

Minutes  
Clark County School District  
Meeting of the Board of School Trustees  
Edward A. Greer Education Center, Board Room  
2832 East Flamingo Road, Las Vegas, Nevada 89121

Work Session

Wednesday, October 6, 2021

8:16 a.m.

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Roll Call: Members Present  
Linda P. Cavazos, President  
Irene Cepeda, Vice President  
Evelyn Garcia Morales, Clerk  
Lola Brooks, Member  
Danielle Ford, Member  
Lisa Guzmán, Member  
Katie Williams, Member

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

Also present were: Mary-Anne Miller, Board Counsel, District Attorney's Office; Luke Puschnig, General Counsel, Office of the General Counsel; Elizabeth Carrero, Executive Manager/Director II, Office of the Superintendent; Cindy Krohn, Director, Board Office; Lisa Chrapcynski, Administrative Secretary II, Board Office; and Denise Zagby, Administrative Secretary II, Board Office.

**Flag Salute**

Trustee Cavazos led the Pledge of Allegiance.

**Adoption of the Agenda**

*Adopt agenda, except note additional reference material for Item 3.01.*

*Motion: Guzmán Second: Cepeda Vote: Unanimous*

*Trustee Garcia Morales and Trustee Williams were not present for the vote.*

**Public Comment on Non-Agenda Items**

Violetta Malagon expressed concerns regarding the load her daughter has to carry at school because lockers have not been issued. She also expressed concern regarding her son's health as it is affected by wearing a face mask.

**Public Comment Policy**

Discussion and possible action regarding potential changes in the public comment policy for Board of School Trustees meetings.

**Public Comment Policy (continued)**

Trustee Brooks agreed with a suggestion made previously by Trustee Ford to modify the public speaker cards to gain more information about the speaker, such as whether they have a child in the District, their address, and which stakeholder group they are in. She suggested also including questions on the card such as which agenda item they are speaking on. She said she supported a call-in option as listed in Reference 3.01 (A), number 4. She stated she would like to know the legal implications of broadcasting public comment.

Ms. Miller said it is fine to ask people to provide their address but does not think it should be a requirement.

Trustee Brooks suggested creating an online form to sign up to speak in addition to calling the office to sign up to help alleviate staff time and for consistency in collecting the information.

**Teleconference Call Connected**

Teleconference call with Trustee Garcia Morales was connected at 8:36 a.m.

**Public Comment Policy (continued)**

Trustee Guzmán said she liked Portland Public Schools' guideline of "Placards, signs, and banners may be displayed only in the auditorium foyer behind the seating area..." in Reference 3.01 (B), page 5 of 5. She said she would like to know what town or city the speaker is from and have the speaker state their name, their town, and whether they have a child in the District.

Trustee Garcia Morales commented on Reference 3.01 (A), number 6, and talked about the importance of public input and said the Board could benefit from more coordinated, strategic community engagement meetings.

Trustees discussed each of the discussion priorities listed in Reference 3.01 (A) and shared their ideas and gave input for addressing each of those priorities.

Trustee Cepeda suggested splitting the public comment period between students, who would speak first, and the other stakeholders.

**Board Member Arrives**

Trustee Williams arrived at the Board meeting at 8:46 a.m.

**Public Comment Policy (continued)**

The Board continued discussing potential changes to the public comment policy.

Trustee Ford suggested creating an application that would have the user create a one-time profile for pertinent information and that would give the user the opportunity to submit audio, video, or written comment through the app and would allow in-person speakers to check in and check out if they needed to leave the meeting before speaking.

**Public Comment Policy** (continued)

Trustee Brooks spoke about the need to provide service to the community and address their concerns before they escalate to the point that individuals feel they have no other choice but to come to a Board meeting and give public comment. She said she wants to expand access for the public but she wants to look at this as an opportunity to utilize an effective customer service model.

Trustee Ford suggested creating a customer service process that would guide the person to next steps to have their issue addressed.

Regarding Reference 3.01 (A), number 2, Trustee Brooks suggested that there be a brief statement outlining the parameters included on the agenda that the Board President would also read at every meeting.

