



## **WASHOE COUNTY SCHOOL DISTRICT STUDENT ATTENDANCE ADVISORY COMMITTEE**

September 6, 2019, 9:00 a.m.  
WCSD Administration Building  
425 E. 9<sup>th</sup> Street, Board Room  
Reno, NV 89502

### **AGENDA**

#### **1. OPENING ITEMS**

- 1.01** Call to Order - 9:00 a.m., WCSD Administration Building 425 E. 9<sup>th</sup> Street, Board Room, Reno, Nevada
- 1.02** Roll Call
- 1.03** Public Comment - Comments from the public are invited at this time on topics not specifically addressed elsewhere in the agenda. A "Citizen's Request to Speak" card should be filled out and submitted to the Recording Secretary before speaking during the Public Comment section. All persons are limited to 3 minutes per item. In accordance with Open Meeting Law and on the advice of legal counsel, the public body is discouraged from discussing and precluded from deliberating and/or acting on items raised by Public Comment which are not already on the agenda. The public body may impose reasonable content-neutral restrictions on public comment such as willfully disruptive comments that are irrelevant, repetitious, slanderous, offensive, inflammatory, irrational, or amounting to personal attacks or interfering with the rights of other speakers. Correspondence or written materials submitted for public comment by the general public shall be attached to the minutes of the meeting.

#### **2. DISCUSSION, PRESENTATION AND ACTION ITEMS** - Public comment: any individual may address the public body concerning any item listed below. A completed "Citizen's Right to Speak" card must be submitted to the public body at the meeting. During the discussion of each item on the agenda, the Chair will invite the individual to come forward to speak. Individuals are limited to three minutes per item.

- 2.01** ACTION TO ADOPT THE AGENDA – Items on this agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. (For Possible Action)
- 2.02** APPROVAL OF MINUTES OF THE STUDENT ATTENDANCE ADVISORY COMMITTEE FROM THE JUNE 6, 2019 MEETING (FOR POSSIBLE ACTION)
- 2.03** CONSIDERATION AND POSSIBLE ACTION TO SELECT A CHAIRPERSON FOR A TERM ENDING JUNE 30, 2020 FROM THE CURRENT MEMBERSHIP OF THE STUDENT ATTENDANCE ADVISORY COMMITTEE: LACEY KEELE, ROGER BAHTEN, JASON TREVINO, KERI PRUITT, ELIZABETH FLOREZ, CHARLES AGLUBAT AND LANCE MEZGER (FOR POSSIBLE ACTION)
- 2.04** CONSIDERATION AND POSSIBLE ACTION TO SELECT A VICE-CHAIRPERSON FOR TERM ENDING JUNE 30, 2019 FROM THE CURRENT MEMBERSHIP OF THE STUDENT

ATTENDANCE ADVISORY COMMITTEE: LACEY KEELE, ROGER BAHTEN, JASON TREVINO, KERI PRUITT, ELIZABETH FLOREZ, CHARLES AGLUBAT AND LANCE MEZGER (FOR POSSIBLE ACTION)

- 2.05** PRESENTATION BY A WCSD STUDENT OF THEIR PERSPECTIVE ON ATTENDANCE AND LESSONS LEARNED FROM ATTENDING THE STUDENT VOICE CONFERENCE (FOR DISCUSSION ONLY)
- 2.06** PRESENTATION AND DISCUSSION OF THE WCSD CHRONIC ABSENTEEISM DATA REPORT FROM THE 2018-19 SCHOOL YEAR (FOR DISCUSSION ONLY)
- 2.07** PRESENTATION AND DISCUSSION OF THE WCSD ATTENDANCE SURVEY AND REPORT FROM THE 2018-19 SCHOOL YEAR (FOR DISCUSSION ONLY)
- 2.08** PRESENTATION AND DISCUSSION OF THE WCSD ATTENDANCE MESSAGING PILOT PROGRAM FROM THE 2018-19 SCHOOL YEAR (FOR DISCUSSION ONLY)

### **3. CLOSING ITEMS**

- 3.01** Announcement of Next Meetings: Friday, December 6, 2019, Friday, March 6, 2020, and Friday, June 5, 2020. Meetings begin at 9:00 a.m. at the WCSD Administration Building, 425 East 9th Street, Board Room, Reno, Nevada 89512.
- 3.02** Public Comment - Comments from the public are invited at this time on topics not specifically addressed elsewhere in the agenda. A "Citizen's Request to Speak" card should be filled out and submitted to the Recording Secretary before speaking during the Public Comment section. All persons are limited to 3 minutes per item. In accordance with Open Meeting Law and on the advice of legal counsel, the public body is discouraged from discussing and precluded from deliberating and/or acting on items raised by Public Comment which are not already on the agenda. The public body may impose reasonable content-neutral restrictions on public comment such as willfully disruptive comments that are irrelevant, repetitious, slanderous, offensive, inflammatory, irrational, or amounting to personal attacks or interfering with the rights of other speakers. Correspondence or written materials submitted for public comment by the general public shall be attached to the minutes of the meeting.

#### **3.03 Adjourn Meeting**

Forum Restrictions and Orderly Conduct of Business: This public body conducts the business of the Washoe County School District during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

Members of the public wishing to request supporting materials for this meeting or who are disabled and require special accommodations at the meeting should contact Dodi Broker, Recording Secretary. Ms. Broker can be contacted in writing at PO Box 30425, Reno, Nevada 89520-3425, by telephone at 775-337-9911, or by email at [dbroker@washoeschools.net](mailto:dbroker@washoeschools.net).

