

**MINUTES OF THE NOVEMBER 26, 2019  
REGULAR MEETING OF THE  
WASHOE COUNTY SCHOOL DISTRICT  
BOARD OF TRUSTEES**

November 26, 2019

**1. Opening Items**

**1.01 CALL TO ORDER**

The regular meeting of the Board of Trustees was called to order at 4:00 p.m. at the Washoe County School District's Central Administration Building, 425 East Ninth Street, Reno, Nevada.

**1.02 ROLL CALL**

President Katy Simon Holland and Board Members Jacqueline Calvert, Andrew Caudill, Scott Kelley, Ellen Minetto, Malena Raymond, and Angela Taylor were present. Interim Superintendent Kristen McNeill and staff were also present.

**1.03 PLEDGE OF ALLEGIANCE**

Rollins Stallworth, Coordinator of Student Activities and Athletics, led the meeting in the Pledge of Allegiance.

**1.04 ACTION TO ADOPT THE AGENDA**

It was moved by Trustee Taylor and seconded by Trustee Minetto that **the Board of Trustees approves the agenda as presented.** The result of the vote was Unanimous: Pass (Yea: Jacqueline Calvert, Andrew Caudill, Katy Simon Holland, Scott Kelley, Ellen Minetto, Malena Raymond, and Angela Taylor.) Final Resolution: Motion Carries.

**2. Consent Agenda Items**

It was moved by Trustee Taylor and seconded by Trustee Raymond that **the Board of Trustees approves Consent Agenda Items 2.02 through 2.10.** The result of the vote was Unanimous: Pass (Yea: Jacqueline Calvert, Andrew Caudill, Katy Simon Holland, Scott Kelley, Ellen Minetto, Malena Raymond, and Angela Taylor.) Final Resolution: Motion Carries.

- 2.02 The Board of Trustees approved the minutes of the September 10, 2019 Regular Meeting of the Board of Trustees.

- 2.03 The Board of Trustees accepted the "Budget Transfer Report" and provided authorization to include budget transfers between functions or programs for a total amount of \$21,066.30 for the period October 1, 2019 through October 31, 2019 in the official Board minutes, as required by Nevada Revised Statute.
- 2.04 The Board of Trustees approved the grant application to the Nevada Department of Education for Bullying Prevention Funding for \$9,921.45.
- 2.05 The Board of Trustees authorized District staff to pay Crowe, LLP an amount not to exceed \$115,000 for accounting investigation assistance related to certain stipends and grant programs.
- 2.06 The Board of Trustees awarded Bid #20-26-B-10-AA, Synthetic Turf Replacement at Damonte Ranch High School, to Sierra Nevada Construction, Inc. for \$1,368,007.
- 2.07 The Board of Trustees approved the Subaward Agreement between Washoe County and Washoe County School District for the subaward of Title IV-E grant funds for the purpose of providing school transportation for children in foster care for up to \$300,000.
- 2.08 The Board of Trustees approved the award of a Master Service Agreement (MSA) with Dreambox in the estimated amount of \$250,000 beginning November 27, 2019 and ending November 26, 2020.
- 2.09 The Board of Trustees accepted the Annual Follow-up of the Athletic Gates Audit, as recommended by the Audit Committee.
- 2.10 The Board of Trustees accepted the Annual Follow-up of the Employee Overpayments and Collections Audit.

### **3. General Public Comment**

#### **3.01 PUBLIC COMMENT**

Jeff Church expressed frustration over the increasing costs to built new schools because he believed the District was putting out misinformation to the community. He claimed different totals had been provided to the Capital Funding Protection Committee, Board of Trustees, media, and community for the total cost of the new high school located at Wildcreek. He had been told by employees of the District that he was wrong and wondered where he got his information and mentioned the information came from the

District's own website. He was also disappointed WC-1 funds had been used for principal salaries, but that had occurred, and he wondered if it was even legal.

Terri Crow was the parent of two students in the District. She was frustrated over the lack of transparency and honesty by the Board and District leadership. She remarked that she had removed one of their children from the School Within A School (SWAS) program because she felt the teachers were not qualified and the program was mismanaged. Additionally, she believed the Board had mismanaged the hiring and firing of former Superintendent Traci Davis and the implementation of Digital Snow Days. She stated her son had been assaulted on the bus and only a minimum amount of time for suspension was given to student who committed the violent act, but she was disappointed no one from the District reached out to see how her son was doing. Finally, she was disappointed in how the District handled the recent cases of Whooping Cough at Damonte Ranch High School and that students had been excluded from school. She believed the Board and District leadership did not listen to the community and continued to make poor decisions over and over.

Katania Taylor was the parent of children in the District. She believed the District was discriminating against families who chose not to immunize their children by excluding them from school. She claimed the children were being bullied and ostracized because they had not been vaccinated against a disease that could be treated with antibiotics. She indicated the vaccines had not proven to be completely effective and even those who had received the vaccine were susceptible to the disease. She expressed outrage that healthy children who had not started or contributed to the spread of the infection were removed from school and that the District and Board were allowing this to occur. She demanded the Board reexamine their policies and procedures and the children be readmitted to school immediately.

Carissa Hoover was a teacher in the District. She noted that even with a vaccine, people could still contract and spread the Pertussis disease and the outbreaks occurring were happening with the fully vaccinated. She was frustrated employees who were not vaccinated were forced to use their own sick days to remain home, even though there was no requirement to be vaccinated. Employees who chose to receive the vaccine were able to return to work, but were then considered A-symptomatic and able to spread the disease to others without being excluded from work or forced to use their sick days. She also believed unvaccinated students were being discriminated against and their right to an education denied. Students were not able to be absent for 21 days and then be expected to remain up to date on their work without falling behind.

