

**MINUTES OF THE APRIL 28, 2020  
REGULAR MEETING OF THE  
WASHOE COUNTY SCHOOL DISTRICT  
BOARD OF TRUSTEES**

April 28, 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 Taylor and seconded by Trustee Caudill 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 Simon Holland and seconded by Trustee Caudill that **the Board of Trustees approves Consent Agenda Items 2.02 through 2.12.** 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 25, 2020 Regular Meeting of the Board of Trustees.

- 2.03 The Board of Trustees approved the renewal of the service agreement with Blackboard, Inc. to provide Connect services, Website Content Management services, and Mobile Communication services in the amount of \$209,849.10 for the term of July 1, 2020 through June 30, 2021.
- 2.04 The Board of Trustees approved the renewal of the agreement with Infinite Campus, Inc. for the comprehensive web-based student information system beginning July 1, 2020 and expiring June 30, 2021 in the amount of \$528,164.35.
- 2.05 The Board of Trustees approved the annual renewal of the BusinessPLUS software license maintenance agreement with PowerSchool in the amount of \$124,549.88 for July 1, 2020 to June 30, 2021.
- 2.06 The Board of Trustees approved the renewal of Request for Proposal (RFP) #16-001, District-Wide Wide Area Network (WAN), to AT&T for one year beginning July 1, 2020 and ending June 30, 2021 in the estimated total amount of \$549,716.76.
- 2.07 The Board of Trustees awarded Bid #20-61-B-03-AA, Mechanical Room Emergency Eye Washoe Stations at Four (4) Schools, to Houston Smith Construction, Inc. for \$102,681.
- 2.08 The Board of Trustees approved the Second Amendment to the Commercial Lease Agreement for 5450 Riggins Court with Z Bar T Properties (Kathy Abarr, Landlord), for Northstar and seven other District departments for an additional 13 months on a month-to-month lease beginning May 1, 2020 and expiring May 31, 2021 in the estimated amount of \$260,000.
- 2.09 The Board of Trustees approved the Agreement to Provide Professional Consultant Services with CORE Construction, LLC for construction administration for the Expansion and Renovation of Darrel C. Swope Middle School in the amount of \$1,412,377.
- 2.10 The Board of Trustees approved the Guaranteed Maximum Price (GMP) #1 from United Construction Company as the Construction Manager at Risk for the Management of Construction for the Expansion and Renovation at Darrel C. Swope Middle School, CMAR #C-62335A, in the amount of \$4,655,421 and approves an owner's contingency in the amount of \$186,217 for a total of \$4,841,638.
- 2.11 The Board of Trustees approved the Alternative Schedule for 45-minute weekly early release for all schools with the exception of North Star Online

School (a distance education school that does not operate under minutes) and authorized Student Accounting staff to complete and submit the "Application to Operate on an Alternative Schedule" to the Nevada Department of Education.

- 2.12 The Board of Trustees approved payment of membership fees for the Washoe County School District with the Council of the Great City Schools, with membership fees in the amount of \$46,150 for Fiscal Year 2020-21.

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

#### **3.01 PUBLIC COMMENT**

The Board of Trustees received public comments from the following individuals:

Courtney Moya  
Michael Ahumada  
Alison Clark  
Nathan Jersey  
Madison Rund  
Eric Middleton  
Ella Haworth  
Jenni Cordano  
Holly Smith  
An individual wishing to remain anonymous  
Alona Mercer  
Dawn Colletto  
Joan Schmidt

All comments may be viewed as an attachment to these minutes.

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

*Interim Superintendent Dr. Kristen McNeill was not present for agenda items 4.01 and 4.02.*

- 4.01 **DISCUSSION AND POSSIBLE ACTION BY THE BOARD OF TRUSTEES TO APPOINT DR. KRISTEN MCNEILL SUPERINTENDENT OF SCHOOLS FOR THE WASHOE COUNTY SCHOOL DISTRICT, EFFECTIVE IMMEDIATELY, PURSUANT TO NEVADA REVISED STATUTE (NRS) 391.110, SUBJECT TO NEGOTIATION AND APPROVAL OF AN APPROPRIATE WRITTEN EMPLOYMENT AGREEMENT**

