

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

Tuesday, April 9, 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
Laurel Crossman, Member
Barbara Myers, Member
Steve Reynolds, Member
Joe Cacioppo, Member
Richard Stokes, Superintendent
Mike Pavlakis, Legal Counsel

Members Absent
None

ACTION TO ADOPT THE AGENDA

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

Board Member Barbara Myers led the Pledge of Allegiance.

SUPERINTENDENT'S REPORT

- Mr. Stokes introduced Ms. Kelly Gustafson and Mr. Frank Sakelarios, Carson High School Health Occupations Student of America (HOSA) Advisors. In March, 013 the students received several awards at the State competition in Reno, Nevada. Abigail Hersey received the silver award for Outstanding HOSA Chapter. The scrapbook she presented during the State competition may qualify for the National Competition in Tennessee. Tony Cacioppo was awarded the Outstanding Chapter Member. Mariana Yanez, Teresa Soto, Yvette Torres and Itzel Salizar placed 5th for their Health Science presentation. Jasmine Reynolds placed 4th in Job Seeking Skills and Vanessa Rauch placed 4th in Pharmacology. In Fire Science, Michael Leikin won the gold medal and Nicholas Greene won a silver medal. Shannon Flaherty, HOSA President won a gold medal in Veterinary Science. The top 3 students qualified for Nationals in Tennessee. In the event that someone chooses not to attend the National competition, the 4th & 5th place winners would serve as alternates. The students introduced themselves and briefly summarized their projects.
- Kindergarten registration is taking place between 9:00 a.m. – 3:00 p.m. each day. The following information is required:
 - Birth certificate and immunization record
 - Must be 5 years of age on or before September 30, 2013
 - Proof of residency in Carson City School DistrictContact your neighborhood school for enrollment packets or additional information
- Spring Break:

- Fremont Elementary School – March 25th – April 12th; classes resume on Monday, April 15, 2013
- Big Blue Welcome, formally known as 8th grade orientation will be Thursday, April 11, 2013 from 6:00 – 7:00 p.m.
- Upcoming Early Release Days:
 - Traditional Schools – April 17, 2013; 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.
 - Fremont Elementary School – April 24, 2013; classes dismiss at 1:30 p.m.
- Upcoming Student Testing; all students are encouraged to get plenty of rest and eat a healthy breakfast:
 - Writing; excluding Fremont Elementary School, 5th grade and 8th grade students will be testing during the week of April 15th – 22nd
 - Writing; Fremont Elementary School only, 5th grade students will be testing during the week of April 22nd – April 29th
 - Criterion Reference Test (CRT); excluding Fremont Elementary School, 3rd – 8th grade students will be testing during the week of April 22nd – 26th
 - CRT; Fremont Elementary School only, 3rd – 5th grade students will be testing during the week of May 13th – 17th
 - High School Proficiency Exam (HSPE) for 12th grade students will be given during the week of April 29th – May 2nd
- The April 23, 2013 School Board meeting will be held at Carson High School in Senator Square beginning at 7:00 p.m.

BOARD REPORTS

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

- Students in the Criminal Justice Career class will be visiting the Supreme Court on April 18, 2013, which was arranged through their partnership with the Attorney General's Office
- Students in the Elsinore Appeal class will be taking a field trip to the Douglas County Court House on May 28, 2013 for oral arguments regarding Hamlet. Judge Michael Gibbons, Judge James Wilson and Judge Robey Willis will be presiding. The field trip was made possible through their partnership with Douglas County Courts.
- Prom will be held on May 4, 2013
- Blood Drive will be held on May 8, 2013

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

- Varsity Softball plays at 3:45 p.m. on April 11, 2013 against Bishop Manogue High School
- Varsity Swimming competes at 10:00 a.m. on April 13, 2013 at the Carson Aquatic Center
- JV Baseball and Varsity Softball play games at 3:45 p.m. on April 16, 2013 against McQueen High School
- Varsity Baseball plays at 7:00 p.m. on April 18, 2013 against McQueen High School
- Choir and Band students participated in the San Francisco Heritage Festival; the event featured 30 ensembles from 15 schools in California, Nevada, Utah, Wyoming, Washington, Montana and British Columbia. The students prepared 20 minute performances and received awards in the following categories:
 - Gold Awards – Wind Ensemble and Jazz Band
 - Silver Awards – Concert Choir and Chamber Choir
 - Adjudicators' Choice – Wind Ensemble and Jazz Band
 - Outstanding Band Program – Carson High School
 - Sweepstakes Award, Most Outstanding Instrumental Program – Carson High School

- Grand Sweepstakes Award – Most Outstanding Music Program – Carson High School
- Outstanding Male Vocal Soloist – Henry Wilson, tenor
- Outstanding Wind Soloist – Jessica Dodge, Soprano Saxophone
- Outstanding Rhythm Soloist – Brandon Dodge, Drum Set
- 16 students from Ms. Nicole Fagundes' Honor's World History and Global Issues class competed in National History Day. The 1st place winners will be attending National History Day competition in Baltimore, Maryland in June, 2013. The following students placed:
 - 3rd Place Website Design – Jessica Basa and Sarah Christl; "Buddha – One Man's Influence on India"
 - 3rd Place Documentary – Bailey Griffin and Samantha Lowe; "China's One-Child Policy"
 - 1st Place Documentary – Jesica Cacho, Erica Gallegos and Jake Jones; "Sputnik, Dawn of a New Era"
 - 1st Place Individual Exhibit – Kayla Kennison; "Japan's Decision to Attack the U.S."
- 15 Leadership students will be attending State competition in Elko, Nevada from April 18 – 22, 2013

Mr. Cacioppo provided an update on the following:

- Judges and College Directors at the Heritage Festival expressed an interest in Carson High School students; providing them with several opportunities
- Carson High School Culinary Arts Hot Foods Team will be competing in the Oregon Invitational; 1 of 4 schools selected to compete in the college competition
- Skills USA will be competing at the State competition in two weeks; 39 students will be competing in various areas; web-design, architectural drafting, technical drafting, advertising design, culinary arts commercial baking, auto body, etc.

Mrs. Crossman provided an update on the following:

- Early Childhood Center, "Child Find" date is April 19, 2013
- Fritsch Elementary School:
 - Parent Teacher Association (PTA) meeting in the library on April 11, 2013 at 11:30 a.m.
 - PTA is hosting Mom's and Muffins on April 12, 2013 at 7:30 a.m.

Mrs. Myers provided an update on the following:

- Seeliger Elementary School Parent Teacher Organization (PTO) is hosting their Family Night Book Fair on April 15, 2013
- PTO President and Treasurer will be resigning next year. In an attempt to fill the positions next year, they are looking for volunteers to shadow them for the remainder of the year.
- HOSA students were encouraged to look in the areas of Speech Therapy, Occupational Therapy and Physical Therapy

Mr. Swirczek provided an update on the following:

- Writing assessments will be given at Eagle Valley Middle School on April 10th and 11th
- Recently attended a Partnership Carson City meeting where he was asked to provide a two hour presentation on the Carson City School District's Strategic Plan at their May 1, 2013 meeting
- Recently attended the Acting in Community Together in Organizing Northern Nevada (ACTIONN) meeting; a faith based organization that supports parent/teacher home visits. The focus of the meeting; Improves Schools for our Kids. The Executive Director indicated that they would like to be a part of the Parent Engagement portion of the Strategic Plan.

