



**GOVERNANCE BOARD  
MEETING NOTES**

**Meeting Date:** April 14, 2016

**Call to Order:** The meeting was called to order by Jeff Zander at 4:08 pm.

***Voting members in attendance:***

Dr. Mark Curtis, President/Great Basin College  
Tanya Griego, Teacher's Representative/Elko Co.  
Dawn Hagness, Designee/Humboldt Co.  
Dr. Dave Jensen, Superintendent/Humboldt Co.  
Tom Reagan, Representative/Great Basin College  
Dr. Greg Wieman, Superintendent/Eureka Co.  
Adam Young, Designee/White Pine Co.  
Jeff Zander, Superintendent/Elko Co.

***Other attendees:***

Christine Back, NNRPDP Office Manager  
Dave Brancamp, NV Department of Education  
Aaron Hansen, NNRPDP Administrator Regional Coordinator  
Holly Marich, NNRPDP Regional Coordinator  
Dr. Sarah Negrete, NNRPDP Director

All attendees received copies of the meeting agenda, meeting notes from March 10, 2016, the NNRPDP Proposed 16-17 Budget, the NNRPDP Proposed 17-19 Biennium Budget, Administrative Fund Budget along with two informational documents and the NNRPDP 16-17 Position Announcement.

**Agenda Item One: Member Roll Call – Jeff Zander**

Mr. Zander asked all attendees to introduce themselves. A voting quorum was present.

**Agenda Item Two: Public Comment – Jeff Zander**

There was no public comment.

**Agenda Item Three: Approval of Meeting Notes from March 10, 2016 (Action Item)**

Dr. Wieman moved to approve the meeting notes from March 10, 2016; second by Ms. Hagness. All voting members in attendance approved the motion.

**Agenda Item Four: Statewide Council Update – Jeff Zander**

Mr. Zander commented that the next SCC meeting will be April 25<sup>th</sup>. The council will be approving the 16-17 budget at the meeting and will approve the biennial budget at the next SCC meeting in May. NDE is requesting a 5% reduction on the biennial budget.

**Agenda Item Five: NNRPDP 16-17 Proposed Budget – Sarah Negrete (Action Item)**

Dr. Negrete commented that the 15-16 budget was approved at the last governance board meeting and was also approved by the SCC at their March meeting. The major change to the 16-17 budget is in the 100 category as we moved two coordinator positions from the 300's to the 100's. One coordinator is moving to the Elko County pay scale July 1st. The other coordinator is retiring from Humboldt County and since we don't know what district we will hire from we've put all personnel under the 100's as Elko County employees. The 100 and 200 categories include a 3% adjustment to reflect anticipated salary and benefit increases in Elko County. To maintain a flat budget we've cut substitute costs that are reflected in the 100 and 590 categories.

Ms. Griego moved to approve the NNRPDP 16-17 Proposed Budget as presented; second by Dr. Curtis. All voting members in attendance approved the motion.

**Agenda Item Six: NNRPDP 17-19 Proposed Biennium Budget – Sarah Negrete (Action Item)**

Dr. Negrete commented that we were requested to submit a flat budget as well as a 5% reduction for the 17-19 biennium. Dr. Negrete will also be providing an enhancement to the biennium budget.

Dr. Negrete commented that the flat budgets for both 17-18 and 18-19 included a 3% increase in the 100 and 200 categories. Regarding the 17-18 flat budget the substitute costs have been reduced and in 18-19 there will be no substitute expenditures. The reductions are reflected in the 600 category.

Dr. Negrete commented that the 5% reduction in 17-18 has no substitute expenditures, the professional development for staff has been reduced by more than half, regional travel and staff professional development travel have been reduced and the 600 categories have been reduced. Regarding the 18-19 5% reduction there are no funds available for staff professional development along with a significant reduction in regional travel funds. This means a potential reduction in services across our service area.

Dr. Wieman suggested that with the 5% reduction, districts may need to share in the travel costs so the PDP can continue to provide services.

Dr. Negrete commented that the SCC/NDE would not be accepting budget enhancements however Dr. Negrete would like to submit an enhancement budget with the approval of the board. The total enhancement requested is \$75,355. This is enough for both years of the biennium and would cover only the anticipated increases in salary and benefits. The remaining budget categories would reflect the flat budget amounts from 15-16.

