

MINUTES
CLARK COUNTY SCHOOL DISTRICT
SPECIAL MEETING OF THE BOARD OF SCHOOL TRUSTEES
EDWARD A. GREER EDUCATION CENTER, BOARD ROOM
2832 E. FLAMINGO ROAD, LAS VEGAS, NV 89121

WORK SESSION

Wednesday, November 7, 2018

8:09 a.m.

Roll Call: Members Present

Deanna L. Wright, President
Lola Brooks, Clerk
Linda P. Cavazos, Member
Kevin L. Child, Member
Chris Garvey, Member
Linda E. Young, Member

Member Absent

Carolyn Edwards, Vice President

Jesus F. Jara, Ed.D., Superintendent of Schools

Also present were: Mary-Anne Miller, Board Counsel, District Attorney's Office; Joe Caruso, Executive Director, Community Outreach Division; Elizabeth Carrero, Executive Manager/Director II, Office of the Superintendent; Cindy Krohn, Executive Assistant, Board Office; and Jeanetta Edmond, Administrative Secretary II, Board Office.

Flag Salute

Trustee Young led the Pledge of Allegiance.

Adoption of the Agenda

Adopt agenda.

Motion: Brooks Second: Garvey Vote: Unanimous

Public Comment Period on Non-Agenda Items

None.

Approve Adoption of Consent Agenda

Approval of consent agenda, as submitted, as recommended.

Motion: Brooks Second: Garvey Vote: Unanimous

3.01 Approval of the Minutes.

Discussion and possible action on the approval of the minutes of the regular meeting of August 23, 2018, and the special meeting of September 5, 2018, is recommended. **(For Possible Action)** (Ref. 3.01) *(According to Governance Policies GP-8: Clerk's Role and GP-17: Cost of Governance)*

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-18: Travel and Other Board Expenses

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, GP-18: Travel and Other Board Expenses, as requested in Reference 4.06. By direction of the Board, any changes recommended at this meeting will not be implemented unless adopted by the public policy review process at a regular meeting of the Board of School Trustees.

Trustee Garvey said there are areas of this policy that need to be addressed. She noted that Section 2 states that a reimbursement for a Trustee's travel may not exceed \$350.00 per month, but Section 4 outlines the ability for a Trustee to transfer their allowance to another Trustee. She said there is no clear guidance for the distribution of those funds or if pro rata funds for long distance travel could be transferred to a Trustee who has exceeded the \$350.00 limit or for accounting issues.

Trustee Garvey suggested that Trustees be given an allotment for all travel, and once exceeded, the Trustee would need to stop traveling or receive money from another Trustee, or there needs to be clear guidelines included in Section 4 and Section 5. She stated that they need allow the flexibility for all Trustees to be able to interact with constituents and community and advocate for education in the manner that suits them.

Trustee Brooks suggested aiming for \$300.00 per month per Trustee, with a maximum annual amount, and once that is reached, all local travel would then come out of the other travel funds or reimbursement would be denied.

Trustee Wright noted that the outside District travel budget would be increased to \$6,000 with this budget cycle.

Trustee Garvey said she would work with Mrs. Krohn to ensure Trustees stay within the budget for this cycle. She said she did not want to be too specific in terms of dollar amounts in the policy but that Trustees must adhere to the budget that has been allocated. She said she wanted to instead have parameters be about how Trustees can be fluid in the ways in which they utilize their individual allocations.

Trustee Garvey said clarifying language needs to be added to Section 5 that specifies that an actual receipt is needed for reimbursement instead of a memorandum being acceptable, and that with the use of the District credit card, a receipt would be required or the Trustee would be paid the per diem rate.

Trustee Garvey briefly discussed Trustee travel time in terms of how much travel time should be allowed to arrive for an event. She said Trustees need to be clear when they arrive for an event early or leave late about at what point during that particular travel it is a District expense and at what point it is the Trustee's financial responsibility.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-18: Travel and Other Board Expenses (continued)

Superintendent Jara said there are instances when staff travels to an event to present but do not need to stay for the entire event and can leave after they have presented. He agreed with the need to present a receipt for reimbursement and said he would like to have this type of requirement in place for staff as well in an effort to align with Board procedure. He said he was also considering as a procedure for staff, limiting the amount of conferences they travel to as a team because there is a lot of work to be done here.

