing Ms. Odegard.

Mr. Reynolds asked for information about why it might be better to have NWRPDP vs. having the funding distributed to districts for them to complete the work. Mr. Brancamp explained that smaller districts would receive a small portion of funding, which might fund only one person. Trainers from other districts cannot provide assistance in other districts, due to changes made during the last legislative session.

Mrs. Conrad asked if this component provided teachers with new information or does the district just go "through the motions". Mrs. Keema explained that middle school common core work in math includes work with grades 6 – 8, identifying meanings, common vocabulary, teaching instruction, which empowers teachers.

#### **REPORT ON COMPLIANCE OF SCHOOL PROGRESSIVE DISCIPLINE PLANS PER NRS 392.4644**

Mrs. Susan Keema explained that all ten schools including Carson Montessori have submitted their site progressive discipline plans in compliance with NRS 392.4644. Mrs. Keema reviewed each sites plan, deeming them complaint. The plans will be provided to the Department of Education and posted on the district website at [www.carsoncityschools.com](http://www.carsoncityschools.com).

Mrs. Myers expressed satisfaction of including temporary removal of a student in the progressive discipline plans.

Mrs. Conrad commented on temporary removal of a student being included in the plan. Mrs. Myers explained the meaning of temporary removal; teacher has the option to have a student removed from class until further action is taken. The law also includes the necessary steps that must be adhered to before a student can come back to the classroom.

## **DISCUSSION AND POSSIBLE ACTION ON SELECTING A TOPIC FOR THE 2012-2013 CARSON CITY SCHOOL DISTRICT BOARD OF TRUSTEES SPONSORED AMERICAN CITIZEN ESSAY CONTEST**

Mr. Stokes addressed the Board on the history and timeline of the Board sponsored American Citizen Essay Contest, an annual event. The contest is open to home school, private, charter and public school students in Carson City. Essays will be judged on adherence of topic, quality of writing and originality of thought. Prize money will be awarded to winners at each level; elementary school, middle school and high school.

Mrs. Myers suggested that the topic be associated with the National Anthem; why are the words there and what do they mean. Following discussion amongst board members, the following suggestion was provided, "What do the words in the National Anthem mean to you?"

Mr. Reynolds asked Mr. Stokes to proceed with determining the prize that would be awarded to the winners.

It was moved by Mrs. Stacie Wilke-McCulloch, seconded by Mrs. Lynnette Conrad, **that the Carson City School District Board of Trustees approve the concept of the National Anthem as the topic for the 2012-2013 Board sponsored American Citizen Essay Contest.** Motion carried unanimously. (Mr. Lemaire was not present for the vote.)

## **APPROVAL OF CONSENT AGENDA**

It was moved by Mrs. Barbara Myers, seconded by Mrs. Joanna Wilson **that the Carson City School Board of Trustees approve consent agenda items (A), (C), (D), (H), (J) and (K) as submitted, to include the additional submission received prior to the meeting.** Motion carried unanimously. (Mr. Jim Lemaire was not present for the vote.)

## **REQUEST FOR FUTURE AGENDA TOPICS**

Mr. Reynolds requested a presentation on the schedule change at Carson High School.

Mrs. Wilke-McCulloch also asked that the presentation include an overview of the changes at Carson High School; closed campus, etc.

Mr. Stokes explained that Mr. Ron Beck, Principal, Carson High School was planning to present information at the October 23, 2012 board meeting.

Mrs. Myers commented on the recent article published in the Nevada Appeal regarding the Carson High School student involved in a car accident.

Mr. Reynolds recognized Mrs. Joanna Wilson for her involvement of creating the Essay Contest in honor of September 11, 2001. Mrs. Wilson commented on how the board meeting scheduled on Tuesday, September 11, 2001 continued without delay or interruption. Former board member, Ms. Sheila Ward initiated the board sponsored essay contest.

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

## **ANNOUNCEMENT OF MEETINGS**

The next regular meeting of the Carson City School District Board of Trustees will be on Tuesday, September 25, 2012.

## **ADJOURNMENT**

There will be no further business to come before the members of the Board in public meeting; President Reynolds declared the meeting adjourned at 8:35 p.m.

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Stacie Wilke-McCulloch, Clerk

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Date