

**Douglas County School District
Board of Trustees
Agenda for the Regular Meeting of
Tuesday, August 14, 2012
3:30 p.m.
Douglas High School
1670 Highway 88
Minden, Nevada**

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

Teri Jamin, Vice President

Karen Chessell, Clerk

Ross Chichester, Member

Randy Green, Member

Thomas Moore, 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. While the Board may impose reasonable restrictions on the time, place and manner of public comments, it may not restrict comments based on viewpoint. Board meetings are generally 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
Douglas High School
Minden, Nevada
 Tuesday, August 14, 2012
 3:30 p.m.

AGENDA

1.	Call to Order	3:30 p.m.
<p>A. Pledge of Allegiance B. Adoption of Agenda (For Possible Action) The Trustees reserve the right to take items in a different order to accomplish business in the most efficient manner.</p>		
2.	Consent Items (For Possible 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. 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 Regular Meeting of July 10, 2012 Attached are the Minutes of the Regular Board Meeting of July 10, 2012 for your review and approval.</p>		
<p>RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of July 10, 2012.</p>		
<p>B. Second Reading Board Policy No. 542, “Plan for Serving Students in Transition (SIT) & Unaccompanied Youth (Homeless Children)” Board Policy No. 542, “Plan for Serving Students in Transition (SIT) & Unaccompanied Youth (Homeless Children),” is provided for second reading. Procedures and guidance for school sites is incorporated and will formalize improvements to current practice.</p>		
<p>RECOMMENDATION: Approve for second reading, Board Policy No. 542, “Plan for Serving Students in Transition.”</p>		
<p>C. Second Reading Board Policy No. 514, “Reporting Student Progress – Parent Conferencing” Board Policy No. 514, “Reporting Student Progress – Parent Conferencing,” is provided for second reading. Revisions to PEP Days (elimination of PEP days), elementary STAR folders, competency reports, and items that may be included in an academic conference are noted.</p>		
<p>RECOMMENDATION: Approve for second reading Board Policy No. 514, “Reporting Student Progress – Parent Conferencing.”</p>		

2.	Consent Items (For Possible Action) (Continued)	3:35 p.m.*
<p>D. Second Reading Board Policy No. 501, “Guardianship – Eligibility of Out-of-State, Non-Resident Children”</p> <p>Board Policy No. 501, “Guardianship – Eligibility of Out-of-State, Non-Resident Children,” is offered for a second reading. The revision incorporates mandated federal language that addresses students in transition within our District. District administrators have reviewed and approve of the revisions.</p>		
<p>RECOMMENDATION: Approve for second reading, Board Policy No. 501, “Guardianship – Eligibility of Out-of-State, Non-Resident Children.”</p>		
<p>E. Second Reading Board Policy No. 210A, “Recognition of Religious Beliefs and Customs”</p> <p>Board Policy No. 210A, “Recognition of Religious Beliefs and Customs,” is offered for a second reading. The newly proposed Policy and Administrative Regulation address recognition of religious beliefs and customs in our schools.</p>		
<p>RECOMMENDATION: Approve for second reading, Board Policy No. 210A, “Recognition of Religious Beliefs and Customs.”</p>		
<p>F. Accounts Payable Special Run Voucher Number 1302 and Regular Run Voucher Number 1303 for FY12-13; and Special Run Voucher Number 1229 and Regular Run Voucher Number 1230 for FY11-12</p> <p>A complete list of payments contained in Special Run Voucher Number 1302 and Regular Run Voucher Number 1303 for FY12-13; and special Run Voucher Number 1229 and Regular Run Voucher Number 1230 for FY11-12 are provided to the Board members via e-mail for review prior to the meeting. A copy of the payments contained in Voucher Numbers 1229, 1230, 1302 and 1303 are available for review by the public at the Superintendent’s office prior to the time of the meeting.</p>		
<p>RECOMMENDATION: Approve payments contained in Special Run Voucher Numbers 1229 and 1302; and Regular Run Voucher Numbers 1230 and 1303.</p>		
<p>G. Personnel Report No. 12-08</p> <p>Listed on the attached Personnel Report No. 12-08 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.</p>		
<p>RECOMMENDATION: Approve personnel actions described in Personnel Report No. 12-08.</p>		
<p>H. Recommendation for Director of Curriculum and Instruction</p> <p>An interview panel consisting of Kathy Bomba-Edgerton, Professional Development Center Trainer; Brian Frazier, Director of Grants and Assessment; Keith Lewis, Principal of Pau-Wa-Lu Middle School; Lyn Gorrindo, Assistant Superintendent for Education Services; and Rich Alexander, Assistant Superintendent for Human Resources, interviewed four candidates for the position of Director of Curriculum and Instruction. The candidates completed an in-basket activity, a video observation and evaluation, an interview, and performed a presentation for the panel.</p>		

2.	Consent Items (For Possible Action) (Continued)	3:35 p.m.*
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H. Recommendation for Director of Curriculum and Instruction (Continued)

The panel made its recommendation to Superintendent Lisa Noonan who interviewed the candidate. As a result, Superintendent Noonan announced her intention to recommend Romelle Cronin to the Board as Director of Curriculum and Instruction.

