

EUREKA COUNTY SCHOOL DISTRICT

BOARD OF SCHOOL TRUSTEES
MINUTES OF THE SPECIAL BOARD MEETING OF
June 25, 2012

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

5:30 P.M. – Call to Order

The meeting was called to order by President Bob Burnham.

Roll Call

Present:

Bob Burnham, President
John Brown, Clerk
Darla Baumann, Member - Late
Benita Jones, Member
Pete Edera, Member

Ken Fujii, Principal
Ben Zunino, Superintendent/Principal
Mark Martinsen, District Administrator- Absent
Student Advisory Member – Alyissa Williams-Absent

Pledge of Allegiance

Action to Adopt the Agenda for June 25, 2012 Special Board Meeting.

Action: It was moved by Pete Edera and seconded by Benita Jones to **approve the agenda as presented.**
Motion carried unanimously.

Darla Baumann – Arrived 5:35 p.m.

President Burnham asked for any public comment at this time.

Student Advisory Report-Information Only/No Action

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

Discussion/Information/Action Items

Agenda Item 1- Discuss bids received for Phase 1 Gymnasium Project– Ground Work and authorize the Superintendent to enter into an agreement with the apparent low bidder(s) subject to approval of the school district's legal counsel. FOR POSSIBLE ACTION.

Mike Mitchell, Project Manager, stated that we advertised and received bids for Phase 1 of the gymnasium. The bid was advertised over much of Nevada. There was an mandatory pre-bid walk with 17 contractors present. Bids were due at 3:00 p.m. today and had 8 bids received from. The apparent low bid came from West Coast Construction of Nevada at \$1,344,600.00. The next low bid was \$1,448,000.00 with the high bid coming in at \$1,903,903.00. Discussion included the details of the alternate add and what it entails. Mr. Mitchell stated at this point we are not asking to have the alternate. Our first phase 1 estimate was approximately \$1,000,000.00 when we first came up with this plan. Our next estimate increased to \$1.2 million due to retaining walls. This cost was originally included in the Phase 2 portion. Even though the bid is \$100,000.00 over our estimate, we are still within our budget as this cost is coming out of the Phase 2 portion. Our goal is to start this work as soon as we can. Phase 2 drawings will be complete Nov/Dec timeframe; bid in March and start construction next spring on the building. Bob Burnham asked if Mr. Mitchell is familiar with this company. Mr. Mitchell stated that he is and comfortable with their work. They are just finishing a \$29 million building for UNR; they also built the recreation building in Truckee. Mr. Mitchell also has familiarity as they did work for the Carson City School District. Pete Edera asked what

the limit is on change orders. Mr. Mitchell stated that there is no way to know, but hope for none. Mr. Mitchell stated that the base bid difference between first and second is 7%, which is pretty good. Mr. Mitchell stated that he doesn't see a lot of opportunity for change orders on this bid. Mr. Burnham stated that he would share Mr. Edera's concerns over change orders. Mr. Mitchell stated that any change orders have to be backed up with proper documentation. Mr. Edera stated that he's always opposed this as he doesn't like the 'hole' and no one knows what the 'hole' is about and then the spread on the bid is huge. Mr. Mitchell stated that the top low three are within 10% of each other which is very good. Mr. Edera stated again that he has a problem with the variance in pricing on the alt #1. The alt is water proofing, so we're not sure if we really need it or not. John Brown stated that he is confident from prior projects that blasting will not have to take place. Mr. Mitchell stated that was the consensus with the contractors and they did not see this as a complex job. Mr. Brown stated that he is thoroughly pleased with the site and feels it fits with our school and keeping with the high school.

Darla Baumann asked about the alt #1; Kevin Monsey (Mike Mitchell's partner) gave an overview of what the

President Burnham asked for public comment.

Action: It was moved by John Brown to **authorize the superintendent to enter into an agreement with the low bidder, West Coast Construction of Nevada at the base bid of \$1,344,600.00, and** seconded by Benita Jones. Benita Jones, John Brown, Darla Baumann and Bob Burnham voted 'aye'. Pete Edera voted 'nay'.

