

**Douglas County School District  
Board of Trustees  
Agenda for the Regular Meeting of  
Tuesday, April 12, 2011  
3:30 p.m.**

**Kahle Community Center  
236 Kingsbury Grade  
Stateline, Nevada**

*Please note the  
location change  
this month.  
Thank you!*

**Mission Statement**

**The Douglas County School District, in partnership with  
parents and community, will ensure that all students achieve  
excellence in education, character and citizenship.**

**Board of Trustees**

**Sharla Hales, President**

**Thomas Moore, Vice President**

**Karen Chessell, Clerk**

**Ross Chichester, Member**

**Randy Green, Member**

**Teri Jamin, Member**

**Cynthia Trigg, Member**

**1638 Mono Avenue, 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 1638 Mono Ave., 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  
**Kahle Community Center**  
 Stateline, Nevada  
 Tuesday, April 12, 2011  
 3:30 p.m.

**AGENDA**

<b>1.</b>	<b>Call to Order</b>	<b>3:30 p.m.</b>
	<p>A. Pledge of Allegiance          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 March 8, 2011</b></p> <p>Attached are the Minutes of the Regular Board Meeting of March 8, 2011 for your review and approval.</p>	
	<p><b>RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of March 8, 2011.</b></p>	
	<p><b>B. Accounts Payable Regular Run Voucher Number 1023 and Special Run Voucher Numbers 1021 and 1022 for FY10-11</b></p> <p>A complete list of payments contained in Regular Run Voucher Number 1023 and Special Run Voucher Numbers 1021 and 1022 for FY10-11 are provided to the Board members via e-mail for review prior to the meeting. A copy of the payments contained in Voucher Numbers 1021, 1022, and 1023 are available for review by the public at the Superintendent's office prior to the time of the meeting.</p>	
	<p><b>RECOMMENDATION: Approve payments contained in Voucher Numbers 1021, 1022, and 1023 for FY10-11.</b></p>	
	<p><b>C. Approval of Change Order #18 to the Ameresco Energy Services Performance Contract</b></p> <p>Business Services requests consideration and possible action to adopt Change Order #18 in the amount of \$21,545 as additive to the Ameresco ESPC. In the base contract (original ESPC) with Ameresco, Section 28, indicates that disposal of hazardous material is not covered under Ameresco's scope of work.</p> <p>Last fall when the subcontractors tried to dispose of the 12 boilers (replaced with ARRA funding), the bricks from the old boilers were found to be slightly irradiated, and tagged as requiring special handling and disposal according to Nevada Department of</p>	

**Consent Items (Action) (Continued)**

**C. Approval of Change Order #18 to the Ameresco Energy Services Performance Contract (Continued)**

Health and Human Services regulations (NDHHS). Immediate action took place to test the materials by a certified testing firm, as well as an inspection by NDHHS, and the disposal occurred per the written direction of NDHHS.

Essentially, the bricks were **not** found to be 'hazardous material' and could be disposed of as "not dangerous" at a landfill. The bricks passed the industry standard for disposal of materials that have some level of toxicity, but are not considered harmful or dangerous – basically the same as every day trash disposal at a landfill. This change order covers the cost of dismantling the bricks, special inspections, and overhead charges.

**RECOMMENDATION: Approve Change Order #18 as provided. Funding to come from Bond Funds.**

**D. Personnel Report No. 11-04**

Listed on the attached Personnel Report No. 11-04 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. 11 - 04.**

**E. Budget Adjustment Voucher for March 2011**

A complete list of budget adjustment(s) by the Chief Financial Officer that occurred during the course of business for the month of March 2011 is provided for approval by the Board of Trustees as required by NRS 354.598005.

**RECOMMENDATION: Approve budget adjustments as provided for March 2011.**

**F. AB56 Incident**

On March 18, 2011, an elementary school reported a non-permissible use of a physical Restraint for which corrective action was delineated as required under AB56. Pending Board approval, final corrective action will be implemented with the assistance of the Superintendent.