Mr. Zander commented that the PDP budget is now a state agency budget and the proposed budgets from today will be reviewed by NDE and the IFC. They will then notify us of what budget has been approved. Any enhancements or adjustments to the budget will need to be approved by the IFC.

Mr. Brancamp confirmed that all state departments were notified to submit a 5% budget reduction for the 17-19 biennium.

Dr. Wieman moved to approve the NNRDPD 17-19 Proposed Biennium Budgets; second by Dr. Jensen. All voting members in attendance approved the motion.

**Agenda Item Seven: Administrative Fund Proposed Budget – Jeff Zander (Discussion & Action Item)**

Mr. Zander commented that voting members contributed ideas for the funds at the last board meeting.

Dr. Negrete submitted a table showing the suggested ideas, days and cost for each. Dr. Negrete did not pursue the bullying idea since John Bates already provides training for new teachers and could provide training to administrators at no cost.

Another suggestion was Cognitive Coaching. This would be an eight day seminar. The cost is \$3,000 per day plus travel as well as a participant book at \$40 each, at cost of approximately \$30,000.

Mr. Hansen contacted Dr. Meggin McIntosh to provide a Productivity Series. Dr. McIntosh would provide three days of training along with on-line coaching at a cost of \$25,000. Mr. Hansen commented that this series would provide training to prioritize the things that matter most to administrators and provide the means on how to work efficiently and keep their focus on learning and instruction.

Dr. Wieman commented that he and Dan Wold will provide a two day conference for secondary principals in Lake Tahoe in July. Topics would include building a positive culture, key relationships for building administrators, retaining and recruiting students, hiring quality faculty, effective evaluation, improving graduation and dropout rates and efficient data analysis.

Dr. Negrete commented that Solution Tree would provide a trainer for RTI at \$6500 per day plus travel expenses. A suggestion was made to do a day in June and a follow up day later in the year. The cost would be approximately \$13,000.

Dr. Negrete commented that Aaron Hansen already does RTI training. He will be presenting in Texas this summer at a national conference. Mr. Hansen has all the expertise that we would get from anyone else from Solution Tree. Mr. Hansen could do four days of RTI training for administrators along with assistance from the other PDP coordinators. A cost of \$5,000 would provide supplies and travel expenses for the administrators attending from outside of Elko County.

Dr. Negrete provided a potential breakdown of funding for 15-16 to include the Productivity Series and DALI dues and for 16-17 to include RTI Training with Aaron Hansen, DALI dues, Secondary Principal Conference in Lake Tahoe and Cognitive Coaching for 4 days.

Mr. Reagan asked how many administrators would be able to attend the Cognitive Coaching. Dr. Negrete commented it could be as many as sixty K-12 administrators. Her concern is that we have a commitment from the districts regarding attendance. Dr. Jensen commented that he thinks having the trainings in Elko would be advantageous to Elko but would not be as convenient to the other districts but confirms that a commitment from each district is necessary.

Mr. Young commented that he is in favor of the Cognitive Coaching.

Ms. Hagness moved to approve the Administrative Funds Budget, second by Mr. Reagan. All voting member in attendance approved the motion.

**Agenda Item Eight: Car Leases – Jeff Zander (Action Item)**

Mr. Zander commented that White Pine County will purchase three cars, Elko County will purchase one car, Humboldt County will purchase one car only if the next coordinator is hired from Humboldt County. Otherwise Elko County will purchase two cars.

Dr. Wieman moved to approve the car leases, second by Ms. Griego. All voting members in attendance approved the motion.

**Agenda Item Nine: New Business – Jeff Zander**

Mr. Zander commented that Jessie Westmoreland will retire at the end of this school year. A position announcement has been posted and interviews will take place in May.

Mr. Zander and Ms. Hagness have agreed to participate on the selection committee.

**Agenda Item Ten: Public Comment – Jeff Zander**

There was no public comment.

Mr. Zander adjourned the meeting at 4:59 pm.

Respectfully submitted by Chris Back on April 25, 2016.