

**MINUTES OF THE APRIL 14, 2020
REGULAR MEETING OF THE
WASHOE COUNTY SCHOOL DISTRICT
BOARD OF TRUSTEES**

April 14, 2020

1. Opening Items

1.01 CALL TO ORDER

The regular meeting of the Board of Trustees was called to order at 4:01 p.m. Due to the current health state of emergency and Directive 006 from Governor Sisolak, the meeting was conducted remotely and live streamed for the community.

1.02 ROLL CALL

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

1.03 PLEDGE OF ALLEGIANCE

Board President Malena Raymond led the meeting in the Pledge of Allegiance.

1.04 ACTION TO ADOPT THE AGENDA

It was moved by Trustee Kelley and seconded by Trustee Simon Holland 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

Trustee Simon Holland requested information related to all capital project contracts regarding the necessity of the projects, if all projects were financially feasible, and if all contractors would be conducting appropriate safety measures required at the present time due to the COVID-19 pandemic. Adam Searcy, Chief Facilities Management Officer, stated all District construction projects were mandated by the Occupational Safety and Health Administration (OSHA) to meet new safety guidelines and precautions. The District was extremely aware of the sensitivity of the situation and worked with contractors to ensure the health and safety of all employees. The projects were moving

forward at the present time but they were being flexible in future timelines depending on when students were back in the buildings. The Board had previously approved the funding of all projects.

It was moved by Trustee Simon Holland and seconded by Trustee Taylor that **the Board of Trustees approves Consent Agenda Items 2.02 through 2.13**. 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 February 11, 2020 Regular Meeting of the Board of Trustees.
- 2.03 The Board of Trustees approved the minutes of the February 25, 2020 Work Session of the Board of Trustees.
- 2.04 The Board of Trustees approved the contract for Comprehensive K-12 Virtual School Program for one year beginning July 1, 2020 and ending June 30, 2021 in the estimated amount of \$195,550 to Pearson Online & Blended Learning K-12 USA (PEARSON).
- 2.05 The Board of Trustees awarded Bid #20-58-B-02-AA, Track Replacement at Reno High School, to Sierra Nevada Construction, Inc. for \$537,007.
- 2.06 The Board of Trustees awarded Bid #20-56-B-02-DA, Resurface Tennis Courts at Galena High School, to Sierra Nevada Construction, Inc. for \$374,007.
- 2.07 The Board of Trustees approved the Truckee Meadows Water Authority (TMWA) Water Service Agreement for the new Procter R. Hug High School at Wildcreek for \$167,446.41.
- 2.08 The Board of Trustees awarded Bid #20-57-B-02-DA, Resurface Tennis Courts at North Valleys High School, to Sierra Nevada Construction, Inc. for \$210,444.
- 2.09 The Board of Trustees awarded Bid #20-59-B-02-DA, Paving Rehabilitation and Maintenance at Various Schools in Washoe County, to Sierra Nevada Construction, Inc. for \$1,684,007.
- 2.10 The Board of Trustees adopted Washoe County School District Board Resolution 20-007, A resolution authorizing the issuance by the Washoe County School District of its Washoe County School District, Nevada,

General Obligation (Limited Tax) School Improvement Bonds (Additionally Secured By Pledged Revenues), Series 2020A, in the aggregate principal amount not to exceed \$215,000,000, for the acquisition, construction, repair and renovation of school facilities of the District; providing the form, terms and conditions of the bonds and other details in connection therewith; providing for the levy and collection of annual general (ad valorem) taxes for the payment thereof; additionally securing their payment by a pledge of certain revenues; ratifying action previously taken toward issuing the proposed bonds; and providing the effective date.

- 2.11 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 \$3,260.76 for the period February 1, 2020 through February 29, 2020 in the official Board minutes, as required by Nevada Revised Statute 354.598005.
- 2.12 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 \$36,471.99 for the period March 1, 2020 through March 31, 2020 in the official Board minutes, as required by Nevada Revised Statute 354.598005.
- 2.13 The Board of Trustees approved the one-year renewal with Optiv for CylancePROTECT Anti-Virus Protection in the amount of \$294,000 for 60,000 devices and ThreatZero training, May 5, 2020 through May 4, 2021, with the understanding that should the number of devices increase there is a cost for additional Cylance Licenses.

3. General Public Comment

3.01 PUBLIC COMMENT

No public comment was received.

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

4.01 POSSIBLE ACTION TO PROVIDE PRELIMINARY APPROVAL TO THE PROPOSED REVISION OF BOARD POLICY 1160, COMMUNICATIONS, COMMUNITY RELATIONS, AND PUBLIC ENGAGEMENT, WHICH INCLUDES ADDITIONAL LANGUAGE RELATED TO COMMUNITY INPUT, AND INITIATE THE 13-DAY PUBLIC COMMENT PERIOD

Megan Downs, Communications Manager, reviewed the proposed revisions to Board Policy 1160, Communications, Community Relations, and Public Engagement. The primary changes were related to more inclusive language and community meetings conducted to engage families and the community.