Mrs. Wilke-McCulloch provided an update on the following:

- In preparation for CRT testing, Empire Elementary School will have “Spirit Week” during the week of April 15 – 19, 2013. Each day will have a different dress up theme, followed by an assembly at the end of the week.
- A thank you was extended to the PTA for all they do for the school and students

On a personal note, Mrs. Wilke-McCulloch announced that her daughter is having a pet food drive for the homeless at Sonoma Park on April 12, 2013.

Mrs. Conrad announced that there will be a run in memory of Stephen Anderson and Keegan Aiazzi to raise money to help students pay athletic fees. The event will be held on April 13, 2013 at 8:00 a.m. at High Sierra Brewery.

ASSOCIATION REPORTS

There were no association reports.

PUBLIC COMMENT

There was no public comment.

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

Dr. Steve Pradere, Transformation Office Director provided a power point presentation on the quarterly update for the Race to the Top Grant. (A copy is included in the permanent record.)

Dr. Pradere outlined the first quarter:

- January, 2013 – Transformation Office Director was hired and work began. The Grant is in alignment with the Eagle Valley Middle School project.
- February, 2013 – Roll-out plan was presented to staff at each campus, highly qualified staff was recruited to apply for Implementation Specialist (IS) positions, phone conference to identify the scope of work was held with US Department of Education (USDOE), work began on the steps associated with the scope of work, Student Data System Request for Information (RFI) was submitted and Community Partnerships are continuing to move forward.
 - Eagle Valley Middle School – School Improvement Grant (SIG) project is continuing; focus is currently on student instruction and moving student’s to mastery within each unit. A good data system is in place; allowing them to see if a student has mastered a unit within an area.
 - Carson High School has started their Race to the Top project; meetings have taken place, focus has been on developing infrastructures within the school to complete the project
- March, 2013 – IS Team was hired, met with the USDOE in Washington, D.C., scope of work has been developed and has initial approval stating that all appropriate material has been submitted. Over the next several weeks, any necessary changes will be finalized. The initial request for funds, approximately \$60,000, has also been submitted.
 - Eagle Valley Middle School – continuing to look at student data, conversations with individual teachers about individual students are taking place, working with a targeted intervention program for several months; students have been identified through the grade program and unit project. With extra funds available from the Race to the Top Grant, three teachers were hired for the remainder of the year to work on direct student interventions for those students who are non-performing. There will be small groups with 8 to 10 students for each teacher, having 2 to 3 week interventions, catching students up quickly in identified areas, sending them back to their classes. Students will be out of their class during the day for a 2 to 3 week period, along with an after school intervention. Significant improvements have been seen by most students.
 - Carson High School – continue hiring staff

- April, May and June, 2013 – training for IS staff, projects will continue at Eagle Valley Middle School and Carson High School, structural redesign; provide support to administrators for project to begin at Pioneer High School and Carson Middle School, curriculum mapping training for staff begins in June, 2013, work on Community Partnerships will continue

By January, 2014, Dr. Pradere is hopeful that each student will be in alignment for the following year to have experiences in 1 of the 6 career pathways.

Mrs. Myers asked for clarification regarding the IS positions. Dr. Pradere explained that 11 IS positions have been approved, with the twelfth being selected, awaiting final paperwork from another school district.

Mrs. Myers commented on a recent article published in Ed Week magazine regarding e-portfolios. Dr. Pradere explained that there are two components related to data collection; e-portfolio, students demonstrate their mastery in different areas. The other component is unit mastery data system. Mr. Pradere commented on having an e-portal vs. e-portfolio. The e-portal will likely be available through PowerSchool; student information system, that would allow parents and students access to unit mastery, data, etc. Dr. Pradere is hoping to have the general plan design in place by June 30, 2014, with the foundation in place by August 30, 2014.

Mrs. Myers commented on information included in the article related to students in Carson City being able to begin earning college credits, if they master their subject area in the middle of the year. Dr. Pradere explained that when the article was published, the information was not accurate; however, Dr. Pradere stressed the importance of students having the opportunity to earn dual credit. In addition, they do not want students to be time bound; everyone will enter at the same time, in the same place. In moving forward, it is important that students have the opportunity to “test out” of courses as a way to move ahead. The “test out” option will be built over the next several years, allowing students the option to move through the curriculum.

Due to changes associated with the Standards and the implementation of the Race to the Top Grant, Mrs. Myers asked if the middle school would have a need to use Measures of Academic Progress (MAP). Mrs. Keema explained that Criterion Reference Tests (CRT's) will be online with the Smarter Balanced Assessment Consortium (SBAC) in 2014-2015. The group is also expected to provide formative assessments, for districts to use as a benchmark which lead up to high stakes tests. Mrs. Keema commented on the possibility of going away from the MAP testing at that time, which would be aligned with the high stakes assessment. For this initiative, Dr. Pradere explained that MAP testing is a required assessment with the USDOE. It will be used to gather baseline information in English Language Arts (ELA) and Math. After the 9th grade, students will be past that level of assessment and it will only be used until the other assessment becomes available.

Mr. Swirczek publicly thanked Dr. Pradere and the Implementation Specialists. Mr. Swirczek extended an invitation to Dr. Pradere to attend the Partnership Carson City meeting on Wednesday, May 1, 2013.

Mrs. Conrad inquired about who will be providing training to the Implementation Specialists. Dr. Pradere explained that Dr. Jennifer Ward-DeJoseph and Ms. Kari Pryor have the certification and experience to lead the training for the IS. Mrs. Conrad asked about students needing 5 years vs. 4 years. Mrs. Keema believes the DOE is looking at options to address this area; discussions regarding this topic are taking place. The district provides options for students needing time; Adult Ed, Pioneer High School, etc.

RECOGNITION OF FORMAL COMMUNITY PARTNERSHIPS FORMED ON MARCH 19, 2013

Mr. Stokes introduced Mr. Ben Contine, Chairperson, Strategic Planning Committee. On March 19, 2013, the District formally entered into partnerships with community members. Community members spent many hours collaborating and sharing thoughts, which resulted in the Strategic Plan.

Mr. Stokes acknowledged the community for their interest in the schools and for their willingness to share their time, expertise and resources with the District.

Mr. Contine has recently been hired as an Implementation Specialist and he is a member of the Transformation Team. Mr. Contine presented several photos that provided an overview of the March 19, 2013 Community Partnership meeting; each table had a community member, students, teachers and administrators.

The Vision of the Transformation Team, Strategic Plan and Race to the Top Grant is that all parents, students, teachers, etc., know their roles in creating pathways for students to be successful and college and career ready.

Mr. Contine introduced the following Partners:

- Mr. Jonathan Begley, Executive Director of Dream It, Do It; goals include reducing unemployment, fill jobs in critical industries, increase the high school and college graduation completion rates and to diversify the economy. Mr. Begley has several accomplishments; participated in Science and Technology Night at Eagle Valley Middle School, coordinated a professional development tour for teachers to tour manufacturing sites, coordinating another tour on April 30, 2013 for students.