Emily Ellison, Chief Human Resources Officer, provided information on steps taken by the District and Dr. Kristen McNeill since the Board voted to end the Superintendent Search process on March 31, 2020. The District solicited public comment through the website and had received 55 comments prior to the beginning of the meeting. Any comments received during the meeting would be included as part of the public record as well. A virtual town hall was conducted by Dr. McNeill on April 21, where she provided a presentation on her values, personal and professional background, information on what she had worked on since July 2019 as Interim Superintendent, and her vision for the District moving forward. Over 400 people watched the event through YouTube and Facebook Live. A viewer question and answer period was provided, with over 700 questions being submitted prior to the event. The media coverage regarding the appointment at the current meeting was provided to ensure the Trustees that members of the community were aware of the appointment, opportunities to provide public comment, and interactions with Dr. McNeill.

President Raymond thanked District staff for their work on providing information to the community on how they could engage in the appointment process during a time when in-person meetings and events could not occur. She was also impressed with the engagement level of the community in providing their feedback to the Board.

Trustee Taylor mentioned she had conducted a virtual forum for residents of her district and was impressed with the involvement and participation of the community. She received a lot of feedback from the community on the appointment as well. She noted the majority of the feedback was positive, with almost everyone supporting Dr. McNeill.

President Raymond added the public comments received by the Board were also overwhelmingly positive. The comments were available for view to the public through the District's website.

Trustee Caudill expressed his support for the appointment of Dr. McNeill as Superintendent of Schools for the Washoe County School District. He believed it was the best decision the Board could make for the students, staff, and families of the District. He mentioned the support he heard from the community had not only occurred over the past month, but since Dr. McNeill had been appointed as Interim Superintendent. He wanted to address some of the concerns raised by the community. The first was completing the search process; however, it was important to note many in the community were not aware the Board had narrowed the field to 5 finalists, with Dr. McNeill among that group. In looking at the finalists, he felt none of the other candidates had the knowledge and experience of the District more than Dr. McNeill, with close to 30 years of teaching and leading in the schools. The second concern raised was that the appointment was a "panic move" based on the current COVID-19 pandemic. He did not believe the Board was panicking because they had been involved in the search process for months. The pandemic might have changed how some Trustees thought about search

and Dr. McNeill, but it also showed Dr. McNeill's ability to lead the District through extremely challenging times. He believed the Trustees had the information they needed to move forward in making the decision to appoint Dr. Kristen McNeill as Superintendent.

Trustee Simon Holland added the search process was different than prior instances when an internal candidate was appointed as Superintendent because a national search was conducted. The Board had the opportunity to review other candidates, along with the community. She agreed the support for Dr. McNeill had been overwhelming, which was partially due to her ability to change the culture of the organization in a short period of time. While there were some in the community who were interested in the Board completing the search, everyone had the ability to watch the videos of the finalists and learn about their backgrounds. Additionally, since superintendent contracts ran concurrent with school years, the Board, at this point, would not have been able to hire someone until the start of the 2021-22 School Year because the Board would have to start the process over. She felt it was unacceptable to leave the District and Dr. McNeill in the position of continuing to have an interim in place through another school year.

Trustee Kelley agreed with the prior remarks. He had also heard from members of the community that there was already so much uncertainty occurring in society that the students, staff, and community needed stability. He was impressed with Dr. McNeill's leadership and looked forward to continue working with her in the future.

Trustee Taylor thanked the Trustees for allowing additional time for the community to provide their input. She was able to use the extra time to reach out to specific constituency groups to gain their perspectives. One of the questions she addressed at her town hall was if the Board was taking the "easy way out." She did not believe the Board was taking the easy way out, but the hard way out because they were not completing the process in full. She knew Dr. McNeill wanted to earn the appointment by going against other candidates to prove she was the best person for the job. However, that was not possible at the present time because of the pandemic. She was highly impressed with Dr. McNeill's leadership throughout the past year, but especially at the present time and would support a motion to appoint her as Superintendent of Schools because it was the best action for the District and community.

