

EUREKA COUNTY SCHOOL DISTRICT

BOARD OF SCHOOL TRUSTEES  
MINUTES OF THE REGULAR BOARD MEETING OF  
November 13, 2012

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

5:38 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 Absent	Ben Zunino, Superintendent/Principal
Darla Baumann, Member	Mark Martinsen, District Administrator
Benita Jones, Member	Student Advisory Member – Alyissa Williams
Pete Edera, Member	

Action to Adopt the Agenda for November 13, 2012 Regular Board Meeting.

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

President Bob Burnham asked for any public comment. No public comment was made.

High School Band Presentation by music teacher Ralph Cuda who thanked the board for the support with purchasing new music instruments. Band members played The Star Spangled Banner, along with Mr. Cuda. Band members playing were Clara Wright, Blaine Bacon, and Kevin Martinsen.

Student Advisory Report – Information Only/No Action

- A. Student Alyissa Williams gave an update to the Board regarding school activities/events.
- Homecoming success, many students participated in cancer awareness
  - Homecoming game - football team lost
  - Homecoming game - volleyball team won
  - Military history class had a fundraiser to raise money for the Fisher House Foundation and sold t-shirts and raised \$1,000. Students wore red, white, and blue last Thursday.
  - Winter sports now starting, but there will not be a wrestling team
  - Student council attended Regionals November 5<sup>th</sup> and were taught a lot about leadership
  - Academic Olympics won the bowl.

Discussion/Information/Action Items

*Agenda Item 1 – Contango Investment Account presentation by Roy Grimes, Senior Vice President, Institutional Liquidity Management. Mr. Grimes will present an update of the school district's investment account. Discussion only. Public Comment*

Roy Grimes gave a general overview of the account and used the financial report as of the end of October. Mr. Grimes indicated that the \$5,000,000 additional deposit into the account had been received and about half of that had been invested so far. He indicated that since QE3 by the Federal Government had occurred he didn't want to invest in bond yields for several weeks, as the bonds weren't as attractive. He indicated that the yield on the account at years end had been around 65,000. He discussed that the portfolio was

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confined to government agencies and FDIC insured products, as previously agreed to by the board. Future investment strategy was explained. Several clarification questions were asked by board members and answered by Mr. Grimes.

*Agenda Item 2 – Discuss, approve, or deny acceptance of Independent Audit Report for FY12. Presentation by Laurel Jackson, Kafoury, Armstrong & Company. For possible Action. Public Comment*

Laurel Jackson provided board members with an additional letter to accompany the audit report that had already been presented to board members. The letter sums up the conclusion of the audit process and is the culmination of their required communication. The audit firm is saying that the standard processes were used in the audit process. Ms. Jackson discussed the post employment benefits liability, depreciation. No difficulties encountered in the audit. They were on site for about two weeks, and she extended compliments to the district office staff for having everything ready for the site visits. They will be able to do a lot of “pre-work” before arrival.

The Management Consultant Letter was discussed with the Board. Management provided a Letter of Transmittal in this year’s audit, which has not been done before so it has been added to the final audit report. Findings in the audit process were discussed. Ms. Jackson also discussed the district’s “Management’s Discussion and Analysis” section of the audit report, which is prepared by the district and not the auditors. This discussion (MD&A) is provided to give the reader an additional text version of the financial reports. The auditing firm is issuing an unqualified opinion on the financial statements. They have performed the audit with the provisions of the single audit requirements of OMB Circular A133, due to the level of federal assistance that the district received.

The schedule of federal awards was discussed. Two major programs were tested this year which were audited were the State Energy Program as well as the special education cluster of grants. Ms. Jackson was pleased that the findings that occurred in the past with the special education cluster were remedied this year. There were no instances of non-compliance this year. There was a finding regarding an additional report that needed to be filed with the State Energy Office even though the State Energy Office did not require one, the grant documents did. There were no significant control deficiencies that need to be identified, nor were there insignificant or other matters that they needed to disclose to management.

Ms. Jackson is very pleased how the audit came out and answered questions from the board.

President Burnham asked for public comment. None

Action: It was moved by Darla Baumann to accept the FY12 Annual Audit Report and seconded by Pete Edera. Motion passed unanimously.