Mr. Begley publicly thanked everyone for the opportunity and the partnership. He also recognized the need for manufacturers to be involved. Mr. Begley encouraged Board Members to continue encouraging students to pursue manufacturing careers.

- Mrs. Tammy Westergard, Deputy Director, Carson City Library and Ms. Sena Loyd, Technology Trainer, @Two Digital Learning Center provides opportunities to students and teachers on how to use the latest photo editing software, learn how to navigate social media, integrate applications into the work flow, etc. The @Two Digital Learning Center empowers students and teachers to use the latest technology to produce high level projects related to curriculum.

Mrs. Westergard provided copies of their annual report, which highlights their accomplishments during the last year. The document provides a look at their Strategic Plan, which is due to be finalized at the end of the year. Most of the strategic goals established by the Library Board of Directors, over the last five years have been met. One of the most important goals includes partnerships with school children. Mrs. Westergard encouraged the Board to read through the document and commented on how they want to be a partner to close the digital divide in the community. Ms. Loyd is working with classes at the high school level to build documentaries and websites, which can be featured and taken to national level competitions.

- Ms. Lupe Ramirez, Latino Outreach Coordinator, Western Nevada College (WNC) has a specific interest in better preparing students to go to college. Ms. Ramirez understands that college readiness does not start as a sophomore or junior, it starts earlier. Ms. Ramirez has mentors from WNC come and work with the Latino population in the middle schools; parent engagement opportunities, etc.

Ms. Ramirez thanked the district for allowing them the opportunity to create the partnership and stressed the importance of reaching the Latino students at the middle school level, as most 6th grade students have not heard about college. Students from WNC are passionate about their education. Ms. Ramirez expressed her gratitude to the District for the partnership.

- Mr. Neil Rombardo, District Attorney, Carson City is a passionate advocate for education. Mr. Rombardo has offered job shadowing opportunities to high school students and critical thinking workshops and mock trials for 3rd through 5th grade students.

Mr. Rombardo publicly thanked everyone for the partnership opportunity. Mr. Rombardo summarized projects they have participated in for several years; Hamlet appeal for Pioneer High School students, mock interviews at Carson Middle School, and he rewrote a script for "Big Bad

Wolf" trials for elementary students. Mr. Rombardo has recently offered to teach the Bill of Rights in the Social Studies classes at the high school.

In closing, Mr. Contine stressed the importance of all teachers, students, parents, community members, etc. having a clear vision and understanding of what they want for the students in Carson City.

Mrs. Conrad publicly thanked everyone for attending.

Mr. Swirczek asked Mr. Contine to comment on the other partners in attendance on March 19, 2013. Mr. Contine plans to introduce additional partners at a future date; however, he did recognize Ms. Ronni Hannaman, Chamber of Commerce, Mr. Mike Jackson, Micromanipulators and Ms. Tammy Shelton, Brewery Arts Center. Mr. Contine commented on the number of partnerships already in place with actual teachers, students, etc.

PRESENTATION AND DISCUSSION ON PROPOSED CHANGES TO CCSD POLICY 316, RESIGNATION AND RETIREMENT: FIRST READING

Dr. Jose Delfin, Associate Superintendent of Human Resources explained that this meeting serves as the first reading of Policy 316, Resignation and Retirement. The second reading will take place during the May 14, 2013 Board meeting.

A large portion of the original language was edited; title was changed, as a policy, it will not have a procedure, etc. Dr. Delfin read the paragraph of the policy; an employee wishing to resign or retire from employment with the District shall submit a letter of resignation or retirement. On behalf of the Board of Trustees, the Associate Superintendent of Human Resources has the authority to accept letters of resignation or retirement.

Mr. Cacioppo commented on the exclusion of notifying their immediate supervisor of the employee's decision to retire or resign. Dr. Delfin explained that the immediate supervisor would be included in the notification process.

PRESENTATION AND DISCUSSION ON PROPOSED CCSD REGULATION 316, VOLUNTARY SEPARATION OF SERVICE: FIRST READING

Dr. Delfin explained that wording, formerly included in Policy 316 is now the suggested wording for Regulation 316, Voluntary Separation of Service.

INFORMATIONAL UPDATE ON MIDDLE SCHOOL AND HIGH SCHOOL CURRICULUM; COMPUTER LITERACY

Mrs. Susan Keema, Associate Superintendent of Educational Services explained that technology courses in the district should be reviewed often in an effort to make sure students are college and career ready. In addition, the district should prepare students for the high stakes testing in 2014-2015.

Mrs. Keema presented information and modifications associated with computer literacy. Nevada Revised Statute (NRS) requires that all Nevada students graduate with a ½ credit in the use of computers. Currently, students in the district can meet the requirement by taking a computer literacy course in high school. The requirement can also be met by the student taking and passing an end-of-course assessment. If the assessment is passed, the requirement is waived, allowing students the opportunity to take an additional elective course in high school.

Mrs. Keema highlighted revisions in the curriculum:

- Keyboarding will move from 6th grade to elementary; as 5th grade students are required to type their writing assessment. In 2014-2015, 3rd – 8th grade students will be taking their Criterion Reference Tests (CRT) online.

- Middle school curriculum will be reviewed with Mrs. Keema, Mrs. LeAnn Morris, Technology Integration Specialist and Mrs. Janice Arthur-Towns, Director of Information Technology
- By the end of middle school, all students will have completed a course on the use of computers, unifying opportunities for all students to move to the high school with the computer literacy requirement waived

Parents of all current 8th grade students will receive a letter outlining the changes. Based on data, the majority for our 8th grade students; 560 out of 619 have met the computer literacy requirement, leaving approximately 60 students yet to meet the requirement. Prior to sending the letter home, those 60 students will be given the end-of-course assessment. The second way of reducing the number of letters being sent home is to have the middle school counselors meet with and modify the student schedules. Students meeting the requirement will be identified in the letter that will be sent home to parents. For students not meeting the requirement, they will be offered options currently available at the high schools; take the computer literacy course in high school. It is recommended that they complete the course by the end of their sophomore year. Students have the option to take the course online by utilizing Carson Online or by taking a summer school class. Do to the timing in making this change, costs associated with summer school fees for students deciding to take a summer school course will be paid for by the district.

Mrs. Keema expects the rigor to increase for students. At this time, registration for the high schools is taking place. Mrs. Keema will meet with the counselors and Principals to go over the protocol.

Mrs. Crossman commented on the possible changes this could make by moving keyboarding from the middle schools to the elementary schools; 5th grade students entering middle school will not have had the keyboarding class. Mrs. Crossman questioned whether the one hour weekly computer class will be enough time to acquire the necessary skill. She also inquired about possible offerings for 5th grade students that may not have the skills. Mrs. Keema explained that even though keyboarding will be moved to the elementary school, it will remain in the 7th and 8th grade computer literacy course. Mrs. Keema explained that it is not just the computer teacher teaching students; it's about all teachers, teaching students and utilizing technology in their homerooms and content areas. Research shows that the focus is based on application and practice typing of papers, etc.