President Raymond agreed with the prior comments. While she had not worked closely with Dr. McNeill until her appointment as Interim Superintendent, she was able to get to know Dr. McNeill very well over the past 9 months. She had been in support of conducting a national search and took the process seriously because she was not positive Dr. McNeill was the best candidate during that time. She appreciated having the opportunity to see Dr. McNeill in the role of Interim because she was able to view Dr. McNeill's leadership ability and work ethic. Dr. McNeill had not only managed the District during the current crisis, but it was the work Dr. McNeill did prior to now that mattered even more. She appreciated the development of the Pathway to Positive Progress and her commitment

to the students and staff of the Washoe County School District. She thanked the community for their involvement in the process because they had been providing feedback and comments on what they wanted in a superintendent since November 2019.

The Board of Trustees received public comments related to the appointment of Dr. Kristen McNeill from the following:

Tanya Coleman  
Corline Dubois, Association of Professional Technical Administrators (APTA)  
Jessie Campbell  
Calen Evans  
Chris Case  
Kelly Case  
Tierney Cahill  
Katie Furman  
Natha Anderson, Washoe Education Association (WEA)  
David Nisenfeld  
Dr. Troy Parks  
Caryn Swobe  
Gina Session  
Mari Hutchinson, Step2  
Susan Marble  
Susan Kaiser  
Beth Martin  
Liz Warner  
Elaine Simpson  
Toni Rader  
Dan Hawkins  
Robert Enzenberger  
Anne-Marie Hoppe  
Debra Bareno  
Mark Evans  
Lorna Whaley  
Christina Costanzo  
Richard Hoadley  
Donna Roth  
Robert Feigles  
Claudia Bessette  
Trudy Nunn  
Chuck Fletcher  
Scott Benton  
Kathryn Howard  
Andrea Nicholas  
Jeff Lynch, Its Logistics

Ellen King  
Chuck Alvey  
Leigh Hooker  
Shirley Bertschinger  
Lori Draper  
Dr. Kevin Zugel  
Laurie Henderson  
Patti Bernard  
Emily King  
Charlie Lockwood  
Deborah Bryson  
Wrangler  
Betty Barker  
Katherine Loudon  
Amber and Mike Boster  
Lauren Ohlin  
Richard Jay  
Don McHenry, Washoe Schools Principals Association (WSPA)

All comments may be viewed as an attachment to these minutes.

It was moved by Trustee Caudill and seconded by Trustee Minetto that **the Board of Trustees appoints Dr. Kristen McNeill as Superintendent of Schools for the Washoe County School District, effective immediately.** The result of the vote was 6-1: (Yea: Andrew Caudill, Katy Simon Holland, Scott Kelley, Ellen Minetto, Malena Raymond, and Angela Taylor. Nay: Jacqueline Calvert) Final Resolution: Motion Carries.

4.02 **DISCUSSION AND POSSIBLE ACTION TO DIRECT THE OFFICE OF GENERAL COUNSEL TO NEGOTIATE A WRITTEN EMPLOYMENT AGREEMENT WITH DR. KRISTEN MCNEILL AS SUPERINTENDENT OF SCHOOLS, AND IN ACCORDANCE WITH PREVIOUS BOARD ACTION THAT DEFINED THE PARAMETERS OF THE SUPERINTENDENT OF SCHOOLS EMPLOYMENT CONTRACT**

President Raymond noted the Board had previously approved a contract template, which included the defined parameters the Board wanted to see in an employment contract for the Superintendent of Schools.

Neil Rombardo, Chief General Counsel, explained the agenda item would allow the Office of General Counsel to represent the Board of Trustees during any negotiation with the new Superintendent and her legal counsel. He noted any negotiations would be conducted with the Board Leadership Team, as allowed through Board Policy, to determine any final terms of the contract. The final contract would also be approved by

the Board of Trustees at a future meeting. At the present time, the only item left to negotiate would be the salary for the position, as the Board had previously approved the contract template.

Trustee Simon Holland felt the wording of having the Chief General Counsel negotiate a written agreement was awkward since the position reported to the Superintendent. She believed the Board should conduct final negotiations, but the Office of General Counsel could represent the Board during the finalization of the contract.

President Raymond agreed with Trustee Simon Holland. She believed the rewording would better indicate the intention of the Trustees.