Agenda Item 2 - Discuss, approve or deny acceptance of renewal proposal from Nevada Public Agency Insurance Pool (POOL) and approval for payment from fiscal year 2012-2013 funds. Presentation by POOL representative. FOR POSSIBLE ACTION

Ann Wiswell, Nevada Public Agency Insurance Pool presented information regarding the insurance and risk management services available. Bob Burnham asked what the difference in price is for this year versus last year. Ms. Wiswell stated there is a 7% increase. She stated that the district's gross loss ratio is up 28%. There are six school districts that are under 10%. She said we should check into whether we had one large loss or if there is something that is causing this.

President Burnham asked for public comment.

Action: It was moved by John Brown to **approve the renewal proposal from Nevada Public Agency Insurance Pool and approval for payment from fiscal year 2012-2013 funds and** seconded by Benita Jones.

Agenda Item 3 - Discuss, approve, or deny the renewal of the Independent Contract between Ben Zunino, Superintendent and Crescent Valley and Eureka Elementary School Principal, and Eureka County School District for FY 2012-13. FOR POSSIBLE ACTION

President Bob Burnham noted that there is a change in the way this is addressed. In the packet, it was stated as a renewal for 3 ½ years. What this should say is "Discuss, approve, or deny the extension of the Independent Contract for Benary LTD for services of Superintendent and Crescent Valley and Eureka Elementary School Principal and Eureka County School District for FY 2014-15"; in other words for that school year. Mr. Zunino stated that it is only an extension for one year. He also noted that the contract has always been between Benary LTD and the school district. He also stated that Mr. Fujii's contract is also between his company for services provided and the district, not him personally.

Pete Edera asked to have it stated again. Mr. Edera asked if was for an additional 3 years. Mr. Burnham read the clarification again and asked if it was clear. Mr. Zunino stated that the wording on the agenda was not what it should have been and what was read is the change. Mr. Edera stated that he was clear now.

President Burnham asked for public comment. There was none.

President Burnham asked for a motion. Darla Baumann made a motion to accept and John Brown seconded the motion to accept. Mr. Edera stated that it should be left for the next school board to decide as we have

two years to decide and if the next school board decides not to retain the services of the contractor, we're giving away a half a million dollars. Mrs. Baumann stated we would then be a year behind. Mr. Edera stated that it looks like there will be a new school board. Benita Jones stated that is not the way the contract reads and that the contract doesn't read that we can wait a year.

Action: Action: It was moved by Darla Baumann to **approve the contract for Benary LTD. for one additional year, 2014-15, and** seconded by John Brown. Darla Brown, Bob Burnham, Benita Jones and Bob Burnham voted 'aye'. Pete Edera voted 'nay'.

Agenda Item 4 - Discuss, approve, or deny the renewal of the Independent Contract between Ken Fujii, High School Principal, and Eureka County School District for FY 2012-13. FOR POSSIBLE ACTION

Bob Burnham stated that this contract is for only one year at a time and it should read, "Discuss, approve, or deny the renewal of the Independent Contract between SueKen, LTD. for services for High School Principal and Eureka County School District for FY2012-13". Mr. Burnham asked if anyone had a question as to what that meant. Darla Baumann asked if it was the same as the prior discussion item. Mr. Burnham stated it was.

President Burnham asked for public comment. NONE He then asked if there was any comment from the board. NONE

Action: Action: It was moved by John Brown to **approve the renewal of the Independent Contract between SueKen, LTD for one year, FY2012-13, and** seconded by Darla Baumann. Motion passed unanimously.

Agenda Item 5 - Policy Consideration – 1st Reading – ADMINISTRATION – 2220 – District Network, Internet and Electronic Mail Rules Acceptable Use Policy

Bob Burnham stated that this was the first reading and asked if everyone was comfortable with it. Mr. Zunino stated that these are the rules that Mr. Porter had discussed before that are required for E-Rate.

President Burnham asked for public comment. NONE

Action: DISCUSSION ONLY

Agenda Item 6- Policy Consideration – 1st Reading – STUDENTS – 5699 – Athletic Team Participation Numbers

Mr. Zunino stated that this policy comes before the board almost yearly. It talks about the number of coaches for safety. Lisa Marshall asked that Mr. Zunino speak up. Mr. Zunino repeated the information. Mr. Zunino then stated that it sets the numbers for minimum numbers of participants.