President Simon Holland noted the Board would be reviewing the policies and procedures related to health outbreaks at a future meeting. She clarified the Washoe County Health District made the determination on having unvaccinated students remain out of school during an outbreak, not the Washoe County School District.

Greg Cantin was also concerned about the exclusion of students at Damonte Ranch High School due to Whooping Cough. He believed if a student was sick, they should be sent home, but did not agree with the policy of simply excluding unvaccinated students who were not sick. Healthy students should be allowed in school.

Jami Hepworth, Health Freedom Nevada, agreed with the prior comments related to the Pertussis outbreak at Damonte Ranch High School. She mentioned recent studies on the D-TAP vaccine showed those who received the vaccine would be susceptible to Pertussis for the rest of their lives because the strain used in the vaccine had evolved and was not effective against the current Pertussis strain. She urged the Board to review the policies and procedures so they were fair for all students.

Nancy Jones, Health Freedom Nevada, thanked the Board for listening to their concerns related to the exclusion of students at Damonte Ranch High School. She believed the emotional and psychological impacts of excluding students from school for 21 days had not been considered. Other students would view the student who had been out for 3 weeks differently and even treat them differently because they had not received the vaccine for whatever reason. She urged the Board to have conversations with the Washoe County Health District to find a better way of dealing with health outbreaks than removing children for 3 weeks. She was also concerned that student information had been compromised by the District because information on why the students did not receive the vaccine was published in the newspaper. She believed the students' religious freedoms had been violated because no one needed to know why they were unvaccinated.

Tara Thornton, Health Freedom Nevada, agreed with the prior comments. She remarked the Board had the ability to effect important change on the lives of students by reviewing the policies and procedures. She urged the Board to hold conversations with the Health District on improvements that could be made so children and others were not excluded.

Deanna Mandichak was a parent of one of the student's excluded from Damonte Ranch High School. She shared the experience of her son and her family about what had happened. She noted she did not choose to exclude her son, but was forced to remove him without a lot of explanation or support from the school. She was the one who had to contact his teachers to get the work for him to make up and then was informed that because of the absence policy he would be unenrolled from school so the absences would not count against him. After that phone call, she had not heard from anyone about how that would impact his current Advanced Placement (AP) and honors classes. She took her son to receive the booster shot so he could return to school and was then told he would not be responsible for any of the work he missed while excluded; however, the teachers emailed him lessons and assignments so now they did not know what he was responsible for. She was frustrated over the process and the lack of communication.

Pablo Nava Duran provided remarks related to the last meeting of the Zoning Advisory Committee. He was concerned about some of the options provided to the Committee because he believed the goal was to eliminate split feeder middle schools and hoped the final recommendations to the Board would eliminate all split feeder middle schools.

Todd Bailey expressed concern over the private student information being released to the newspaper. He believed the Board needed to look into who released the information and who made the decision to provide the information to the media. He considered the release of the information a violation of educational and medical law.

President Simon Holland noted state law required all students to be vaccinated with exemptions only for medical or religious reasons and the Health District had access to the records.

#### **4. Items for Presentation, Discussion, Information and/or Action**

##### **4.01 DISCUSSION AND POSSIBLE ACTION TO PROVIDE PRELIMINARY APPROVAL TO THE PROPOSED ADOPTION OF BOARD POLICY 3350, STAFF TRAVEL, WHICH INCLUDES LANGUAGE RELATED TO APPROPRIATE REASONS TO TRAVEL AND BUDGETARY CONSIDERATIONS, AND INITIATE THE 13-DAY PUBLIC COMMENT PERIOD**

Mark Mathers, Chief Financial Officer, reviewed Board Policy 3350, Staff Travel. The Board had previously discussed the proposed Policy at the Board Policy Committee on November 5, 2019. The Policy would clarify the allowable reasons for staff travel and outline how staff travel would be budgeted and monitored.

It was moved by Trustee Raymond and seconded by Trustee Minetto that **the Board of Trustees provides preliminary approval for the proposed adoption of Board Policy 3350, Staff Travel, and initiates the 13-day public comment period.** The result of the vote was Unanimous: (Yea: Jacqueline Calvert, Andrew Caudill, Katy Simon Holland, Scott Kelley, Ellen Minetto, Malena Raymond, and Angela Taylor.) Final Resolution: Motion Carries.

##### **4.02 DISCUSSION AND POSSIBLE ACTION TO PROVIDE PRELIMINARY APPROVAL TO THE PROPOSED ADOPTION OF BOARD POLICY 3540, GIFTS, BEQUESTS, AND DONATIONS, WHICH ESTABLISHES PROTOCOLS FOR THE ACCEPTANCE OF GIFTS OF MONEY OR PROPERTY BY THE DISTRICT, THE PROPOSED ADOPTION OF BOARD POLICY 3550, GRANT FUNDS, WHICH ESTABLISHES PROTOCOLS FOR APPLICATION FOR AND USE OF GRANT FUNDS, AND THE PROPOSED DELETION OF BOARD**

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**POLICY 3280, GIFTS, GRANTS, AND DONATIONS, WHICH WOULD BECOME REDUNDANT, AND INITIATE THE 13-DAY PUBLIC COMMENT PERIOD**

Lauren Ohlin, Director of Grants Department, reviewed proposed Board Policy 3540, Gifts, Bequests, and Donations, and Board Policy 3550, Grant Funds. The new policies would split Board Policy 3280, Gifts, Grants, and Donations, to allow for greater clarity and require the deletion of Board Policy 3280, if both were approved. All policies were reviewed at the Board Policy Committee meeting on November 5, 2019.