Mrs. Wilke-McCulloch asked about the types of ½ credit electives that would be available for freshman students. Mrs. Keema explained that additional information will be provided during upcoming Board meetings in May; small learning communities, freshman transition course, dropout prevention, etc.

Mr. Reynolds confirmed that a student does not have to take the computer literacy course if they pass the end-of-course assessment. Mrs. Keema explained that the requirement is waived, allowing for ½ credit for an elective.

DISCUSSION AND POSSIBLE ACTION TO APPROVE THE INCREASE IN HIGH SCHOOL MATH AND SCIENCE CREDIT REQUIREMENTS FOR GRADUATION

Mrs. Keema explained that this agenda item pertains to the graduation requirements beginning with the Class of 2017, requiring approval by the Board following the presentation. Mrs. Keema introduced Mrs. Susan Drozdoff, Math Department Chairperson, Carson High School and Mr. Scott Vickrey, Science Department Chairperson, Carson High School.

The proposal includes increasing Math graduation requirements from 3 credits to 4 credits and Science from 2 credits to 3 credits. The request to change the credits supports the Strategic Plan; Curriculum Matters, providing multiple pathways that empower lifelong learners, active citizens and career and college ready students. Career and college readiness is emphasized a great deal in the high school Accreditation Plans. Mrs. Keema commented on what colleges are looking at for college entrance. In the area of providing rich and rigorous curriculum, Mrs. Keema

reminded Board members of the changes associated with Math and the introduction of Common Core Standards.

In the near future, the Next Generation Science Standards will be released nationally. In the Fall, the Nevada State Board of Education will need to vote on the proposed Standards. If approved, the suggested pathways require 3 years of Science.

Mrs. Keema reviewed the Nevada graduation requirements vs. Millennium Scholarship credit requirements:

- Nevada
 - 4 years, English
 - 3 years, Math
 - 2 years, Science
 - 3 years, Social Studies

Mrs. Keema explained that the district has the same core content credit requirements for graduation. In addition, Mrs. Keema noted the difference in the credit requirements for the district vs. the millennium scholarship. The proposed credit requirements are the same as the Millennium Scholarship.

- Millennium Scholarship
 - 4 years, English
 - 4 years, Math
 - 3 years, Science
 - 3 years, Social Studies

Information included in remediation reports, identifies students following this pathway and in receipt of the Millennium Scholarship, are likely to need less remediation. Mrs. Keema commented on the possibilities that students could finish their Math in high school in their sophomore or junior year, if they took Algebra as an 8th grade student. Mrs. Keema explained how some students take a science class as a freshman, biology as a sophomore and still expected to pass the college entrance in a year or two.

Mrs. Keema presented data that showed a three year comparison with the total number of seniors vs. the total number of seniors with four math credits and three science credits:

- 2010-2011 – total, 473; four Math credits, 388 = 82%; three science credits, 264 = 55.8%
- 2011-2012 – total, 515; four Math credits, 416 = 80.8%; three science credits, 297 = 57.7%
- 2012-2013 – total, 454; four Math credits, 413 = 91%; three science credits, 296 = 65.2%

The data does not account for the seniors that took Science their freshman, sophomore years and completed it their junior year. It represents the percentage of current seniors that are taking a third Science class.

For consideration, Mrs. Keema commented on how parents sign-off on the class registration forms for the coming school year, therefore they must be in agreement with their student taking the additional math and/or science class.

Mrs. Keema presented a credit overview on what other districts in Nevada require for a Standard Diploma vs. Advanced Diploma; Eureka County School District requires 4 credits of math for an advanced diploma. Many Nevada School Districts already require 4 years of Math and 3 years of Science. In reviewing the course offerings of other districts, Mrs. Keema found that some decided to reduce the amount of electives in order to add the credits. The District has decided not to do that, as the 7 period schedule at Carson High School allows students the opportunity to maintain the electives available for them. The electives can also be applied to their career pathway.

Mrs. Crossman clarified the number of credits required for a standard diploma. Mrs. Keema explained that 22.5 credits are currently required for a standard diploma.

Due to the proposal of aligning the district with Common Core Standards, college requirements, and reduce remediation, the district is going beyond the State requirements. Districts are allowed to do this; however, when they do, per NRS, they need to provide an Opt-Out option for students who may not be able to meet the requirement. Exemptions might be associated with a student's Individualized Education Program (IEP), not able to meet the requirement due to transferring from another district; possibly making the student ineligible to graduate with their peers. Without having met the requirements of 4 years of Math and/or 3 years of Science, students would still be able to receive a Nevada diploma. Mrs. Keema commented on special circumstances; accident, etc. In addition, as an expectation of the district, schools will have face to face meetings with families. Mrs. Keema commented on submitting an application to the Nevada Department of Education for science qualifiers as it pertains to Career and Technical Education (CTE) courses.

Mrs. Myers asked if the district had any courses "cross-walked" with the State Board of Education. Mrs. Keema explained that the requirement would affect the Class of 2017. Mrs. Michele Lewis, Dean of Students, Carson High School is currently working on this. Mrs. Myers stressed the importance of submitting the courses to the State Board of Education for approval. Mrs. Keema is working to schedule a meeting with Western Nevada College (WNC) to begin work on aligning math courses with their 120 Math course. Students taking the math course in high school, passing with an approved grade, they receive college credit at WNC.

Mr. Cacioppo commented on the college entrance requirements; 4 years of English and moving towards requiring 4 years of Math and Science. Mr. Cacioppo agreed with Mrs. Myers, students need options.

Mrs. Wilke-McCulloch asked for the approximate number of students in remedial math courses. Mrs. Drozdoff explained that students in the Proficiency Math course are earning a math credit. In addition, there are junior students dually enrolled in a Proficiency Math course and a math class in the next sequence. In some cases, students in their senior year take a math class and have a total of 5 math credits. Mrs. Wilke-McCulloch expressed her understanding of establishing the 7 period schedule; to allow students remedial opportunities. Mrs. Wilke-McCulloch asked for the number of students currently in remedial classes. At this time, Mrs. Drozdoff was unable to provide the information. Mr. Vickrey explained that approximately 40 students had not passed the High School Proficiency Exam (HSPE) at the beginning of the school; however, when the first HSPE test was taken, approximately 20 students were in a remedial class.

Mr. Vickrey commented on the positive impact the AB45 class has had for students regarding remediation. Mr. Vickrey believes that increasing the number of credits for Math and Science, will also increase the teacher/student contact time.

Mrs. Conrad commented on an article in a 2009 publication of Education Week; students will be college ready if they take more Math and Science and if rigor is increased. Mrs. Conrad asked for information on the types of Math and Science classes available for students. Mrs. Drozdoff explained the three paths available with Math curriculum:

- Low Level Path – Algebra I A, moving to Algebra I B, Geometry and Algebra II, depending on the skill level of the student
- Basic Path – Algebra I, Geometry, Algebra II, with the opportunity to take Trigonometry or Pre-Calculus
- Honors Path – Algebra I is taken by 8th grade students in middle school. As a freshman they take Honors Geometry, Honors Algebra II, Honors Trigonometry Pre-Calculus, and AP Calculus as a senior.