**RECOMMENDATION: Approve final corrective action to be implemented by the Superintendent.**

3.	<b>Principal's Report – (Scarselli Elementary School) Administrative Report/Program Review</b>	<b>3:40 p.m.*</b>
Scarselli Elementary School Principal, Brandon Swain, will present a report on progress toward the goals of their School Improvement Plan.		

<b>4.</b>	<b>Common Core Standards Update on English/Language Arts Administrative Report/Program Review</b>	<b>4:00 p.m.*</b>
<p>DCSD will be using the state adopted Common Core State Standards to drive instruction. These new standards will replace all ELA and Math standards within the next three years. Kerry Pope, Director of Curriculum and Instruction, will present information regarding the Common Core State Standards, specifically English Language Arts. The presentation will also include requested information about Brockton High School and their school-wide writing project and is for informational purposes only.</p>		

<b>5.</b>	<b>Review and Update of the District's Five-Year Capital Improvement Plan for 2011-2012 Discussion and Action</b>	<b>4:30 p.m.*</b>
<p>In preparation for completion of the District's 2011-2012 Final Budget, Business Services would like to review with the Board a modified five-year capital improvement plan as required by Nevada Revised Statutes.</p> <p>Included in each Board Member's agenda packet is the aforementioned revised five-year capital improvement plan. The plan has been revised principally to accommodate revised cash flow timing, revised cost estimates of certain projects, and addition of proposed bond funded projects.</p> <p>Staff will provide detailed explanations and rationale for proposed changes to the updated Five Year Capital Improvement Plan, and answer any questions that the Board may have.</p> <p style="text-align: center;"><b>RECOMMENDATION: Approve Updated FY2011-2012 Five Year Capital Improvement Plan as recommended by Business Services.</b></p>		

<b>6.</b>	<b>Budget Discussion Information and Discussion</b>	<b>5:00 p.m.*</b>
<p>The superintendent will provide a summary of the 3 public input meetings that were held on April 5, 7 and 8 regarding the budget building recommendations for 2011-12. Suggestions, objections and any new information or options will be reviewed with the Board.</p>		

<b>Public Comment:</b>		<b>6:00 p.m.</b>
<p>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.</p>		

7.	<b>Consideration of 2011-12 Tentative Budget and Scheduling of Public Hearing on Wednesday, May 18, 2011 Discussion and Action</b>	<b>6:15 p.m.*</b>
<p>Included in each Board Member's agenda packet is a copy of the District's proposed 2011-2012 tentative budget. NRS 354.596 requires that all school districts approve and file a balanced tentative budget with the Nevada Department of Taxation by April 15. The statute further requires that the District hold a hearing on their tentative budget on the third Wednesday of May, which this year falls on May 18, 2011. The District must file a final budget on or before June 8, 2011 per NRS 354.598.</p> <p>Due to the hold harmless provision contained in the Nevada School Funding Plan (NRS 387.1233), next year's tentative budget is built on the actual weighted apportioned enrollment of FY2010 -2011 of 6,117.4. The District is anticipating non-weighted enrollment in FY2011 -12 to be down from FY2010-11. The actual non-weighted enrollment in FY2010-11 was 6,342, and projected non-weighted enrollment for FY2011 - 12 is 6,222.</p> <p>Included in each Board Member's agenda packet is a summary of the General Fund appropriation highlighting the proposals as reviewed in the March 30 Budget Meeting, as well as the projected budgets for all other funds.</p> <p>The tentative budget as presented has a combined property tax rate of \$.8500 per \$100 of assessed valuation, \$.7500 in the District's general fund as required by State law and \$.1000 in the District's debt service fund. The total combined tax rate of \$.8500 remains the same as last year.</p> <p>Staff will be prepared to discuss the prepared tentative budget and answer questions that the Board may have.</p>		
<p><b>RECOMMENDATION: Approve the FY2011-2012 Douglas County School District Tentative Budget and declare a public hearing on the budget for Wednesday, May 18, 2011 at 5:00 p.m. in the Douglas High School Library, 1670 Highway 88, Minden, Nevada 89423.</b></p>		
8.	<b>Superintendent's Report Administrative Report</b>	<b>6:45 p.m.*</b>
<p>Superintendent Dr. Lisa Noonan will report to the Board regarding activities of the past month and upcoming District events that may be of interest to them.</p>		
9.	<b>Nevada Association of School Boards (NASB) Report</b>	<b>7:00 p.m.*</b>
<p>Cynthia Trigg will present details of NASB accomplishments, current issues, and future goals.</p>		
10.	<b>Correspondence</b>	<b>7:05 p.m.*</b>
11.	<b>Possible Agenda Items for Future Board Meetings</b>	<b>7:10 p.m.*</b>
<p>Input from Board Members</p>		

