

MINUTES OF THE  
Special Meeting of the  
DOUGLAS COUNTY SCHOOL DISTRICT  
BOARD OF TRUSTEES  
Administrative Services Building  
May 15, 2008  
3:00 p.m.

**Minutes Approved  
June 10, 2008**

Present:

**Trustees:**

Teri Jamin	President
Sharla Hales	Member
Keith Roman	Member

Present:

**Personnel:**

Carol Lark	Superintendent
Rich Alexander	Assistant Superintendent, Human Resources
Holly Luna	Director of Business Services

Teri Jamin led attendees in the pledge of allegiance.

Mr. Alexander stated that Public Comment would be at the end of the meeting for comments regarding items other than the topic of this agenda.

This meeting was held in a small group, open discussion, format. Introductions were held including everyone present.

1. Administrative Regulation Input Process

Mr. Alexander explained that he would be the facilitator of this meeting and that he would follow an Interest Based Bargaining format. The purpose was to update Administrative Regulation No. 707(a), "Community Use of School Facilities."

The District was reported to have been advised by legal counsel to conduct this meeting according to the Open Meeting Law, as a committee of the Board. The goal would not be to take action, but rather to reach consensus.

The Administrative Regulation provided reflected the same changes for consideration that had been brought before the Board for review at the November 13, 2007 meeting. Concerns were noted at that time, including the allowance of public access to the facilities, as well as, protecting and maintaining the facility for future usage.

Mrs. Luna read through the proposed changes, explaining each individually. Groups exempt from facility fees and insurance were stated. A list of those exempt was not available during the meeting. Mrs. Luna stated the list was provided as a link to the Regulation, online, and that she would be sure it would be available. This chart is attached for reference.

The Fee Schedule that had not been updated since 1997 was available at this meeting and was reported to roughly reflect current expenses. The ESCO process underway might offer further information that would verify accuracy of these expenses, accordingly.

Next, Mr. Alexander asked for input regarding “interests” in order to create a list for review and consensus. It was noted that the Douglas High School artificial turf and all weather track surface was of special interest. Following Mr. Alexander’s request, interests were listed and reviewed that included:

- 1) Allowance for public use
- 2) Longevity of Facility
- 3) Fiscal responsibility – NRS requirement
- 4) Management of Facility
- 5) Scheduling and prioritization of use
- 6) Public awareness of expectations and cooperation
- 7) Public perception of District regulations
- 8) Fitness/Community Health
- 9) Availability of taxpayer asset
- 10) Venue for supporting community events
- 11) Maintenance costs – short and long term
- 12) Ownership by Community – sense of pride
- 13) Site Administrative responsibilities
- 14) Respect for donor wishes

Mr. Alexander asked the group to review revisions made to the Administrative Regulation for conflicting information, as compared to interests raised.

At 4:45 p.m., it was proposed that the issue of public use be discussed. The track surface was not so much a concern, as the turf, due to warranty and maintenance. Restrictions to be maintained, including days the facility would be available, times, allowance for organized groups and/or individuals, and signage were discussed.

Consensus was reached that artificial turf usage would be specifically listed and that site administrators would have discretion.

At 5:20 p.m., Mr. Alexander summarized the outcome of the discussion. The resulting information follows:

- 1) The track would remain open upon availability of DHS staffing (expected to be Monday – Saturday, sunrise to sunset).
- 2) Signage would be created that would be welcoming, but that would delineate usage specifically.
- 3) The Administrative Regulation would have a series of requirements for usage.
- 4) Site administrators would have discretion regarding allowance of use of the artificial turf.
- 5) To promote pride and a sense of ownership of the DHS field, announcements would be held before games and information would be placed in the newspaper pertaining to community usage.

Mrs. Luna agreed to send outcomes via e-mail to all constituents in order to confirm that consensus was reached.

Mrs. Luna will generate a draft of the Administrative Regulation reflecting the consensus reached at this meeting.

A report to the Board was requested following a year of implementation of Administrative Regulation 707(a).

## 2. Public Comment

There was none.

The meeting was adjourned at 5:30 p.m.

Submitted by,

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*Carolyn Moore*  
*Secretary to the Board of Trustees*

Approved:

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Clerk of the Board

Note: Upon approval by the Board of Trustees in a public meeting, these minutes become the official minutes of the meeting held on the above date. Board minutes are kept on a permanent basis and are available for public review in the office of the Superintendent.