

EUREKA COUNTY SCHOOL DISTRICT

BOARD OF SCHOOL TRUSTEES
MINUTES OF THE SPECIAL BOARD MEETING OF
July 24, 2012

Board Room, Eureka Elementary School, Nevada
Room 8, Crescent Valley Elementary School, Nevada
Meeting sites were connected by interactive video.

5:35 P.M. – Call to Order

The meeting was called to order by President Bob Burnham.

Roll Call

Present:

Bob Burnham, President

Ken Fujii, Principal

John Brown, Clerk

Ben Zunino, Superintendent/Principal

Darla Baumann, Member

Mark Martinsen, District Administrator

Benita Jones, Member

Student Advisory Member – Alyissa Williams-Absent

Pete Edera, Member – Late

Pete Edera arrived – 5:43 p.m.

Pledge of Allegiance

Action to Adopt the Agenda for July 24, 2012 Special Board Meeting.

Action: It was moved by John Brown and seconded by Darla Baumann to **approve the agenda as presented.** Motion carried unanimously.

President Burnham asked for any public comment at this time. NONE

Student Advisory Report-Information Only/No Action

A. Student Advisory Member's Report: Brief updates to the Board regarding school activities/events.

NONE

Discussion/Information/Action Items

Agenda Item 1- Discuss, approve, or deny an extension of the Agreement for Services of Independent Contractor between the Eureka County School District and Benary Ltd. (Ben Zunino, President), for services as Superintendent and Crescent Valley and Eureka Elementary School Principal, for one additional year, through school year 2014-15. The current contract extends through and includes school years 2012-2013 and 2013-2014. FOR POSSIBLE ACTION

President Burnham asked for public comment. NONE

Action: It was moved by John Brown to **approve the extension of the Agreement of Services on Independent Contractor between the Eureka County School District and Benary, Ltd for services as Superintendent and Crescent Valley and Eureka Elementary School Principal for one additional year, through school year 2014-15 and** seconded by Benita Jones. Motion passed unanimously.

Agenda Item 2 - Discuss, approve, or deny an extension of the Agreement for Services of Independent Contractor between the Eureka County School District and SueKen, Inc. (Ken Fujii, President), for

services as Eureka County High School Principal, for one additional year, through school year 2012-13. FOR POSSIBLE ACTION

President Burnham asked for public comment. NONE

Action: It was moved by John Brown to **approve extension of the Agreement for Services of Independent Contractor between the Eureka County School District and SueKen, Inc for services as Eureka County High School Principal for one additional year, through school year 2012-13 and** seconded by Benita Jones. Motion passed unanimously.

Agenda Item 3 - Update Annual Debt Management Policy and Capital Improvement Plan: Nevada Revised Statutes requires municipalities to submit an annual report, statement of debt management policy, plan for capital improvements and certain information regarding the Chief Financial Officer on or before August 1st of each year. FOR POSSIBLE ACTION

Lisa Jones, Finance Officer, went over the information included in the Annual Debt Management Policy and Capital Improvement Plan. The plan declares the amount of monies we plan to spend in the current year and upcoming year.

President Burnham asked for public comment. NONE

Action: It was moved by Darla Baumann to **approve the updated Annual Debt Management Policy and Capital Improvement Plan and** seconded by John Brown. Motion passed unanimously.

Agenda Item 4 - Discuss, approve, or deny NIAA approved portion of Eureka High School Handbook 2012-2013. FOR POSSIBLE ACTION

Mr. Zunino stated that this is something we do each year with the NIAA. He has asked that we not have to do this each time unless we change our eligibility requirements. Elmer Porter, Athletic Director, concurred that this is required by NIAA and that the high school handbook will not be available until after school starts, so that is why this portion is pulled out for review and approval.

President Burnham asked for public comment. NONE

Action: It was moved by John Brown to **approve the NIAA approved portion of Eureka High School Handbook 2012-2013** seconded by Darla Baumann. Motion passed unanimously.

Agenda Item 5 - Discuss, approve, or deny out-of-state travel request for Ryan Moss to attend the 2012 World Language Expo and Convention in Philadelphia, PA November 15-19. Total cost approximately \$1,828.00. FOR POSSIBLE ACTION

Ken Fujii, High School Principal, stated that the Spanish teacher, Ryan Moss, approached him 5-6 months ago when he learned about this training. Mr. Moss feels that it will help him be a better teacher. Mr. Fujii stated that whatever advanced training the high school instructors can get, the school is generally in favor of those. Mr. Burnham asked if Mr. Fujii proposed that the board approve it. Mr. Fujii stated that he did.