President Simon Holland wondered if donations to online sites, such as Donor's Choose, were included in the policies. She understood the donations were considered gifts and asked how the information was tracked by the District. Ms. Ohlin mentioned the Grants Department did not handle gifts to the District; however, her understanding was the principals and teachers submitted their requests to Donor's Choose, who would then deliver the items to the school once funding was secured.

President Simon Holland expressed some concern since individuals were donating money to the specific projects and she wondered what the obligation of the District was related to the donation/gift.

Interim Superintendent McNeill mentioned the individual donating would receive a confirmation email asking if they wanted their personal information known so the person requesting the item could send out a thank you message. The District did not currently have the ability to track online donations through third-party services.

Trustee Raymond asked if the policies covered the District's obligations to groups such as parent-teacher organizations in the schools. Ms. Ohlin indicated the individual school groups were separate organizations and the District did not track their donations, unless they were made directly to the school.

It was moved by Trustee Raymond and seconded by Trustee Taylor that **the Board of Trustees provides preliminary approval for the proposed adoption of Board Policy 3540, Gifts, Bequests, and Donations, the proposed adoption of Board Policy 3550, Grant Funding, and the deletion of Board Policy 3280, Gifts, Grants, and Donations, and initiates the 13-day public comment period.** The result of the vote was Unanimous: (Yea: Jacqueline Calvert, Andrew Caudill, Katy Simon Holland, Scott Kelley, Ellen Minetto, Malena Raymond, and Angela Taylor.) Final Resolution: Motion Carries.

4.03 **DISCUSSION AND POSSIBLE ACTION TO PROVIDE PRELIMINARY APPROVAL TO THE PROPOSED ADOPTION OF BOARD POLICY 7450, INTEGRATED PEST MANAGEMENT, WHICH COMPLIES WITH THE**

**PROVISIONS OF ASSEMBLY BILL 205 OF THE 2019 NEVADA LEGISLATIVE SESSION RELATED TO PEST AND WEED CONTROL METHODS, AND INITIATE THE 13-DAY PUBLIC COMMENT PERIOD**

Adam Searcy, Chief Facilities Management Officer, reviewed Board Policy 7450, Integrated Pest Management. The Board had previously discussed the proposed Policy at the Board Policy Committee on November 5, 2019.

It was moved by Trustee Kelley and seconded by Trustee Caudill that **the Board of Trustees provides preliminary approval for the proposed adoption of Board Policy 7450, Integrated Pest Management, and initiates the 13-day public comment period.** The result of the vote was Unanimous: (Yea: Jacqueline Calvert, Andrew Caudill, Katy Simon Holland, Scott Kelley, Ellen Minetto, Malena Raymond, and Angela Taylor.) Final Resolution: Motion Carries.

4.04 **DISCUSSION AND POSSIBLE ACTION TO PROVIDE PRELIMINARY APPROVAL TO THE PROPOSED REVISION OF BOARD POLICY 9070, CREATION, ADOPTION, REVISION, AND DELETION OF BOARD POLICY, ADMINISTRATIVE REGULATION, AND ASSOCIATED DOCUMENTS (FORMERLY ENTITLED "BOARD POLICY – ADOPTION AND REVISION"), WHICH STANDARDIZES THE BOARD POLICY TEMPLATE AND DOCUMENTS THE CREATION, REVIEW, REVISION, AND ADOPTION PROCESS FOR POLICIES, AND INITIATE THE 13-DAY PUBLIC COMMENT PERIOD**

Neil Rombardo, Chief General Council, reviewed the proposed revisions to Board Policy 9070, Creation, Adoption, Revision, and Deletion of Board Policy, Administrative Regulation, and Associated Documents. The Board had previously discussed the proposed revisions to the Policy at the Board Policy Committee on November 5, 2019.

President Simon Holland opened the meeting to public comment.

Mike Byrnes wondered, based on Board Policy 9070, what the most appropriate way an employee or member of the community could proposed new policies or revisions to policies. He provided examples of sections to policies and regulations he was interested in seeing changes to because there were inconsistencies between some of the documents. He did not believe the policies and regulations were clear on who the appropriate department or offices were if an employee or member of the community saw an inconsistency and wanted to provide comments or recommendations.

Interim Superintendent McNeill remarked that she believed an employee or member of the community should contact any of the departments or offices included on the policies

and regulations. Additionally, the development of the Employee Suggestion Program would provide another avenue for suggested changes, once launched.

Mr. Rombardo noted one of the changes to the Policy allowed members of the Board to bring forward suggested changes to policies or new policies, which allowed additional flexibility for the Trustees who received feedback from their constituents. He believed any employee could provide a recommendation on a new policy to their supervisor, who could then move the suggestion up to a member of the Leadership Team.

Todd Bailey believed policies could only come from members of the Board or the Superintendent. He was concerned policies were often ignored or forgotten, and that new policies were held up because there were members of the Board or even the Superintendent who did not agree with them. He was unclear if the new process would change what had been occurring.

Trustee Caudill requested clarification on how a Trustee would request a new policy and if they would be required to go through the Board President and/or Superintendent. Mr. Rombardo explained the language related to a Trustee requesting a would policy be added to an agenda and was consistent with Board Governance Policies on agenda creation, which allowed the Board President and Superintendent to create meeting agendas. He indicated the process would be similar to agenda requests made at a regular meeting.

Trustee Caudill explained his intention was to ensure a Board President or Superintendent would not have the ability to silence another Trustee and not place a request on an agenda. Mr. Rombardo noted the Governance Policies allowed an item to be placed on an agenda at the request of two Trustees. He understood the concern, but felt it was important to remain consistent with other policies.

