

**Douglas County School District  
Board of Trustees  
Agenda for the Regular Meeting of  
Tuesday, August 11, 2009  
3:30 p.m.  
Douglas High School  
1670 Hwy 88  
Minden, Nevada**

**Mission Statement**

**The Douglas County School District, in partnership with parents and community, will ensure that all students are competent in the basic skill areas, demonstrate continuous achievement toward educational excellence, and reach their highest potential as productive, responsible citizens.**

**Board of Trustees**

**Cynthia Trigg, President**

**Thomas Moore, Vice President**

**Keith Roman, Clerk**

**Karen Chessell, Member**

**Randy Green, Member**

**Sharla Hales, Member**

**Teri Jamin, Member**

**1638 Mono Avenue, P.O. Box 1888, Minden, Nevada 89423**

**DOUGLAS COUNTY SCHOOL DISTRICT**  
**Information Concerning Board Policy and Procedures**  
**For Communication with the Board of Trustees**

We, the Members of the Board of Trustees, welcome visitors at our meetings and appreciate constructive suggestions and comments, which help to meet the educational needs of the District. The Board has a scheduled order of business to follow. The agenda, which is usually lengthy, has been available for study by the Members of the Board since the previous Thursday. The Board may take action on items not on the published agenda only when it finds that the need to discuss or act upon an item was truly unforeseen at the time the meeting agenda was posted and mailed and the matter requires immediate action and is found by unanimous vote to be an emergency as defined by Nevada Revised Statutes.

The Board may make approval of consent items with one motion. They will be approved in total by one action unless a Trustee, individual, or organization interested in one or more consent items has questions or wishes to make a statement. In that event, the Chairperson of the Board may defer action on the particular matter or matters and place the same on the regular agenda for consideration separately.

Although each Trustee represents a geographical area of the District, Trustees are elected at large and, as such, represent all citizens of Douglas County. All actions of the Board are taken in open meeting. It is the desire of the Board to avoid making decisions that will be detrimental to the best interests of the District, even when such decisions might please individuals or a small group. In arriving at decisions, Members of the Board attempt to be guided by the desire to provide a program that will meet the needs of every student enrolled in Douglas County schools and will best serve the interests of the entire District.

Members of the Board of Trustees are locally elected state officials and serve four-year terms of office. They are responsible for conducting the school system in accordance with requirements of: Nevada Revised Statutes (NRS) and Board Policies adopted by the Board of Trustees of the Douglas County School District.

If a copy of the complete agenda is desired in advance, it may be obtained at the District Office on the Friday or Monday preceding a regular Tuesday meeting of the Board. Communication with the Board of Trustees as a unit may be either in writing, by personal appearance at a meeting of the Board, or by verbal communication through the District Superintendent.

Scheduled Public Comment: During regular Board meetings, public comment will always be scheduled to occur at 6:00 p.m. Members of the public who wish to address the Board on items not on the agenda can be assured of being heard at this time.

Written Communication: Written communication addressed to the Board of Trustees related to an action item on the agenda should reach the office of the District Superintendent no later than 12:00 noon on the Tuesday prior to the next Tuesday meeting in order that the communication may be available to the Board for review. When a holiday observed by the District falls on a Tuesday, the deadline shall be the Monday immediately preceding.

Personal Appearance at a Board Meeting: When an individual or group desires to communicate with the Board of Trustees by means of personal appearance at a meeting of the Board, the District Superintendent shall be notified no later than 12:00 noon on the Tuesday prior to the Tuesday meeting, and the Board President and Superintendent, in their discretion, will determine whether the subject of the communication will be placed on the agenda. When a holiday observed by the District falls on a Tuesday, the deadline shall be the Monday immediately preceding.

1. At the time of the meeting, the Superintendent, who is chief administrative officer, shall secure the names of those wishing to be heard. The Board may set a reasonable time limit for each speaker and for answering questions.
2. When a statement to be presented to the Board is extensive or is a formal request for consideration of a specific item or items, the statement should be written.