President Burnham asked for public comment. NONE

Action: It was moved by Darla Baumann to **approve the out-of-state travel request for Ryan Moss to attend the 2012 World Language Expo and Convention in Philadelphia, PA November 15-19 and** seconded by John Brown. Motion passed unanimously.

Agenda Item 6- Discuss, approve, or deny accepting resignation letter from Sheri Helmuth, High School Counselor's Secretary. FOR POSSIBLE ACTION

Ken Fujii, High School Principal, stated that Ms. Helmuth has decided to resign and pursue other options.

President Burnham asked for public comment. NONE

Action: It was moved by Darla Baumann to **accept the resignation letter from Sheri Helmuth, High School Counselor's Secretary and** seconded by John Brown. Motion passed unanimously.

Agenda Item 7 - Discuss, approve, or deny approving emergency contract with Balfor Restoration Services to repair water leak at Eureka High School. Update from Mary Jane Hodson regarding exception to requirements for competitive bidding for emergency repair of water leak at Eureka High School, per NRS 332.112. The repair of drywall, floor, cabinetry, and subsequent mold remediation will not be let for bid even though the cost of the total project will be in excess of \$50,000. At this time it appears that the district's insurance coverage will cover most of the expected costs, leaving the district to pay approximately \$20,000. FOR POSSIBLE ACTION

Mary Jane Hodson, Maintenance Director, stated that she had left a breakdown for each board member with the information presented in the action item description. On June 12th, in the process of cleaning the science room, a leak was found and mold was growing up on the wall and under the linoleum. The information given in the packet is what the company has done so far. The insurance does not cover mold at all. The amount the district will have to pay is \$10,000.00 + and the deductible. The district can go out to bid if they choose, however Balfor was the company that took it apart and they know how it goes back together. This company is approved through PoolPact, so Mrs. Hodson went ahead with them. John Brown asked what caused this leak and subsequent mold. Mrs. Hodson stated it was a leak in a sink due to our hard water. Because of the size of the leak and the conditions, her people went looking for any other leaks. They were told that it was basically because of the hard water here and maybe the valves were not the best material. Mrs. Hodson spoke with the plumber and he said the fixtures were not sub-standard, however we need to up our water softening to help eliminate this issue in the future. The teachers have both noted that if they don't use that sink, they will keep the water turned off. Mr. Burnham asked if there were areas that needed access panels built in. Mrs. Hodson stated that they all have access panels. President Burnham asked for public comment. NONE

Action: It was moved by John Brown to **approve the emergency contract with Balfor Restoration Services and** seconded by Benita Jones. Motion passed unanimously.

Agenda Item 8 - Discuss, approve, or deny permission for the State of Nevada to test for lead and arsenic on school properties and authorize district personnel to make arrangements for soil sampling. FOR POSSIBLE ACTION

Mr. Zunino stated that they had approximately 100 people at the meeting July 23 at the Opera House. Mrs. Baumann stated that she understood they wanted children under 6 years old to be tested. Mr. Zunino stated that they wanted children under 10. Mr. Burnham asked if we wanted to test more than the first few inches of soil on the properties. Mr. Brown stated that he was concerned about the government testing and wondered if we shouldn't have a private company do the testing. Mrs. Baumann asked if we shouldn't wait until the blood tests came back to see if there was anything there. Mr. Zunino stated that they were stating they would have the blood tests back within a week. Elmer Porter stated that he attended the meeting last night and that you could stipulate how far down you wanted them to test. Mr. Burnham stated that his concern is we address a potential health hazard, but not go deeper. He suggested that the superintendent insure that the testing be done to what the board wants to achieve. Pete Edera stated that you would certainly want a core sample if they were to come in as the soil has shifted through the years. Mrs. Baumann stated that if there was a sensitive area that has already had a fill of 18 inches, then it's already covered. Mr. Zunino stated that he understood they were looking for 'native' areas; exposed to dirt.

President Burnham asked for public comment. NONE

Action: It was moved by Pete Edera to **approve permission for the State of Nevada to test for lead and arsenic on school properties and authorize district personnel to make arrangements for soil sampling and** seconded by John Brown. Motion passed unanimously.

