

Minutes
Clark County School District
Meeting of the Board of School Trustees

TELECONFERENCE ONLY

Work Session

Wednesday, June 3, 2020

9:05 a.m.

Roll Call:	<u>Members Present</u>	<u>Member Absent</u>
	Lola Brooks, President	Deanna L. Wright, Member
	Linda P. Cavazos, Vice President	
	Danielle Ford, Clerk	
	Irene Cepeda, Member	
	Chris Garvey, Member	
	Linda E. Young, Member	

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

Also present were: Eleissa Lavelle, General Counsel, Office of the General Counsel; Joe Caruso, Executive Director, Community Engagement Unit; and Cindy Krohn, Director, Board Office.

Announcement

Trustee Brooks acknowledged the difficulties some families, students, and communities are currently experiencing and said the Board is committed to addressing systemic injustices and racial injustice.

Adoption of the Agenda

Adopt agenda.

Motion: Ford Second: Cavazos Vote: Unanimous

Public Comment on Non-Agenda Items

Autumn Tampa wrote that each grade level has its own unique set of needs and goals, so what is implemented for the Reopening of our Schools may be different for elementary, middle, and high school.

Approval of the Minutes

Approval of the minutes of the regular meetings of April 16, 2020, and April 23, 2020, as recommended in Reference 3.01.

Motion to approve Item 3.01.

Motion: Young Second: Cepeda Vote: Unanimous

Review of the Superintendent Evaluation Process

Discussion and review of the Superintendent Evaluation Process.

Trustee Ford noted that what they are reviewing is for the formative evaluation.

Trustee Young said there is no opportunity for teachers, principals, or community members to provide their thoughts within this evaluation process. She said this process only allows for her interpretation alone of the documentation provided that has only been provided by the Superintendent and his staff.

Trustee Brooks clarified that this agenda item is to discuss the logistics of the formative evaluation to ensure the Trustees have the materials, tools and support they need, not about the process or the policy that outlines the process.

Trustee Cavazos noted the Trustee's individual responses are due by 12:00 p.m. on Monday, June 8, 2020.

Trustee Ford agreed with the sentiments expressed by Trustee Young and said she thinks some fundamental changes need to be made to the policy around the superintendent evaluation.

Public Hearing

Autumn Tampa commended Superintendent Jara for how he has met the many challenges in the District during this time and since he has stepped into his role as Superintendent.

Procedure for Tracking Trustee Requests for Agenda Items or Information

Discussion and review of completion procedures for Trustee requests for agenda items or information listed on Smartsheet.

Trustee Brooks reviewed the Trustee request process and explained some of the technical components of Smartsheet.

Trustee Garvey asked that an updated list of requests be provided to the Trustees.

Trustee Ford suggested that a color-coded system be developed to group certain categories together, making it easier to search through and see the progress of a request.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-5: Board Officers

Approval regarding suggestions for future modifications, additions, language changes, and deletions to GP-5: Board Officers, as requested in Reference 3.04. 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.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-5: Board Officers (continued)

Trustee Brooks reviewed proposed changes to GP-5: Board Officers as shown in Reference 3.04.

Trustee Cavazos asked about the possibility of holding officer elections during a regular meeting instead of a work session, stating it would be more transparent, and more of the public is able to view the regular meetings held in the evening.

Trustee Ford suggested that the process of electing officers could be explained at the work session held on the Wednesday following the swearing-in ceremony held on the first Monday in January, and the actual election could take place at the following regular meeting on Thursday evening.

Trustee Young agreed that the election of Board officers should be held at the during the Board's regular meetings held in the evening. She said other elected bodies choose their officers on a rotating basis.

Trustee Cavazos agreed with Trustee Ford's suggested.

Staff said they would review the Nevada Revised Statutes (NRS) to verify there are no stipulations or restrictions to holding officer elections during the first regular meeting in January.

Trustee Ford referred to Section 2, page 2 of 2, and suggested that written notice from the Board's legal counsel stating that the officer was out of compliance should be provided to substantiate that non-compliance as described in Section 2; that then if the officer is consistently out of compliance for an established number of times, another Board member could bring the issue to a Board meeting with documentation.

Trustee Brooks said she could also reference the progressive discipline policy here in this policy.

Trustee Ford said the policy language is still open to interpretation without any documentation.