This agenda and supporting materials, as indicated, have been posted at the following locations:

[www.washoeschools.net](http://www.washoeschools.net) (with supporting materials)

[www.boarddocs.com/nv/washoe/board.nsf/public](http://www.boarddocs.com/nv/washoe/board.nsf/public) (with supporting materials)

State of Nevada website (notice.nv.gov)

WCSD Central Administrative Building

Washoe County Administration Building

Washoe County Courthouse

Reno City Hall

Sparks City Hall

Sparks Library

Pyramid Lake Paiute Tribe Administration Building

Reno Sparks Indian Colony Administrative Office



## Washoe County School District Student Attendance Advisory Committee Meeting Minutes

June 7, 2019

### 1. Opening Items

#### 1.01 Call to Order

Chairperson Lacey Keele called the meeting of the Student Attendance Advisory Committee to order at 9:00 a.m. at the WCSD Administration Building Board Room, 425 E. 9<sup>th</sup> Street, Reno, NV.

#### 1.02 Roll Call

Chair Lacey Keele, Roger Bahten, Keri Pruitt, Charles Aglubat were present at roll call. Staff Liaison Rechelle Murillo was also present. Lance Mezger, Elizabeth Florez and Jason Trevino were not present.

Elizabeth Florez arrived at 9:12 a.m. Jason Trevino arrived at 9:14 a.m.

#### 1.03 Public Comment

There was no public comment

### 2. Discussion, Presentation and Action Items

#### 2.01 ACTION TO ADOPT THE AGENDA

**On motion by Keri Pruitt, seconded by Roger Bahten, the Student Attendance Advisory Committee approved the agenda as presented** (Yea: Lacey Keele, Keri Pruitt, Roger Bahten, Charles Aglubat) Final Resolution: Motion Carries 4-0.

#### 2.02 APPROVAL OF MINUTES OF THE STUDENT ATTENDANCE ADVISORY COMMITTEE MEETING FROM MARCH 15, 2019

**On motion by Roger Bahten, seconded by Keri Pruitt, the Student Attendance Advisory Committee approved the minutes of the March 15, 2019 meeting** (Yea: Charles Aglubat, Lacey Keele, Roger Bahten, Keri Pruitt) Motion Carries 4-0

### **2.03 DISCUSSION AND POSSIBLE ACTION TO PROVIDE INPUT TO THE WCSD INTERVENTION DEPARTMENT COORDINATOR ON THE DRAFT COMMUNITY ATTENDANCE FLOW CHART, A TOOL TO SUPPORT SCHOOLS RELATED TO STUDENT ATTENDANCE**

Rechelle Murillo, WCSD Intervention Department Coordinator, reported she is almost finished editing the document that will be given to school staff which lists district departments as well as W.C. Dept. of Juvenile Services, W.C. Human Services Agency, and the Children's Cabinet as entities that support students and families around chronic absenteeism. She will present the final document at the next meeting and once approved the document will be added to the Intervention Department website with clickable links to local agencies.

### **2.04 PRESENTATION AND DISCUSSION OF THE NEW STUDENT ACCOUNTING DEPARTMENT ATTENDANCE CODES FOR THE 2019-20 SCHOOL YEAR, WHICH SERVE TO DEFINE AND DESCRIBE THE REASONS FOR STUDENT ABSENCES**

Rechelle Murillo, WCSD Intervention Department Coordinator, presented a brief slide show and gave a handout showing the new attendance codes for the 2019/20 school year. Information will be analyzed during the summer and a report will be presented on the outcomes of the Student Attendance Review Board's ("SARB") as related to whether student attendance improved during their post-SARB case management period at the next meeting.

### **2.05 PRESENTATION OF DATA ON THE NUMBER OF STUDENT ATTENDANCE REVIEW BOARDS (SARB) HELD AND THE NUMBER OF 20-DAY ATTENDANCE MONITORS FOR THE CURRENT SCHOOL YEAR**

Rechelle Murillo, WCSD Intervention Department Coordinator, distributed a report by the Intervention Department showing the number of 20-Day Attendance Monitors assigned and the number of the Student Attendance Review Board's ("SARB") held during the 2018/19 school year. Information will be analyzed during the summer and a report will be presented on the outcomes of SARB's as related to whether student attendance improved during their post-SARB case management period at the next meeting.

### **2.06 DISCUSSION AND POSSIBLE ACTION TO APPROVE PROPOSED 2019-20 MEETING SCHEDULE FOR THE STUDENT ATTENDANCE ADVISORY COMMITTEE**

The Committee was presented the proposed meeting dates and locations for the 2019-20 meetings of the Student Attendance Advisory Committee. The committee approved

the proposed quarterly meeting dates but may discuss alternate meeting locations at a later date.

**On motion by Roger Bahten, seconded by Keri Pruitt, the Student Attendance Advisory Committee approved the meeting schedule for the 2019-20 school year** (Yea: Lacey Keele, Charles Aglubat, Roger Bahten, Keri Pruitt, Elizabeth Florez, Jason Trevino) Motion carries 6-0

### **3. Closing Items**

#### **3.01 Announcement of the next meeting: September 6, 2019, 9:00 a.m.**

The location of the next meeting will be announced at a later date.

#### **3.02 Public Comment**

There was no public comment.

#### **3.03 Adjourn Meeting**

There being no further business, Chairperson Keele adjourned the meeting at 9:30 a.m.