Trustee Guzmán suggested the meeting decorum statement should also be posted on the podium for speakers to be able to see. She also suggested that a recording could be played when people call to sign up to speak at the meeting as a reminder of the business decorum.

Trustee Ford suggested including an “if-then” process where Trustees are sent an informational email prior to the meeting in the instant that changes are going to be made at a given meeting.

Trustee Cavazos suggested also posting expectations at the public entrance.

Regarding Reference 3.01 (A), number 3, Trustee Garcia Morales recommended that the Board review the language in policy to ensure that it is aligned with the language on the public comment card and ensure that the language is inclusive, as suggested by Trustee Cepeda.

Regarding Reference 3.01 (A), number 4, Trustee Ford said they should utilize technology and recommended developing an application in-house. She stated she did not think Board staff should be reading anything aloud.

Trustee Williams said she is in favor of a live call-in option that is efficient and cost-effective.

Trustee Garcia Morales said she was in support of a live call-in option but had reservations about supporting this without full knowledge of the possible impact on the District and on the Trustees.

Trustee Ford suggested next steps should be determining what work would be required to implement and operate this process. She questioned if a backup plan would be in place in case the technology fails during the meeting.

The Trustees were in support of this option and agreed that more information is needed before a decision could be made.

**Public Comment Policy (continued)**

Trustee Ford agreed with standardizing the time allotment for agenda and non-agenda items as listed in Reference 3.01 (A), number 5, and suggested keeping the time to two or two-and-a-half minutes.

All Trustees supported the time allotment of two minutes for agenda and non-agenda items.

Trustee Brooks requested that someone be assigned to number 6 so there is a calendar for community engagement meetings.

With regarding to number 7, Trustee Ford stated that until all material is being added to BoardDocs® and available to the public in a certain number of days prior to a meeting, and until that is happening consistently, people should have the opportunity to review information that might be uploaded the day before a meeting.

Trustee Brooks suggested closing submission of written comments the night prior to a meeting so Trustees have an opportunity to read them, and she suggested 12:00 a.m. be the deadline. She suggested the deadline for signing up to speak could remain the same with an added component for online submission.

Trustee Guzmán suggested a deadline of 8:00 a.m. the day of the meeting.

Trustee Cepeda and Trustee Cavazos said they would also support an 8:00 a.m. deadline.

Ms. Miller noted that the Board could retain flexibility in the deadline for meetings that begin at different times as long as the deadline is posted on the agenda.

Trustee Ford suggested having everyone speaking on consent agenda items, speak on all the items they signed up for concurrently to help streamline the process.

Trustee Brooks suggested revising the yellow speaker card to include stakeholder group and ensuring the online form matches the yellow card.

Trustee Ford suggested sending the yellow card to the District's graphics department to have the card redesigned.

Trustee Cavazos asked that Trustee Cepeda and Trustee Garcia Morales work on a draft of the items that were discussed here.

Trustees agreed to have a draft come back before the Board at the December work session with a rough draft coming forth at the November work session for discussion.

No action was taken on this item.

### **Approve Work Sessions of the Board of School Trustees**

Approval on the time future work sessions of the Board of School Trustees are held.

Mrs. Krohn stated the results of the survey sent to Trustees asking their preference for the time to hold work sessions were six responses in favor of 9:00 a.m. to 12:00 p.m.

*Motion to move the start time of work sessions to 9:00 a.m.*

*Motion: Guzmán Second: Williams Vote: Unanimous*

### **Approve Superintendent Summative Evaluation Timeline and Structure**

Approval of the timeline and structure for the superintendent summative evaluation.

Trustee Brooks suggested the Board utilize the Key Performance Indicators (KPI) Scorecard which align to the 2024 goals shown in Reference 3.03, page 5 of 10.

Trustees discussed using the rubric presented on pages 1 through 4 of 10.

Trustee Ford stated that portions of the previously repealed Superintendent's Evaluation Manual were brought back as language in Board policy. She said important aspects have been removed in that transition. She shared a side-by-side comparison of the documents and pointed out the differences and asked why these aspects were left out. Trustee Ford asked why the procedure ensuring that an evaluation is conducted was removed; why the criteria for evaluation was left out, specifically, Emergency Superintendent Succession; and why one version references a separate policy. She stated that by removing the mid-year performance review, per the Superintendent's contract, the Superintendent no longer needs to undergo a mid-year evaluation.

