

DRAFT

Minutes
Clark County School District
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, March 4, 2020

8:17 a.m.

Roll Call: Members Present

Lola Brooks, President Danielle
Linda P. Cavazos, Vice President
Chris Garvey, Member
Deanna L. Wright, Member
Linda E. Young, Member

Members Absent

Ford, Clerk
Irene Cepeda, Member

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

Also present were: Mary-Anne Miller, Board Counsel, District Attorney's Office; Eleissa Lavelle, General Counsel, Office of the General Counsel; Maria Marinch, Chief Communications and Government Relations Officer, Communications and Government Relations Unit; Brad Keating, Director, Government Relations Department, Community Engagement Unit; Joe Caruso, Executive Director, Community Engagement Unit; Elizabeth Carrero, Executive Manager/Director II, Office of the Superintendent; Cindy Krohn, Director, Board Office; Leonardo Benavides, Coordinator, Government Relations Department, Community and Government Relations; and Jeanetta Edmond, Administrative Secretary II, Board Office.

Teleconference Call Connected

Teleconference call with Trustee Wright was connected at 8:17 a.m.

Flag Salute

Trustee Brooks led the Pledge of Allegiance.

Adoption of the Agenda

Adopt agenda.

Motion: Garvey Second: Cavazos Vote: Unanimous

Public Comment on Non-Agenda Items

None.

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Approval of the Minutes

Approval of the work session of February 5, 2020, as recommended.

Motion to approve.

Motion: Cavazos Second: Garvey Vote: Unanimous

2020 Superintendent Evaluation Metrics

Discussion and review of the metrics that will be used for the 2020 Superintendent Evaluation.

Trustee Brooks said all suggestions from the previous work session to improve the superintendent evaluation metrics have been implemented. She said there should also be a section in each category to link resources or documentation and a field for suggestions to increase the rating. She suggested adding those two changes.

Trustee Garvey suggested that “logic” be changed to “reasoning” throughout the document.

Trustee Young suggested referencing documents or policies that align to the “Expectations” sections in the document.

Trustee Brooks said these descriptions are not specifically outlined in policy. She said the Board agreed on the expectations and to evaluate the Superintendent based on those expectations.

Trustee Young said everything must align and should be able to be referenced back to some documentation of the foundation.

Trustee Brooks said the Board would be conducting a policy review soon and could discuss how the policies could be tied to the superintendent evaluation metrics document. She said there would be a line under each section that will link to submitted evidence as well.

Trustee Cavazos said the fifth indicator under 1.A. should be more specific or decisive.

Trustee Garvey suggested “Possible unintended consequence....”

Trustee Brooks suggested “Possible unintended consequences are weighed...”

The Board agreed to the language “Possible unintended consequences are vetted....”

Trustee Cavazos suggested changing “fully” to “strategically” in the fourth indicator under 1.B.

Trustees agreed to those changes.

Trustee Cavazos suggested including the word “timely” in the second indicator under 1.C.

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2020 Superintendent Evaluation Metrics (continued)

Trustee Brooks suggested the language "...communicated in a transparent, timely, and easy to understand manner...."

Trustee Young suggested changing "...reported to Trustees..." in the third indicator under 1.C. to say that it should be agendaized or discussed.

Teleconference Call Disconnected

Teleconference call with Trustee Wright was disconnected at 8:51 a.m.

Board Member Arrives

Trustee Wright arrived at the Board meeting at 8:51 a.m.

2020 Superintendent Evaluation Metrics (continued)

Trustee Brooks stated that the decision to reallocate resources is sometimes operational in nature or are made by the CCSD grants department. She said she believes there is an issue when the Board is not informed prior to implementation and is unable to provide feedback to the Superintendent.

Trustee Garvey said grants should be approved by the Board. She said if the reallocation of resources would make a significant impact, that should be noticed and reported to the Trustees in a meeting. She said if it requires a Board vote, it should be on the agenda as such; and if it does not require a Board vote, the Board should be notified under Board and Superintendent Communication.

Trustee Brooks said when the Board is notified under Board and Superintendent Communication, the Board is not able to have a conversation with the Superintendent so there should be a briefing with individual Trustees beforehand so they are given all of the information and be able to ask questions.

