



## **WASHOE COUNTY SCHOOL DISTRICT SAFE AND HEALTHY SCHOOLS MEETING MINUTES**

February 3, 2020

### **1. OPENING ITEMS**

#### **1.01 CALL TO ORDER**

The meeting of the Safe and Healthy Schools Commission was called to order at 2:00 P.M., WCSD Central Administration Building, Board Room, 425 East 9<sup>th</sup> Street, Reno, Nevada 89512.

#### **1.02 Roll Call**

Chair Lisa Ruggerio and Commissioners Leanne McCulley, Alice LeDesma, Jim Nadeau, Darin Balaam, Charlene Bybee, Diane Nicolet, Marci Burke, Coretta Patterson, Richard Jay were present at roll call. Members Amber Joiner and Jeffery Frame were present via phone. Misty Vaughn Allen and Scott Benton were not present. Dr. Paul LaMarca, Committee Staff Liaison, Dr. Kristen McNeill, Interim Superintendent were also present.

#### **1.03 PLEDGE OF ALLEGIANCE**

#### **1.04 PUBLIC COMMENT**

Priyasha Landry, Billingshurst 8<sup>th</sup> Grade Student requested the Commissions help to gain access to Huffaker and Anderson Elementary schools to educate students on how to safely use the flags and maintain eye contact with a driver when crossing the road. Ms. Landry started the project to earn her silver award with Girl Scouts and has dedicated more than 1,500 hours to creating the flags and getting them in place. She recently did a presentation with local law enforcement who will be coordinating and utilizing her flags for pedestrian safety creating more of a police presence. Presented her flag so they could see what they look like.

Sheriff Balaam offered to help Ms. Landry with the Sun Valley schools when she is ready to go to that school.

### **2. ITEMS FOR DISCUSSION, PRESENTATION AND/OR ACTION**

#### **2.01 ACTION TO ADOPT THE AGENDA**

On motion by Jim Nadeau, second by Marci Burke, the Safe and Healthy Schools Committee approved the agenda as presented (Yea: Amber Joiner, Leanne McCulley, Lisa

Ruggerio, Alice LeDesma, Jim Nadeau, Darin Balaam, Charlene Bybee, Diane Nicolet, Marci Burke, Coretta Patterson, Richard Jay, Jeffrey Frame. Final Resolution: Motion Carries 12-0)

**2.02 PRESENTATION OF THE VERMONIAL SWEARING-IN OF THE NEW WASHOE COUNTY SCHOOL POLICE STAFF (FOR PRESENTATION ONLY)**

Chief Jason Trevino presented and stated they did not have an officer to swear in but introduced their civilian position - dispatcher Rachel Depoali. The Commission presented Ms. Depoali with a certificate of appreciation.

**2.03 APPROVAL OF THE MINUTES FROM THE SEPTEMBER 30, 2019 MEETING OF THE SAFE AND HEALTHY SCHOOLS COMMISSION (FOR POSSIBLE ACTION)**

On motion by Charlene Bybee, second by Leanne McCulley, the Safe and Healthy Schools approved the agenda as presented (Yea: Amber Joiner, Leanne McCulley, Lisa Ruggerio, Alice LeDesma, Jim Nadeau, Darin Balaam, Charlene Bybee, Diane Nicolet, Marci Burke, Coretta Patterson, Richard Jay, Jeffrey Frame. Final Resolution: Motion Carries 12-0)

**2.04 APPROVAL OF THE MINUTES FROM THE DECEMBER 2, 2019 MEETING OF THE SAFE AND HEALTHY SCHOOLS COMMISSION (FOR POSSIBLE ACTION)**

On motion by Coretta Patterson, second by Diane Nicolet, the Safe and Healthy Schools approved the agenda as presented (Yea: Amber Joiner, Leanne McCulley, Lisa Ruggerio, Alice LeDesma, Jim Nadeau, Darin Balaam, Charlene Bybee, Diane Nicolet, Marci Burke, Coretta Patterson, Richard Jay, Jeffrey Frame. Final Resolution: Motion Carries 12-0)

**2.05 PRESENTATION AN DISCUSSION ON SAFETY AUDITS AND NEXT STEPS WITH THE SCHOOL SAFETY ADVOCACY COUNCIL (FOR INFORMATION ONLY)**

Roy Anderson, WCSD Emergency Manager, Sean Burke, and Curt Cavarello, with the Safety Advocacy Council, presented on work being done in year five and what the completion of that contract will look like.