In addition, a college prep class was created this year, which previously was a Statistics course. The class was changed; do to a decrease in enrollment. The college prep class is designed to "mirror" the Math 120 course at Western Nevada College. A quarter within the course is dedicated to Statistics. Instead of having one small section of Statistics, they are now offering

two full sections of College Prep Math. Currently there are 6 different Math courses available to seniors. Mrs. Drozdoff expressed the Math Departments' approval and support with the proposed change.

Mr. Vickrey explained that the Science Department also supports the proposed change. Mr. Vickrey explained that there is currently a two year plan to expose students to the State Standards; Physical Science is covered in the freshman year and Life Science in their sophomore year. Mr. Vickrey commented on several science classes available to students; Chemistry, Anatomy, Physics, AP Physics, Astronomy, etc. Mr. Vickrey believes NEXT Generation Science Standards (NGSS) will be adopted by the Nevada Department of Education. NGSS offers three models, which are three year plans to address the Standards.

Mrs. Crossman asked for additional information on how increasing the Standards and credit requirements will impact the remediation rate. Mrs. Keema believes by having the following things set-up, students at the high school will be prepared; work with Department Chairpersons and Implementation Specialists, roll-out of the Common Core Standards and NGSS, implementation of Race to the Top Grant, etc. Mrs. Keema acknowledged Mrs. Crossman for recognizing the need to have the structure in place, but also stressed the importance of having the quality within the structure. Mrs. Keema commented on the importance of watching the student assessment scores increase, as the need for remediation decreases. Students that have been in the district will be monitored vs. students that have transferred in from another place. Mrs. Keema noted an increase in student scores over the last three years.

Mrs. Myers asked Mrs. Drozdoff if Carson High School offers a Consumer Math course. Mrs. Drozdoff explained that the course is called Practical Math; a class designed as a credit recovery course for seniors. Mrs. Myers asked if Business Math is offered. Mrs. Drozdoff explained that business courses are offered; however, no Business Math. Mrs. Myers asked if Shop Math is offered. Mrs. Drozdoff has no knowledge of a Shop Math class. Mrs. Myers expressed concerns with not having those types of classes in place. Mrs. Myers commented on how the Shop Math at WNC helped her son. As a Business Math teacher at a Community College, Mrs. Myers commented on how some of her students that had been in Algebra I, Algebra II, etc., could not calculate a "chain discount". Mrs. Myers reiterated her concerns with increasing the number of math credits. Mrs. Myers asked if Geometry A & B are offered. Mrs. Drozdoff explained that they only have a standard level of Geometry and an Honors Geometry course. Mrs. Myers commented on how most large high schools offer Geometry A and B. Mrs. Drozdoff explained that the Algebra curriculum is broken into two areas; Algebra 1A and Algebra 1B. The Algebra II curriculum has also been divided into two years. Mrs. Drozdoff has not found that Geometry needs to be broken into two years; Algebra 1A and 1B have met the needs of the students. Approximately eight years ago, a Pre-Algebra course was replaced with Algebra 1A and 1B. Mrs. Myers confirmed that the course is open to all students, not just Special Education students. If the change is implemented for the Class of 2017, Mrs. Myers believes students will not get the opportunities they need to succeed. She also believes other things need to be in place prior to making this proposed change. As a former member of the State Board of Education, Mrs. Myers commented on how the graduation requirements should be the same for all school districts in the State. Mrs. Myers commented on the number of districts that have increased the math and science graduation requirements vs. the number that have not; 6 of 17. Mrs. Myers expressed her support of beginning the proposed change with the Class of 2019, as long her concerns are addressed and in place in the next two years.

Mr. Vickrey commented on the implementation of the NGSS and the emphasis of Engineering and Science, Technology, Engineering and Math (STEM). Mr. Vickrey believes there will be additional cross-curricular involvement in Math, Science and English, which may address some of the application concerns. The NGSS should be implemented in 2015; students will be expected to master the material in order to pass the HSPE. Mr. Vickrey and members of his staff have reviewed the second revision of the NGSS and expressed concerns with covering the material in three years, much less two years. Mr. Vickrey believes it is important that students be given access to the Standards.

Mrs. Myers disagreed with Mr. Vickrey, as she believes students in the Health Occupation Students of America (HOSA) classes should be earning Science credits. Mr. Vickrey believes the addition of another Science and/or Math credit will help students, not hurt them.

Mrs. Keema commented on the emphasis of bringing more CTE courses to the high schools. Over the last four years, three new tracks have been added; making sure courses are aligned. The district is required to follow the three pieces provided by the State; sequence with the title, course description book and now with assessments. Mrs. Keema commented on items of importance as the CTE courses were developed; enough classes for students from their freshman year to their senior year, alignment and facilities for STEM, etc. Mrs. Michele Lewis, Dean of Students, Carson High School is working to make sure the Health Occupation courses meet a Science requirement. Mrs. Keema stressed the importance of continuing to broaden the offerings at Carson High School.

Mrs. Conrad commented on an important piece with the community partnerships; make Science and Math applicable. The ability to create other classes might not be available at this time; however, it is important for students to have the opportunity to see how Math and/or Science are applied outside in the real world experience. Mrs. Conrad believes we need to move forward with the proposed change.

Mr. Reynolds believes the Opt-Out form is ample and provides students the opportunity to provide information as to why they shouldn't take a fourth year Math and/or third year Science class. Mr. Reynolds believes there is a basic contradiction; as rigor in the middle school is increased and high school students become more proficient, the district should look at increasing the flexibility of classes offered and taken by students in high school. Mr. Reynolds commented on the limited number of progressive math classes offered. Mr. Reynolds also commented on how he wouldn't be surprised if the State changed the requirements for Math to four.

Mrs. Wilke-McCulloch shared information on personal experiences with her children; one was focused looking at colleges and the other one, if this had been implemented would not have graduated. Mrs. Wilke-McCulloch questioned the number of students going to college and asked if Carson High School was being made a college prep school. Mrs. Wilke-McCulloch doesn't believe the AB45 class has been given enough time to see if it is working. Mrs. Wilke-McCulloch expressed concerns with limiting the number of options for students and increasing the number of credits required for graduation. Mrs. Wilke-McCulloch asked for information regarding the number of Carson High School students that go to college. Mrs. Keema explained that at this time, the P21 Council does not allow that information to be shared; however, a survey is given to graduating seniors. Mrs. Wilke-McCulloch expressed her support for increasing the Science credit requirement; however, she is not in favor of changing the Math credit requirement. Mrs. Keema commented on the number of available schedules and the amount of support provided through the Race to the Top Grant. Mrs. Keema emphasized the purpose of making the change; to reduce student remediation. Mrs. Wilke-McCulloch stressed the point of how a college bound student would take the extra Math and/or Science class.

Mr. Reynolds commented on how parents would have the ability to sign off on not having their student take the Math and/or Science course.