Agenda Item 9 - Discussion and possible action regarding processes and procedures for a proposed lot line adjustment and/or reversion to acreage for property owned by the Eureka County School District and located within the Eureka County High School campus. FOR POSSIBLE ACTION

Mike Mitchell, Project Manager, stated that as a result of the ongoing work with the new gymnasium, a survey was done on actual property where the gym will be located. Summit Engineering and Stewart Title did a meets and bounds analysis showing property lines and easements. What he is suggesting is that he be

allowed to work with the County, Summit Engineering and the adjoining property owners and bring back to the board to decide how to reconcile the differences. It has been discussed with our legal counsel and they recommend that it be settled. There is also a parcel within our parcel that the district owns; legal counsel advises to revert to acreage and remove the parcel lines. Mr. Burnham asked if it would be complete by the 14th, the next scheduled board meeting. Mr. Mitchell stated that he was hoping that was the case.

President Burnham asked for public comment.

Action: It was moved by John Brown to **approve proceeding with recommended course of action and bring proposed plan for board approval at August meeting and** seconded by Benita Jones. Motion passed unanimously.

Agenda Item 10 - Approval of Consent Agenda - FOR POSSIBLE ACTION

All matters listed under the consent agenda are considered routine and may be acted upon by the Eureka County Board of School Trustees with one action and without extensive hearing.

Information concerning the consent items has been forwarded to each Board member for study prior to this meeting. Any member of the Board or any citizen may request that an item be taken from the consent agenda, discussed and acted upon separately during this meeting.

CONSENT AGENDA:

- A. Policy Consideration – 2nd Reading – ADMINISTRATION – 2220 – District Network, Internet and Electronic Mail Rules Acceptable Use Policy
- B. Policy Consideration – 2nd Reading – STUDENTS – 5699 – Athletic Team Participation Numbers
- C. Policy Consideration – 2nd Reading – PERSONNEL - 4115.2 – Hiring, Transfer and Promotion Line & Staff Chart
- D. Policy Consideration – 2nd Reading – BUSINESS AND FINANCE – 3633 - Housing
- E. Approval of minutes from June 25, 2012 Special Board Meeting.
- F. Approve adding new employee(s) to district’s authorized employee and substitute list.
- G. Approve classified employees placement on salary scale FY 2012/2013.
- H. Payroll and Warrants: Payroll checks #'s 052731 through #052797 for \$154,541.15, #'s 052798 through 052802 for \$10,133.09 and #'s 052803 through #052868 for \$170,707.18. Accounts payable check #'s 019204 through # 019282 for \$275,003.17, #'s 019283 through # 019331 for \$211,561.22 and #'s 019332 through #019348 for \$60,732.82.

President Burnham asked for public comment. Mr. Rebaleati stated that the date was incorrect on #C. Edie Poppleton stated that Mr. Rebaleati had the incorrect copy and gave him the correct one. Mr. Burnham stated that it would be removed and clarified for next meeting. Mr. Rebaleati again stated that it was not clear and that the board needs to be clear in their direction.

Benita Jones asked to have all policy considerations pulled and have them readdressed at the next meeting.

Action: It was moved by John Brown to **approve Consent Agenda Items E-H and** seconded by Benita Jones. Motion passed unanimously.

Reports-Information Only/No Action

- B. Clerk of the Works Report: Brief update on District projects.
 - Mike Mitchell, Project Manager, gave an overview of the districts projects.
 - Crescent Valley solar project (listen to tapes)
 - Phase I of the new gymnasium has started
 - Storm drain system completed today
 - Retaining walls started
 - On schedule for completion by October
 - Had a construction team meeting today
 - Managing ongoing operation costs

Pete Edera stated that he heard it would cost \$11,000.00 to inspect the elevator. Mr. Mitchell stated that he checked into it and it is a yearly inspection. We are hoping that we can tie it in to inspections with other elevators in the area. The rumor Mr. Mitchell heard was that the cost was monthly. Mary

Jane Hodson stated that she checked into it also and checked with the County Public Works and it is \$1,200.00 per year.

Mr. Mitchell stated that we have made extensive effort to control costs on this project. One of these is the ground loop water system for heating and cooling of the building. Ely does it extensively. It will totally eliminate the need for propane by tying into this loop. It's key to the operational costs. If for some reason we can't do this, there is an opportunity for solar hot water to heat the water through the loop.

Benita Jones stated that on the cameras in Crescent Valley, can you change the position of where they show, or are they stationary? Mrs. Hodson stated that you would manually have to change the direction. That is why they put in an extra two cameras.