Mr. Burke stated they have done 71 assessments, 25 re-visits of school sites, and have done numerous trainings for staff such as Train the Trainer and Tabletop Exercise. He discussed the feasibility study of single point entry for High Schools. Mentioned that our District should be proud of what we have done as we shine above vast majority of other Districts they have worked with.

Mr. Cavarello informed the Commission that they have been chosen by the FBI to work together on school safety and they are the only organization working with the FBI on this component of public safety. He stated the assessment is more than physical aspect of buildings, it is the philosophy they feel throughout the District and how that is reassuring for parents and students. Key factor is how staff and law enforcement have worked well together. Spoke about changes that have been done at Dodson such as a camera at the front entrance and how it is good to see the report being implemented.

Mr. Cavarello discussed their proposal to start wrapping up remaining schools that haven't been completed, they have met with school police and Chief Trevino regarding District wide emergency management protocols to be available for substitute teachers to be prepared in an emergency situation.

Roy Anderson, WUSD Emergency Manager, spoke about what the transition from this year into next year will look like with the state mandated position of a school safety specialist being hired within the District. The specialist will go with Mr. Burke and Mr. Cavarello when they do a site visit to understand the methodology of reports and utilizing various assessments to build a strong emergency response protocol moving forward.

Jason Trevino, Chief of WUSD School Police explained the relationship with the school safety consultants is a tremendous resource and it has been a beneficial relationship when a situation has occurred, he can reach out to them for direction on how other Districts have handled similar incidents. He also stated school police is looking at alternatives to complete the door numbering project, as they quickly realized once they began at Bernice Mathews ES how costly it would be to complete the project. They are looking into state funding that has opened and working with grants to try and secure funds for door numbering to be completed.

Commissioner Nicolet confirmed with them that by the end of the second two-year contract in April 2021 there should be 89 assessments and 32 visits completed. Commissioner Nadeau asked what they have seen on their revisits upon the response was that there was some training that needed to be done to go along with protocols and overall we have a really good system in place. Reiterated the feasibility of single point of entry at high school level would not be convenient but would be safer.

Commissioner Bybee asked what the District was doing well and what would need to be addressed as we move forward. Mr. Cavarello stated that they are at an advantage when they walk into a school because they see it differently than the staff who enter the school each day. Gave the example of a visitor not knowing where the main office was and if they would be required to sign in and where the recommended signage would be useful.

Interim Superintendent, Dr. McNeill thanked them for their work and collaborating with District's counselors to make this successful.

Chair Ruggerio asked to move to item 2.09 in order that the Commission can discuss and take possible action before some Commissioners needed to leave.

**2.06 PRESENTATION AND DISCUSSION ON TRAFFIC STUDENT-PEDESTRIAN EFFORTS (FOR INFORMATION ONLY)**

MJ Cloud, Safe Routes Coordinator, presented on the program for safe routes. She let the Commission know that this is the 26<sup>th</sup> week and there have been 26 injuries this school year. She stated that the WCSD is being represented with Vision Zero. She updated on the money spent on safe routes infrastructures, videos and communications that have gone home to parents and students related to safe routes. She stated there is a proposed bill coming up that would allow for money for safe routes to be spent on the high school level, because as of now only K-8 benefits from those funds. Updated on regional efforts, they did a safety training at Traner and had a student from Hug present so that students were teacher other students. Informed the Commission on various safety implementations at several schools that have been completed with the help of community partnerships.

Commissioner Bybee stated she would like to see more community involvement and the number one complaint she receives is that people are driving too fast. She also let the Commission know about Pedsafe a new app on the phone engineered to help aid in pedestrian safety when crossing the streets.

Ms. Payne added to Ms. Cloud's information by stating the WCSD had done a series of videos with Chief Trevino reports regarding pedestrian safety along with connect ed calls reminding families to watch out for pedestrians. She said they have collaborated with Lotus radio to have PSA's ran after traffic reports as a filler, if they don't have advertisers for those spots.