*Agenda Item 3 – Discuss, approve or deny acceptance of a conveyance from Betty Caria of certain real property, commonly known as Assessor’s Parcel Number 001-021-04. Eureka County property owner, Betty Caria has offered to “donate” to the Eureka County School District a parcel of real property (APN 001-021-04) located within the confines of the high school campus. This is an isolated parcel with no public access. For Possible Action. Public Comment*

President Burnham asked for public comment. None

Board members reviewed a letter to Mrs. Caria in their board packets which thanked her for donated the property to the school district. Superintendent Zunino explained the process that had occurred and the legal steps that had been involved. President Burnham explained how much the donation was appreciated.

Action: It was moved by Darla Baumann to accept the conveyance and seconded by Pete Edera to accept Assessor’s Parcel Number 001-021-04 from Betty Caria, and seconded by Pete Edera. Motion passed unanimously.

*Agenda Item 4 – Discussion only regarding proposed changes to the parcel map associated with the Eureka County High school. This revised parcel map depicts changes to property lines and easements*

*associated with the new Gymnasium/Recreation Facility being constructed on the high school campus. Note: Adjoining private and public property owners are affected by this revised parcel map. Public Comment*

President Burnham called for public comment. None

Owner's Representative Mike Mitchell explained that this agenda item is related to the previous agenda item of accepting the donated property. Accepting the donated property will consolidate the whole high school property and Mr. Mitchell explained how important the parcel would be by giving much more flexibility in how the high school property can be used. Board members were provided a parcel map and explained the adjustments in the property lines. He explained that the property line is being moved away from the swimming pool and provides the school district with some easement. The changes also provides for the elimination of overhead power lines which are crossing the school property by providing an easement to move the power lines. It also formalizes easements. The next step is to record the quit claim deed, which will formally put into the school district's name. The changes could not be formally presented until the quit claim deed is put into the school district's name. Mr. Mitchell will go back to the county commissioners and then will come back to the board for finalization and action as one contiguous parcel.

President Burnham called for public comment. None

*Agenda Item 5 – Discuss, approve or deny allowing Eureka County to connect fiber line to school district fiber at Bus Barn. Eureka County will use school district fiber line to County Annex for radio connectivity. Elmer Porter, Computer Systems Technician and J.D. Damele, Transportation Director will make this presentation. For Possible Action. Public Comment*

Presentation did not occur as Mr. Porter could not be present.

President Burnham recommended that this item be tabled until Mr. Porter could attend and make the presentation.

Action: Motion made by Darla Baumann and seconded by Pete Edera to table this agenda item. Motion passed unanimously.

*Agenda Item 6 – Approval of Consent Agenda – For possible Action*

- A. Approval of minutes from October 11, 2012 Regular Board Meeting.
- B. Approve adding new employee(s) to district's authorized employee and substitute list. *Pursuant to NRS 391.100: Each applicant for employment must submit to the school district a full set of fingerprints for a report on criminal history and if negative results are received, the offer of employment may be withdrawn.*
- C. Approve Home-study Application from Joseph Moylan for Crescent Valley student.
- D. Approve Home-study Application from Nila Copen for Crescent Valley students.
- E. Policy Consideration – 2<sup>nd</sup> Reading – PERSONNEL – 4120 – Appointment of Extra-Curricular Position.
- F. Policy Consideration – 2<sup>nd</sup> Reading – STUDENTS – 5800.1 – Extra Curricular Activities
- G. Policy Consideration – 2<sup>nd</sup> Reading – STUDENTS – 5800-2 – Extra Curricular Activities
- H. Approve Inter-County Tuition Agreement between Lander County School District, Attendance District, and Eureka County School District, Residence District for the 2012-2013 school year. *On the official count day, there were 27 students attending school in Lander County. The total amount due for these 27 students pursuant to Lander County's fee of \$400 per student is \$21,600.*
- I. Payroll and Warrants: Payroll checks #053393 to #053437 for \$7,798.52, #9433438 to #053531 for \$187,384.23, #053532 to #053634 for \$235,293.25. Accounts payable check #'s 019817 through # 019851 for \$580,095.86, #'s 019852 through # 019882 for \$291,848.17, #019883 through #19947 for \$104,516.50.

President Burnham called for public comment. None

President Burnham asked if any of the board members wanted to discuss any of the consent agenda items individually. No items were pulled from the consent agenda section for individual discussion by the Board.

Action: It was moved by Pete Edera, seconded by Darla Baumann to approve the Consent Agenda. Motion carried unanimously.

#### Reports-Information Only/No Action

A. Clerk of the Works Report – Brief update on District projects.

Mike Mitchell provided an update on capital projects. The Crescent Valley final inspections on the mechanical and solar project were discussed. A couple of different items were noted that the contractor had to return and complete and Mr. Mitchell is in the process of verifying the final work by the engineers. The retention payment should occur soon and the Notice of Completion should be filed by the next school board meeting.