President Simon Holland remarked one of the reasons for the future agenda items on Board meeting agendas was directly related to that concern as well. She mentioned policy requests could also be made at the regular meetings.

It was moved by Trustee Caudill and seconded by Trustee Minetto that **the Board of Trustees provides preliminary approval for the proposed revision of Board Policy 9070, Creation, Adoption, Revision, and Deletion of Board Policy, Administrative Regulation, and Associated Documents, and initiates the 13-day public comment period.** The result of the vote was Unanimous: (Yea: Jacqueline Calvert, Andrew Caudill, Katy Simon Holland, Scott Kelley, Ellen Minetto, Malena Raymond, and Angela Taylor.) Final Resolution: Motion Carries.

#### **4.05 DISCUSSION AND POSSIBLE ACTION TO PROVIDE PRELIMINARY APPROVAL TO THE PROPOSED ADOPTION OF DRAFT BOARD POLICY**

**9075, DISTRICT INITIATIVES, PROGRAMS AND SERVICES, WHICH STATES THE COMMITMENT OF THE BOARD OF TRUSTEES AND SUPERINTENDENT TO WORK COLLABORATIVELY ON MAJOR PROGRAMS, INITIATIVES AND SERVICES AND TO COMMUNICATE IMPLEMENTATION TO STAFF, STUDENTS, AND THE COMMUNITY, AND INITIATE THE 13-DAY PUBLIC COMMENT PERIOD**

Interim Superintendent McNeill reviewed draft Board Policy 9075, District Initiatives, Programs and Services. The Board had previously discussed the proposed Policy at the Board Policy Committee on November 5, 2019. The intent of the Policy was to provide information to the Board on any new initiatives and programs being developed, as well as allow the community the opportunity to provide input.

President Simon Holland opened the meeting to public comment.

Natha Anderson, Washoe Education Association, thanked the Board for the proposed Policy. She appreciated the additional opportunities for others to provide input into potential programs and initiatives prior to the actual launch of the programs. She believed the changes would allow for additional collaboration and improvement to programs.

It was moved by Trustee Taylor and seconded by Trustee Minetto that **the Board of Trustees provides preliminary approval to the adoption of draft Board Policy 9075, District Initiatives, Programs, and Services, and initiates the 13-day public comment period.** The result of the vote was Unanimous: (Yea: Jacqueline Calvert, Andrew Caudill, Katy Simon Holland, Scott Kelley, Ellen Minetto, Malena Raymond, and Angela Taylor.) Final Resolution: Motion Carries.

**4.06 PRESENTATION, DISCUSSION, AND POSSIBLE ACTION TO PROVIDE RECOMMENDATIONS OR REVISIONS TO JG CONSULTING REGARDING THE LIST OF POSSIBLE STAKEHOLDERS TO BE CONTACTED AND QUESTIONS TO BE USED AS PART OF A COMMUNITY-WIDE SURVEY REGARDING THE CHARACTERISTICS OF A SUPERINTENDENT OF SCHOOLS FOR THE WASHOE COUNTY SCHOOL DISTRICT**

James Guerra, JG Consulting, reviewed the list of stakeholder groups to be contacted to take part in meetings intended to gather input on their desired qualities and characteristics of a superintendent. Additional information was presented on the proposed schedule for community forums to allow others the ability to participate in the conversations. The draft survey questions for the Board to review were also provided.

President Simon Holland clarified where the survey responses would be sent. Mr. Guerra noted all responses would be sent directly to JG Consulting. The survey would be conducted through their account with Survey Monkey.

President Simon Holland remarked the Board would need to determine if there were additional stakeholder groups or individuals that should be contacted to determine if they were interested in participating in the process and finalize the survey questions.

Trustee Raymond indicated the Washoe K-12 Education Foundation should be included. Mr. Guerra stated he would work with staff on contact information for any groups or individuals added to the list. He thanked staff for their willingness to assist in the process and providing information to JG Consulting.

Trustee Raymond mentioned the employee associations should also be contacted. Mr. Guerra commented that they were working on setting up meetings with internal stakeholders throughout the District and would include representatives from the employee associations.

Trustee Taylor suggested JG Consulting contact the Latino pastors organization in the area, the Safe and Healthy Schools Commission, the Diversity Center at the University of Nevada, parent groups in the schools, and a group of African American professionals. She would provide contact information for any groups that the Communications Department did not provide.

Trustee Kelley wondered why some elected officials had been singled out on the provided list for meetings. He would rather elected officials meet as a group instead of individually if possible. He requested the list of media partners be broken out so the Trustees could see which media partners had been included. He would also be interested in seeing Veterans' groups included. Mr. Guerra mentioned JG Consulting had contacted the local governments to meet in groups, but some members were only available at specific times. Additionally, they were not able to meet in full groups due to Open Meeting Law restrictions.

Trustee Caudill suggested a couple of meetings for parent groups be conducted. He would be interested in seeing all parent group presidents invited to a couple of forums to allow a wide variety of input and so schools would not feel excluded from the process.

President Simon Holland asked how higher education presidents were included. Mr. Guerra stated they would typically be invited to participate in one on one meetings.

President Simon Holland also asked how the Nevada Department of Education and State Superintendent would be included as well and if those would be one on one meetings. Mr. Guerra responded in the affirmative regarding the one on one meeting. He would also contact state legislators from Washoe County.

President Simon Holland suggested including other trade organizations such as the Builders' Association. She believed the newspaper in Incline Village should be included with the media partners as well.

Trustee Caudill mentioned the state legislators from Washoe County would be important to contact and felt it would also be important to contact federal representatives. He noted they sent representatives to many school functions he attended and should also be provided the opportunity to contribute. He also added the Reno-Sparks Association of Realtors should be included.

