



**Nevada Department of Education
Statewide Council for the Coordination of Regional Training Programs
Friday, May 13, 2016 at 10:00 A.M.**

Meeting Locations

NV Department of Education
700 E. Fifth Street
Board Room
Carson City, NV 89701

and

NV Department of Education
9890 S. Maryland Parkway
2nd Floor, Board Room
Las Vegas, NV 89183

DRAFT MINUTES

Call to Order; Pledge of Allegiance, Roll Call

Chair Zander called the meeting to order at 10:13 am. Roll was called as indicated and quorum was reached. The Pledge of Allegiance was recited.

Attending Members

Wendi Hawk
Aaron Grossman
Sandra Sheldon

Nicolette Smith
Steve Hansen (and Rod Broadnax as new member)
Jeff Zander

Absent Members

Lou DeSalvio
Vacancy (1)

Debbie Brockett

Staff

Dena Durish

Laurie Hamilton

Public Comment #1

There was no public comment.

Flexible Agenda Approval

Member Sheldon motioned to approve a flexible agenda. Member Hansen seconded the motion. Chair Zander called for the vote and the motion passed unanimously.

Approval of Prior Meeting Minutes

a) December 15, 2015
b) January 29, 2016

c) March 18, 2016
d) ~~April 25, 2016~~ (Meeting Cancelled)

Chair Zander asked members to review minutes of the Council meetings of December 2015, January and March 2016. He then called for a motion to approve the three sets of minutes.

Member Hansen moved to approve the meeting minutes from December 2015, January and March 2016.

Member Sheldon seconded the motion. Chair Zander called for the vote and it was approved unanimously.

Item #5: Nevada Department of Education/Office of Educator Development Updates

SEE HANDOUT ITEM #5

Dena Durish provided a review of the following NDE updates and topics.

Staff

- Roger Rahming replaced Mindy Martini as the NDE Deputy Superintendent for Business and Support Services. Mindy is now with the Legislative Counsel Bureau in Las Vegas.
- Jana Wilcox Lavin has become the Superintendent of the NV Achievement School District.
- Brett Barley has assumed the duties of the NDE Deputy Superintendent of Student Achievement.
- Kelee Dupuis, Education Programs Professional, has joined the Division of Educator Effectiveness and Family Engagement in the Office of Educator Development and Support. Kelee will be facilitating the work of the Great Teaching and Leading Fund (GTLF) and the SB474 Professional Development Advisory Task Force. Additionally, she will be working to grow the division's participation in such programs as the National Board for Professional Teaching Standards, the Milken Educator Awards, CCSSO's Teacher of the Year, and things related to professional development.
- Leslie James, Education Programs Professional, who worked with NDE's Educator Equity and Title IIA programs has retired. Recruitment for that position will begin soon.

Every Student Succeeds Act (ESSA)

- Unlike NCLB, ESSA has some overlapping federal requirements that are non-negotiable, but many decisions are left up to the states. The Nevada state vision and goals for students and educators will be primary, while ESSA will be fit into Nevada's state improvement plan(s) (STIP).
- Flexibility between STIP and ESSA and tie-ins with school improvement, ELL, teacher and administrator quality, and federal funding streams' will be focal points.
- Steering Committees and Advisory Work Groups comprised of practitioners have been established by Dr. Canavero to lead the STIP / ESSA integration. The website location to access further information and anticipated timelines was given.
- 2016 – 2017 is a transition year between No Child Left Behind and ESSA. NV will be required during 2017 – 2018 to have a full plan submitted with all of the areas addressed (See Handout 5A.)

NDE Legislative Web Updates

- New quarterly program updates have been added to the website to include major initiatives.
- An overview was provided of Handout Item #5B. Reference was made to the grant award allocations according to categorical funding.

Member Questions / Comments

- There was a discussion about state grants now being competitive and questions were asked about whether bigger districts get preferential treatment in the award process or are awards given to the best grant submitted?
- Member Sheldon wanted it noted for the record that the rural districts either did not apply or were not awarded some of the new funds due to their lack of capacity and staffing to meet the timelines and resources requirements of the application process. The application process and distribution formula must allow for rural participation.
- Charter Schools are in a similar situation as rural districts, being individual schools that lack capacity to apply. When Charters are considered as a whole district, they equate to the third highest numbers in the state, yet they are not getting anything close to that percentage of grant money.
- An allocation of resources by district or region method is more equitable for small, rural districts than taking the time and effort to write grants and then not have them approved. In some states small districts, charters, rural communities, etc. have consolidated resources to hire grant writers for assistance.

