

**Douglas County School District
Board of Trustees
Agenda for the Regular Meeting of
Tuesday, September 8, 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, September 8, 2009
 3:30 p.m.

AGENDA

1.	Call to Order	3:30 p.m.
	<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>	
2.	Consent Items (Action)	3:35 p.m.
	<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>A. Minutes of the Officer's Meeting of the Douglas County School District Board of Trustees of August 11, 2009</p> <p>Attached are the Minutes of the Officer's Meeting of the Douglas County School District Board of Trustees of August 11, 2009, for your review and approval.</p> <p style="text-align: center;">RECOMMENDATION: Approve the Minutes of the Officer's Meeting of the Douglas County School District Board of Trustees of August 11, 2009.</p>	
	<p>B. Minutes of the Regular Board Meeting of August 11, 2009</p> <p>Attached are the Minutes of the Regular Board Meeting of August 11, 2009, for your review and approval.</p> <p style="text-align: center;">RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of August 11, 2009.</p>	
	<p>C. Approval of Test Administration Guidebook: Procedures and Expectations for the 2009-2010 School Year</p> <p>Each district in the state has been required by the Nevada Department of Education and the Legislative Council Bureau to develop a test security manual. The manual's content needs to address test security issues related to the administration of state-required examinations. The District has also chosen to include district test security procedures in the manual as well. This document will be submitted to the Nevada Department of Education and the State Board of Education. District administrators are required to present this information to staff. Each staff member will receive a copy of the manual and will be required to sign an acknowledgement contained in the document that he/she understands the information presented.</p>	

2. Consent Items (Action) (Continued)

RECOMMENDATION: Approve the Douglas County School District test administration guidebook: Procedures and expectations for the 2009-2010 school year.		
<p>D. Accounts Payable Voucher No. 1107 for FY 09-10</p> <p>A complete list of payments contained in Voucher Number 1107 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 1107 is available for review by the public at the Superintendent's office prior to and at the time of the meeting.</p>		
RECOMMENDATION: Approve payments contained in Voucher No. 1107 for FY09-10.		
<p>E. Personnel Report No. 09-09</p> <p>Listed on the attached Personnel Report No. 09-09 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.</p>		
RECOMMENDATION: Approve personnel actions described in Personnel Report No. 09-09.		
<p>F. Superintendent's Salary</p> <p>Clarification of Trustees' approval given at August 11, 2009 regular meeting regarding contractual increase in Superintendent's salary compensation for school year 2009-2010.</p>		
RECOMMENDATION: That the Superintendent's annual salary compensation for school year 2009-2010 under her current employment agreement be increased by 2.5%, effective retroactively to commence July 1, 2009.		
3.	<p>"Race to the Top" Proposed Requirements and NRS 386.650 Discussion and Action (Action)</p>	3:40 p.m.
<p>Discussion and possible action regarding the proposed absolute conditions under which applications can be made for "Race to the Top" federal stimulus funds, including the condition that states must not have laws in place barring the use of student achievement data for evaluating teachers and principals, as is current Nevada law (NRS 386.650)</p>		
RECOMMENDATION: Board will determine appropriate course of action.		
4.	<p>Principal's Report – (<i>Minden Elementary School</i>) Administrative Report/Program Review</p>	4:00 p.m.
<p>Minden Elementary School Principal, Ken Stoll, will present a report on progress toward the goals of their School Improvement Plan.</p>		
5.	<p>DARE Report Discussion and Action (Action)</p>	4:20 p.m.
<p>Sheriff Pierini will provide the Board with a report that describes the DARE program as it currently is being implemented in the schools. Research will also be provided.</p>		
RECOMMENDATION: Based upon the information provided by Sheriff Pierini, the Board will have an opportunity to discuss, ask questions, and possibly take action concerning the continuation of the program.		

6.	Report on DCSD Summer School Program for 2009 Administrative Report/Program Review	4:40 p.m.
Rob Parks, DCSD Summer School Administrator, will present to the members of the Board of Trustees an administrative report on the Douglas County School District Summer School/Credit Recovery program for 2009.		
7.	Science Inquiry Competency Discussion and Action (Action)	4:50 p.m.
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.		
RECOMMENDATION: Approve the new Scientific Literacy competency to replace the existing Science Inquiry competency.		
8.	Master Plan - Update Administrative Report/Program Review	5:20 p.m.
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.		
9.	Agenda Process Change Discussion and Action (Action)	5:30 p.m.
Periodically, the Board has found it necessary to take items out of order so as to efficiently move forward in the meeting. This sometimes results in a delay. Review of other public agencies and school districts indicates that a simple change in wording such as: "The Douglas County School District reserves the right to hear items out of order to accomplish the tasks before the Board in the most efficient manner."		
RECOMMENDATION: Following review of a variety of examples used by other districts, determine what, if any, changes should be made in the agenda process.		
Public Comment:		6:00 p.m.
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.		

10.	Student Evaluations Administrative Report/Program Review	6:05 p.m.
	A brief summary of research concerning the use of student evaluations of secondary courses will be reviewed.	
11.	Superintendent's Report	6:15 p.m.
	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.	
12.	Nevada Association of School Boards (NASB) Report	6:25 p.m.
	Sharla Hales and Cynthia Trigg will present details of NASB accomplishments, current issues, and future goals.	
13.	Correspondence	6:30 p.m.
14.	Possible Agenda Items for Future Board Meetings	6:35 p.m.
	Input from Board Members	
15.	Executive Session	6:40 p.m.
	The Board will recess to executive session in order to discuss matters pertaining to negotiations pursuant to NRS 288.220(4).	
16.	Adjournment	
	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