After further discussion Trustee Brooks requested that Trustee Garvey be asked to add language suggested by Trustee Ford to GP-4.2: Board Members' Principles of Operation.

Trustees also agreed to change the language "discipline" to something more constructive and positive.

Motion to approve Item 3.04 with the proposed changes contingent upon additional information.

Motion: Cavazos Second: Ford Vote: Unanimous

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-6: President's Role

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, GP-6: President's Role, as requested in Reference 3.05. 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 Brooks reviewed proposed changes to GP-6: President's Role as shown in Reference 3.05.

Trustee Ford said these are substantive changes in her opinion, and she disagreed with many of the proposed changes, such as removing anything related to Balanced Governance™, the removal of "Board Vision," "Strategic Imperatives," "Pledge of Achievement," and the addition of Sections J and K. She requested that the policy language not be changed at this time and that this come back for more discussion at a later date.

Trustee Brooks discussed the intent of the proposed changes and why she made them; namely, to remove any language that would need to be changed in the future and to remove any ambiguity.

Trustee Cavazos suggested the language "...District's current Strategic Plan" in Section 3.A. and also adding "current" to the language in Section 3.B. She expressed concern with the language in Section 4, specifically, the removal of "Balanced Governance™" and suggested adjusting the language. Regarding Section 4, she said this area is going to require more discussion as she does not feel the communication has been effective or satisfactory.

Mr. Caruso discussed the intent of Section 4, stating it is to ensure that the procedures are carried out as written in GP-4.2: Board Members' Principles of Operation, Item 7.

Trustee Brooks suggested that Trustee Cavazos' concerns should be addressed in GP-4.2: Board Members' Principles of Operation.

Trustee Young expressed concern that GP-6: President's Role gives the Board president too much power. She listed Sections 2.C., 2.J., 2.K., 3.A., 3.B., and the removal of "Board Vision," as examples. She said these proposed changes are significant and warrant further discussion.

Trustee Brooks said she was willing to add "Balanced Governance™" and "Board Vision" back into the policy.

Trustee Garvey suggested that with the use of "Balanced Governance™", perhaps the policy should refer to "Board Members' Principles of Operation" or "The Board's current governance structure" as a way to be more general in case the Board decides to no longer use Balanced Governance™ in the future.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-6: President's Role (continued)

Trustee Garvey suggested adding to Section 2.C., "...to be presented to the Board for final approval." She suggested adding to Section 2.K. that if the board president determines additional funds are needed after meeting with the superintendent and the chief financial officer, that discussion should be brought back to the full Board. She agreed with keeping "Board Vision" in the policy.

Trustee Brooks suggested having Mr. Caruso provide briefings before the next work session so Trustees can review what they might want to change prior to the meeting.

Trustee Cepeda agreed with Trustee Young's comment regarding the word "coordinate" in Section 2.J. and suggested "facilitator." She agreed with the use of the term "current governance model" as opposed to naming the actual model since that can change.

Trustee Ford said she would like to review the changes and have another discussion about this policy with the Board's counsel present.

Trustee Brooks said she would add this to the next policy review with the changes discussed.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-7: Vice President's Role

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, GP-7: Vice President's Role, as requested in Reference 3.06. 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 Cavazos referred to Section 1 and said the Board could do better implementing this portion of the policy. She said with reference to Section 2, the role of the vice president needs to be made more inclusive. She suggested the vice president should be able to assist the president in carrying out some of his or her duties when deemed necessary as well as be able to communicate and relay information to the rest of the Board so they are kept apprised of important information or situations.

Trustee Brooks suggested this would be more appropriately addressed in the communication plan or in GP-4.2: Board Members' Principles of Operation.

Trustee Cavazos said she would be willing to discuss addressing this in another policy. She said she does not feel she has been given the ability to serve as a parliamentarian as outlined in GP-7: Vice President's Role.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-7: Vice President's Role (continued)

Trustee Garvey suggested including training on Robert's Rules of Order for the vice president, which would help support the vice president with facilitating efficient meetings and making sure the Board is following its own policies and governance structure. She expressed concern with the communication in terms of one Trustee communicating with all other Trustees. She said that is the responsibility of the Superintendent and his communication team.

Trustee Brooks suggested adding to Number 1, "The Vice President will be provided training on Robert's Rules of Order within 30 days of being elected as an officer."