It was moved by Trustee Simon Holland and seconded by Trustee Caudill that **the Board of Trustees directs the Office of General Counsel to represent the Board of Trustees to finalize a written employment agreement with Dr. Kristen McNeill.** 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.

Dr. Kristen McNeill, Superintendent, thanked the Board of Trustees for the honor and privilege to serve as the Superintendent of Schools of the Washoe County School District. She was extremely aware of the immense responsibilities of the Board in representing the students, staff, families, and community in their decision to appoint a superintendent. She thanked the community for their support. She vowed to always work for the best interests of the students. She believed the District was strongest when everyone worked collectively for all 64,000 students. She knew the road ahead would not be easy and that mistakes would be made, but she stated she would learn from those mistakes. She stated she would lead with her core beliefs of honesty, integrity, kindness, and transparency every day. She thanked her children, fiancé, parents, and siblings for their support throughout the process, as they were her source of strength and inspiration. She looked forward to tomorrow and working with everyone to make the Washoe County School District great.

#### **4.03 APPROVAL OF A MEMORANDUM OF AGREEMENT BETWEEN THE WASHOE COUNTY SCHOOL DISTRICT AND THE WASHOE EDUCATION SUPPORT PROFESSIONALS PROVIDING FOR THE PAYMENT OF TEMPORARY ASSIGNMENT PAY (COVID-TAP) TO EMPLOYEES PERFORMING SPECIFIC WORK DURING THE COVID-19 PANDEMIC**

Emily Ellison, Chief Human Resources Officer, explained agenda items 4.03 and 4.04 were similar and would allow the District to provide for the payment of Temporary Assignment Pay (COVID-TAP) for specific employees during the pandemic. While the vast majority of District employees were able to work from home, there were some positions that could



not occur remotely and the work had to be performed so the District could continue to provide services to students and families. Some positions required more contact with others and did not allow for social distancing, such as handing packets to students and families or working in the central kitchens to provide meals to children. The District worked with the employee associations and Leadership Team to determine which essential positions would be eligible for COVID-TAP. The three criteria used to determine eligibility were that the work could not be performed remotely, the work involved substantial interactions with others while on site, and the work was of such a nature that proper social distancing requirements could not be implemented. She noted about 120 employees were eligible for COVID-TAP at the present time, but the District would continue to evaluate the numbers based on the information and directives from the state. Addendums to the agreements would come before the Board at future meetings as required.

Trustee Taylor thanked staff for their work. She believed providing the additional pay was appropriate and the right thing to do since some employees were at additional risk.

It was moved by Trustee Taylor and seconded by Trustee Kelley that **the Board of Trustees approves the memorandum of agreement between the Washoe County School District and the Washoe Education Support Professionals for the temporary implementation of temporary assignment pay (COVID-TAP)**. 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.

4.04 **APPROVAL OF A MEMORANDUM OF AGREEMENT BETWEEN THE WASHOE COUNTY SCHOOL DISTRICT AND THE ASSOCIATION OF PROFESSIONAL TECHNICAL ADMINISTRATORS PROVIDING FOR THE PAYMENT OF TEMPORARY ASSIGNMENT PAY (COVID-TAP) TO EMPLOYEES PERFORMING SPECIFIC WORK IN THE CENTRAL KITCHEN AND CENTRAL SERVICES WAREHOUSE IN SUPPORT OF CONTINUING ESSENTIAL SERVICES DURING THE COVID-19 PANDEMIC**

Emily Ellison, Chief Human Resources Officer, noted the agenda item was similar to the prior item but for a different employee group. The agreement applied to three employees who worked in the Central Kitchen and Warehouse.

It was moved by Trustee Taylor and seconded by Trustee Simon Holland that **the Board of Trustees approves the memorandum of agreement between the Washoe County School District and the Association of Professional Technical Administrators for the implementation of temporary assignment pay (COVID-TAP)**. 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.

## **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**

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**

The Board of Trustees received public comments from the following individuals:

Kendall Inskip

Terri Gorsett

All comments may be viewed as an attachment to these minutes.

### **6.03 NEXT MEETING ANNOUNCEMENT**

The next Regular Meeting would take place on May 12, 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 5:10 p.m.

---

**Malena Raymond, President**

---

**Andrew Caudill, Clerk**