Rommy Cronin has a B.S. degree from Santa Clara University in Political Science, a secondary teaching credential from the University of Nevada, and an M. A. in Educational Administration and Supervision from the University of Phoenix. Her employment experience includes:

- 1991-92: 8th grade teacher in Washoe County School District
- 1992-2002: 7th-9th grade teacher at Carson Valley Middle School and Pau-Wa-Lu Middle School in Douglas County School District
- 2002-2005: Vice-Principal, Pau-Wa-Lu Middle School
- 2005-present: Principal of Piñon Hills Elementary School

RECOMMENDATION: Accept the recommendation of the Superintendent and appoint Romelle Cronin as Director of Curriculum and Instruction for Douglas County School District.

I. Certification Page for Child Nutrition Program, Revised Signature Authority

In order to ensure continuation of business processes in a timely manner, the Nevada Department of Education requires signature authority for the Child Nutrition Program. Denise Higgins is the interim Supervisor of the Child Nutrition Program. Business Services requests signature authority for Denise Higgins for purposes of DCSD's continuing participation in the Child Nutrition Program. Enclosed in the Board packets for review is the certification page for signature authority.

RECOMMENDATION: Request the Board Clerk to authorize certification page naming Denise Higgins as an authorized signatory for purposes of the Child Nutrition Program.

J. Renewal of Business Travel Accident Insurance for Administrators

The District, through L/P Insurance Services, has received a renewal quote from multiple vendors for the District's Business Travel Accident Insurance coverage. Included in each Board Member's agenda packet is a summary of the renewal coverage and rates as quoted. There were two responses not presented as they were not competitive.

As the summary indicates, premiums from two quotes ranged from the renewal with Hartford at a 10% decrease from the current rate. Additionally, the competitive quote from AC Newman presented at a 16% reduction compared to the current premium. The terms for each quote provide for the same benefit coverage. Staff recommends guaranteeing the savings with AC Newman for the three year term with annual payments of \$2,970 at the 16% reduction of current premium, or \$545 savings annually.

RECOMMENDATION: Approve the quote for the District's Business Travel Accident Insurance coverage for the three year term of September 1, 2012 through August 31, 2015 with AC Newman and annual premiums of \$2,970. Funding provided through the General Fund, Superintendent's budget.

3.	Award of High School Diplomas (Special Recognition)	3:40 p.m.*
	Dr. Noonan will recognize students for completing high school graduation. Adult and regular diplomas earned this summer will be awarded to graduates who are in attendance.	
4.	Introductions – Rommy Cronin, Kathy Bomba-Edgerton, and Christi Hines-Coates (Special Recognition)	4:10 p.m.*
	Dr. Noonan will introduce the newly hired Director of Curriculum and Instruction, Rommy Cronin; Striving Reader Project Coordinator Kathy Bomba-Edgerton; and Christi Hines-Coates, new Director of Special Services.	
5.	Principal’s Report – (ASPIRE) (Administrative Report/Program Review)	4:20 p.m.*
	ASPIRE High School Principal, Lyn Gorrindo, will present a report on progress toward the goals of their School Improvement Plan.	
6.	Update on Gardnerville Elementary School and Douglas High School Construction Progress (Administrative Report)	4:35 p.m.*
	Scott McCullough, DCSD Project Manager will provide the Board with a brief update on progress at Gardnerville Elementary School and Douglas High School.	
7.	Closed Session	4:50 p.m.*
	The Board will recess to closed session in order to discuss matters with its management representatives pursuant to NRS 288.220(4).	
8.	Douglas County Support Staff Organization Ratification (Discussion and For Possible Action)	5:20 p.m.*
	The Board may be asked to approve a contract agreement with the Douglas County Support Staff Organization (DCSSO) for the two-year period of 2011-2013.	
	RECOMMENDATION: Approve the Agreement.	
9.	Board Self Evaluation (Discussion and For Possible Action)	5:30 p.m.*
	Various members of the Board have been reviewing ideas for a new self-evaluation form. After several discussions and iterations, the form in tonight’s packet is ready for discussion and consideration.	
	RECOMMENDATION: That the Board of Trustees discuss and consider the presented form as an annual tool for continuous improvement.	
10.	First Reading Board Policy No. 543, “Safe and Respectful Learning Environment” (Discussion and For Possible Action)	5:45 p.m.*
	Lyn Gorrindo, Assistant Superintendent of Ed Services, will share with the Board revisions to Board Policy and Administrative Regulation No. 543, “Safe and Respectful Learning Environment,” bringing it into alignment with NRS 388.121.	
	RECOMMENDATION: Approve for first reading Board Policy No. 543, “Safe and Respectful Learning Environment.”	