Trustee Young suggested adding "minimally" to the fifth indicator under 1.C.

Trustee Brooks changed the language in the fifth indicator to read, "...with Trustees on at least a quarterly basis," and added to the end of the third indicator to read, "...prior to implementation through individual briefings and disclosure through the superintendent communication portion of the earliest agenda."

Trustee Young referred to the third indicator under 3.B. and suggested adding language to ensure there is diversity among the committees and focus groups, including gender, ethnicity, and age.

Trustee Cavazos suggested making note of the names of people that serve on committees and focus groups and trying to select others to diversify the groups.

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2020 Superintendent Evaluation Metrics (continued)

Trustee Brooks suggested adding the language, “New perspectives sought by diversifying participants.”

Trustee Garvey cautioned that the language should not be so strict that it limits committee members to only those who have not served previously and then there is no one to serve. She also cautioned that changing committee members constantly means losing the historical knowledge base.

Trustee Wright suggested adding a table or a chart that would show the number of people in different demographics which would allow them to easily see the diversity of the different groups.

Trustee Brooks said she believes the concerns being expressed are covered in different areas in the document.

Trustee Wright suggested adding the language to the third indicator under 3.C., “multiple ways of communicating with internal staff.”

Trustee Brooks suggested “...process, which includes multiple communication methods, is developed...”

Trustee Young suggested switching the rating table on page 6 of 6 from 1, 2, 3, 4, to 4, 3, 2, 1.

Recess: 9:25 a.m.

Reconvene: 9:31 a.m.

Approve 2020 Board of Trustees Evaluation Metrics

Approval on the metrics that will be used for the 2020 Board of Trustees Evaluation.

Trustee Brooks suggested choosing five practices or goals the Board wants to improve and monitoring those chosen goals quarterly.

Trustee Garvey suggested attendance, timeliness, and preparedness.

Trustee Wright suggested adherence to the agreed upon standards and expectations and guardrails.

Trustee Young suggested there needs to be a coordinated effort in how they engage the community and attend different events and with shared representation. She said the Trustees should recognize each other’s individuality and still be able to work together cohesively.

Trustee Brooks suggested disagreeing in a professional manner, respecting individual differences, and working cohesively.

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Approve 2020 Board of Trustees Evaluation Metrics (continued)

Trustee Cavazos suggested managing time at meetings to focus more on academic achievement and maintaining professional and civil discourse among Board members during meetings.

Public Hearing

Bryan Wachter said Trustees do have information that the general public does not have so in terms of community members following the conversation, some things get lost. He said the Trustees tend to talk in circles and when that same conversation is had over and over, it is difficult for community members to see that there is any progress being made. He said in terms of the Board's social calendar, he would rather have their focus be on student achievement.

Trustee Wright suggested that perhaps the Board should look at what they are doing in the community and make sure they are focusing on those things that are aimed at student achievement.

Trustee Garvey suggested that the Board hold televised quarterly meetings that strictly focus on things that directly impact students.

Trustee Young pointed out that different communities have different needs and said efforts to communicate with every community ought to be made with different methods of communication.

Trustee Brooks said she would incorporate the Trustees' suggestions for the Board goals into the document for review at a later time.

Trustee Young added Identify and acknowledge multiple displays of student achievement.

Trustee Brooks suggested the statement "focusing attention on students while maintaining balance between academic and nonacademic needs."

Trustee Young agreed.

Trustee Brooks said she would condense the Trustees' input down to five statements to be reviewed at a later time.

Approve Federal Legislative Platform

Approval regarding the approval of Clark County School District's federal legislative platform for the 116th United States Congress, as requested in Reference 3.04.

Ms. Marinch, Mr. Keating, and Mr. Benavides presented the proposed federal legislative platform as shown in Reference 3.04.

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Approve Federal Legislative Platform (continued)

Trustee Garvey suggested looking at funding that supports Career and Technical Education (CTE) programs that give students the opportunity to earn credits toward a teaching degree while in high school. She also suggested looking at how to remove any existing federal roadblocks that discourage people from earning a teaching license and how to decrease student debt for people to earn a teaching degree.