The Construction Manager at Risk (CMAR) process will have proposals due tomorrow by contractors interested in the position. It will be a lengthy three week process and the committee will be meeting several times to get a short list of two to five candidates for Phase I of the contract. Mr. Mitchell reported significant interest from the construction industry in Northern Nevada. Mr. Mitchell commented on the community survey regarding the gymnasium. Those results have been collated and put into a spreadsheet and have been posted on the website. He indicated that there were about 50 responses from the Town of Eureka and about 20 responses from the Crescent Valley community.

Superintendent Zunino told the Board that the solar project in Crescent Valley is generating energy credits.

B. Superintendent's Report – Brief update to the Board from the Superintendent regarding District activities/events/correspondence.

- October 18<sup>th</sup> – “Shake out” drill for earthquakes occurred in schools. There were sound effects and the kids were instructed to get under desk, and then an evacuation was conducted. There is a drill each month that is required and it is usually a fire drill
- On October 22<sup>nd</sup> Red Ribbon Week was held and there were activities with prizes
- On October 26<sup>th</sup> the Sheriff's Office awarded prizes for the coloring contest
- Certified negotiations is completed, with some questions remaining about some of the language
- A special meeting is needed next week to approve or disapprove of the negotiations proposal. Teachers have already met and ratified the contract
- A construction meeting was held on Tuesday and the CMar committee meeting was held.
- On November 5<sup>th</sup>, Eureka high school students won the Academic Olympics and another meet was held today, which the students won as well.
- Next Wednesday is a minimum day for the Thanksgiving Holiday
- Scoliosis screening was conducted and Dr. Johnson checked out students in 7<sup>th</sup> and 8<sup>th</sup> grade at no charge.

C. High School Principal's Report – Brief update to the Board regarding school activities/events.

- Principal Fujii acknowledged Stacy Norcutt for assisting with filling in for another teacher who has been absent by helping with Individual Education Plan meetings and with students in Crescent Valley too
- The principal gave credit to Ryan Moss for traveling to Crescent Valley to be in interpreter for the school
- There were only three students on the second ineligibility list
- The high school is having weekly staff meetings to concentrate on staff development
- Fire drill and earthquake drills occurred at the high school
- Red Ribbon Week was celebrated in conjunction with the Juvenile Probation Department
- Mr. Martinsen assisted with training staff on testing
- Screening for the industrial ed opening and is ongoing. Another applicant will arrive in Eureka next week and appears to be qualified

- Homecoming activities were well attended and well supervised
- Proficiency testing took one week and hopefully the results will indicate that our students did well
- The construction company cooperated with the schedule for testing and tried not to disturb the students
- Awards assembly last week with twenty students receiving an award for perfect attendance
- Seventy-eight students made the honor roll (72%)

D. Crescent Valley Report – Brief update to the Board regarding school activities/events.

- Mr. Martinsen reported that the term had ended and parent-teacher conferences were held with about 90% of parents attending
- The Sheriff’s Office presented prizes for the coloring contest
- Juvenile Probation Department visited for Red Ribbon Week
- Conservation District had a poster contest and three students received prizes
- Two field trips were held for students; one trip involved students traveling to Fallon and the other trip involved students staying in town to visit the County Shop

E. Board Report (Information Only/No Action): Brief updates and notices from the Board regarding District activities/events.

- President Burnham has a Nevada School Board Association executive committee meeting in Reno, along with other conference events. He discussed the proposed compromise on DSA changes
- President Burnham also discussed other possible legislative changes that may be proposed
- New board member training may be scheduled in January with the Nevada Association of School Boards

F. Finance Officer’s Report: Brief update on District Finances

- Lisa Jones reported to the board on the vacancy in the district office, created by the resignation of the school board secretary
- Rather than replacing the vacant position created by the Board Secretary, the staff will try to fill in for the position on a trial basis until mid-January to see how the plan works. In order to do this, an existing employee will assist with the mail duties and provide some additional help
- The audit report was discussed with the board, and the success of the positive audit this year.

G. 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.

None

Announcement of Meetings

A. Special Meeting on November 27, 2012 at 5:30  
No Executive Session

Adjournment

Motion to adjourn made by Benita Jones, seconded by Darla Baumann. Motion carried unanimously.

**Meeting Adjourned**

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**BOB BURNHAM, PRESIDENT**

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**JOHN BROWN, CLERK**