Trustee Taylor recommended the Governor's Office should also be contacted. She wondered if the Gerlach community had been contacted because it was important to include them even though they were small. Mr. Guerra agreed to contact the principal at Gerlach to determine the most appropriate method of involvement for the community.

President Simon Holland observed the advisory group that was to be formed to assist JG Consulting would have been beneficial as well so they could take part in the forums. Mr. Guerra replied that the group would begin to be formed as part of the forum process. The forums would be used a way to recruit members to fill out an application to be part of the advisory group. The application would be available through JG Consulting's website.

President Simon Holland asked if there were additional suggestions and if not, she would entertain a motion to include the additional stakeholders as discussed.

It was moved by Trustee Kelley and seconded by Trustee Caudill that **the Board of Trustees recommends additional stakeholders to be contacted including: Washoe K-12 Education Foundation; Latino pastors organization; African-American professionals organization; Diversity Center at University of Nevada, Reno; breakout of media partners; Veterans' groups; higher education presidents; State Superintendent; Builders Association; Incline newspaper; legislative representatives from Washoe County; representatives from federal elected offices; Realtors Association; Governor's Officer; and Gerlach community.**

President Simon Holland opened the motion for public comment.

Todd Bailey mentioned the Board could not delegate their responsibilities to another group and had to comply with Nevada Revised Statutes. He believed every part of the process had to be preserved and wanted to see the advisory group provide a final number of applicants to the Board and community prior to narrowing the list so the community could determine the cost of the consultant per applicant. He wondered if the Board would be able to pick a candidate not included in the final recommendations and if the Board

could exclude individuals from serving on the advisory group. He felt the process should be open from the start and all names of applicants provided to the community. He was uninterested in having names confidential because those individuals were already being dishonest to their current employers if they had not told them they would be applying for the position.

Neil Rombardo, Chief General Council, stated the Board was not creating the advisory group for the consultant to work with so the group was not subject to Nevada's Open Meeting Law. He had also been working with JG Consulting on what records had to be preserved pursuant to Nevada records requirements.

Natha Anderson, Washoe Education Association, expressed some concern that the process for contacting stakeholders was more focused on external groups rather than internal. While she did believe the omission was unintentional, she would be remiss if she did not speak up for all employees and their associations. She was interested in seeing directed meetings with specific groups, such as principals and teachers, instead of combining the groups. She also recommended the Northern Nevada Labor Council be included.

President Simon Holland opened the motion for discussion.

President Simon Holland noted the Board was aware of the importance and value of including employees and students in the process, though not specifically called out during the discussion. She requested a friendly amendment to add the Northern Nevada Labor Council to the list of groups. Trustees Kelley and Caudill agreed to the friendly amendment.

The result of the vote was Unanimous: (Yea: Jacqueline Calvert, Andrew Caudill, Katy Simon Holland, Scott Kelley, Ellen Minetto, Malena Raymond, and Angela Taylor.) Final Resolution: Motion Carries.

President Simon Holland moved the discussion to the proposed survey questions. She wondered how the process for reviewing open ended questions would occur. Mr. Guerra indicated the staff of JG Consulting would review all responses to capture any common themes and continuity. Survey Monkey also provided additional data sheets on the responses.

President Simon Holland asked what the timeline for the survey would be. Mr. Guerra indicated the closing of the survey would be up to the Board. Typically the survey would remain open through the current process of gathering feedback and then closed, but the survey could remain open throughout the entire search process if that was the desire of the Board.

Trustee Taylor indicated she would like to see something included in the experience section related to a commitment to equity and diversity. She would be curious to see what the community thought about a commitment to equity and diversity since the District was a majority minority school district.

Trustee Kelley mentioned he would be interested in seeing "comparable" removed from IV to allow for the possibility of anyone with experience as a superintendent or assistant superintendent to apply.

President Simon Holland remarked, in terms of the survey, members of the community might not be aware of what a comparable school district to Washoe County was. She was also interested in seeing individuals from non-traditional backgrounds encouraged to apply.

Trustee Raymond disagreed with Trustee Kelley's suggestion and wondered if the language should be more specific. She had heard from many in the community that they were interested in someone with experience in a school district with a large student population. She would be interested in seeing what the community believed about having that experience.

Trustee Caudill believed the question was more related to looking at someone who had previous experience in upper management in a school district and not the size of the school district. He asked what the intent was behind the question. Mr. Guerra stated the question was intended to gauge the community's interest in both having someone with experience in upper management of a school district and determine if the size of the school district where they earned their experience was important.

President Simon Holland added the wording for I. should be financial management and not just finances. She would also like to see something regarding executive level experience in a large organization to determine if the community was interested in seeing applicants with non-traditional backgrounds.

President Simon Holland reviewed the proposed changes to Question 1 of the draft survey as discussed by the Trustees.

It was moved by Trustee Kelley and seconded by Trustee Caudill that **the Board of Trustees revises Question 1 to include: I. experience in financial management; IV. experience as a superintendent or assistant/deputy superintendent in a school district; VI. experience in executive level leadership in a large, complex organization; and VII. proven commitment to diversity, equity, and inclusion for all staff and students.** The result of the vote was Unanimous: (Yea: Jacqueline Calvert, Andrew Caudill, Katy Simon Holland, Scott Kelley, Ellen Minetto, Malena Raymond, and Angela Taylor.) Final Resolution: Motion Carries.

