

**Douglas County School District**

Regular Meeting

Lake Tahoe Public Library

Minden, Nevada

Tuesday, July 12, 2011

3:30 p.m.

***Minutes Approved  
August 9, 2011***

**MINUTES**

Present:

**Trustees:**

Sharla Hales, President

Thomas Moore, Vice President

Ross Chichester, Member

Randy Green, Member

Teri Jamin, Member

Cynthia Trigg, Member

Absent:

Karen Chessell, Clerk

**Personnel:**

Lisa Noonan, Superintendent

Rich Alexander, Assistant Superintendent, Human Resources

Holly Luna, Chief Financial Officer

Absent:

Lyn Gorrindo, Assistant Superintendent, Education Services

**Others Present:**

**1. Call to Order**

Mrs. Hales called the meeting to order at 3:32 p.m. Mr. Frazier led the Pledge of Allegiance.

Mr. Moore moved to adopt the agenda, seconded by Ms. Jamin.

Motion carried, 6/0.

**2. Consent Items (Action)**

Mrs. Hales called for public comment on the Consent Agenda. There was none.

Mr. Moore moved to approve the Consent Agenda, seconded by Mr. Chichester.

Motion carried, 6/0.

- A. Approve the Minutes of the Regular Board Meeting of June 14, 2011.
- B. Approve the Minutes of the Special Board Meeting of May 25, 2011.
- C. Approve payments contained in Voucher Numbers 1029 and 1030 for FY10-11 and Voucher Number 1200 for FY11-12.
- D. Approve for third reading Bylaw No. 060, "Article VI - Meetings."
- E. Approve personnel actions described in Personnel Report No. 11-07.
- F. Approve for second reading Board Policy and Administrative Regulation No. 227, "Methods

for Handling Reports of Aversive Intervention and Physical and Mechanical Restraints on Students with Disabilities.”

### **3. Principal's Report – (Jacobsen High School) Administrative Report/Program Review**

Brian Frazier, Principal, Jacobsen High School stated educational goals had been expanded to include science units that address critical content. The focus on science in the past year was an addition to student improvements in basic reading skills, higher order thinking and comprehension skills, and math. JHS students are expected to grow one full academic year in four months' time in all areas. Reading and writing skills were woven throughout all basic coursework. Common concepts of World and American History for 10th/11th grades were taught simultaneously.

Mr. Moore inquired about adding personal finance to the curriculum. Mr. Frazier stated their focus was on credit recovery, although more of an emphasis on finance could be included. The area of Career and Technical Education (CTE) was being expanded and might include an aspect of personal finance. Funds had been received to expand CTE in the area of computer aided design and drafting. Wendy Garrison was reported as the new Director for China Springs Youth Camp.

Mr. Frazier noted reported standards in math and science had changed in the last year due to the overall movement to Common Core Standards. Accordingly, instruction would change in the upcoming year to reflect increased English, history, math and science knowledge in order to assist students with passing the High School Proficiency Exams (HSPE's).

Student growth over the four month program timeframe was reported by percentages in the areas of reading, math and science. Research based instructional practices were used to increase active engagement through hands on learning. Teachers would begin tracking data over the weeks.

Ms. Jamin inquired how JHS would achieve the goal of 100% of students growing one year, in four months, in all subject areas. Mr. Frazier stated Skills Tutor and DesCartes software, along with Measurement of Academic Progress (MAP) data helped the staff focus on specific areas of need in order to tailor individual instruction.

### **4. Budget Updates Discussion and Action**

Dr. Noonan reported Human Resources had worked to contact employees who had received pink slips this spring due to budget constraints. This was a happy time for the District and employees. Librarians had been informed they would not be sharing their position between schools and would be back at their site full time. The library aide position at DHS had been reinstated, as well as computer aide and custodial hours. Three certified employees were noted to have taken jobs outside of the District. Douglas High School would regain the Vice Principalship, although the individual who held the position previously had decided to continue with employment in a new position.

Mrs. Hales called for any discussion. There was none.

No action was taken.

### **5. Project Manager Position/Job Description Discussion and Action**

Dr. Noonan offered a Project Manager job description created using typical District formatting, along with ideas from the County and another District's similar position. Board comments were favorable regarding the new job description.

Mrs. Hales called for public comment. There was none.

Ms. Jamin moved that the Board of Trustees approve a new position and job description for the Bond Program, titled "Project Manager," seconded Mrs. Trigg.

Mr. Moore made an inquiry regarding approval of the job description as written. Mr. Hsu stated should the Board wish to allow flexibility, they would need to state that in the motion.

Ms. Jamin withdrew her motion. Mrs. Trigg did so accordingly. The motion was restated as follows:

Mr. Moore moved to approve a new position and job description for the Bond Program, titled "Project Manager," and to approve in substantially the format as presented, allowing staff to make minor changes where they see fit, seconded by Mrs. Trigg.

Motion carried, 6/0.

## **6. Superintendent's Report Administrative Report**

Dr. Noonan informed the Board a Special Meeting to consider the Guaranteed Maximum Price (GMP) for Gardnerville Elementary School would be held July 25<sup>th</sup>. The Special Meeting Agenda would include an update regarding Kingsbury Middle School. Dr. Noonan handed out a document for the Board to review regarding a fee proposal for preparation of a real estate appraisal for Kingsbury Middle School.

## **7. Nevada Association of School Boards (NASB) Report**

Mrs. Trigg stated she would be attending a meeting in the week forthcoming. During her attendance at a Nevada Girls State, Mrs. Trigg obtained information written by the girls who were asking to have a voice. This student input was provided for Board members to review.

## **8. Correspondence Discussion and Action**

Mrs. Trigg offered the letters mentioned above, written by students for review. Dr. Noonan offered to scan and email these to the Board.

Mrs. Hales noted letters provided to Board members from French students had been well written.

## **9. Possible Agenda Items for Future Board Meetings Discussion and Action**

Board members reviewed, updated and prioritized a list of future agenda items. This list would be reworked and provided at the next Regular Board Meeting for further comments and changes.

## **Public Comment**

At 4:36 p.m., Mrs. Hales invited public comment from individuals present early for this item that wished to speak. Two elementary P.E. teachers stated concerns regarding choices that had been made by the district with regard to rehiring of Certified P.E. teachers. The teachers supported offering certified P.E. positions to individuals who had earned P.E. certification.

Mrs. Hales asked Dr. Noonan to speak with the teachers aside from the public meeting regarding the P.E. positions that had been filled.

At 4:52 p.m. a break was taken.

## 10. Closed Session

At 5:00 p.m. Mr. Moore moved that the Board recess to Closed Session in order to discuss matters with its management representatives pursuant to NRS 288.220(4), seconded by Mr. Green.

There was no discussion.

Motion carried, 6/0.

## 11. Decision in Open Session

The Board reconvened in open session at 6:00 p.m.

Mrs. Hales called for public comment on this or any other item. There was none. The following action was taken:

Mr. Moore moved that the Board does not recognize the DCAA as proposed, as an employee organization due to provisions in NRS288.170(3) that do not allow for principals and vice principals to be in the same organization due to supervisory concerns, seconded by Mr. Chichester.

Motion carried, 6/0.

## 12. Adjournment

At 6:03 p.m., Mrs. Trigg moved to adjourn, seconded by Ms. Jamin.

Motion carried, 6/0.

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.