Trustee Cavazos suggested crafting talking points regarding school infrastructure.

Trustee Wright said she previously requested that stronger language be used.

Ms. Marinch said this document is not an updated version. She said staff would incorporate more action-driven language in the final document.

Trustee Brooks asked where the school land trust would be included in this document.

Mr. Keating said staff feels that the school land trust is such a complicated matter that they talked about creating a one-page information sheet that could be provided. He said it could also be included in this document or both.

Trustee Brooks said she would prefer both.

The Trustees agreed.

Trustee Cavazos requested language be added to School Safety and Mental Health related to an emphasis on suicide prevention protocol and training for District employees.

Trustee Young spoke about the need to address the critical shortage of teachers, school counselors, and school psychologists, and she suggested that a comparison to other school districts should be included.

Trustee Brooks suggested adding a priority under Higher Education Act related to repayment of student loans, specifically for educators or school-based employees.

Motion to approve with the recommended changes discussed.

Motion: Cavazos Second: Garvey Vote: Unanimous

Communication Between the Board and the Superintendent

Discussion regarding communication expectations between the Board and Superintendent.

Trustee Wright presented a draft communication plan as shown in Reference 3.05.

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Communication Between the Board and the Superintendent (continued)

Superintendent Jara asked for clarification of who staff consists of under Staff-Trustee Communication.

Trustee Wright said she was including cabinet and principals but said she could separate them in this document.

Trustee Brooks said communication with cabinet and communication with principals are two different things.

Trustee Wright agreed to distinguish the two groups.

Board Member Leaves

Trustee Garvey left the Board meeting at 11:19 a.m.

Communication Between the Board and the Superintendent (continued)

Trustee Young suggested including text messages and Trustee meetings under All Superintendent-to-Board Communication Items.

Teleconference Call Connected

Teleconference call with Trustee Garvey was connected at 11:22 a.m.

Communication Between the Board and the Superintendent (continued)

Trustee Young said the Trustees and Superintendent should always be working together and be seen as a team to other entities and the community.

Trustee Wright directed Trustee Young to the last bullet point under Advance Notice.

Trustee Young said she would not want to hamper the Superintendent from attending events.

Trustee Brooks suggested that it would be polite for the Superintendent to extend an invitation to the Trustee to attend but not that the Trustee must attend. She said she would not want to hinder the Superintendent's ability to engage with the community.

Trustee Wright agreed to remove "...or Superintendent should not attend" from the last bullet point under Advance Notice.

Superintendent Jara suggested "open communication or dialogue" instead of "Permission for staff to speak with Trustees."

Trustee Wright agreed to work with Superintendent Jara on that language.

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Communication Between the Board and the Superintendent (continued)

Trustee Young said the Board is not seen as equal elected officials by other entities. She suggested language such as “The Superintendent can advocate for Trustees to be involved or included” under Advance Notice.

Trustee Wright referred to the first two bullet points under Advance Notice and suggested they streamline the process of how the Board receives that communication.

Superintendent Jara said he was working with Christopher Bernier, Chief of Staff, Office of the Superintendent, on a communications protocol for getting that type of information to the Board.

Trustee Brooks said she would like the Confidential Information section separated into two sections: one section being things covered under Nevada Revised Statute (NRS) 288; and one section being things covered under NRS 241. She said she also wants the NRS cited.

Trustee Brooks agreed with the chain of command and Trustees speaking specifically with cabinet members when they have a question. She asked that when it is a request that requires some time and research that Trustees place that request into the tracking system. She said under All Superintendent-to-Board Communication Items, there needs to be specific minimum expectations.

Trustee Wright said this was meant to just list all the ways in which the Board receives information and is communicated with.

Trustee Brooks said she would like it to be more specific because different people have different expectations.

Trustee Brooks suggested changing “...Comcate case can be opened” to “Comcate case must be opened” under Constituent Services.

Trustee Cavazos said an issue she is finding with regard to All Superintendent-to-Board Communication Items is that there are times that the communication is only between the Superintendent and the Board president and sometimes the Board vice president, and it could have been shared with the other Board members. She suggested that there needs to be something in place so other Trustees are kept apprised of situations.