- Dena referenced the NDE Quarterly Report, which indicates a distribution of how funds have been allocated by district, noting that GTLF and Teach NV Scholarships are two grants for which non-district entities were eligible to apply and RPDPs received a portion of that funding.

Family Engagement Summit

- The NDE Office and Council of Parental Involvement and Family Engagement are holding a statewide Family Engagement Summit in Las Vegas at the Northwest Technical Academy on October 15, 2016.
- A Steering Committee has been formed and is working on various facets of the Summit.
- There is a \$25 fee for educators who register before August 15, 2016 and free for families and now open via the website. Educators can receive state licensure credit for attendance.

Sunset Sub-Committee of the Legislative Commission

- Information about the Sunset Sub-Committee was briefly shared. This is a legislative committee that is required to conduct audits of statutorily mandated committees, councils, commissions, and board.
- They review on a cyclical basis and ensure that statutes are being met and that public bodies are doing the work they were established to do and make recommendations for changes.

Member Questions / Comments

- There was discussion about what was the original legislative intent for this Council. It was noted that the primary duty now appears to be monitoring RPDP budget. Because they are also monitored by other groups/agencies, this creates multiple levels of oversight.
- Dena will research the initial 2001 legislation to see what she can determine for the original intent of the Council.
- Chair Zander added some historical perspective to the discussion about changes made in recent years, stating concerns about the capacity of NDE when they transitioned to reporting to the Governor's office. There were also concerns about the professional development taking place at varying levels among the districts. Clark and Washoe Counties had their own programs, but rural districts did not have any. It was decided that RPDPs would remain as is, but with more accountability and state oversight. This resulted in more scrutiny at the state level and less flexibility at the local level with budgets going through NDE and the official state agency process.
- Additional discussion about professional development being monitored for accountability included the following criteria: attendance, effectiveness, equity, when and where it occurs, how is it done without pulling teachers out of classrooms, student outcomes, etc.

2016 - 2017 (FY17) RPDP Budgets and 2017-2019 RPDP Budgets

(Agenda Items #6 and #7 were combined. Each Director was asked to present 16-17 revisions, 17-19 flat budgets, followed by 17-19 with proposed 5% reduction, per direction of Governor's Office.)

**NORTHEAST NEVADA REGIONAL PROFESSIONAL DEVELOPMENT PROGRAM (NNRPDP)
2016 – 2017 FY Budget Revisions (See Handout Item #6A)**

- This budget is basically a repeat of the 2015 - 2016 budget that was approved at the last Statewide Council meeting.
- Noted are changes of staff that were moved from Professional Services to Personnel categories. This is a change of approximately \$400,000 removed from Contracted Services to Personnel category sources.

Following no member questions, Member Hansen motioned to approve the Northeast Nevada RPDP 2016-2017 budget as presented. Member Sheldon seconded the motion. Chair Zander called for the vote and it was passed unanimously.

2017 - 2019 Projected Flat Biennium Budgets (See Handout Item #7A)

Director Negrete referenced the '18 - '19 tab in the presentation.

- Negotiations in their region for increased staff salary and benefits costs are expected to be between 2% to 4%. They budgeted for 3% salaries and fringe benefits increases for both 2017 - 2018 and 2018 -2019 fiscal years.
- To make-up for and balance the anticipated increase in staff costs, there are reductions in substitute costs and supply budget, to cover staffing roll-ups.

Following no questions, Member Hansen moved to accept the NNRPDP 2017 - 2019 Flat Biennium Budget Proposal. Member Hawk seconded the motion. Chair Zander called for the vote and the motion was approved unanimously.

2017 - 2019 5% Reduced Biennium Budgets (See Handout Item #7A)

- 2017 - 2018
Personnel costs carry over at the same rates. Most every category is reduced to make-up for 5% cost cuts; including in and out of state travel, training, supplies, etc.
- 2018 - 2019
If there is a 5% reduction in the 2018 - 2019 budgets, there will be no travel and training for their coordinators, no substitute support, and great reductions in supplies and the other categories. All categories will be zeroed out.