Public input is encouraged on action items on the agenda. Public comment is taken prior to Board deliberation and action. Individuals who wish to address the Board may do so by securing recognition from the Chair. Public comment will be generally limited to three minutes, though the Board President has discretion to extend or further limit the time as deemed necessary. Anyone with comments that will take more than three minutes is encouraged to put their testimony in writing and provide a copy to the Board prior to or at the meeting. Board meetings are conducted according to Roberts Rules of Order. No action may be taken on a matter raised during public comment that is unrelated to any agenda item. No person shall orally initiate charges or complaints against individual employees of the District at a public meeting of the Board. All such charges or complaints must be presented to the Superintendent in writing, signed by the complainant. The Superintendent may in his or her discretion determine whether the complaint will be placed on the agenda and heard by the Board. Any hearings by the Board of Trustees on a complaint against a District employee other than the Superintendent shall be held in closed session in compliance with the Open Meeting Law, unless the employee requests the session to be open to the public.

Notice to Individuals with Disabilities: Members of the public who require special assistance or accommodations at a meeting of the Board of Trustees are asked to notify the District Administration at P. O. Box 1888, Minden, Nevada 89423, or by calling 782-7177, so that such notification is received at least twenty-four hours prior to the meeting.

**Douglas County School District**  
 Regular Meeting  
**Douglas High School**  
 Minden, Nevada  
 Tuesday, August 11, 2009  
 3:30 p.m.

**AGENDA**

<b>1.</b>	<b>Call to Order</b>	<b>3:30 p.m.</b>
	<p>A. Pledge of Allegiance</p> <p>B. Adoption of Agenda (Action)</p> <p>The Trustees reserve the right to take items in a different order to accomplish business in the most efficient manner.</p>	
<b>2.</b>	<b>Consent Items (Action)</b>	<b>3:35 p.m.</b>
	<p>Information concerning the following consent items has been forwarded to each Board Member for study prior to this meeting. Unless a Trustee or member of the audience has a question concerning a particular item and asks that it be withdrawn from the consent list, the items are approved at one time by the Board of Trustees.</p> <p>Note: If one of the following items is removed for discussion, it will be heard at the end of the consent items:</p>	
	<p><b>A. Minutes of the Regular Meeting of July 14, 2009</b></p> <p>Attached are the Minutes of the Regular Board Meeting of July 14, 2009, for your review and approval.</p> <p style="text-align: center;"><b>RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of July 14, 2009.</b></p>	
	<p><b>B. Second Reading of the Minutes of the Special Meeting June 17, 2009</b></p> <p>Attached are the Minutes of the Special Board Meeting of June 17, 2009, for your review and approval.</p> <p style="text-align: center;"><b>RECOMMENDATION: Approve for second reading the Minutes of the Special Board Meeting of June 17, 2009</b></p>	
	<p><b>C. Accounts Payable Voucher No. 1032 for FY08-09 and Voucher No. 1104 for FY 09-10</b></p> <p>A complete list of payments contained in Voucher Number 1032 for FY08-09 and Number 1104 for FY09-10 is provided to the Board members via e-mail for review prior to the meeting. A copy of the payments contained in Voucher Number 1032 and 1104 is available for review by the public at the Superintendent's office prior to and at the time of the meeting.</p> <p style="text-align: center;"><b>RECOMMENDATION: Approve payments contained in Voucher No. 1032 for FY08-09 and Voucher No. 1104 for FY09-10.</b></p>	

## 2. Consent Items (Action) (Continued)

### **D. Personnel Report No. 09-08**

Listed on the attached Personnel Report No. 09-08 are personnel actions presented for consideration by the Board of Trustees. Salaries for individuals employed will be determined in accordance with salary regulations of the District.

**RECOMMENDATION: Approve personnel actions described in Personnel Report No. 09-08.**

### **E. 2009-10 Additions to Dual Credit Courses Master List**

Each semester, high school students register for courses with area community colleges for which they are eligible to apply dual credit toward their high school graduation requirements. Nevada Revised Statutes 389.160 requires that the Board of Trustees of each county school district prescribe the courses for which students may receive credit and the amount of credit allowed. The Board of Trustees approves additions to the master list of dual credit courses for Western Nevada and Lake Tahoe Community College courses. If approved by the Board, these courses would be added to the master list from which students are eligible to receive dual credit.

Included in each Board Members agenda packet is a copy of the Dual Credit Courses – Additions to Master List with this semesters additions.