As a parent, Mrs. Wilke-McCulloch questioned why she would have to sign the Opt-Out form, if the student was already included in the 18% not taking Math or was college bound. Mrs. Wilke-McCulloch expressed concerns with parents possibly not taking the opportunity to have their student Opt-Out; therefore, they may not graduate because they have to take another Math and/or Science class. Mrs. Wilke-McCulloch shared another personal experience she had when her daughter transferred to high school from out of state and the importance of understanding the classes her daughter should take to get into college; Advanced Placement, Honors and high level classes. Mrs. Wilke-McCulloch expressed concerns with the graduation rate for students that are not going to college, aren't motivated and may not have parental involvement at home. Similar to students having to complete a Senior Project, Mrs. Wilke-McCulloch suggested that students be made to join a club, learn how to get along with others, etc. As a Board Member, Mrs. Wilke-McCulloch finds it difficult to place restrictions at this time.

Dr. Delfin commented on experiences he had as a former Principal; counselors provided a list of senior students at risk of not graduating. With the Opt-Out form, counselors are responsible for having Individualized Educational Plans (IEP's). In addition, based on the students' progress, counselors would likely call parents, notifying them that their student may be at risk of not graduating. In preparation for the end of the school year, Dr. Delfin commented on the importance of preparing senior students and parents for what may come their way. In the event there is not a lot of parental involvement, counselors and administrators assist to make sure students are ready.

Mrs. Wilke-McCulloch commented on how a student would lose credit if they completed the Opt-Out form in their senior year. Mrs. Keema explained that if a student decides to utilize the Opt-Out option, they could still receive a diploma based on the State requirement of 3 Math credits and 2 Science credits. Mrs. Wilke-McCulloch confirmed that the student would be able to participate in the graduation ceremony. Mrs. Keema explained that in addition to parents, students and counselors, the department chairpersons also wanted to be included on the Opt-Out form; State law requires the counselor, parent and student be included on the Opt-Out form. Counselors can make students aware of available options within the district's system to support their areas of interest. The Math Common Core State Standards have eight mathematical practices, with an emphasis on real world problems; different than just solving the problems. Students are expected to explain, demonstrate, collaborate, etc., which is a different way of teaching math.

Mrs. Myers commented on the number of Liberal Arts Colleges in the United States; California has 22 and Nevada has none. As it relates to colleges, Mrs. Myers believes Nevada is unique; not all students attend college in Nevada. Mrs. Myers explained that the proposed requirements are for colleges in Nevada and California, not the real world.

Mr. Cacioppo commented on a conversation he's had with Mrs. Drozdoff regarding a personal matter with his son; availability and offerings of 4th year Math classes. As a freshman his son went into the Honors program; however, is currently not in the program. Mr. Cacioppo is working with the school to see if there's a way his son can get back into the program; testing, etc. In addition, Mr. Cacioppo would like to see that students have the opportunity to take a Calculus course. Mrs. Drozdoff commented on the Honors track; 8th grade students have the opportunity to take Algebra I. To stay on the Honor's track, a freshman student can take Honors Geometry, followed by Honors Algebra II, then Honors Trig/Pre-Calculus, which is the progression to take Calculus. In their senior year, they can take AP Calculus. Most students at Carson High School take Algebra I, Geometry, Algebra II and Trig/Pre-Calculus. There are currently five sections of Trig/Pre-Calculus. Three years ago, a regular level Calculus class was created, which was designed to accommodate students that may have opted out of the Honors track in high school. For the current school year, only ten students selected Calculus; therefore, they were placed in another class. The course is still identified in the course description book. Based on the current Honor's class enrollment, Mrs. Drozdoff believes the Calculus class will be available again in two years. Mrs. Drozdoff summarized the considerations associated with creating a class; need a staff member to teach it, have enough students to populate the class, etc. If a need is identified, Mrs. Drozdoff does not see a problem creating a math class. At this time, a Math teacher, dually certified in Business, will be teaching three Business courses next year, which could potentially lead to establishing a Business Math course. Mr. Cacioppo would like to see students have the ability to test back into an Honors track. Regarding Science, Mr. Cacioppo inquired as to how many lab science classes were available. Mr. Vickrey named the lab Science courses; Discovery Science and Biology. A student can acquire two years of lab Science. Mr. Vickrey is of the understanding that all Science classes are considered a lab Science, with the exception of Proficiency Science. Mr. Vickrey commented on the AB45 schedule; teachers would have more classes to teach, without increasing the student/teacher ratio. If the school went back to the 6th period schedule, Mr. Vickrey doesn't believe there will be funding to alleviate large class sizes.

As it relates to the Race to the Top Grant and the Strategic Plan, Mr. Swirczek asked Dr. Pradere and Mr. Contine to participate in the discussion. Dr. Pradere explained that for the appropriate courses, the dual credit concept will be worked on due to the curriculum redesign and realignment with CTE. Within a year, the courses should be in place with the additional support

pieces included. As it relates to the Common Core Standards, the expectations of students will be increased significantly. Dr. Pradere commented on the changes associated with the Math and Science practices; students will be better prepared by having the additional courses. In addition to meeting the college entrance requirements, it is important that students are work ready. Dr. Pradere believes students will not be served appropriately if the standard is reduced for the work ready requirement. Another difference, not previously available to students; students within every unit will be identified when they are having difficulty. As students are identified, remediation can be provided sooner.

Mr. Reynolds asked if Carson Online was used for Math and/or Science offerings at Carson High School. Mrs. Keema explained that Carson Online is available to Carson High School students.

Although she understands the concerns addressed by Mrs. Myers and Mrs. Wilke-McCulloch, Mrs. Conrad is hopeful that with all the tools in place; community partnerships, Race to the Top Grant, Common Core Standards, that everything will come together for all students.

Mr. Swirczek asked if the Class of 2017 was the right place to start. Dr. Pradere believes it is the right time due to the resources that are in place with the Race to the Top Grant. Dr. Pradere reiterated that the Opt-Out form still allows students, unable to meet the requirement, the ability to receive their diploma.

Mrs. Wilke-McCulloch asked if the resources would still be available following the Race to the Top Grant. Dr. Pradere reiterated that what is being built and implemented with the Race to the Top Grant allows for the way the district will do business. From this point forward, the curriculum, assessment, data system, etc. will be ongoing.

Mrs. Crossman commented on submitting paperwork to the Department of Education regarding dual credit; Auto Mechanic class could count as a Math credit. In addition, Mrs. Crossman inquired as to when this would be available for students. Mrs. Keema believes this could be accomplished by the Fall of 2013. Mrs. Keema commented on the consistent enrollment seen in the CTE classes and that she will pursue the next steps to identify them for dual credit.

Mrs. Myers asked if there was a Board Regulation that addresses the 9th grade 4-year Academic Plan. Mrs. Keema confirmed that there is a Board Regulation. Mrs. Myers commented on the requirements associated with a 9th grade Academic Plans. Mrs. Myers asked Mrs. Keema for her assurance that at this time, every 9th grade student has a 4-year Academic Plan that addresses the requirements set forth by the Legislature and that parents are informed of the Plan. Mrs. Keema confirmed that students have a 4-year Plan that students take home for parent's signature. Mrs. Keema explained that they are currently reviewing the process and by implementing a freshman transition program at Carson High School where counselors will spend additional time with the student. To involve more parents, the middle school utilizes student led conferences. Mrs. Myers reiterated the comments being made by teachers at Carson High School and parents. Mrs. Myers provided additional information included in the requirements; plan may include a designation of a career pathway, enrollment in dual credit, career and technical education, AP, etc. In addition, she commented on how the district is not ready yet. Mrs. Keema confirmed that the district is not ready yet. Mrs. Myers reiterated that the requirements already exist and went into effect during the 2011 - 2012 school year. Mrs. Keema explained that the Board Regulation includes the wording from the Nevada Revised Statute (NRS) and that students do have the Plan. Mrs. Keema agreed with Mrs. Myers that communication regarding the Plan needs to be improved; another reason for adding the transition program and implementing student led conferences at the middle school.