Member Comments / Discussion

- Chair Zander: It is important for everyone to realize that, in forming RPDP budgets, with reduced funding over time the districts may be asked to subsidize costs for substitutes, travel, etc. At this point, they haven't been asked to do this.
- Sara Negrete: Many of their districts are not in a position to subsidize RPDP costs.
- Chair Zander: The 3% roll-up that has been built into this budget is relatively conservative, depending what takes place with PERS and health care contributions. It would be optimum to maintain programming at the same level as it is currently. No matter how these budgets are approved, there is going to be reduced programming from RPDPs across the state.
- Sara Negrete: NNRPDP submitted an enhancement request to NDE for approximately \$75,000 over the upcoming biennium. Should they be invited to do so, they will submit a full budget enhancement request. This request will cover roll-up costs to pay their expected personnel increases and still allow them to maintain their current level of service.

Following no member questions, Member Hawk motioned to approve the NNRPDP 5% budget reduction.

Member Hansen seconded the motion. Chair Zander called for the vote and the motion carried unanimously.

SOUTHERN NEVADA REGIONAL PROFESSIONAL DEVELOPMENT PROGRAM (SNRPDP)

2016 – 2017 FY Budget Revisions (See Handout Item #6B)

- Increased salary category due to replacing loss of a position and one half
- Increased travel costs are due to additional legislative session costs

- Supply line increased due to need for two new copiers and to make sure that trainers have enough supplies prior to 2017 – 2019 possible reductions
- Wants to hire one more content trainer; however is holding off pending possible reductions in the 2017 – 2019 biennium budgets.

Following no member questions, Member Hansen motioned to accept the SNRPDP 2016 – 2017 budget revisions. Member Hawk seconded the motion. Chair Zander called for the vote and the motion was approved unanimously.

2017 – 2019 Flat Biennium Budgets (See Handout Item #7B)

- Personnel costs reflect anticipated salary roll-ups and are based on COLA raises. CCSD is on PGP tracks of 2, 3, 4 years. None of that is reflected in this upcoming biennium. They will be impacted heavily in the 2019 – 2021 biennium when this takes effect.
- Professional Services stay the same. Several retirements are anticipated, although they have not happened yet. If that occurs, they will need request budget changes. Retirements will most likely be replaced by licensed personnel.
- Offsets of increased costs in first year are being achieved with reductions in supplies, etc. This is similar to what NNRPDP presented.

Following no member questions, Member Sheldon moved to accept the SNRPDP 2017 - 2019 Biennium flat budget proposal. Member Hansen seconded the motion. Chair Zander called for the vote and the motion was passed unanimously.

2017 - 2019 5% Reduced Biennium Budgets (See Handout Item #7B)

- During the 2018 – 2019 fiscal year the reductions are being accomplished with a \$90,000 reduction in supplemental extra duty pay for part-time staff.
- One contracted employee and the supply line items were also cut.
- There will not be any new staffing should the 5% reduction occur.

Following no member questions, Member Hansen moved to approve the 2017 – 2019 5% Budget Reduction Proposal of the SNRPDP. Member Hawk seconded the motion. Chair Zander called for the vote and the motion passed unanimously.

NORTHWEST NEVADA REGIONAL PROFESSIONAL DEVELOPMENT PROGRAM (NWRPDP)

2016 – 2017 FY Budget Revisions (See Handout Item #6C)

- Categorical numbers are basically the same as the 2015 – 2016 FY budget.
- Increases reflect 2% staff salary and benefits roll-up, while substitute and extra duty pay / stipends categories are reduced to make up the difference.
- A recent vacancy in the region was not filled to maintain the budget balance.

Following no member questions, Member Sheldon moved to accept the 2016 – 2017 FY budget year revisions for the NWRPDP. Member Hansen seconded the motion. Chair Zander called for the vote and the motion passed unanimously.

2017 – 2019 Flat Biennium Budgets (See Handout Item #7C)

- 2017 – 2019 staff increases have been projected at 2% based on the advice of the fiscal agent; however, negotiations are not complete and rotate among districts.
- 2017 - 2019 roll-ups in staff salary and fringe benefits will be covered by reductions in opportunities for subs and stipends.
- 2017 - 2019 categories basically remain same, except stipends and substitutes.
- Stipends and substitutes categories are reduced each year.

Following no member questions, Member Sheldon moved to accept the NWRPDP proposed 2017 – 2019 flat biennium budgets. Member Grossman seconded the motion. Chair Zander called for the vote and the motion passed unanimously.