**2.07 PRESENTATION, DISCUSSION, AND POSSIBLE ACTION TO PROVIDE INPUT TO DISTRICT STAFF RELATED TO DRAFT BOARD POLICY 5630, ANAPHYLAXIS MANAGEMENT, WHICH INCLUDED LANGUAGE PROHIBITING COMMUNAL FOODS WITHIN STUDENT LEARNING ENVIROMENTS SUS AS CLASSROOMS (FOR POSSIBLE ACTION)**

Victor Sherbondy, Executive Director, and Margaret Allen, Student Health Services Director, presented on the policy. Mr. Sherbondy said in short, the policy covers how teachers would celebrate parties in their classrooms with no food or no food sharing being the key component of policy. This policy is meant to minimize risk for students with severe food allergies. They will present in front of the Board of Trustees at March meeting and may recommend this policy be for Elementary schools. Ms. Allen stated they

currently have an emergency action plan in place and they are asking for prohibition of food sharing in classroom only.

Commissioner Nicolet stated there could be clarification in some of the language as they wouldn't want teachers to get in trouble with monitoring challenges this policy could create. Mr. Sherbondy said that they have worked closely with nutrition services to create this policy. Commissioner Burke said she was sad for the students and asked if teachers and clinical aides are trained on use of epi-pen for instance when nurse is not available to administer. Ms. Allen reiterated that there needs to be a change in the culture of the classroom so that it is a safe environment for everyone.

Interim Superintendent, Dr. McNeill thanked Mr. Sherbondy and Ms. Allen for their work and that part of the process of them coming to the Commission is so that as many constituents see this policy and recommendation will go to the Board of Trustees in March. No action was taken on this item.

## **2.08 PRESENTATION, DISCUSSION, AND POSSIBLE ACTION TO PROVIDE INPUT TO DISTRICT STAFF RELATED TO AN OFFICE FOR CIVIL RIGHTS RESOLUTION AND THE REQUIREMENT FOR A TASK FORCE TO REGULARLY HEAR INFORMATION PERTAINING TO BULLYING ISSUES (FOR POSSIBLE ACTION)**

Gina Session, Director of Civil Rights Compliance (DoCRC) presented an overview of the audit done by the US Department of Education Office for Civil Rights (OCR) in 2013 when WCSD was selected a process that lead to a resolution agreement between WCSD and OCR in 2016. Ms. Session stated that many of the timeframes have passed due to the overload that the OCR has had. OCR and DoCRC are relooking at the resolution to see what still needs to be addressed, and one such aspect is having a task force. Ms. Session believes the work that the Commission is already doing falls into the category of task force that has been required per the resolution agreement. Informed Commission of new regulations that may be coming out from the Federal Government at the end of February.

Chair Ruggerio opened item up for discussion. Commissioner Burke asked for clarification on how WCSD was selected for audit. Ms. Session responded that it was a random audit that several schools around the country were selected for. Commissioner Nicolet had concern with OCR not getting back in time to meet our deadlines. Ms. Session let her know that her office has been moving forward with the work that needs to be done so that when OCR is able to review they can be on the same page with WCSD and let the Commission know that OCR has helped with training of staff and their local field office in Seattle has been responsive to our questions.

Interim Superintendent, Dr. McNeill stated that WCSD had looked at Equity and Diversity to cover the task force but needed a more structured meeting which adheres to open meeting law requirements. She let the Commission know that they will not be reviewing FERPA related information, rather statute reports and updates from the DoCRC on progress of resolution agreements.

Commissioner Nadeau stated that this seemed broader than just bullying issues. Ms. Session let him know that Nevada State law was written more broadly to include Title IX and Title VI issues. Commissioner LeDesma asked what happens if WCSD does not comply, would funding be lost. Ms. Session stated Federal funding could be withheld, but that is why they have entered into a resolution agreement to resolve issues from the audit.

On motion by Diane Nicolet, second by Leanne McCulley the Safe and Healthy Schools take on the responsibility as task force for the Department of Civil Rights Compliance. (Yea: Amber Joiner, Leanne McCulley, Lisa Ruggerio, Alice LeDesma, Jim Nadeau, Darin Balaam, Charlene Bybee, Diane Nicolet, Marci Burke, Coretta Patterson, Richard Jay, Jeffrey Frame. Final Resolution: Motion Carries 12-0)

