



**Douglas County School District**  
Douglas Parent Advisory Council  
**Carson Valley Middle School**  
**1477 Highway 395**  
**Gardnerville, NV 89410**  
Monday, January 24, 2022  
5:30 PM

## Agenda

### 1. **Call to Order**

A. Pledge of Allegiance

### 2. **Public Comment #1**

Public comment will be taken during this agenda item regarding any item appearing on the agenda. A sign-up sheet is provided and individuals may address the committee by indicating their desire to speak and the topic about which they will speak. The committee reserves the right to limit the amount of time that will be allowed for each individual to speak. (The time allotted is nontransferable for each speaker.) The committee is precluded from acting on items raised during Public Comment that are not already on the agenda. No action may be taken on a matter discussed under this item until the matter is included on an agenda as an item on which action may be taken. Public Comment #2 will provide an opportunity for public comment on any matter within the Committee's jurisdiction, control, or advisory authority. The Nevada Open Meeting Law prohibits the discussion of the character, conduct, or competency of any person without proper notice being given to that person.

### 3. **Review and Approval of November 15, 2021 Meeting Minutes (*For Possible Action*)**

### 4. **Work Session (*Information, Discussion and for Possible Action*)**

**3**

A. Welcome and Introductions

B. Parent Engagement at CVMS

Mrs. White, Principal, CVMS & Mr. Billings, Assistant Principal, CVMS, will present the committee with highlights of parent engagement at CVMS.

C. Portrait of a Graduate

Mrs. Cronin-Mack will share with the committee DCSDs Portrait of a Graduate and will solicit input from the committee.

D. Tools for Parents - Acronyms Cheat Sheet

Mrs. Cronin-Mack will provide the committee with a list of commonly used acronyms in education and discuss strategies for communicating the information to DCSD families.

### 5. **Public Comment #2**

Public comment will be taken during this agenda item on any matter within the Council's jurisdiction, control, or advisory authority. No action may be taken on a matter discussed under this item until the matter is included on an agenda as an item on which action may be taken. A sign-up sheet is provided

and individuals may address the committee by indicating their desire to speak and the topic about which they will speak. The committee reserves the right to limit the amount of time that will be allowed for each individual to speak. (The time allotted is nontransferable for each speaker.) The committee is precluded from acting on items raised during Public Comment that are not already on the agenda. No action may be taken on a matter discussed under this item until the matter is included on an agenda as an item on which action may be taken. The Nevada Open Meeting Law prohibits the discussion of the character, conduct, or competency of any person without proper notice being given to that person.

## **6. Adjourn**

## **7. Notice**

Notice to Individuals with Disabilities:

Members of the public who require special assistance or accommodations at a public meeting are asked to notify the District Administration at 1638 Mono Avenue, Minden, Nevada, 89423, or by calling 782-5134, so that such notification is received at least twenty-four (24) hours prior to the meeting. If copies of the complete agenda (and supporting materials) are desired in advance, they may be obtained at the District Office prior to the meeting. Please contact Caryn Harper at 775-782-5134 or [charper@dcsd.k12.nv.us](mailto:charper@dcsd.k12.nv.us). Communication with the Committee as a unit may be either in writing, by personal appearance at a committee meeting, or by verbal communication through the District Superintendent.

In conformance with the Open Meeting Law, it is hereby noted that the agenda for the Douglas County School District Public Meeting has been posted at the following locations:

- Douglas County School District Office, Minden, NV
- District website: [www.dcsd.k12.nv.us](http://www.dcsd.k12.nv.us)
- State website: <https://notice.nv.gov/>

**Douglas County School District  
Douglas Parent Advisory Council Meeting**

Jacks Valley Elementary School  
November 15, 2021  
5:30 PM

*DRAFT*

*Minutes*

*11/15/2021*

## **Minutes**

### **Present:**

### **Personnel:**

Rommy Cronin-Mack, Executive Director, Area 3  
Shannon Brown, Assistant Executive Director, DO  
Gavin Ward, Aspire Principal  
Blaine Spires, CCMES Principal  
Nancy White, CVMS Principal  
Pam Gilmartin, JVES Principal  
Crespin Esquivel, JVES Principal  
Jason Reid, PHES Principal  
Susan McNeill, SES Principal  
Mark Walling, Lake Schools Principal