Trustee Cavazos said the Trustees need to exercise common sense in terms of their schedules, what committees they are assigned to, and choosing which conferences they actually need to attend.

Trustee Garvey said she would work with Mrs. Krohn and Superintendent Jara and staff on language for this policy.

There was further discussion regarding allocating additional funds for Trustees for special events or circumstances, such as the Nevada Legislative Session and how those funds could be accessed.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-8: Clerk's Role

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, GP-8: Clerk's Role, as requested in Reference 4.02. By direction of the Board, any changes recommended at this meeting will not be implemented unless adopted by the public policy review process at a regular meeting of the Board of School Trustees.

Trustee Young suggested that each statement include a reference to the Nevada Revised Statute (NRS) or wherever that statement or requirement derives from for consistency.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-12: Types of Meetings

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, GP-12: Types of Meetings, as requested in Reference 4.04. By direction of the Board, any changes recommended at this meeting will not be implemented unless adopted by the public policy review process at a regular meeting of the Board of School Trustees.

Trustee Young suggested here as well that each statement include a reference for consistency.

Ms. Miller stated that there are some statutory references, but these are the Board's governing documents so some requirements in this document are internal and would not lend itself to a reference.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-12: Types of Meetings (continued)

Trustee Young suggested that some language be added that says all of the statements are a combination of the NRS and the Board's governance structure. She also suggested clarification of "staff" in Section 5.

Trustee Garvey suggested that Trustee Young work with legal counsel to add the references to the policies.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-19: Vacancies on the Board

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, GP-19: Vacancies on the Board, as requested in Reference 4.07. By direction of the Board, any changes recommended at this meeting will not be implemented unless adopted by the public policy review process at a regular meeting of the Board of School Trustees.

Trustee Young suggested adding "email" in Section 2B to the information to be included on the application. She suggested changing the title of "Executive Assistant to the Board" in Section 2D to the current official title. She mentioned again referencing the NRS or other document with the statements.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy SE-5: Financial Planning/Budgeting

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, SE-5: Financial Planning/Budgeting, as requested in Reference 4.10. By direction of the Board, any changes recommended at this meeting will not be implemented unless adopted by the public policy review process at a regular meeting of the Board of School Trustees.

Trustee Young said the NRS references are going to be important in this policy. She said the policy needs to show that the requirements of the NRS, which the Board operates under, are tied to student achievement. She said she also wants to ensure that the Trustees receive all necessary information in a timely manner to be able to be fiscally responsible in making decisions and approving the budget. She noted that Section 5 refers to a mid-year fiscal status report and said she thought that would be done on a quarterly basis.

Superintendent Jara talked about changes that have been made and how staff is working to address Trustee Young's concerns with relation to providing information to Trustees in a timely manner, analyzing budget priorities, and aligning everything to student outcomes.

Trustee Young suggested including an example of funding sources in Section 6. She suggested adding "...within five business days..." in Section 7 to read, "Inform the Board within five business days prior...."

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy SE-5: Financial Planning/Budgeting (continued)

Trustee Garvey said the recent practice of individual school fundraising for teachers should be a consideration of Section 6 as they discuss how to address that.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy SE-10: Communication and Support to the Board

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, SE-10: Communication and Support to the Board, as requested in Reference 411. By direction of the Board, any changes recommended at this meeting will not be implemented unless adopted by the public policy review process at a regular meeting of the Board of School Trustees.

Trustee Young suggested adding ... "or financial proposals..." to Section 2 after "policies."

Trustee Brooks suggested that what Trustee Young was trying to convey was covered on page 2 of 2, Section 11.

Trustee Young said she wanted to specify the financial piece.

Trustee Brooks suggested adding to Section 11, "..., including financial impact...."

Trustee Young suggested adding "...prior to five business days..." to page 2 of 2, Section 13, to read, "Present pertinent ramifications of possible alternatives prior to five business days to any recommendation to the Board."

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy Appendix A, GP-15: Board Committees

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, Appendix A, GP-15: Board Committees, as requested in Reference 4.13. By direction of the Board, any changes recommended at this meeting will not be implemented unless adopted by the public policy review process at a regular meeting of the Board of School Trustees.