President Burnham asked for public comment. NONE

Action: DISCUSSION ONLY

Agenda Item 7 - Policy Consideration – 1st Reading – PERSONNEL - 4115.2 – Hiring, Transfer and Promotion Line & Staff Chart

Bob Burnham asked if there were any changes in operations. Mr. Zunino stated that it just states what we are doing.

President Burnham asked for public comment. NONE

Action: DISCUSSION ONLY

Agenda Item 8 - Policy Consideration – 1st Reading – BUSINESS AND FINANCE – 3633 – Housing

Benita Jones said she thought we had already updated this policy. Mr. Zunino stated that we had, but we have some new updates that are needed. He read through the noted changes.

Mike Rebaleati asked if he could have an explanation on the policy with the line and staff chart. He asked if there was a new position created for 'District Activities Director' instead of Athletic Director. Most all of the policies state 'athletic director' and there is no 'activities director'. Mr. Zunino stated that they have been acting as the same person and that he has always been there. Mr. Rebaleati stated that it is a new name and not in the policies. Mr. Rebaleati asked for clarification. Usually that person reports to the principal of each school. If the district grows, he foresees an activities director at each school. Mr. Zunino stated that the person has been doing this position for that past ten years. Mr. Zunino then stated that we will look at that and come back as this is the first reading. Mr. Rebaleati stated that he would like clarification as the way the policies are written, that position is under the building principal. He would like a clearer picture as to what the district is going to be doing. He stated again that he couldn't find anything in the policies about activities director. Mr. Burnham asked if we would be looking at this again next time. Mr. Burnham stated that we would.

President Burnham asked for public comment. NONE

Action: DISCUSSION ONLY

Agenda Item 9 - 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. Accept auditing engagement letter from Kafoury, Armstrong and Co. for fiscal year ending June 30, 2012 audit.
- B. Approve budget transfers for FY12 budget.
- C. Accept Nevada Department of Education-Child Nutrition Programs State Agency – Sponsor Agreement for participating in free and reduced meals SY12-13.
- D. Approval of minutes from May 16, 2012 Public Budget Hearing.
- E. Policy Consideration – 2nd Reading – BUSINESS AND FINANCE: 3300 AR - Travel By District Employees & Members of the Board of Trustees
- F. New Policy Consideration – 2nd Reading – BUSINESS AND FINANCE: 3300.4 AR – ECHS Student Activity Travel Itinerary
- G. Policy Consideration – 2nd Reading – STUDENTS - 5800.2 AR - Extra Curricular Activities
- H. Approve adding new substitute employee(s) to district's authorized substitute list.
- I. Payroll and Warrants: Payroll checks #'s 052455 through #052545 for \$180,721.95052546 through # 052625 for \$194,953.54, #'s 052626 through #052640 for \$34,653.57 and #'s 052641 through 052730 for \$223,680.69. Accounts payable check #'s 019110 through # 019142 for \$137,109.82 and #'s 019143 through #019203 for \$183,333.36.

Mr. Burnham has one item he would like to pull out and discuss: Item A. Mr. Zunino stated that we have another single audit again. Mr. Burnham stated that their bid is about a 5% increase which is out of line with other CPA's. Mr. Zunino stated that we have a compliance audit which they have to charge us for.

President Burnham asked for public comment. NONE

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

Reports-Information Only/No Action

- B. Clerk of the Works Report: Brief update on District projects.
 - Mr. Zunino stated that we are getting daily updates on the work at Crescent Valley on the solar project from Frank Atkinson, clerk of the works for the project. Benita Jones stated that the cameras have been installed for the hallways. Lisa Marshall asked again that the panel speak up or if the meeting was no longer a public meeting. She stated that she cannot hear a thing being said and asked if the microphones are working. Mr. Burnham stated that the microphones are for the recording device, so they would speak louder. Mr. Zunino repeated all items discussed.
- C. Superintendent's Report: Brief updates to the Board from the Superintendent regarding District activities/events/correspondence.
 - Special Ed committee meeting; 17 applications and interviews will be Thursday
 - EPA Meeting
 - INFO: Pete Goicochea; Jim Ithurrealde; Jackie Berg took notes and the 53 pages of notes were forwarded to the board this morning.
 - Mr. Zunino gave an overview of the results of the meeting; lead and arsenic found in the soil
 - The EPA will be holding a public meeting sometime in July; possibly the last week.
 - Present to the public
 - Offering blood tests and sampling of property
 - They are particularly concerned about children due to their development