Public Comment:	6:00 p.m.
<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>	
11. Student Representative on the Board (Discussion and For Possible Action)	6:05 p.m.*
<p>During the July discussion for “Future Board Agenda Items,” a request was made to have this discussion agendaized. Board Members will consider various options for involving high school students in Board Meetings or to possibly serve as non-voting members of the Board.</p>	
<p>RECOMMENDATION: That the Board take action if they wish to include high school students as non-voting members of the Board.</p>	
12. CRT and HSPE Assessment Results (Administrative Report)	6:15 p.m.*
<p>Brian Frazier, Director of Assessments and Grants will present a report on State CRT and HSPE data from the 2011-12 school year.</p>	
13. Consideration of Competency Modification (Discussion and For Possible Action)	6:45 p.m.*
<p>Brian Frazier, Director of Assessments and Grants will present information on the change to the Common Core Aligned Measure of Academic Progress (MAP) assessments that will begin in August 2012. State requirements now exceed in-district competency requirements. The changes to the MAP assessments along with the Common Core standards implementation throughout the district will provide district staff with an accurate interim assessment and vertical growth data for students.</p>	
<p>RECOMMENDATION: Remove the MAP score requirements in Reading, Language, and Science for graduation and provide students with the Common Core aligned MAP assessments in Fall and Spring each year for Reading and Math (K-9) and Science (7-9).</p>	
14. Superintendent’s Report (Administrative Report)	7:05 p.m.*
<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>	
15. Nevada Association of School Boards (NASB) Report	7:10 p.m.*
<p>Cynthia Trigg will present details of NASB accomplishments, current issues and goals.</p>	
16. Possible Agenda Items for Future Board Meetings	7:15 p.m.*
<p>Input from Board Members</p>	

17.	Correspondence	7:20 p.m.*
18.	Adjournment	
	The Board will reconvene in public session and a motion will be made to adjourn.	

(*) Times are estimated. Items on the Agenda may be taken out of order. The Board of Trustees may combine two or more agenda items for consideration, and may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. Generally speaking, the item will be heard no earlier than the time indicated.

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.

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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 Web site: www.dcsd.k12.nv.us

Classified Personnel

2012-2013 SCHOOL YEAR - HIRING RECOMMENDATIONS FOR CLASSIFIED PERSONNEL				
Name	Position/Location	Effective Date	Salary	Replacing
Elizabeth Murray	Occupational Therapist – District Wide	08-01-12	E1EE	New Position
Eric Wanamaker	Custodian – MES (4.0 hrs)	07-16-12	23EE1	Tom Gremore
Joedy Brocchini	Health Aide (EMT) – CCMES	08-20-12	14EE3	New Position
Kristi Cross	Clerk Typist – DHS	08-06-12	17EE1	Cathy Parker
Rebecca Pope	Clerk Typist – CVMS	08-16-12	17EE1	Staci Estes
2011-2012 CLASSIFIED RESIGNATIONS				
Name	Position/Location	Last Day Worked / End of Contract		
Anitamarie Navin	Secretary I – DHS	06-01-12	08-31-12	
Joseph McDonagh	School Computer Technician – ZCES	06-04-12	08-31-12	
Jennifer Ruby	Nutrition Manager – ZCES	06-04-12	08-31-12	
2012-2013 CLASSIFIED POSITION CHANGES				
Name	Former Position/Location	New Position/Location	Effective Date	Replacing
Jeanette Leonard	Custodian – Rover District Wide	Custodian - PWLMS	07-23-12	Darlene Rankin
Deborah Johnson	Secretary I – PHES	Secretary I – SES	08-01-12	Susan Johnson
Marie Parola	Clerk Typist – GWHS	Secretary I – GWHS	08-01-12	Linda VanDer Sluis
Michael Mitchell	Custodian – JVES (6.0 hrs/260)	Custodian Rover – DW (8.0 hrs/186)	08-13-12	Jeanette Leonard
Sherrie Clore	Special Ed IEP Aide – PWLMS	Secretary I – PWLMS	08-13-12	Shelly Alexander
2012-2013 CLASSIFIED RETIREMENTS				
Name	Position/Location	Last Day Worked / End of Contract		
Nikki Bertone	Payroll/Benefits Coordinator – District Office	08-17-12	08-31-12	

Certified Personnel

CERTIFIED RETIREMENT		
Name	Position/Location	
Bonnie Rippee	Teacher/GES	
CERTIFIED CHANGES		
Name	From Position/Location	To Position/Location
Robin Tinius	Teacher/SES	Teacher/GES
CERTIFIED HIRES		
Name	Position/Location	School Year
Adam Dedmon	English 1 YR/DHS	2012-2013
Kendra Oakden	Math 1 YR/PWLMS	2012-2013
Danielle Bickmore	SpEd/PHEs	2012-2013
Rommy Cronin	Dir of C & I/DW	2012-2013
Donna Harker	Teacher 1 YR/SES	2012-2013
Jamie Park	SpEd 1 YR/WHs	2012-2013