There were no changes to Appendix A, GP-15: Board Committees.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-4.2: Board Members' Principles of Operation

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, GP-4.2: Board Members' Principles of Operation, as requested in Reference 4.01. By direction of the Board, any changes recommended at this meeting will not be implemented unless adopted by the public policy review process at a regular meeting of the Board of School Trustees.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-4.2: Board Members' Principles of Operation (continued)

Trustee Wright said there needs to be some reference on page 11 of 21, Section E, and on page 16 of 21, Section 7, to the exact location of the Balanced Governance™ Progressive Response process, which is on page 12 of 21. She noted that on page 10 of 21, Section J4, purchase orders and purchase awards are not financial statements. She said those reports are made available to the Board but suggested this is not the appropriate place in policy for them. She pointed out that "Organizational Capacity Monitoring System, like the Balanced Governance™ Strategic Teaming Model" on page 17 of 21, Section 8, is language that was pulled from Balanced Governance™ but is not something pertinent to the Board.

Mr. Caruso stated that Organizational Capacity Monitoring System, like the Balanced Governance™ Strategic Teaming Model was a concept proposed by Dr. Thomas Alsbury, President of Balanced Governance Solutions, at a Board Retreat.

Trustee Wright suggested holding that piece until sometime in the future. She said other language that may need to be modified for consistency is on page 18 of 21, Section 9D, where it talks about "external stakeholder meetings", in comparison to language in GP-3: Board Responsibilities where it mentions "community committee service."

Trustee Wright suggested that GP-4.2: Board Members' Principles of Operation would be the appropriate policy for time limits on Trustee comments.

There was some discussion regarding further clarification of progressive discipline issues for Trustees who do not adhere to Board policies as outlined beginning on page 12 of 21, Section 5E. The discussion involved including transparency of the process to the public, adding language that addresses in a public meeting who the responsibility falls to in the instance of Section 5E6, having consultation with Board counsel as needed, the possibility of Board members signing an oath or bringing it forward in a public meeting as a Board resolution, talking further about the practices of other entities, and the ability and need to self-govern.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-11: Public Comment

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, GP-11: Public Comment, as requested in Reference 4.03. By direction of the Board, any changes recommended at this meeting will not be implemented unless adopted by the public policy review process at a regular meeting of the Board of School Trustees.

Trustee Wright said this policy would be updated if necessary after Strategic Imperatives and Pledge of Achievement revisions.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-16: Policy Development and Review

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, GP-16: Policy Development and Review, as requested in Reference 4.05. By direction of the Board, any changes recommended at this meeting will not be implemented unless adopted by the public policy review process at a regular meeting of the Board of School Trustees.

Trustee Wright said this policy was assigned to Trustee Edwards, and Trustee Edwards noted some grammatical changes and suggested removing "...the 13 day notice process set forth in..." in Section 1. She said Trustee Edwards noted a misspelling of "policies" in Section 3 and said she would also work on the language in Section 4 because it was a mix of Policy Governance® and Balanced Governance™.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy B/SL-1: Global Governance-Management Connection

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, B/SL-1: Global Governance-Management Connection, as requested in Reference 4.08. By direction of the Board, any changes recommended at this meeting will not be implemented unless adopted by the public policy review process at a regular meeting of the Board of School Trustees.

No changes were made to B/SL-1: Global Governance-Management Connection.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy SE-2.1: Commitment to Diversity

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, SE-2.1: Commitment to Diversity, as requested in Reference 4.09. By direction of the Board, any changes recommended at this meeting will not be implemented unless adopted by the public policy review process at a regular meeting of the Board of School Trustees.

No changes were made to SE-2.1: Commitment to Diversity.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy E-1: Vision Statement

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, E-1: Vision Statement, as requested in Reference 4.12. By direction of the Board, any changes recommended at this meeting will not be implemented unless adopted by the public policy review process at a regular meeting of the Board of School Trustees.

No changes were made to E-1: Vision Statement.

Board and Superintendent Communication

Trustee Child asked that the Board look at paying \$150.00 in an emergency to substitute teachers for special education classes.

Superintendent Jara said staff would look at the cost and implications and bring information back to the Board.

Trustee Garvey asked for information to come back to the Board related to any CCSD schools that might have long-term substitutes in special education classrooms who do not hold the proper certification.

Trustee Child suggested releasing a statement to the press that says CCSD is abiding by the law and looking at how to get qualified teachers in those special education classrooms.

Trustee Requests for Agenda Items or Information

None.

Public Comment Period on Non-Agenda Items

None.

Adjourn: 10:29 a.m.

Motion: Brooks Second: Cavazos Vote: Unanimous