<b>12.</b>	<b>Executive Session</b>	
	The Board will recess to executive session in order to discuss matters pertaining to negotiations pursuant to NRS 288.220(4).	
<b>13.</b>	<b>Adjournment</b>	
	The Board will reconvene in public session and a motion will be made to adjourn.	

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 (\*) 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)

**Classified Personnel**

<b>2010-2011 SCHOOL YEAR - HIRING RECOMMENDATIONS FOR CLASSIFIED PERSONNEL:</b>				
<b>Name</b>	<b>Position/Location</b>	<b>Effective Date</b>	<b>Salary</b>	<b>Replacing</b>
Nichole Harrison	Cashier Helper II – CCMES (timesheets)	03-28-11	12EE1	Lisa Berg
<b>2010-2011 CLASSIFIED RESIGNATIONS:</b>				
<b>Name</b>	<b>Position/Location</b>	<b>Last Day Worked / End of Contract</b>		
None				
<b>2010-2011 CLASSIFIED CHANGES</b>				
<b>Name</b>	<b>Former Position/Location</b>	<b>New Position/Location</b>	<b>Effective Date</b>	<b>Replacing</b>
None				
<b>2010-2011 CLASSIFIED RETIREMENTS</b>				
<b>Name</b>	<b>Position/Location</b>	<b>Last Day Worked / End of Contract</b>		
None				
<b>2010-2011 CLASSIFIED TERMINATIONS</b>				
<b>Name</b>	<b>Position/Location</b>	<b>Last Day Worked / End of Contract</b>		
Louis Barrios	Bus Driver – Valley Transportation	03-07-11	03-07-11	



**Certified Personnel**

<b>CERTIFIED REQUEST FOR LEAVE (SHORT TERM)</b>			
<b>Name</b>	<b>Position/Location</b>	<b>Dates</b>	<b>Reason for Leave</b>
Nicolle Larson	Teacher/CVMS	4/11/11 – 5/11/11	Unpaid Leave
Mikell Peacock	ESL/ZCES/WHS	4/25/11	Unpaid Leave

<b>CERTIFIED REQUEST FOR LEAVE (LONG TERM)</b>			
<b>Name</b>	<b>Position/Location</b>	<b>Dates</b>	<b>Reason for Leave</b>
Nicolle Larson	Teacher/CVMS	2011-2012	5-D
Margaret Moore	Speech Path/DW	2011/2012	5-A
Janell Sheets	Teacher/MES	2011/2012	5-A
Veronica Winqwest	Teacher/JVES	2011/2012	5-D
Kathleen Regan	Teacher/PHES	2011/2012	5-D

<b>CERTIFIED RETIREMENT</b>	
<b>Name</b>	<b>Position/Location</b>
Kenneth "Mike" Jessup	Teacher/CCMES
Anita Wallstrum	Teacher/GES
<b>2010-2011 CERTIFIED RESIGNATIONS</b>	
<b>Name</b>	<b>Position/Location</b>
Joshua Lang	.5 K/.5 K/GES
Cathy Rieker	Teacher/DHS