**2.09 DISCUSSION ON POTENTIAL GOALS AND ACTIVITIES OF THE SAFE AND HEALTHY SCHOOLS COMMISSION FOR THE REMAINDER OF THE 2019-20 SCHOOL YEAR INCLUDING THE SAFETY FORUM; AND POSSIBLE ACTION TO SOLICIT INPUT FROM THE MEMBERS ON POTENTIAL STRATEGIES AND AREAS OF FOCUS (FOR POSSIBLE ACTION)**

Dr. Paul LaMarca, Chief Ombudsman, Irene Payne, Chief Communications Engagement Officer, and Meagan Downs, Communications Manager presented. Dr. LaMarca briefly discussed previous points the Commission had looked at as a focus for the Safety Forum. Stated that the proposed date for the Safety Forum would be April 25, 2020 and would also present the forum on April 24, 2020 during the Learn Teach Learn. The forum would be partnered with human services, juvenile services, childrens cabinet, community in schools, and family courts. Goal is to support teachers and help them realize they are not alone; it is a community issue.

Ms. Payne requested assistance from the Commissioners with the safety forum as there are staffing challenges and needs volunteers in the development, planning and implementing stages of the safety forum.

Ms. Downs presented background on previous forums and proposed this year the forum would be held the second week in May to not interfere with other WCSD programs that are taking place. She also suggested the forum be held at a central school like Wooster

or Trainer, focusing on pedestrian safety. They would like to have community experts along with school staff for the table talks.

Chair Ruggerio stated the Commission should be able to take a stronger role in assisting with the Safety Forum and opened for discussion. Commissioner Bybee stated she would like to see the forum strictly on pedestrian safety based on what has happened in our community. Commissioner Burke suggested including safety for students and helping their peers. Chair Ruggerio suggested having Chief Trevino give the keynote speech and there should be a report on what the Commission has done. Chair Ruggerio asked Commissioners if they are some who are willing to donate 5-10 hours of their time to the Safety Forum.

Commissioners Balaam, Nadeau, and Ruggerio stated they would not be available that second week in May but would be willing to help with preparations for forum. Commissioner Balaam stated that week is also Police week, so there may not be an abundance of police presence for forum. Chief Trevino brought up aspect of making forum based on kids and presenting to them to have a bigger impact. Forum was also suggested to be moved to July to help kick off the school year.

Ms. Payne was asked to come back to the next meeting with topic and overview of what volunteer roles would be.

Chair Ruggerio spoke on other focus points based on Dr. LaMarca's review of topics for future work of the Commission.

Commissioner Richard Jay motioned for the SHSC to provide potential goals for the remainder of the 19-20 school year and into the 20-21 school year. Commissioner Diane Nicolet seconded the motion. (Yea: Amber Joiner, Leanne McCulley, Lisa Ruggerio, Alice LeDesma, Jim Nadeau, Darin Balaam, Charlene Bybee, Diane Nicolet, Marci Burke, Coretta Patterson, Richard Jay, Jeffrey Frame. Final Resolution: Motion Carries 12-0)

## **2.10 DISTRIBUTION OF THE U.S. DEPARTMENT OF HOMELAND SECURITY 2019 REPORT "PROTECTING AMERICA'S SCHOOLS – A U.S. SECRET SERVICE ANALYSIS OF TARGETED SCHOOL VIOLENCE (FOR INFORMATION ONLY)**

Chair Ruggerio asked that due to time constraints to make sure the Commissioner's look at the PowerPoint provided as WCSD is in the presentation from the Secret Service.

## **3. CLOSING ITEMS**

### **3.01 ANNOUNCEMENT OF NEXT REGULAR MEETING**

Chair Ruggerio stated the next meeting of the Safe and Healthy Schools is scheduled for March 2, 2020, at 2:00 P.M. at a WCSD Central Administration Building, Board Room, 425 East 9<sup>th</sup> Street, Reno, Nevada, 89512.

### **3.02 PUBLIC COMMENT**

Katherine Loudon, Counseling Coordinator and Keeli Killian, Counseling Specialist spoke about School Counselor week which is meant to advocate for clarification of the role of the school counselor and how they impact students. They received a proclamation from the Governor and Interim Superintendent Dr. McNeill will be speaking at their conference in March.

Chair Ruggerio thanked them for the work they do and stated they are the backbone of our school district.

### **3.03 Meeting Adjourned**

There being no more business, Chair Ruggerio adjourned the meeting (per the audio no time was given for adjournment).