

MINUTES
CLARK COUNTY SCHOOL DISTRICT
SPECIAL MEETING OF THE BOARD OF SCHOOL TRUSTEES
NORTHWEST CAREER & TECHNICAL ACADEMY, BANQUET HALL
8200 WEST TROPICAL PARKWAY, LAS VEGAS, NV 89149

WORK SESSION

Monday, September 24, 2007

9:12 a.m.

Roll Call: Members Present

Ruth L. Johnson, President
Terri Janison, Vice President
Mary Beth Scow, Clerk
Larry P. Mason, Member
Mary Beth Scow, Member
Sheila Moulton, Member

Members Absent

Shirley Barber, Member

Dr. Walt Rulffes, Superintendent of Schools

Also present were: Mary-Anne Miller, Board Counsel, District Attorney's Office; Bill Hoffman, General Counsel, Legal Department; Lauren Kohut-Rost, Deputy Superintendent, Instruction Unit; Dr. Craig Kadlub, Chief of Staff; Jeffrey K. Weiler; Chief Financial Officer, Finance and Operations Division; Joyce Haldeman, Executive Director, Community and Government Relations; Cynthia Sell, Director, Communications Office; Charlene Green, Deputy Superintendent, Student Support Services Division; Elizabeth Carrero, Secretary to the Superintendent, Office of the Superintendent; Cindy Krohn, Executive Assistant, Board Office; Lisa Chrapcynski, Administrative Secretary II, Board Office; and Francesca Haak, Transcriber/Recording Secretary, Board Office.

ADOPT AGENDA

Adopt agenda except move Item 3.03 to follow 2.01 as 2.01a.

Motion: Moulton Second: Janison Vote: Unanimous

PUBLIC HEARINGS/RESPONSE TO PUBLIC COMMENT

None.

WEBCASTING BOARD MEETINGS

Discussion and possible action regarding the development of training in preparation for the webcasting of the regular board meetings of the Board of School Trustees.

Ms. Sell spoke about webcasting the Board meetings. The discussion included general comments in favor of webcasting because it would increase access by the general public, and the microphone system is of good quality. She stated that webcasting could pose challenges such as the images not being clear, depending on the public's viewing tools and modums, and that the Board needs to be aware of lighting and colors and patterns of clothing.

BOARD MEMBER ARRIVES

Mr. Mason arrived at the Board meeting at 9:17 a.m.

WEBCASTING BOARD MEETINGS (continued)

Ms. Sell also discussed consistency in actions by Board members, such as hand placement when reciting the Pledge of Allegiance. She stated that even though the visual may be distorted, the sound would be clear.

Discussion ensued regarding pre-testing for clarity of sound and visual.

Mr. Weiler confirmed that Tom Axtell, General Manager, Vegas PBS, would still perform a pretest of the web cameras. He stated that the webcasted meetings would be able to be saved and pulled up for later use, but a decision would have to be made regarding how many to retain because of space availability concerns.

Trustee Edwards questioned confidentiality and liability issues regarding public use of names of children or employees.

Mr. Hoffman explained that the parent owns the privacy right under the Family Educational Rights and Privacy Act and may consent to the release of the child's name, which they do when they speak about their child, but that it would not authorize the Board to undertake discussion of that child on air.

Mrs. Moulton questioned the timing of when the webcasting would begin.

Mrs. Janison addressed the discussion the Board had where a vote was taken to move forward but only when the Board was ready, and she agreed that pre-testing was important.

Mrs. Moulton asked if there was the ability to edit during pre-testing and who would decide what to edit.

Mrs. Johnson responded that if there was tape delay it could be done. She then asked if a legal review should be done regarding issues that might arise in the guidelines for public speaking, which may need to be amended to include a disclaimer of privacy act information. She also asked if the Board would be interested in getting staff to work on a timeline of when things would happen with the goal of a feasible start date.

Mrs. Janison and Trustee Edwards volunteered to work with staff to prepare a timeline and to present it for discussion at the next work session meeting on October 15, 2007.

Trustee Edwards expressed concern about the public being able to view PowerPoint presentations on the web.

Ms. Sell assured the Board that the new equipment would enable the public to view PowerPoint presentations.

WEBCASTING BOARD MEETINGS (continued)

Mrs. Johnson asked that the timeline which staff would be working on should reflect when that equipment would be purchased, installed, and whether or not a trial run should be done prior to and after installation. She also asked Ms. Sell to update Mr. Axtell of the Board's discussion.

APPROVE PROPOSED AUDIT COMMITTEE

Approval to develop an audit committee of the Board and to establish a timeline for the organization of the committee, as recommended in Reference 3.01.

Mrs. Scow stated she spoke with Mr. Axtell regarding the implementation of an audit committee on public broadcasting. She also stated the reason for an audit committee is to get recommendations from outside experts for future prevention and reduction of risk. She suggested that the committee be made up of members that have a particular professional expertise.

Mrs. Janison stated she was in favor of pursuing the audit committee but that she did not want to take any action regarding it until discussion could be had between all seven Board members.

Mrs. Scow recommended reviewing GP-14: Board Committee Principles because it sets the parameters for Board committees; and GP-15: Board Affiliated Committees because she felt the audit committee could fit within these parameters. She stated that the opening statement of GP-15 may be different. She stated that with regard to B/SL-5: Monitoring Superintendent Performance, the audit committee could have some input into the monitoring, and that maybe the timeline could be adapted more to when the audit committee is carrying out different functions.

Mrs. Johnson spoke in favor of having a liaison on the committee. She stated that it was not addressed how new advisory boards, charters, or bylaws would be presented to the Board, and she suggested changing Section 2 to read, "The adoption of bylaws and any future changes must be approved by the Board," and adding it to the list.