2017 - 2019 5% Reduced Biennium Budgets (See Handout Item #7C)

- A 5% reduction in funding for the NWRPDP is almost \$112,000.
- In FY 2016 and projections for FY 2017 – 2018, allowed for reductions in subs and stipends categories to maintain positions without reducing operating. During the FY 2018 – 2019 there will no longer be funds available in the stipends and subs categories to allow for reductions, as reflected in handout.
- During 2018 – 2019 FY, all operating budget costs will need to be reduced to reach the budget target, which will affect professional services, out of state travel and training costs/conference registrations.
- PK-3, five Early Literacy, and three Early Numeracy Cadres are sub and stipend heavy because of outside of school day projects. Reductions to subs/stipends will adversely affect these programs.

Member Comments / Discussion

- Member Sheldon stated for the record that 5% cuts end up being double because of salary and benefits roll-ups for each year. She further expounded on the difficult choices between cutting staff positions or staff training.

Following no member questions, Member Sheldon moved to pass the 5% reduced budget for the 2017 – 2019 biennium as proposed by the NWRPDP. Member Hawk seconded the motion.

Chair Zander called for the vote and the motion passed unanimously.

Item #8: Additional \$100,000 for Administrative Training Opportunities

- Of the \$100,000 total administrative training budget allotment, each of the three regions receives one third of the money.

NORTHEAST NEVADA REGIONAL PROFESSIONAL DEVELOPMENT PROGRAM (NRRPDP)

(See Handout Item #8A)

- As the fiscal agent for the administrative funds, Elko County School District (ECSD) receives the \$100,000. The Southern and Northwest RPDPs then invoice ECSD for their portion of the funds, which are then sent to their fiscal agents.
- For the 2015 – 2016 fiscal year NRRPDP focused on productivity and how time can be used efficiently, and supported Superintendents who are members of the District Administration Leadership Institute (DALI) with their registration dues.
- Handout includes the intended focus for the 2016 – 2017 fund expenditures.
 - Administrators have asked for assistance in building coaching skills in support of the NEPF instructional standards. Cognitive Coaching has been suggested.
 - Requests have also been received for strong RTI training. NRRPDP has a certified RTI trainer on staff and are getting that resource at no added cost, while only paying for travel and materials for administrators to attend.
 - Funds have again been set aside for DALI registrations.

SOUTHERN NEVADA REGIONAL PROFESSIONAL DEVELOPMENT PROGRAMS (SNRPDP)

(See Handout Item #8B)

- The FY 2017 - 2018 Administrative Training Funds budget is a replica of the 2016 budget.
- SNRPDP generally holds a fairly large administrative conference. The costs covered by the Administrative Training Funds include facility rental and associated charges, books and supplies for each attending member, and travel for rural staff attending the conference.

Member Discussion / Comments

- In response to a question about whether there is there a particular facilitator that is used for the conference, it was stated that Pam Salazar and Karen Stanley are generally the presenters. This year they will not be using an outside facilitator so there are no additional costs incurred.
- Member Hansen expressed his support for the value of these trainings and the reduced costs incurred due to having the conference during summer months.

NORTHWEST NEVADA REGIONAL PROFESSIONAL DEVELOPMENT PROGRAMS (NWRPDP)

(See Handout Item #8C)

- The NWRPDP Board voted to allow each of the districts to monitor their own portion by percentage of the Administrative Training Funds. These 2015 – 2016 funds are shown in the handout as allotted by district.
- Some of the districts are currently engaged in district level planning and making decisions as to how they want their professional development in the future.
- There is not a complete list of how those funds will be used.
 - Churchill County has decided to continue their Cognitive Coaching that was supported by Administrative Funds during 2015 - 2016. They will have four more sessions in FY 2016 - 2017.
 - Lyon County has focused on creating training opportunities for administrators and are considering some specific ideas. No decisions have been made at this time.
 - Washoe County has projected funds for travel and professional development supported registration and membership fees. They are working to make sure that all district level employees are trained through the American Association of School Superintendents (AASS).

Following no member questions regarding any of the three Administrative Funding items, Member Hansen made a motion to approve the NNRPDP, SNRPDP, and NWRPDP 2016 – 2017 Administrative Funding proposals. Member Smith seconded the motion. Chair Zander called for the vote and the motion passed unanimously.