Trustee Ford suggested it would be beneficial to include language in policy establishing the vice president as a "buffer" before District communication from the Board is made public to ensure the Board's message is correctly interpreted and conveyed.

Trustee Young said in the past if there was an event or program happening at a school, the Trustee representing that district would be included in the communication of that event. She suggested that is a way to involve all Trustees and would help to give support to the Board officers with all the duties and responsibilities they have.

Trustee Brooks said she added the language, "Serve as the facilitator for the Board Office calendar to ensure equal Board representation occurs at different events." She asked if Trustees agree that should be a role for the vice president.

Trustee Young and Trustee Cavazos agreed with that suggestion.

Trustee Brooks asked the Trustees their thoughts on adding the language, "Serve as the facilitator to ensure the Board of Trustees adheres to the District's communication plan."

Trustee Cavazos said that would be difficult to discuss at this point since the communication plan has not yet been developed. She suggested that the Board officers should have more frequent officers' meetings and make those available electronically so the other Trustees can view those meetings and hear the discussions.

Trustee Ford suggested adding language that establishes that, "the vice president's role is to ensure that Districtwide communication is representative of the entire Board in a timely manner." She agreed that streaming the officers' meetings would be helpful.

Trustee Cepeda said she would support language that references a communication piece.

After further discussion Trustee Brooks suggested the language, "Serve as the facilitator to ensure the Board of Trustees adheres to the District's communication plan and that messages relayed from the Board of Trustees are reflective of the Board's Vision."

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-7: Vice President's Role (continued)

Trustee Brooks asked that this policy with the proposed changes also be brought back for discussion with Board counsel.

Trustee Cavazos questioned the verbiage "Board's Vision" in that statement.

Trustee Garvey stated that while all Trustees can be supportive of the Board's Vision Statement and Strategic Plan, when they are speaking to a specific decision or position of the Board, it needs to be exactly what the Board voted on. She suggested asking legal counsel for assistance with the verbiage.

The Board agreed that this would come back as a Notice of Intent after review from legal counsel.

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 3.07. 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 Brooks reviewed the proposed added language as shown in Reference 3.07.

Trustee Ford said there is information that the president sees that she believes the clerk should be able to see as well, and there is information that no Board member sees that she believes they should. She asked for an explanation of why only the president is privy to Trustee travel and mileage, Superintendent absences, Superintendent's requests to attend conferences and why no Board member sees the Superintendent's travel and expenses.

There was discussion regarding access to the Superintendent's travel and expenses, including staff's, and how that might occur.

Ms. Lavelle advised that would be a discussion to have between the Board and Mary-Anne Miller, Board Counsel, District Attorney's Office. She suggested that the Board develop an orderly process for reviewing those records and having that process reviewed by Ms. Miller.

Trustee Ford requested that Ms. Lavelle communicate her thoughts to Ms. Miller and that legal counsel draft something to reflect her request and what they feel would be the best solution to be reviewed possibly at the Board meeting on June 11, 2020.

There was discussion regarding the president and clerk's duty to sign documents and whether they have prior knowledge of what they are signing or when they are to review those documents before signing.

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

Trustee Young recommended that the Board officers periodically discuss and review activities and events going on and the expenses and make that a standing item on the agenda.

Board President Relinquishes Chair

Trustee Brooks relinquished the chair at 12:25 p.m.

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

Trustee Garvey suggested that it should be a discussion of the Board separate from the clerk's role to put together a framework that would outline oversight of the expenditures.

Board President Resumes Chair

Trustee Brooks resumed the chair at 12:27 p.m.

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

The Board agreed to bring this policy back for discussion with Board counsel.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-9: Meeting Planning

Approval regarding suggestions for future modifications, additions, language changes, and deletions to, GP-9: Meeting Planning, as requested in Reference 3.08. 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.

Trustee Brooks reviewed proposed changes to GP-9: Meeting Planning as show in Reference 3.08.

Board Member Leaves

Trustee Ford left the Board meeting at 12:42 p.m.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-9: Meeting Planning (continued)

Trustee Cavazos read a comment from Trustee Ford which stated, "she has similar thoughts on the other policies that remove verbiage around Board Vision, getting knowledge from stakeholders, Board-approved methods, et cetera," and that "governance training should include the current governing model."