Mr. Swirczek asked that time be given to Mr. Contine and Mr. Kortemeier, Science Teacher, Carson High School to speak on the topic.

Due to time, Mrs. Conrad thanked everyone for attending and asked that a motion be given.

It was moved by Mr. Joe Cacioppo, seconded by Mr. Steve Reynolds, **that the Carson City School District Board of Trustees approve an increase in High School Math and Science credit requirements for graduation, beginning with the Class of 2017, as follows: increase Math from 3 to 4 credits, and increase Science from 2 to 3 credits.** Motion passed by a vote of 5-0-2.

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING REVIEWED CCSD POLICY FOR WHICH NO CHANGES ARE PROPOSED: POLICY 517, GRADUATION REQUIREMENTS

Mrs. Keema explained that board policies require approval by Board Trustees. Policies are usually reviewed when there are Legislative changes, changes in personnel, etc. Policies are general in terms and regulations provide the detail. In preparation for agenda items #11, #12 and #14, Policy 517, Graduation Requirements was reviewed. At this time, there are no suggested changes to Policy 517.

Mrs. Myers explained that the Nevada Department of Education (NDOE) does not set forth any requirements. Mrs. Myers suggested that the policy say; set forth by NRS or Nevada Administrative Code (NAC); reference is correct, but the wording is not.

Mrs. Conrad asked Mrs. Myers to clarify the information. Mrs. Myers reiterated that the NDOE does not set forth or write standards or NAC. The Nevada State Board of Education writes, approves and takes action on the NAC. The information should say that the requirements are set forth by NRS, not the NDOE.

Mr. Pavlakis confirmed that the suggested change would be made. Mrs. Keema confirmed that this meeting serves as the first and the second reading will take place during the May 14, 2013 board meeting.

PRESENTATION AND DISCUSSION ON PROPOSED CHANGES TO THE FOLLOWING CCSD REGULATION 517, GRADUATION REQUIREMENTS. THIS ITEM WILL IDENTIFY POTENTIAL CHANGES TO THE CURRENT HIGH SCHOOL DIPLOMA TYPES

Mrs. Keema explained that regulations are specific; provide details as they pertain to the policy. Suggested changes are welcome by the Board; however, they are not voted on by the Board. Mrs. Keema outlined the suggested changes; addition of revised graduation requirements for incoming freshman students, which is the Class of 2017. The changes include increasing the credits to 4 credits in Math and 3 credits in Science, which includes a list of exemptions for students unable to meet the requirement. This also serves as a follow-up to agenda items #11 and #12.

Mrs. Myers referenced the second paragraph regarding Academic Plan; 9th grade student and his or her parent will work in consultation with a school counselor to develop an Academic Plan at least once each school year. Mrs. Myers asked for confirmation that this is currently happening. Mrs. Myers explained that the same issue is happening in other districts, not just the Carson City School District. Mrs. Myers commented on things taking place with the Race to the Top Grant and is hopeful that it will begin and continue after the Race to the Top Grant.

Mrs. Conrad brought to Mrs. Keema's attention a correction that needs to be made on the Opt-Out form; insert an apostrophe after Registrar's Signature, Office Use Only.

PRESENTATION AND DISCUSSION OF TENTATIVE BUDGET SCENARIOS AND ASSUMPTIONS FOR FY2014

Mr. Anthony Turley, Director of Fiscal Services presented a power point presentation that provided a brief overview of the General fund tentative budget. (A copy is included in the permanent record.)

Mr. Turley explained that the numbers presented tonight may be slightly different because information previously presented was estimates due to actual revenues projected from the

Department of Taxation and other agencies. The summary and budget presented includes the plan that was previously presented, which includes the gap.

The amounts for property tax and Local School Support Tax are revenue projections from the Nevada Department of Taxation.

- Property Tax - \$9,072,484; compared to \$10.3 million for 2012-2013, a decrease of approximately \$1.3 million
- Local School Support Tax - \$17,044,391; an increase of approximately \$350,000 over 2012-2013
- State Funding - \$25,252,028; balance of the Distributive School Account (DSA)
- Other Funding - \$1,881,431; miscellaneous funding
- Total Revenue Projection in the Tentative Budget - \$53,250,344; actual DSA funding has not been identified at this time. This is a 2% projection put forth in the Governor's budget, estimating the impact. As additional information becomes available, it may require a change in the budget.
- Projected beginning fund balance - \$6,622,685
- Total available resources - \$59,873,029

General Fund Expenditures and Ending Fund Balance:

- Total Salaries and Benefits - \$41,024,916; 84%, which includes projected increase in health care costs, Public Employees Retirement System (PERS) increase, etc.
- Services and Supplies - \$8,078,659; 16% of operating expenditures
- Total operating expenditures - \$49,103,575
- Transfers to Other Funds - \$6,649,455; in previous years the transfer amount was approximately \$7.3 million
- Total Expenditures - \$55,753,030
- Projected Ending Fund Balance - \$4,100,000; 8.35%
- Total Expenditures and Ending Fund Balance - \$59,873,029

Details of Transfers:

- Nutrition Services - \$473,738; projecting transfer to remain the same as previous year
- State and Federal Grants - \$150,000
- Special Education - \$5,600,717; reduced from previous year, while continuing to meet the needs of the special education student population
- Debt Service - \$260,000; transfer to meet the medium term obligation for solar arrays
- Class Size Reduction - \$165,000
- Total Transfers - \$6,649,455

Mr. Turley commented on the anticipated savings of \$230,000 for fiscal year 2012-2013 which is associated with the implementation of the Race to the Top Grant. Dr. Pradere's salary and benefits has moved from the general fund to money from Race to the Top Grant. The savings will be added to the beginning fund balance.

Mrs. Wilke-McCulloch asked if the savings of other Race to the Top positions were included in the amount presented. Mr. Turley explained that the Dean of Students position will be filled; however, the Vice Principal position at Carson High School will not be filled. Mr. Stokes explained that the plan includes the reduction of one administrative position at Carson High School. Mr. Turley clarified that the \$230,000 savings does include the Dean's position at Carson High School.

Mr. Turley commented that the available funds could be used, in addition to what is included in the tentative budget for the final budget, as the tentative budget that will be submitted will not be changed.

Mr. Stokes added that the savings is associated with the Race to the Top positions for April, 2013 through August, 2013; a one time savings, as the positions will be replaced out of the general fund.