Mrs. Moulton suggested having member positions be a two-year term and suggested having two certified public accountants (CPAs), one with experience working with governmental agencies on the committee and one with experience in the finance department of a higher educational institution.

Mrs. Scow stated that one of the most important issues to be discussed was membership.

Trustee Edwards questioned the protection of confidential information regarding employees and/or students.

Mrs. Scow said the committee needs to protect confidential information as much as possible. She asked that Dr. Carver be contacted before the next meeting regarding his opinion about whether he would recommend an audit committee and how to put it in policy. She asked to have specific recommendations for policy brought forth at the next work session and then work on approving a charter.

Discussion ensued regarding whether the Board should take action first to form the committee and internal alignment and then open it to changes.

APPROVE PROPOSED AUDIT COMMITTEE (continued)

Mrs. Johnson stated the consensus was that at the next work session the Board would take action on the creation of a committee, and she requested that staff advise Mrs. Barber that the Board intends to return with feedback from Dr. Carver and would recommend language specific for the policies.

Dr. Rulfes asked whether the committee would determine the organizational alignment of the internal audit department, and would the Board want to have the internal audit leadership present at the session. He stated there needs to be clarification of what changes, if any, are wanted.

Mrs. Moulton expressed concern with having internal auditors and damage that may occur that may be hard to repair.

Mrs. Johnson asked if the Board should be prepared to offer specific individuals that it thinks might serve the roles defined in the charter, or get to the charter and then have an opportunity to recommend individuals to serve on the committee.

Mr. Mason stated that transparency is important and that the Board needs to wrestle with whether to go forward with the committee.

Mrs. Johnson stated that the meetings would be open, but suggested if the meetings were not open, and someone called to find out when the next meeting was, it would be divulged.

Ms. Miller stated if they're an advisory committee to the Board they would be subject to the Open Meeting Law (OML), which includes posting.

Mr. Hoffman cited an example of presenting information whereby an internal audit developed information which led to discipline of an employee, and the information provided to the audit committee would be that the incident occurred and was dealt with in a particular way, but the discipline of the individual would not be something that the audit committee would know of, which would include transparency of the system while protecting the individual.

Mr. Weiler stated typically internal audit reports do not mention names of people and suggested that C. Monica Robles, Director, Internal Audit Department, could speak on the subject at the next meeting. He also stated that the subject of a clearinghouse to determine whether something warrants an investigation should be looked into.

Mrs. Johnson stated that at the next meet on October 15, 2007, at 10:00 a.m., language would be recommended on policies GP-14: Board Committee Principles, GP-15: Board Affiliated Committees; and B/SL-5: Monitoring Superintendent Performance, which staff was directed to list as agenda items; Dr. Carver's feedback would be reviewed; the Board would be prepared to approve the charter; and Dr. Rulfes would bring feedback on internal alignment issues that need to be reviewed; and language recommendations were to be forwarded to Mrs. Krohn so she may list them as backup.

OVERVIEW OF BOND PROGRAM

Presentation and discussion on the 2008 Bond Program.

Mrs. Haldeman gave a presentation on a handout regarding ballot questions since 1974 for school construction in Clark County. She explained the greater turnout in 1996 than in 1998 was because of a presidential election year, and anticipates a higher turnout in 2008 because of the same reason.

Trustee Edwards questioned whether having the bond program aligned with a presidential election was a better idea. She suggested doing an eight- or twelve-year bond so it would fall out at the right time for maximum turnout.

Mrs. Haldeman responded that small voter turnout would be easier to control, and that this issue would be discussed later in the meeting. She continued with her presentation and stated there also would be many ballot questions for 2008. She stated more people, more dollars, and more materials were needed for this bond campaign in order to achieve success. She also stated the district has 5,000 more students in 2007 than 2006. She suggested that the Board consider a strategic planning activity by Dale Erquiaga, Principal, Get Consensus, LLC, to conduct a public survey to go out within the next month or two, and if there was funding for it the question should be asked if the public would be willing to get schools off of the year-round calendar.

Trustee Edwards questioned whether the district should think about having the option to build three smaller campuses on one site rather than being locked in on one large campus.

Mrs. Haldeman stated she made a note to look into that. She stated prototypes that have been used have saved the district money. She explained that the CCSD website is currently being redesigned to be user friendly, including a link to the Facilities Division to view rehabilitative projects that have been done or are in progress. She explained the importance of the grass roots campaign in reaching parents of school-age students, and she discussed the School Growth Committee purpose and duties. She also discussed projected dates of major milestones, including parameters, for the 2007-2008 CCSD bond campaign.

Discussion ensued regarding growth, empty seats, and rezoning.

Mrs. Janison suggested all the information needs to be made available because there are different scenarios regarding rezoning and rehab.

Mrs. Moulton stated a good selling point would be if the Board would be defining the rebuilt schools as part of the upcoming bond initiative.

Trustee Edwards suggested more emphasis should be made by the Board for the next bond program regarding enrollment projections and older schools that need work.

Mrs. Johnson suggested that the Board discuss important objectives and reach a consensus before making a decision regarding resources and priorities.

Dr. Rulfes informed the Board that some community leaders have indicated that the bond has to be tied to improving student achievement.

OVERVIEW OF BOND PROGRAM (continued)

Mrs. Moulton suggested giving the choice of a nine-month versus year-round calendar, and there was discussion regarding choice of programming and calendar.

ADJOURN: 11:50 p.m.

Motion: Janison Second: Edwards Vote: Unanimous