**RECOMMENDATION: Approve the dual credit course additions to master list as submitted.**

<b>3.</b>	<b>Principal’s Report – (C. C. Meneley Elementary School) Administrative Report/Program Review</b>	<b>3:40 p.m.</b>
	C.C. Meneley Elementary School Principal, Paula Zona, will present a report on progress toward the goals of their School Improvement Plan.	
<b>4.</b>	<b>Report on Adequate Yearly Progress Designations Administrative Report/Program Review</b>	<b>4:00 p.m.</b>
	Brian Frazier, Director of Assessments, Grant, and Special Programs, will present the District’s Adequate Yearly Progress designations to the Board of Trustees for the 2008-2009 school year.	
<b>5.</b>	<b>Legislative Report Administrative Report/Program Review</b>	<b>4:30 p.m.</b>
	The 2009 Nevada State Legislature enacted a number of measures related to education that are of interest to all educational stakeholders. The provided legislative summary serves as a quick reference to the newly enacted statutes passed by the legislature and is posted on our Web site for parents and employees to reference. Lyn Gorrindo, Assistant Superintendent, will provide a brief summary of pertinent Bills affecting education in Douglas County.	
<b>6.</b>	<b>Board Policies and Administrative Regulations – A Review Pertaining to Transportation Administrative Report/Program Review</b>	<b>5:00 p.m.</b>
	Staff will review current policies and regulations pertaining to transportation and will answer any questions that the Board may have.	

<b>7.</b>	<b>Master Plan - Update Administrative Report/Program Review</b>	<b>5:20 p.m.</b>
	Staff will provide an update as to current and future actions taken to support the planning process of the formation of the District's Master Plan.	
<b>8.</b>	<b>Superintendent Evaluation Discussion and Action (Action)</b>	<b>5:30 p.m.</b>
	The Board will consider, discuss and may possibly take action on the performance evaluation of the Superintendent.	
<b>Public Comment:</b>		<b>6:00 p.m.</b>
	Comments from the public are invited at this time on topics not specifically addressed elsewhere in the agenda. A sign-up sheet is provided and individuals who wish to address the Board are asked to indicate their desire to speak and the topic about which they will speak. The Board reserves the right to limit the amount of time that will be allowed for each individual to speak. The Board is precluded from acting on items raised during Public Comment that are not already on the agenda. 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.	
<b>9.</b>	<b>Superintendent's Employment Contract Discussion and Action (Action)</b>	<b>6:05 p.m.</b>
	The Superintendent's current employment contract expires June 30, 2010. The Board will consider, discuss and may possibly take action on the terms and conditions of the Superintendent's contract, including whether to extend the contract or take any other action allowed under the contract.	
<b>10.</b>	<b>Piñon Hills Elementary School Portable Discussion and Action (Action)</b>	<b>6:35 p.m.</b>
	Discussion and possible action to approve, approve with conditions, deny, or continue request for approval and purchase of, in conjunction with accompanying expenses to install, a new portable for Piñon Hills Elementary School. Discussion and possible action to approve funding source(s), and allow Business Services to enter into a contract with the lowest responsive and responsible bidder(s) for the portable and the associated installation expenses.	
	<b>RECOMMENDATION: The Superintendent and staff recommend No Action at this time. The Master Plan was approved at the July Board Meeting, and is currently in progress. The Master Plan will evaluate all sites, capacities, needs, and priorities, and will help to determine appropriate time lines and available funding. Consideration for the integrity of the planning process and outcomes is respectfully requested.</b>	
<b>11.</b>	<b>8th/9th Grade Expository and Persuasive Essay Benchmark Rubrics Discussion and Action (Action)</b>	<b>6:50 p.m.</b>
	Replacement of the 8th and 9th grade benchmark rubrics for the Expository and Persuasive Essays with new benchmark rubrics that align with the new Nevada State Writing Test changes and the improved embedded assessments within the SpringBoard program. Lyn Gorrindo, Assistant Superintendent of Education Services and Kerry Pope, Director of Curriculum and Instruction, will share the rationale behind the changes which will align with new embedded assessments in SpringBoard and will support the State of	