Mr. Turley highlighted possible uses for the funds:

- Budget full amount into the contingency account as recommended in the Audit Management Letter. The tentative budget does not include a contingency line item. The Statutes allows the contingency amount to be up to, but limited to no more than 3%. Mr. Turley does not see the need for a 3% contingency amount; however, he does believe that a 1% contingency amount should be considered. Mr. Turley reiterated that according to statute, once the ending fund balance is determined, the district cannot appropriate below the ending fund balance level. If there was a need to use the contingency line item, staff would come before the Board, present the information and seek approval of the Board to transfer money to cover the contingency. Mr. Turley recommended that the money be placed in a contingency account.
- Provide additional funding for Voluntary Separation Incentive Plan (VSIP)
- Modify the Superintendent's plan, keeping key positions

Mrs. Wilke-McCulloch confirmed that if the funding would transfer into the ending fund balance if it were not used.

Mrs. Myers asked for information regarding pages 19, summer school tuition vs. 21, summer school contingency. Mr. Turley verified that that is a contingency account; however, he is referring to a contingency line item specifically for the general fund. Mrs. Myers asked if there would be contingency amounts for individual accounts. Mr. Turley explained that it would be one contingency line item in the general fund, in a function code of 6000, which would require Board approval prior to spending.

Mrs. Myers asked if there would be added expenses associated with increasing the number of credits in Math and Science. Mr. Turley explained that by implementing the 7 period schedule, current staff could teach the available classes. Mrs. Myers verified that if the schedule remains in place, there will be no added expense in the future.

Mr. Swirczek stressed the importance of keeping the elementary school counselors and believes the \$230,000 savings should be used for that purpose. In preparation of the final budget, Mr. Swirczek expressed his position on using a portion of the ending fund balance. Mr. Swirczek asked if the DSA amount was increased to offset the reduction in property tax revenue. Mr. Turley commented on one of the components of the DSA model; in theory if the district had a 10% reduction in property tax revenue, the DSA model should partially compensate for the reduction. A conservative approach has been taken in developing the budget; no modifications in the budget will be made. The district is waiting to allow the NDOE to process the data in the DSA model. Once the modifications are made, the district will make the necessary changes. Mr. Swirczek commented on the emphasis to education that has been during the Legislative session. Mr. Swirczek expressed concerns with the May 1st deadline to notify staff of their positions. Mr. Swirczek asked for information as to the steps that have been taken in keeping staff informed on the possibilities. Dr. Delfin explained that he has been working with Mr. Brian Wallace, President, Ormsby County Education Association (OCEA) regarding staff in at risk of losing their jobs. He has contacted them via email, spoken with them by phone, and face to face meetings. Dr. Delfin stressed the importance of looking at the one-time funding as a way to look at staffing for the 2013-2014 school year.

Mrs. Crossman asked for additional information regarding School Administration, 600 supplies; \$65,000 was spent for year ending 2012 vs. estimated amount of \$285,000 for this year. Mr. Turley explained that the district has had a funding source, identified as the color of money, in place for several years; Principals' receive discretionary money each year on a per pupil basis. Principals' are allowed to use the money in any manner and allowed to carry it forward year after year. Mr. Turley explained that the district does not update computers throughout the district; however, if Principals' have the funding available, they have the discretion to update the technology at their sites. In addition, they could purchase library books, or save it for other purchases the Principal may have. As an example, Mr. Turley referenced the light pole that blew down at Carson High School and was replaced using discretionary funds from the school. Mrs. Myers provided additional information; \$65,000 is the actual amount spent vs. the allocated amount of \$285,000. Mr. Turley added that the amount in professional services is higher; the

amount generally averages \$65,000. Mr. Turley also explained that the level varies depending on the schools; elementary, middle and high school. Mrs. Crossman confirmed accountability of the purchases.

Mr. Reynolds asked for addition information regarding the budgeted increase associated with the Medicaid fund salaries. Mr. Turley explained that the fund has been reviewed by Mrs. Jan Albertson, Director of Student Support Services to reduce the Special Education budget transfer. In addition, items have been reviewed to see if they can be used to spend from Medicaid to benefit Special Education students. Mr. Reynolds asked for additional information regarding the 8.3% ending fund balance vs. the contingency fund. Mr. Turley explained that the beginning fund balance is included in the Resources because it is available to spend in the budget cycle. The ending fund balance is included in the available resources; available to budget, with the restriction that the ending fund balance can be no less than 4%. Once the final budget is adopted and budgeted to an ending fund balance, the Nevada Department of Taxation is notified that the district is not going to go below the designated level. Mr. Turley explained that the transfers approved at each Board meeting are transfers within budget groups, within funds. If a transfer outside of funds is necessary, Board approval is required.

Mrs. Wilke-McCulloch asked for clarification on which department is associated with Occupational Therapy. Mr. Turley explained that they would be Special Education.

If possible, Mrs. Conrad would like to keep the elementary school counselors by using the \$230,000 savings associated with the Race to the Top Grant.

Mr. Reynolds would like to see a job description for elementary school counselors.

Mr. Turley explained that the minimum ending fund balance of 4% is not a good ending fund balance; dropping below that requires a corrective action plan. Mr. Turley believes that one month's operating revenue of 4% is not an adequate cash flow; 8.3% is what the district should have as a good fund balance.

Mr. Swirczek commented on the four areas that were presented by the elementary school counselors. Mr. Swirczek stressed the importance of keeping the elementary school counselors.

Mrs. Crossman asked if the discretionary funds budgeted this year are the same as last year. Mr. Turley explained that the proposed plan included a reduction to the secondary level for the function code, 1000, Supplies, which are allocated for direct classroom supplies.

Mrs. Myers explained that additional cuts could be made; however, they won't add up to the large dollar amounts needed. Mrs. Myers cautioned everyone about using one-time money for salaries. Mrs. Myers also commented on how the VSIP and how it benefited the district with one-time funds.

2013 NEVADA LEGISLATIVE UPDATE: REPORT ON ITEMS OF INTEREST RELATING TO EDUCATION

Mr. Stokes reported that State Superintendent of Public Instruction, Dr. James Guthrie has resigned and Ms. Rorie Fitzpatrick has been named Interim Superintendent of Public Instruction.

Mr. Stokes highlighted several areas of interest regarding education:

- SB350 was heard by the Senate Committee on Finance; allow school district Capital Project Fund to be used to include purchase of motor vehicles and other transportation related equipment and equipment used to educate students
- SB407 was heard by Senate Committee on Education; regarding a temporary delay on the State Performance Evaluation System and a validation study during 2013 and 2014
- SB240 was heard by the Senate Committee on Education; Bill supporting teacher reimbursements for school supplies

- SB453 will be considered an unfunded mandate unless funding becomes associated with it; Bill requiring schools to administer and obtain an EpiPen for treating allergies; bee stinks, peanuts, etc.
- AB288 would eliminate current High School Proficiency Exams (HSPE) and be replaced with an End of Course Exam that aligns with Common Core State Standards
- SB305 will be heard on April 10, 2013; allows students to complete an internship and receive credit for graduation

APPROVAL OF CONSENT AGENDA

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

REQUEST FOR FUTURE AGENDA TOPICS

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, April 23, 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 10:41 p.m.

Ron Swirczek, Clerk

Date