Neil Rombardo, Chief General Counsel, noted the placement of the "definition" section was not consistent with the current format for policies. He requested the Board provide an administrative change to move the section to the correct location.

It was moved by Trustee Simon Holland and seconded by Trustee Caudill that **the Board of Trustees provides preliminary approval to the proposed revision of Board Policy 1160, Communications, Community Relations, and Public Engagement, to include administrative changes to move "definition" consistent with current format 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 APPROVE THE PROPOSED CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2021-25 AND SUBMIT THE REPORT TO THE NEVADA DEPARTMENT OF TAXATION**

Pete Etchart, Chief Operations Officer, began the presentation on the 5-Year Capital Improvement Plan (CIP) for Fiscal Years 2021-2025. Nevada Revised Statute (NRS) 354.5945 required a CIP to be filed annually by August 1 to the Nevada Department of Taxation, Debt Management Commission, and Legislative Council Bureau. The District had been working to improve the development of the CIP to include all District departments and list all revenue sources for capital projects. The District continued to work on the list of projects previously presented to the community as part of the information related to WC-1; that information was reported on regularly as part of updates to the Capital Funding Protection Committee and the Board of Trustees. The CIP was a proposed timeline of planned projects and options for financing the projects. The CIP was not authorization of individual projects and all major projects would first go through the approval process with the Capital Funding Protection Committee, then final approval by the Board of Trustees. The process of updating the CIP each year was reviewed. Major construction projects were based on growth and enrollment. The District would then look at the renewal and repair of current facilities.

Mark Mathers, Chief Financial Officer, reviewed the major financing sources used in the CIP, namely revenue from WC-1 Sale Tax and Property Taxes. Projected revenues over the 5 year plan were presented. He noted the District was using a recession model based on current economic projections.

Trustee Caudill wondered if the property tax bond revenue would have to be renewed by the Nevada Legislature. Mr. Mathers indicated that was correct. The District was able to utilize Rollover Bonds until 2025, but after that time either the Nevada Legislature or voters would have to approve the ability for school districts to issue bonds against property tax income.

Adam Searcy, Chief Facilities Management Officer, presented the proposed expenditures included in the CIP. He cautioned that the further out the plan went, the less certain the District was in the need of major projects. For example, Year 1 included expenditures for the repurposing of the current Procter R. Hug High School and Year 5 included expenditures for a new high school in the Cold Springs area. The District was moving forward on the repurposing on Procter R. Hug High School, but a new high school in Cold Springs was not certain and would be depend on growth and enrollment. The major projects listed for Fiscal Year (FY) 21 were reviewed and included the construction of the new Procter R. Hug High School, renovation of Darrel Swope Middle School, and rebuild of William O'Brien Middle School. It was important to note the majority of the work occurring in Capital Projects was not the major projects, but smaller projects related to the Capital Renewal Program for existing facilities based on a prioritized list from the Facilities Condition Index System (FCIS).

Trustee Simon Holland requested additional information on how the new radios for School Police were funded through Capital Projects, but other IT expenses related to devices were not. Mr. Mathers noted radios and body cameras did qualify as capital outlay and could be funded by the Capital Projects Fund. The District would receive a reimbursement from Washoe County related to the body cameras through a portion of the E-911 taxes.

Trustee Caudill asked if the District was anticipating a reduction in construction costs with the possibility of a recession and construction companies wanting to secure long-term projects. Mr. Searcy indicated the District was using an economic slow-down method to model revenues, but not with proposed expenditures. The District was anticipating lower expenses, but did not want to guarantee a long-term reduction in prices at the present time. The District had benefited from the current slow-down in bids related to the construction of the new Procter R. Hug High School.

Mr. Mathers presented information related to the financing of the CIP. Based on the current impact of COVID-19, the District wanted to utilize conservative models when projecting revenue for funding. The District looked at both a 21% drop and 34% drop in sales tax revenues to develop the CIP; it was important to note during the Great Recession, the District saw at most a 25% drop in sales tax revenues. He was not anticipating a significant decrease in property tax revenues due to the current abatement on real property. Even with the modeled drops in revenue, the District continued to show the ability to pay for the WC-1 and Rollover bonds issued for projects. The District was looking at ways to provide additional coverage if needed, such as deferring payments on

the principal for one or two years, or utilizing reserves within the Debt Service Fund. Lower construction costs would also allow the District to issue fewer bonds for upcoming projects.

Trustee Simon Holland asked if there were any penalties for borrowing money related to a specific project and not using all of the funds if bids were coming in lower than anticipated. Mr. Mathers mentioned there generally would be; however, the District had not issued bonds related to the major projects yet so they would tailor the amounts to the final bids.

Mr. Etchart concluded the presentation and requested approval of the proposed Capital Improvement Plan for Fiscal Years 2021-25.

Trustee Kelley wondered if the approximately 4% in program administration was about average. Mr. Mathers stated the 4% had remained flat in the District over the past 10 years, even with the number of projects increasing exponentially. Mr. Etchart added that it was on the lower end of the amount generally spent on program administration of capital projects programs.

Trustee Caudill asked if the item needed to be approved by the Capital Funding Protection Committee prior to being sent to the state. Mr. Etchart indicated it did not and this was the first year the District actually had the Committee review the CIP prior to it going to the Board.