*President Simon Holland recessed the meeting for 20 minutes.*

**4.07 PRESENTATION AND DISCUSSION OF THE STATUS OF THE DEVELOPMENT OF A DISTRICT STRATEGIC TECHNOLOGY PLAN AND POSSIBLE ACTION TO PROVIDE DIRECTION TO INTERIM SUPERINTENDENT DR. KRISTEN MCNEILL REGARDING THE TECHNOLOGY PLAN**

Robert Sidford, Chief Information and Innovation Officer, began the presentation on the District's Strategic Technology Plan. The presentation was intended to provide a status update on the development of the plan.

Rick Harris, Special Projects Administrator, explained the Strategic Technology Plan was part of Interim Superintendent McNeill's Pathway to Positive Progress. The Technology Plan was not specific to providing devices but included what was needed to support the devices, staff training so devices would be used, security for devices, and sustainability and support of the entire IT system.

Debra Biersdorff, Chief Academic Officer, presented the reasons why a Strategic Technology Plan was needed for the District. The goal of the Plan was to determine the technology needs and sustainability efforts required for student learning and equitable access to technology, staff needs and professional development necessary to enhance their skills and needs of the students, determining the needs of families and what employers were looking for in the workplace, the safety and security of the devices and information, how the District would support technology in the long-term, and how to include input from stakeholders.

President Simon Holland remarked, regarding long-term support, that it was not only important the District was able to ensure devices were functioning properly, but it was that the devices were up to date. It was impossible to have a proper technology plan or even have technology in the schools without having a roadmap on how and when devices would be replaced.

Joe Ernst, Area Superintendent, reviewed the current technology situation in the schools. All schools had different levels of technology available and as such implemented 21<sup>st</sup> Century Learning standards at different levels. Some schools had been able to receive grant funding to support revitalization efforts and leverage that ability to increase access to both staff and students. Those same schools were able to provide additional levels of training and professional development for staff to build capacity to provide 21<sup>st</sup> Century Learning instruction at levels the District wanted all schools to achieve. The new middle schools were able to provide the 1:1 programming and allow the District to determine if that was the model, they wanted all schools to move towards and how the Strategic

Technology Plan could be used to achieve that goal. The 1:1 program allowed teachers to provide instruction with technology on a day to day basis, which created a consistent learning environment for 21<sup>st</sup> Century Learning. Other schools were working with parent groups and community partners to increase the use of technology for the students; however, without a District-wide Technology Plan in place, the schools could be provided with technology and devices not supported by the District or develop their own technology plans that were isolated from other schools. A District-wide Plan would support a consistent way in which technology was provided to the schools and students, allowing for a consistent teaching of 21<sup>st</sup> Century Learning in all schools.

Mr. Harris explained his experience as the Interim Principal at Galena High School, which did not have access to a comprehensive technology plan. Some classrooms were able to conduct lessons with a high use of technology because the teacher had an understand of how to work with the devices the students brought with them, primarily cell phones. Other classrooms he would observe did not have any technology available to them. He viewed his experience at Galena High School as a microcosm of what was occurring throughout the District.

Mark Mathers, Chief Financial Officer, presented information on the financial realities of the District and what that meant to the development of the Technology Plan. The District had to make serious cuts over the past few years and one area where significant budget reductions occurred was technology. As part of the development of the Plan, the District not only needed to address the current financial realities, but also look forward to finding a sustainable source of revenue to fund ongoing technology needs, including the refresh of the devices, training, and maintenance. Ultimately, it would be the Board's responsibility to determine the level of prioritization of the different aspects of the Technology Plan. It was important to note the infrastructure to support the devices could be paid for out of the Capital Projects Fund, but the actual devices would have to be paid for out of the District's General Fund.

Mr. Harris noted when staff began to review the draft of the original plan, they realized additional work was required and determined the plan would need to be rebuild from the ground up. Key work teams were created to develop themes to be included in the Technology Plan to focus initial efforts on. The teams had already begun meeting and started developing draft plans to be reviewed by the Growth and Technology Working Group.

Pete Etchart, Chief Operations Officer, presented information on the Growth and Technology Working Group, which came out of the Growth Working Group that had previously been focused on finding solutions to overcrowding in the District. The Group would provide direction and feedback to the task force and work teams on the proposed plans prior to the information being sent to the District's Leadership Team and the Board of Trustees.

Mr. Harris mentioned the development of the final Strategic Technology Plan was meant to allow for the flow of ideas between the task force, working group, leadership, and Board prior to a final version being presented for approval. The goal was to have a draft available to review by the Board by the end of the current school year; however, he cautioned the timeline was ambitious and could be pushed out further.

Mr. Sidford concluded the presentation with resources the District was utilizing to determine national best practices surrounding technology plans, as well as what comparable school districts were doing.

President Simon Holland asked if the Governor's Office of Technology would be a partner in assisting the District. Mr. Harris indicated the District had developed a list of organizations and businesses within the community that would be contacted to provide input on various aspects of the plan while it was in development. The Governor's Office of Technology could be added to the list.

President Simon Holland recommended contacting other companies, such as Google, that the District was not currently partnered with but could still provide input and recommendations. She was interested in seeing the District not only work with internal partners, but external partners as well.

Trustee Raymond wondered if digital citizenship lessons would be included as part of the Strategic Technology Plan or if that was a separate program. She had recently attended a lecture regarding digital addiction and knew it was important to continue to present the information to students, and staff if needed, because everyone needed to understand what it meant to take a break from technology. Mr. Sidford noted the digital citizenship curriculum already provided in the schools was a component to 21<sup>st</sup> Century Learning and would be included as a part of the Plan.

Trustee Raymond asked how the District would be able to allow for autonomy and creativity in the schools and classrooms with the Plan. She did want to see a common goal, but also allow the teachers and principals the ability to come up with their own methods and lessons because they had a better understanding of what would work for their own students. Mr. Sidford agreed the schools and teachers did need some autonomy; however, the concern was that because of the inability to provide a robust refresh program at the present time, the schools and teachers did not have the ability to develop that creativity and innovation with their current technology on an equitable basis.