Overall Member Comments / Questions

- Chair Zander gave overview of history of \$100,000 funds and choices for professional development based on regions and needs, specifically in respect to rural districts. It was stated that the Legislature did not want it to go directly to NASA or the RPDPs or they would have stated so directly or no changes would've been made.
- When he asked for member discussion whether recommendations should be made regarding this process and allocation of funds, questions were raised about the original intent of this funding, because without this information, it does not seem that this Council is making knowledgeable decisions based on the intent.
- The RPDPs are determining how funds are being distributed to districts to provide valuable things, but there is concern whether original legislative intent is being met by just dividing the funds into thirds, and why it was not specifically given to RPDPs.

- Dena reviewed Data Book that is published by the Legislative Counsel Bureau (LCB). The 2015 version of the publication shows a history of funds, but Dena will check with the LCB for additional information (when added to the legislation, progression / regression of the funding, etc.)
- Chair Zander will also check with senior Superintendents as to history of the Funding.

Item #9: SB474 (2015) Great Teaching & Leading Fund and Advisory Task Force on Educator Professional Development

- Dena explained the Review Team process and that GTLF priorities outlined in prior year were broad in scope, which presented an issue for the application review team without specific direction from NDE or State Board for funding allocation. Therefore, without necessarily prioritizing by amounts, the strongest applications were selected for recommendation to the Board to fund.
- The SBE chose the funding priorities for the 2016 - 2017 FY as teacher preparation, science professional development, and leadership and retention, with no money would to fund NEPF. The SBE was asked for input as to selection rubric and review team composition.
- Dena shared a new NDE grant resource website.

Item #11: 2017 Legislative Session Considerations (taken out of order)

SEE HANDOUT ITEM #11

- Dena provided an overview of current NRS for RPDPs and Council for discussion of possible recommendations for changes.
- Chair Zander proposed that the Council review NRS as it applies to its work for any possible changes, additions to the legislation, etc.

Member Discussion / Comments

- The NNRPDP (Northeastern) governing body and program structure works really well. There is collaboration and the directors are comfortable with the duties in the statute. There has been some consideration given to putting more structure to the Coordinating Council.
- Without the information about the role and original intent of the Council, it would not be possible to make a recommendation(s).
- Based on where the federal government is going in terms of teacher licensure, perhaps the Legislature can be influenced to use the RPDPs to strongly encourage teachers to get certification and extra training to reach the former highly qualified standards.
- NWRPDP is now in partnership with UNR to provide training for credits for ELL endorsement. There is another partnership with UNR and RPDP to provide Early Childhood endorsements. It would be a good use of time if more of those opportunities could be created to make teachers highly effective and provide skills in the coursework they need to get endorsements.
- Dena added that Micro-credentialing is something that some states are beginning to use. It ties teacher license renewal to other things such as professional development that is outcome driven, performance frameworks, teacher evaluations, etc. This is similar to the Clark County Professional Growth Plan. This could be done through recommendations to the Commission on Professional Standards (COPS).
- Washoe County School District (WCSD) is having conversations with UNLV and UNR in reference to micro credentialing considering significant declines in the education programs enrollment at both universities. There is national research about the success of micro-credentialing across the country. It can be used as alternative opportunities for teacher leadership and keeping them in the classroom.
- Concern was raised about the substitute recertification process. Many subs are choosing not to recertify because of requirements to take additional college courses. This is of particular concern to the rural districts. This issue needs to be addressed.

- Dena clarified substitute licensing requirements by referring to the Licensing website. She pointed out some of the differences between statutory and regulatory requirements and the possible avenues of action if changes are to be recommended. This has been an issue proposed to be heard by COPS.

Long-Range Planning/Council Work Group

SEE HANDOUT ITEM #10

- Discussion was held about Council meeting frequency, schedules, availability of Council members, etc. to drive the work plan. There was a discussion about how often meetings were needed (i.e. every other month, when pending deadlines approaching). Doodle poll will be sent by NDE staff for possible date consideration.
- Dena reviewed the outline of upcoming budget and other NRS requirements and timeframes that may affect the Council work and establishing the most efficient meeting schedule.

Future Agenda Items

- Follow-up on \$100,000 Professional Development Training Fund allocations and original intent by Dena Durish and Chair Zander.
- Future Meeting Dates & Planning
- Possible legislative suggestions for 2017 session
- Professional development monitoring for accountability including the following: attendance, effectiveness, equity, when and where it occurs, how is it done without pulling teachers out of classrooms, student outcomes, etc.

Additional Council Member Comments

No additional Council Member comments were made.

Public Comment #2

There was no public comment.

Adjournment

Chair Zander adjourned the meeting at 1:31 pm.