- C. Mr. Zunino stated that we are getting daily updates on the work at Crescent Valley on the Superintendent's Report: Brief updates to the Board from the Superintendent regarding District activities/events/correspondence.
- Interview committee regarding Special Ed teacher
 - EPA meeting to discuss arsenic and lead
 - Public meeting July 23rd regarding lead and arsenic
 - Betty Caria is donating property to the school district. 1.07 acres. Working with our legal counsel on how to accept. When we get the particulars, we'll do what we need to do.
- D. High School Principal's Report: Brief updates to the Board regarding school activities/events.
- The industrial arts position is still open.

Mr. Brown asked if there was a way to work out a consulting option with someone that has worked at the Department of Ed to help with the issue of teacher licensure for out of state candidates. Mr. Zunino stated that we do have some good contacts there and they work with us and we work with them. Mr. Zunino stated that we do have Devanie and she has done an excellent job of creating interview packets, checking licensure, etc. Mr. Fujii stated that we have had a problem with people misinterpreting our job description on our website. He assured the committee that they would not hire someone just to fill the position before school starts. We may have to adjust our schedule at the beginning of the year until we hire someone to fill the position. Mrs. Etchegaray stated that this late in the year and close to school starting that the 'good' candidates have been selected.

- We have lost our student parking on the construction side of the building
- 5 teachers attended a special events teaching program in Utah
- 1 teacher at Boise State training right now for EMT
- Handbook changes; waiting on staff input
- Working on class schedule offerings
- Finalizing extra-curricular and coaching positions
- Pre-registration for 7 Duckwater students; did early to hopefully procure a bus

Mr. Zunino stated that Mr. Porter put in a memo to the clinic about the cost increase for athletic physicals. We are checking into what can be done. August 4th is the first authorized practice day.

- E. Crescent Valley Report: Brief updates to the Board regarding school activities/events.
- One teacher went to Las Vegas for Singapore math training
 - Met with kindergarten and pre-kindergarten parents
 - Kindergarten all day and pre-school students in the morning
 - On-line school graduation; went well
 - Received all the student achievement data and will present at next meeting
 - On task force making recommendations on teacher and administrator evaluations
 - Law passed that evaluations have to be uniform across the state and have to include student achievement data

- F. Board Reports (Information Only/No Action): Brief updates and notices from the Board regarding District activities/events.
- This week is the Executive Committee retreat on Thursday; combined meeting is Saturday. John will be attending Saturday. They would like a presentation on all the good things we do in Eureka.
 - Executive Committee will be discussing Legislative Agenda; people from Clark and Washoe will be trying to come after net proceeds
 - State Association's position is we are opposed to raiding other districts funds
 - Discussion in the past about altering district boundaries; not sure if it will come up again; unless state constitution is changed, couldn't be done unless districts were absorbed into other districts
- G. Finance Officer's Report: Brief update on District finances.
- Last week had two agents from the auditors here doing a portion of the yearly audit; first of two visits with team that will test our federal requirements. It seems to be going really well so far.
 - Second phase of audit is in September
- H. Public Comment: Comments from the public are invited at this time on any matters within the authority of the Board. Although members of the Board may respond to questions and discuss issues raised, no action may be taken on such matters until the matter is placed on an agenda for action by the Board.

John Brown stated that a Mennonite person approached him and asked if there was some place on school property that they could place a one room school house; suggested where the old school stood. Mrs. Jones asked why they wouldn't want to use the old district office. Lisa Jones asked if there was a conflict with having a parochial school on school district property. Mr. Brown asked Mr. Zunino to check with legal counsel regarding legalities.

Announcement of Meetings

- A. August 14, 2012 Regular Meeting

Executive Session

- A. Adjourn to Closed Session pursuant to NRS 288.220(4) to discuss with the District's Management Representatives, matters relative to labor contract negotiations with ECTA/ESCA; **DISCUSSION ONLY; NO ACTION WILL BE TAKEN IN CLOSED SESSION**

It was determined that it was not necessary to adjourn to executive session.

- B. **Reconvene to Public Session.**

Agenda Item 11 – Adjournment

Action: It was moved by Benita Jones and seconded by John Brown to **adjourn the meeting.** Motion carried unanimously.

Meeting Adjourned

Bob Burnham / 08/14/12 ep
BOB BURNHAM, PRESIDENT

John Brown /08/14/12 ep
JOHN BROWN, CLERK