Trustee Ford highlighted language in the new version of the policy and asked when it was written. She pointed out that the previous version identifies the Board President or designee as the person to compile the evaluation instead of a third-party facilitator. She asked why specific language was left out of the new version of the superintendent manual pertaining to "Special Guidance" and said the current rubrics do not provide an opportunity for the Board to submit examples. Lastly, she discussed the process the Board undertook, working with Dr. Thomas Alsbury, Balanced Governance Solutions, to modify their policies and create new policies and what transpired during that process.

Trustee Ford pointed out that the Board did not previously work with Dr. Alsbury on a Superintendent Evaluation or a Unity of Control policy but that the superintendent evaluation policy that was brought forth was the evaluation manual that was previously repealed and were both brought forward as policies revised by Trustee Brooks and Joe Caruso, Executive Director, Community Services Department, Office of the Superintendent. She discussed the CCSD Superintendent Evaluation Framework that was in use previously and later repealed. She suggested using the rubric being discussed in Reference 3.03, pages 1 through 4 of 10, modifying it to align with Focus: 2024, and then move forward using Balanced Governance and the Balanced Governance rubric.

**Approve Superintendent Summative Evaluation Timeline and Structure** (continued)

*Motion to utilize the Key Performance Indicators Scorecard beginning on page 5 of 10 as the primary rubric to evaluate the Superintendent this year.*

*Motion: Garcia Morales Second: Williams*

Trustee Garcia Morales said she would like the Board to begin planning now for the January work session to establish goals to be able to meet the timeline for the Superintendent's evaluation for 2022.

Trustee Ford asked Ms. Miller whether she thought the rubric she brought forward would be fair to use for the Superintendent's evaluation.

Ms. Miller stated she believed the Superintendent could be fairly evaluated using either rubric.

*Vote on Trustee Garcia Morales's motion: Yeses – 6 (Brooks, Cavazos, Cepeda, Garcia Morales, Guzmán, Williams); No – 1 (Ford)*

The Board and Superintendent discussed the superintendent evaluation process and timeline and Board training and agreed that the evaluation would take place on December 6, 2021; that Trustee Cavazos would work with the Superintendent and staff and Dr. Alsbury to map out the process and timeline; and that Trustee Cavazos would work with Mrs. Krohn to identify available hours for training that could be allotted to Trustees.

Trustee Ford said she would like to know how the Board would be able to submit evidence.

Trustee Brooks recommended that the Board have training in November, the timeline be finalized in November, staff present the rubric to the Board at the November work session with data and evidence be presented after that, and the Board then complete the KPI.

Superintendent Jara stated that given the timeline and the manner in which the evidence is presented, individual meetings with Trustees would not be necessary, as they were part of the previous process.

Trustee Ford suggested that staff send a link of the December 2020 Superintendent's evaluation meeting to the Trustees as well as a link to the preceding work session where Dr. Alsbury discussed the format and process of the evaluation. She said there has never been an opportunity to discuss the merits of the Superintendent's performance and said she would like to have an opportunity for open discussion of this matter.

Trustee Brooks requested that Trustee Cavazos and Mr. Caruso meet with Dr. Alsbury to discuss and map out how the Board would conduct a self-evaluation this year. She asked how the Board would be notified of next steps.

**Approve Superintendent Summative Evaluation Timeline and Structure (continued)**

Trustee Cavazos said the Board would be notified of next steps via an email from Mrs. Krohn.

**Upcoming Meeting of the Board of Trustees – Thursday, October 14, 2021, 5:00 p.m.**

Trustee Cavazos said the upcoming meeting would take place in the boardroom.

**Public Comment on Non-Agenda Items**

Anna Binder said several community meetings have been removed from the redistricting portion of the website and said it is important that a sufficient number of meetings are held.

**Adjourn:** 11:43 a.m.

*Motion: Guzmán    Second: Ford    Vote: Unanimous*