11.	<b>8th/9th Grade Expository and Persuasive Essay Benchmark Rubrics (Continued)</b> <b>Discussion and Action (Action)</b>	6:50 p.m.
<p>Nevada Writing Assessment change from a Narrative to an expository Essay. These changes will better prepare students in Douglas County for both their 8th grade State Writing Test, as well as, the writing portion of the High School Proficiency Exam.</p> <p><b>RECOMMENDATION: Approve the replacement of the 8th and 9th grade Expository and Persuasive Essay benchmark rubrics. New rubrics are aligned with both the embedded assessments in Springboard and the Holistic Scoring Guide rubric for the State of Nevada Writing Assessment in both 8th and 11th grade.</b></p>		
12.	<b>8th Grade Narrative Essay Benchmark</b> <b>Discussion and Action (Action)</b>	6:55 p.m.
<p>Eliminate the 8th grade benchmark for the Narrative Essay because of changes in the Nevada State Writing Examination which no longer require the Narrative Essay for the Writing Proficiency Examination. Lyn Gorrindo, Assistant Superintendant of Education Services and Kerry Pope, Director of Curriculum and Instruction, will share the rationale behind the changes which will align with new embedded assessments in Springboard and will support the State of Nevada Writing Assessment change from a Narrative to an Expository Essay. These changes will better prepare students in Douglas County for their 8th grade State Writing Test by focusing on the newly required Expository Essay rather than the Narrative Essay which is covered in 7th grade.</p> <p><b>RECOMMENDATION: Approve the elimination of the 8th grade Narrative Essay benchmark.</b></p>		
13.	<b>7th Grade Narrative Essay Benchmark</b> <b>Discussion and Action (Action)</b>	7:00 p.m.
<p>Replace the 7th grade benchmark rubrics for the Narrative Essay with new benchmark rubrics that align with the improved embedded assessments within the Springboard program. Lyn Gorrindo, Assistant Superintendant of Education Services and Kerry Pope, Director of Curriculum and Instruction, will share the rationale behind the changes which will align with new embedded assessments in SpringBoard.</p> <p><b>RECOMMENDATION: Approve the replacement of the 7th grade Narrative Essay benchmark rubric with the new rubric aligned with both the embedded assessments in Springboard and the Holistic Scoring Guide rubric for the State of Nevada Writing Assessment.</b></p>		
14.	<b>Science Inquiry Competency</b> <b>Discussion and Action (Action)</b>	7:10 p.m.
<p>Replace the guidelines for the current Science Inquiry competency to reflect a Scientific Literacy competency more aligned with specific, concise, and quantitative laboratory results that are clear and demonstrate a students' more meaningful understanding of the lab they perform. Lyn Gorrindo, Assistant Superintendant of Education Services and Kerry Pope, Director of Curriculum and Instruction, will share the rationale behind the changes which will verify student understanding of an experiment using a graphic representation and proper technical writing ability. The newly designed competency follows the district guidelines for competency opportunities.</p> <p><b>RECOMMENDATION: Approve the new Scientific Literacy competency to replace the existing Science Inquiry competency.</b></p>		

<b>15.</b>	<b>Superintendent's Report</b>	<b>7:20 p.m.</b>
	Superintendent Carol Lark will report to the Board regarding activities of the past month and upcoming District events that may be of interest to them.	
<b>16.</b>	<b>Nevada Association of School Boards (NASB) Report</b>	<b>7:30 p.m.</b>
	Sharla Hales and Cynthia Trigg will present details of NASB accomplishments, current issues, and future goals.	
<b>17.</b>	<b>Correspondence</b>	<b>7:35 p.m.</b>
<b>18.</b>	<b>Possible Agenda Items for Future Board Meetings</b>	<b>7:40 p.m.</b>
	Input from Board Members	
<b>19.</b>	<b>Executive Session</b>	<b>7:45 p.m.</b>
	The Board will recess to executive session in order to discuss matters pertaining to negotiations pursuant to NRS 288.220 and will hear a grievance from the Douglas County School District Bus Drivers Association.	
<b>20.</b>	<b>Douglas County School District Bus Drivers Association Grievance (Action)</b>	
	The Board will take action to determine the outcome of the grievance.	
	<b>RECOMMENDATION: The Board will state their decision with regard to the grievance heard in Executive Session.</b>	
<b>21.</b>	<b>Adjournment</b>	
	The Board will reconvene in public session and a motion will be made to adjourn.	

(\*) Times are estimated. Generally speaking, the item will be heard no earlier than the time indicated.

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

Gardnerville Post Office, Gardnerville, NV  
Minden Post Office, Minden, NV  
Douglas County School District Office, Minden, NV

Douglas High School, Minden, NV  
Genoa Post Office, Genoa, NV  
Zephyr Cove Post Office, Zephyr Cove, NV  
Stateline Post Office, Stateline, NV  
District website: [www.dcsd.k12.nv.us](http://www.dcsd.k12.nv.us)