It was moved by Trustee Caudill and seconded by Trustee Minetto that **the Board of Trustees approves the recommended Capital Improvement Plan for Fiscal Years 2021-25 and directs staff to submit the document to the Nevada Department of Taxation.** 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 **PRESENTATION AND DISCUSSION ABOUT LEGISLATIVE AND FISCAL IMPLICATIONS AS RELATED TO COVID-19 ECONOMIC IMPACTS TO THE STATE BUDGET**

Mark Mathers, Chief Financial Officer, indicated the intent of the agenda item was to provide additional information and updates to the Board and community about what was occurring at the state and federal government levels related to the impacts of COVID-19 because the situation was changing rapidly.

Lindsay Anderson, Director of Government Affairs, stated the District was in regular communication with members of the federal delegation from Nevada. The offices from both United States Senators and the Representative had been in touch with the District

regarding issues related to education. The District was also working closely with the Nevada Department of Education to receive information from the United States Department of Education and provide feedback. The American Association of School Administrators (AASA) had taken the lead in guiding many of the conversations at the federal level to provide information directly from school district superintendents. Information on the Families First Coronavirus Response Act, passed by Congress on March 18. The District would be required to provide employees with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19.

Ms. Anderson explained the impact of the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The federal legislation provided for \$13.5 billion in K-12 emergency relief grants. The District was anticipating receiving \$10-12 million in grants since it would be based on Title I allocations. The District was interpreting the legislation in a broad manner but were looking for additional guidance on some items. The legislation also provided \$3 billion to states for discretionary use by the governors. Nevada would receive about \$26 million and the District was working with the state to determine if they would be able to receive any of the funding.

Ms. Anderson stated the District had been in regular communication with Governor Sisloak's office and the Nevada Department of Education. At the present time, there was no indication of a special session being called for the Nevada Legislature, but budget impacts were expected due to closures. The Interim Finance Committee did have the ability to access the State's Contingency Account and Rainy Day Fund for Fiscal Year (FY) 20.

Trustee Caudill wondered if the funding from the CARES Act would be distributed all at once or if it would be allocated in waves. Ms. Anderson noted the process was not completely clear at the present time. Her understanding was the state would request the funds on behalf of the school districts and then allocate those funds when they became available. Mr. Mathers mentioned he anticipated the funds would be send fairly soon.

Interim Superintendent McNeill added that during the Great Recession, federal funding was also provided and the District was able to access the money fairly quickly. She noted that while the CARES Act funding would be based on Title I allocations, the money would be used District-wide and not restricted not Title I schools.

Trustee Caudill clarified the money would be intended to plug any holes due to reduced funding from the state for the next school year. Interim Superintendent McNeill remarked that was the hope of the District.

Mr. Mathers provided information on the recent budget actions taken by the state, including the development of plans for reductions of 4% in FY20 and 6-14% in FY21. The State Budget Office broke the reductions down for school districts into two

categories: Distributive School Account (DSA) Funding and State Grant Funding. He noted the request from the Department of Taxation for school districts related to the DSA for FY21 was actually 3-5%, so he believed education funding would remain a high priority for the state, even in a worst case scenario. It was important to note the State was conducting their own contingency plans related to the budget and the proposed cuts were not guaranteed. It was the District's understanding that any reduction in the DSA for FY21 would require a special session of the Nevada Legislature so the state was looking at reductions to categorical grants prior to any reduction in the DSA.

Trustee Taylor asked when the Rainy Day Fund would be used. Mr. Mathers noted prior to COVID-19, the State's Rainy Day Fund stood at around \$400 million. The Interim Finance Committee did have the ability to take action to access the Fund. Ms. Anderson added the Committee did have a meeting to allocate some funding to Emergency Management. More action would likely be taken or discussed at their next meeting scheduled for the end of April.

Mr. Mathers provided updates on the costs of COVID-19 to the District. The District had seen additional costs related to Distance Learning in terms of printing, interpreters, and devices for students, as well as additional masks, gloves, and cleaning supplies for staff. The District had been frugal in addressing the needs and the costs were manageable at the present time. To continue preparing for what could occur, the District was reviewing unfilled positions and considering if they could remain vacant, freezing discretionary expenditures as much as possible, and working with employee associations on the impacts to staff.

Interim Superintendent McNeill thanked staff for their work on providing information requested by the State quickly. She mentioned the members of the Grants Department worked immediately on a review of all state grants to determine what monies could be sent back to the state. All District departments had been working consistently to continue to provide information to students, staff, and families during a time when information was changing constantly.

7. 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

There were no requests for future agenda items at this time.

6.02 PUBLIC COMMENT

No public comment was received.

6.03 NEXT MEETING ANNOUNCEMENT

The next Regular Meeting would take place on Tuesday, April 28, 2020 beginning at 4:00 p.m.

6.04 ADJOURN MEETING

There being no further business to come before the members of the Board, President Raymond declared the meeting adjourned at 5:29 p.m.

Malena Raymond, President

Andrew Caudill, Clerk