Trustee Raymond clarified the conversations were more focused on providing the devices and infrastructure than requiring the use of specific programs. Mr. Sidford stated both aspects would be part of the conversations with the task force and work groups.

Interim Superintendent McNeill thanked staff for the presentation. She noted the presentation had been scheduled previously; however, staff told her they were not ready to present the information and needed additional time. She was glad she had listened because the information provided was much more developed than what the previous draft of the Technology Plan included. She stated the District was not in a place where they could say the 1:1 program was the new model for education in the District because they did not know if 1:1 was actually the way to go. The 1:1 programs in schools at the present time were pilot programs to determine if that was appropriate for all schools and classrooms. She wanted to ensure the development of the Plan occurred holistically because great education was occurring throughout the District both with and without technology. It was critical the District move forward with both educational and financial aspects considered and stakeholders allowed to provide input.

Trustee Caudill appreciated the remarks from Interim Superintendent McNeill. He had heard from some parents that the quality of education would not be the same for students not in the 1:1 program and he wanted to assure the families that a great education was dependent on the teacher and technology supplemented that, not enhanced. He would like to see teachers encouraged to build the relationships with their students because that was the key to education. It would also be important to provide that information to the parents because he was concerned there would be many who believed their children were receiving an inferior education because they did not have a device to take home.

President Simon Holland opened the meeting to public comment.

Todd Bailey would like to see family data privacy included as part of any Strategic Technology Plan. He wondered why a preliminary budget for 1:1 programming throughout the District was not included, even as part of the initial draft of the Plan, so the community would have an idea of the costs. He would also like to see members of the community included on the input groups who had concerns about technology in schools. He requested all information on the meetings of the task force and working groups provided to the community on the District's website. Since most students in the District had access to technology through their own cell phones, he wondered what the goal of having a Strategic Technology Plan was for the District that included the purchase of devices.

4.08 **PRESENTATION AND DISCUSSION INCLUDING AN UPDATE TO THE REVIEW OF THE WESTED REPORT PRESENTED TO THE BOARD ON OCTOBER 13, 2015 OF FINDINGS AND RECOMMENDATIONS FOR IMPROVING SYSTEMS WITHIN THE DISTRICT TO ACHIEVE BETTER SPECIAL EDUCATION STUDENT PERFORMANCE, AND COMPLIANCE WITH RELEVANT FEDERAL AND STATE REGULATIONS REGARDING SPECIAL EDUCATION AND POSSIBLE ACTION TO PROVIDE DIRECTION**

**REGARDING THE UPDATED RECOMMENDATIONS INCLUDED IN THE REPORT**

Jennifer Van Tress, Area Superintendent, explained the agenda item would provide the Board with information on the prior recommendations from WestEd regarding special education in the District and the plans to review and update the recommendations. The District had seen an increase in graduation rates for students with Individual Education Plans (IEPs); however, the District continued to struggle with the growth and achievement for students with an IEP, especially in the middle and elementary school levels. She cautioned students with an IEP could also be counted in other student populations, such as Free and Reduced Lunch or Children in Transition. The District was also concerned with the low number of IEP students in Career and Technical Education (CTE) and Signature Academy programming, as well as an increase in the number of suspensions for students with IEPs. The concerns within the District and the community related to special education were part of Interim Superintendent McNeill's Pathway to Positive Progress plan and the Office of School Leadership had been reviewing the current policies, processes, and supports provided to schools surrounding special education to determine improvements that could and should be made to improve employee morale and teacher/administrator workloads. As part of the review, the District determined it was critical to update the prior WestEd report provided to the District in 2015 and address the concerns and recommendations. The District had previously looked at various reports and recommendations; however, consistency was a problem and the systemic issues never adequately addressed. An overview of the WestEd report was provided and changes made within the District based on the recommendations. It would be difficult for the District to determine where additional growth needed to occur on their own, so staff was interested in continuing the partnership with WestEd to have a better understanding of what needed to occur to improve the understanding of the challenges occurring in the District for students with disabilities. The goal would be to create a systemic plan that would improve education for students with disabilities throughout the District and not just one school. The proposed approach would be to review and collect data and then develop a plan to set goals for attaining the level of education students with an IEP deserved.

Rorie Fitzpatrick, Program Director, WestEd, thanked the Board for considering continuing the partnership with WestEd.

President Simon Holland appreciated the information and the work that had occurred. She believed the challenges were urgent and parents were struggling on a daily basis to provide the best education for their children; it was critical the District step up and work with the parents on the challenges. She knew wonderful programs and classes were occurring in the schools and would like to see the wonderful work occur everywhere. She wondered where the District would be able to find additional resources to support the changes and how the District would be able to build a pipeline of people who would be

able to support students with IEPs in the future. Ms. Van Tress explained the Office of School Leadership was working closely with principals, parents, and school department leads to identify short-term and long-term needs related to special education supports. Some challenges had to be addressed quickly and the intent of continuing the partnership with WestEd was to identify those long-term, systemic changes that had to occur for continued success. Resources were always a concern in the District and staff understood streamlining was needed.

President Simon Holland requested staff provide a report once the short-term challenges were identified so the Board was aware of what changes would be occurring. She mentioned it would also be important to provide information to families on where to go when there were concerns because the process was confusing.