Mr. Burnham asked if there were any managerial changes we need to make before August when school starts. Mr. Zunino stated that was his concern as well and he did ask the question of how long it takes to get into someone's system. They said approximately 30 days, then it builds up over time. At this point, we are waiting to see what the results of the blood tests. Mr. Zunino stated that he encourages people to get tested so that the state gets a good number and we need to know. Mr. Burnham asked if we need to get property tested; especially the playground at the elementary. Mr. Zunino stated that he would do what the board directs. Mr. Zunino stated that he feels we should encourage people to have their children tested. Mr. Burnham stated again that particularly the playground, football field and encourage the county to have the ball fields tested. Mr. Brown stated that he agreed to have the schools property tested. Darla Baumann stated that possibly one end of the playground may be fine and the other contaminated, so will they test in more than one area? Mr. Zunino said that he would request that. Mr. Brown again reiterated that we should have a lot of testing done on the school properties.

- Certified and classified negotiations
- DSA meeting
- D. High School Principal's Report: Brief updates to the Board regarding school activities/events.
 - Mr. Fujii thanked the board for the contract extension
 - 19 6th graders came to the high school for move up day; indoctrination day to high school
 - Nevada State Troopers came over for field day for seniors; they are required to take this class even though it's an elective?
 - Ag in the Classroom for the Elementary students; Ag students present
 - Softball tournament in Reno
 - Construction meeting
 - Class scheduling committee meeting for classes next year; pre-registration
 - 2 hr power outage; we were prepared
 - Spring sports awards; baseball, softball and track
 - Staff meeting
 - 23rd Seniors went to Lagoon in Utah and wanted to thank the board again for allowing them to go
 - Final exam week
 - Finalized forming committees for new secretary and industrial ed teacher
 - Band went on annual trip to Las Vegas
 - Scholarship committee meeting – local money distributed as equally as possible
 - Baccalaureate for Seniors
 - E-day May 30th – left it up to the students by vote; Cave Lake; had an outstanding time
 - Seniors stayed back and painted the E and held graduation practice
 - Last staff meeting; check out procedure lined up and all grades in

- Minimum day – Scholarships presented; well attended
 - 4th quarter awards – Errol Porter was the only student that didn't miss any days of school
 - 2/3 students qualified for honor roll
 - Graduations went well; seniors average grade point average 3.4; 241 college credits earned; no students failed proficiencies; no remediation this year or last year
 - June 1 – secretary committee interviewed; 5 applicants and interviewed 4. Kathy Porter was selected and will begin around the 1st of August
 - Committee to choose industrial education teacher; 9 applications and will interview 4 on June 26th
- E. Crescent Valley Report: Brief updates to the Board regarding school activities/events.
- Mr. Zunino stated that scheduling is complete and all teachers will be returning

Mrs. Jones stated that she is happy with the solar going in and the cameras look really nice. She is excited to view the monitors to see what you can see. Everything is progressing nicely.

- F. Board Reports (Information Only/No Action): Brief updates and notices from the Board regarding Mr. Burnham stated that the executive committee from the state school board has been asked to make a list to the interim sub-committee as far as possible BVRS for next session. There will be a fair amount of discussion regarding legislation for the next session. He will do what he can to keep our money here. Mr. Zunino stated that a committee has been formed to look at funding and where to get it. Mr. Burnham stated that there was a proposal before that was voted down as to create more money for some, you're taking from others. They are looking at how money can be divided differently. Hopefully we can have the same response as has been in the past. The Annual Executive Committee retreat is the 26th-28th of July. Mr. Burnham will be attending.
- G. Finance Officer's Report: Brief update on District finances.
- Mr. Zunino stated that Lisa Jones, Finance Director, put in the transfers as needed.
- 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.

Announcement of Meetings

- A. July 10, 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 necessary to adjourn to executive session.

Adjourn to Executive Session - 7:05 p.m.

- B. **Reconvene to Public Session – 7:28 p.m.**

Agenda Item 9 – Adjournment

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

Meeting Adjourned

Bob Burnham / 07/24/12 ep
BOB BURNHAM, PRESIDENT

John Brown /07/24/12 ep
JOHN BROWN, CLERK