### **Parent Representatives:**

Krystle Marriott, CCMES Parent  
Kelly Hoffman, CVMS Parent  
Jeannette Zinke, GES Parent  
Sue McReavy, JVEZS Parent  
Kristy Norberg, MES Parent  
Mandee Luna, MES Parent  
Carl Lackey, PHES Parent  
AnnMarie Bourgeois, PWLMS Parent  
Kristin Miller, PWLMS Parent  
Jesse Buttar, SES Parent  
Lisette Smith, Lake Schools Parent

### **1. Call to Order**

Mrs. Cronin-Mack called the meeting to order at 5:31 PM.

### **2. Public Comment #1**

Mrs. Cronin-Mack called for public comment. There was none.

### **3. Approve Meeting Minutes**

Review and approval of September 20, 2021, DPAC meeting.

### **4. Work Session**

#### **A. Welcome, Introductions**

Mrs. Cronin-Mack, Executive Director, Educational Services, Area 3, led introductions of all members and thanked members for joining the meeting.

#### **B. Parent Engagement at JVES**

Pam Gilmartin, JVES Principal and Crespín Esquivel, JVES Assistant Principal presented the committee with highlights of the parent engagement at JVES.

Highlights of Parent Engagement at JVES:

- PTSO – Meet every other month at 3:30 – 5:00PM instead of every month at a later time
- Committees – Camp Read A Lot, Staff Appreciation, Spirit Wear
- Team Builders – Good way to start meetings
- Upcoming committee work – Yearbook, Scholarship Committee, School Beautification
- Facebook page – Parent(s) monitor
- Back to School Night – Held multiple back to school nights and had a smaller setting
- ESL family night – Had a potluck for ESL families
- Kindergarten breakfast orientation – Lots of new information for new Kindergarten families
- Halloween parade – Activities to engage families
- Student Led Conferences – Data led notebook and shared with parents
- Newsletter – Narrowed down to one piece of paper, front and back
- Volunteers – Sent out an 'All Call' to get volunteers
- School-wide Remind – Use a Remind account instead of 'All Calls' to communicate, sends texts to phones

#### **C. Communication & Transparency in DCSD**

Mrs. Cronin-Mack lead the committee in a discussion of current communication pathways and what is working well and what could be improved upon.

Communication that is working well:

- Good News articles – DO highlights two schools each month and puts an article in the Record Courier
- Abbreviated Newsletter – Especially for parents who do not participate in social media. Add links on the newsletter to the website or Remind.
- Texting over Email – Send out communication via text instead of Email, which parents are likely to check less
- Remind is working well – Goes to their phone
- Volunteer for specific tasks – Give parents a specific task or communication that says we need volunteers for a specific task instead of just saying we need volunteers, which is a broad statement
- Daily Announcements – All schools, especially secondary, send out Daily Announcements via Infinite Campus
- Town Hall Meetings – Makes administration more accessible and approachable to parents
- Pee Chees – Good form of communication in elementary schools
- PBIS – Positive Behavior Strategy

Communication that can improve:

- Communicate specific tasks for parents to do to support their school.
- Direct instruction is missing from learning plans online.
- Student-led conferences not being held as a group because there is no privacy, individual conferences are preferred.

- Improve Covid communication and what is allowed and not allowed for parents to do. Provide more clarification.
- Provide School Board Meeting minutes in a place where parents can find them. Possibly link to the school website.
- EPIC – how much time is taking away from instruction time.

#### **D. Tools for Parents**

The committee did not get to this. The committee's homework is to be thinking about what are tools we can promote for parents?

#### **5. Public Comment #2**

Mrs. Cronin-Mack called for public comment. There was none.

#### **6. Adjournment**

Mrs. Cronin-Mack thanked everyone for attending and stated the next DPAC meeting is scheduled at Jacks Valley Elementary School for November 15, 2021, at 5:30 PM.

The meeting was adjourned.

Respectfully submitted,

Mrs. Rommy Cronin-Mack  
Executive Director - Area 3  
Douglas County School District  
775-782-7170