Trustee Taylor expressed frustration over the lack of long-term progress. She knew improvements had occurred but the challenges always seemed to continue and it was difficult to understand the reasons why the District continued to have a difficult time fully addressing the challenges. She asked how the District could garner greater support at the school level for systemic changes and what the role of the Special Education Advisory Panel would be in the process. Ms. Van Tress stated the Special Education Advisory Panel would have the opportunity to provide feedback and recommendations on what was occurring, especially during the development of the strategic planning portion. She agreed there was a disconnect with the school sites because there was confusion on where to go if there were problems. With the move of special education under the Office of School Leadership, schools were able to make one phone call to their area superintendent if there was a concern and have the issue immediately addressed.

Trustee Kelley inquired about safety for both students and staff being part of any strategic planning process. He recommended conversations with teachers or other school site employees occur at the schools so they did not feel intimidated by their surroundings. Ms. Van Tress noted the District had safety as part of the short-term planning process and various departments were involved in the conversations surrounding addressing behavioral concerns early before they escalated into safety concerns.

Trustee Raymond asked how the Board would be able to hold everyone accountable to improvements. She noted the District had conducted various studies and had recommendations provided since 2011 and she wanted to ensure there was accountability that the same thing would not happen where the report was put on a shelf for a few years before someone decided it was time to look at it again. Ms. Fitzpatrick noted the original WestEd report did touch on the concern and recommended regular updates be provided to internal and external stakeholders. She praised the District in working with groups to determine what the challenges and concerns were; however, there appeared to be less of a desire to address the systemic concerns fully that would include implementation plans with reporting processes. It would be important to look at what

the prior recommendations were and what changes had occurred since so the District would know what changes worked and how those changes were able to take hold. She urged regular reporting of not only successes, but failures as well so the community understood the challenges.

President Simon Holland appreciated the inclusive practices occurring in classrooms because that was an important factor in improving achievement. She believed all the employees working with students with disabilities were critical to their successes and she hoped to see additional training and professional development for general education teachers to ensure they had a greater understanding of the needs of students with IEPs so they could be even more empowered to achieve success.

Interim Superintendent McNeill thanked staff for their dedication to the students. The lift would be large and she was confident in the ability and commitment of staff to work to improve the process. It was critical to provide support to the schools, teachers, aides, and principals who were working on a daily basis to improve the process and work together to fix the problems. Hard conversations would have to be had and the implementation process monitored so improvements stuck.

Trustee Calvert expressed a desire to hear a concrete plan on how implementation and monitoring would occur so in 10 years the recommendations were still in place and the Board was not receiving another report on how progress had stalled.

President Simon Holland opened the meeting to public comment.

Natha Anderson, Washoe Education Association, appreciated the urgency expressed in addressing concerns. As a general education teacher, she knew the work her peers teaching special education put in everyday for their students and they did not receive the information and supports they always needed. She appreciated the safety of staff and other students would also be part of the discussion and was a focus of the Board. She noted a large area of frustration for teachers was ensuring all the paperwork was in, instead of ensuring the students were learning and that had to change for both the students and teachers.

Todd Bailey agreed a solution had to be found to support special education students. He requested materials used to develop the report from Solutions at Work, as well as a copy of the redacted report. He believed the report would show the many of the systemic issues that had not only created problems for special education, but problems in the District as a whole. He was frustrated with the lack of transparency in many areas of the District related to outside reports conducted. He felt if the problems were not quickly resolved by the Board, Governor Sisolak should declare an emergency and have the Nevada Department of Education assume control of District, to include appointing a superintendent. He would like to see a standing agenda item at all regular meetings of

the Board related to updates to addressing systemic problems related to special education.

Tami Berg was a former special education classroom aide in the District. She noted there were negative aspects to the job, such as getting hit or kicked, but it was important to understand that students would often react in such a manner when they were frustrated and having difficulty vocalizing their needs. She believed the District was in desperate need of more aides for special education classes and urged the Board to look at the pay of the aides because there were serious concerns about the amount of money the aides earned. She also felt there was a standard mentality growing in the District that students with disabilities could not do the same work as general education students so many times aides spent most of their time convincing students they could do the work and be part of general education classrooms. Finally, she urged additional training, especially for aides.

## **5. Reports**

### **5.01 BOARD REPORTS**

Board Members reported on their attendance at District and community activities and shared announcements of dates and times of upcoming events.

### **5.02 INTERIM SUPERINTENDENT'S REPORT**

Interim Superintendent Kristen McNeill reported on her activities including meetings with staff, community leaders and the media.

## **6. Closing Items**

### **6.01 FUTURE AGENDA ITEM REQUESTS**

Trustee Kelley requested a presentation on the use of technology and tele-health used in schools.

Trustee Calvert requested information on mental health supports provided in schools and if there were additional actions the Board could take to improve access. She also requested a presentation on supports provided to special populations of students who had been suspended.

### **6.02 PUBLIC COMMENT**

Todd Bailey explained he provided remarks and comments related to the compliance of laws and did not intend to provide legal advice to the Board. He believed the process to

create policy in the District had to be easier for those members of the community who saw something that could be improved with a change in policy.

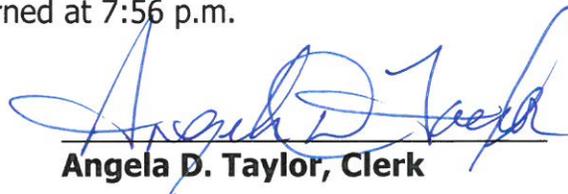
**6.03 NEXT MEETING ANNOUNCEMENT**

The next Regular Meeting would take place on Tuesday, December 10, 2019 beginning at 4:00 p.m. in the Board Room at the Central Administration Building.

**6.04 ADJOURN MEETING**

There being no further business to come before the members of the Board, President Simon Holland declared the meeting adjourned at 7:56 p.m.

  
**Katy Simon Holland, President**

  
**Angela D. Taylor, Clerk**