Trustee Brooks suggested using the Board Superintendent Communication agenda item for the Superintendent to be able to convey information to the Board that is previously requested by a Trustee for him to do so.

Trustee Wright suggested that the Superintendent should first consult with legal counsel before sharing information at a Board meeting.

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Communication Between the Board and the Superintendent (continued)

Ms. Miller said in the event a Board officer receives information from the Superintendent they want shared with the other Trustees, the officer can request that he do so using any of the communication methods identified in this document.

Teleconference Call Disconnected

Teleconference call with Trustee Garvey was disconnected at 11:50 a.m.

Communication Between the Board and the Superintendent (continued)

Trustee Wright asked if language to that point should be included under Board to Superintendent Communication.

Trustee Brooks said language should also be included that speaks to what Trustees should do with the information they receive.

Ms. Miller stated that communication between the Superintendent and Trustees is covered in this document, but what the Trustee does with that information is a different issue.

Trustee Wright suggested adding language to Advance Notice that would cover notification of other positions that would be considered “high profile.”

Trustee Cavazos suggested modifying the first sentence under the second paragraph under Board to Superintendent Communication to “If one Board member asks a question and receives information that she feels all Board members would find helpful...”

Trustee Brooks asked that “Politicized” be changed to “High profile” under Advance Notice.

Trustee Wright said she would prefer “Politicized/High profile.”

Governance Policy Review Process

Discussion on how the Board will conduct its annual review of Governance Policies.

Trustee Brooks provided a policy revision process as shown in Reference 3.06.

Trustee Young asked that a definition of “informed oversight”, and other terms as necessary, be provided so all Board members have a clear understanding.

Trustee Cavazos requested Group 1; Trustee Wright requested Group 4; and Trustee Young requested Group 6. Trustee Brooks said she would work on Group 3.

Trustee Brooks asked that Ms. Krohn contact Trustees Cepeda, Ford, and Garvey and ask which group of policies they would like to work on.

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Governance Policy Review Process (continued)

Trustees discussed how the proposed revisions would be presented to the full Board. They agreed that each would present their group of policies at a work session, and they would be presented at the pace of two groups per work session.

Book Study

Discussion on starting a book study to enhance Board leadership.

Trustee Brooks briefly reviewed a case study book with the Board titled *How Not to be a Terrible School Board Member*. She asked if the Board would be interested in conducting a book study.

The Trustees agreed to conduct the book study. They agreed that each Trustee would review four of the scenarios in the book and present to the full Board.

Approve Code of Conduct

Approval to implement a Code of Conduct for the Board of Trustees.

Trustee Brooks asked the Trustees to review the template for school trustees code of conduct provided in Reference 3.08.

Board and Superintendent Communication

Superintendent Jara shared that Basic High School has a trip planned for students to go to visit Seattle, Washington. He said they have not canceled the trip but are communicating with families and are monitoring any communications or guidance related to Coronavirus.

Superintendent Jara stated that the CCSD Emergency Management and Policy team would be meeting weekly and working with the Department of Health and Human Services, and as information comes forward, the Board would be informed. He said he had been asked by Nevada Department of Education Superintendent of Public Instruction Jhone Ebert to provide a dollar amount that would be necessary to assist students and families if campuses need to be closed so she could request assistance from the federal government. He said he would be providing that information to Ms. Ebert today.

Trustee Request for Agenda Items or Information

None.

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Public Comment on Non-Agenda Items

Kamaliha Brewster expressed concerns regarding her son's teacher and said she has been trying to schedule a meeting with the school principal. She said her son needs to be transferred to another classroom or she would have to take him out of CCSD.

Adjourn: 12:33 p.m.

*Motion: Cavazos Second: Young Vote: Unanimous
Trustee Garvey was not present for the vote.*

We, the President and Clerk respectively of the Board of School Trustees of the Clark County School District, hereby certify that a quorum was present on this date and that those in quorum accepted the above minutes.

Danielle Ford, Clerk

APPROVED: May 7, 2020

Lola Brooks, President