Trustee Brooks agreed to add language that says it would center around the Board's adopted governance model and to add "Board's Vision" back in.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-9: Meeting Planning (continued)

Trustee Young disagreed with removing “Strategic Imperatives.” She said the Strategic Imperatives are still valid and tie to the Board’s Vision Statement.

Motion to accept Item 3.08 with noted changes, adding the Board’s Vision, the Strategic Plan, and that governance training would include the current governing model.

Motion: Garvey Second: Cavazos Vote: Yeses – 4 (Brooks, Cavazos, Cepeda, Garvey); No – 1 (Young)

The motion passed.

Trustee Ford was not present for the vote.

Approve Board Review of the Clark County School District Board of Trustees' Governance Policy GP-10: Construction of the Agenda

Approval regarding suggestions for future modifications, additions, language changes, and deletions to GP-10: Construction of the Agenda, as requested in Reference 3.09. 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.

Trustee Brooks reviewed the proposed changes to GP-10: Construction of the Agenda as shown in Reference 3.09.

Trustee Cavazos referenced the last sentence in Number 1 and suggested the Trustees be mindful of what goes into the agenda items, such as presentations, the length of the presentations, and the number of people involved, as the agenda is being constructed.

Trustee Cepeda suggested keeping the first sentence in Number 1. She said she does not want the Board to lose that review portion in terms of looking at what they have done and the amount of time focused on student achievement.

Motion to approve Item 3.09, noting the first sentence in Number 1 would remain and not be stricken.

Motion: Garvey Second: Cepeda Vote: Unanimous

Trustee Ford was not present for the vote.

Board of Trustee Communication Options

Discussion on communication options for the Board of Trustees.

Trustee Young expressed concern with how the Trustees communicate concerns and issues concerning another Trustee at a meeting as opposed to communicating with the Trustee prior to that in an attempt to resolve the issue.

Board of Trustee Communication Options (continued)

Trustee Brooks suggested Trustee Young craft what she feels should be included in a communication protocol so it could be provided to Trustee Garvey who is working on GP-4.2: Board Members' Principles of Operation.

Trustee Young said she would like to review what is currently in place and then perhaps add to that.

Mr. Caruso said GP-4.2: Board Members' Principles of Operations would be the most appropriate policy for this communication protocol. He said he would work with Trustee Young to look at what is in place and see what could be modified.

Trustee Onboarding for 2021

Discussion on developing a cohesive onboarding process for Trustees in 2021.

Trustee Brooks asked who would like to be tasked with mapping out what a new Trustee should know in order to be effective in their role.

Trustee Cepeda said she would like to work on this with a senior Board member.

Trustee Brooks agreed and said she would encourage Trustee Wright to work with Trustee Cepeda.

Superintendent Communication

Superintendent Jara said staff is reviewing proposed graduation plans, approving those plans, and communicating with the Board Office on dates so Trustees could attend. He shared that he would be presenting briefly tomorrow to the Nevada Department of Education (NDE) on the District's Covid-19 update. He stated staff would be presenting survey results to the Board on June 11, 2020.

Trustee Requests for Agenda Items or Information

Trustee Cepeda requested the restorative justice data around Assembly Bill (AB) 168.

Trustee Cavazos asked if that request would include whether the District has been out of compliance with AB168.

Trustee Cepeda agreed to have that included.

Trustee Cavazos requested that information be presented to the Board related to the situation in which a parent requests that their child be held back specifically and wholly for athletic reasons.

Trustee Young said concerns are brought to her stating the District does not give organizations or businesses of color an opportunity to be awarded contracts when applying to the District's bid process. She asked for an agenda item detailing the District's bid process.

Trustee Requests for Agenda Items or Information (continued)

Trustee Brooks said since this is an operational ask, other Board members need to agree to have that presentation.

Trustee Young disagreed that providing information to the public is operational. She said she is simply trying to share information with the community.

Trustee Cepeda suggesting adding this topic to the next work session. She said she has some ideas about how to distribute information regarding contracts to the public.

Trustee Young agreed with Trustee Cepeda's suggestion.

Trustee Cavazos requested information related to coordinating with Covid-19 testing sites to cover areas that are not sufficiently covered at this time.

Public Comment on Non-Agenda Items

None.

Adjourn: 1:39 p.m.

Motion: Cavazos Second: Young Vote: Unanimous

Trustee Ford was not present for the vote.