

**Douglas County School District  
Board of Trustees  
Agenda for the Regular Meeting of  
Wednesday, May 21, 2014  
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**

**Thomas Moore, President**

**Karen Chessell, Vice President**

**Ross Chichester, Clerk**

**Neal Freitas, Member**

**Sharla Hales, 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 copies of the complete agenda (and supporting materials) are desired in advance, they may be obtained at the District Office on the Friday or Monday preceding a regular Tuesday meeting of the Board. Please contact Carolyn Moore at 775-782-5134 or [cmoore@dcsd.k12.nv.us](mailto:cmoore@dcsd.k12.nv.us). 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.

Public Comment: During regular Board meetings, for any matter that is not specifically identified as a matter to be heard, 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.

For each item on the agenda on which action may be taken, public comment will be allowed after the Board discusses the item, but before taking action. Members of the public who wish to address the Board on any item on the agenda on which action may be taken can be assured of being heard during this time.

The Board reserves the right to limit the amount of time that will be allowed for each member of the public to speak during any public comment period.

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**  
 Wednesday, May 21, 2014  
 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 (For Possible Action)          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 (For Possible 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.          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 Board Meeting of April 8, 2014</b>          Attached are the Minutes of the Regular Board Meeting of April 8, 2014 for your review and approval.</p>	
	<p><b>RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of April 8, 2014.</b></p>	
	<p><b>B. Minutes of the Special Board Meeting of May 6, 2014</b>          Attached are the Minutes of the Regular Board Meeting of May 6, 2014 for your review and approval.</p>	
	<p><b>RECOMMENDATION: Approve the Minutes of the Special Board Meeting of May 6, 2014.</b></p>	
	<p><b>C. Minutes of the Special Board Meeting of May 9, 2014</b>          Attached are the Minutes of the Regular Board Meeting of May 9, 2014 for your review and approval.</p>	
	<p><b>RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of May 9, 2014.</b></p>	
	<p><b>D. Personnel Report No. 14-05</b>          Listed on the attached Personnel Report No. 14-05 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><b>RECOMMENDATION: Approve personnel actions described in Personnel Report No. 14-05.</b></p>	

2.	<b>Consent Items (For Possible Action) (Continued)</b>	<b>3:35 p.m.*</b>
<p><b>E. Bid – SES Single Point Entry Construction Bid</b></p> <p>With the 5 Year Capital Plan – including the Single Point of Entry Projects – approved in April, Business Services went to bid to solicit proposals for Scarselli Elementary School SPE project. Funding will be attributable to the Capital Projects Fund, and charges will fall in fiscal years 13-14 as well as 14-15.</p> <p>One bid was received on May 9. Upon thorough review, the base bid and bid alternate was determined to be responsive and responsible. However, Business Services requests approval to award only the base bid and not the alternative, and provide a 10% Owner’s Contingency budget within the total Not To Exceed budget authority.</p> <p>Base Bid = \$53,776 with Owner’s Contingency (Owner retained and controlled) = \$5,224; Total Not to Exceed Budget = \$59,000.00; Contractor = Reyman Bros Construction Inc.</p>		
<p><b>RECOMMENDATION: Approve the request from Business Services to award a contract to the lowest responsive and responsible bidder, Reyman Bros Construction Inc., for base bid of \$53,776 + Owner’s Contingency of \$5,224, totaling \$59,000. Funding will be attributable to the Capital Projects Fund.</b></p>		
<p><b>F. Alpine County School District Memorandum of Understanding (Discussion and For Possible Action)</b></p> <p>The superintendents of the two county school systems (DCSD and ACUSD) have updated the enclosed Memorandum of Understanding for the 2014-15 school year.</p>		
<p><b>RECOMMENDATION: Approve the MOU with Alpine County Unified School District for school year 2014-15.</b></p>		
3.	<b>Recognition (Special Recognition)</b>	<b>3:40 p.m.*</b>
<p>The After-School Tutoring Program at Douglas High School will be highlighted for their good work this year.</p>		
4.	<b>Principal’s Report – (Piñon Hills Elementary School) (Administrative Report/Program Review)</b>	<b>3:45 p.m.*</b>
<p>Piñon Hills Elementary School Principal, Jason Reid, will present his report on progress toward school improvement goals.</p>		
5.	<b>Opening of Written Offers, Call for Oral Bids and possible acceptance of qualified offer for the sale of property at 1900 Echo Drive, Zephyr Cove, Nevada 89448 (Formerly KMS) (Discussion and For Possible Action)</b>	<b>4:05 p.m.*</b>
<p>Once any written offers have been announced, the Board will call for oral bids for consideration in accordance with Section 391.280 of the Nevada Revised Statutes. Since the District Property has been offered for sale in at least two prior meetings of the Board of Trustees, pursuant to NRS 393.270 the Board may, in its discretion accept the proposal which is the highest, even if less than the value determined by the appraiser.</p>		
<p><b>RECOMMENDATION: Consider any properly presented offers (written or oral) for the sale of the property.</b></p>		

6.	<b>KMS Resolution Amendment (Discussion and For Possible Action)</b>	<b>4:15 p.m.*</b>
<p>If a buyer is not identified through the prior agenda item, the Board may elect to continue with the 'for sale' status of the property located at 1900 Echo Drive, Zephyr Cove Nevada. An amended resolution will need to be adopted by a majority vote of the Board.</p> <p><b>RECOMMENDATION: Adopt the provided amendment to the January Resolution and continue with the effort to sell the former Kingsbury Middle School property until the May 2014 Board Meeting.</b></p>		
7.	<b>Administrative Regulation No. 232, "Gifted and Talented" (Information and Discussion)</b>	<b>4:20 p.m.*</b>
<p>Rommy Cronin, Director of Curriculum and Instruction will present a new Administrative Regulation No. 232, "Gifted and Talented," for Board review.</p>		
8.	<b>Update on Whittell High School Staffing (Information and Discussion)</b>	<b>4:35 p.m.*</b>
<p>The superintendent will provide the board with an update on her recommendations for responding to concerns voiced at the May 9<sup>th</sup> meeting.</p>		
9.	<b>Full Day Kindergarten Policy Discussion (Information and Discussion)</b>	<b>4:45 p.m.*</b>
<p>At a prior board meeting, two or more trustees requested that this topic be discussed under the process for "future board agenda items." Board members will discuss the possibility of a new or revised policy relating to full day kindergarten for DCSD.</p>		
10.	<b>Public Hearing on District's FY2014-15 Tentative Budget and FY14-15 Adoption of Final Budget (Discussion and For Possible Action)</b>	<b>5:00 p.m.*</b>
<p>At the Board meeting held on April 8, 2014, Staff proposed the 2014-2015 Tentative Budget. At the meeting, Staff informed the Board that the proposed 2014-2015 Tentative Budget had been carefully constructed to include most current known estimates for all revenues and expenditures anticipated for 2014-2015.</p> <p>At the April Board Meeting, it was noted that continuing reviews were underway for the following programs and funds, and it was expected that the May Final Budget would reflect changes from the April Tentative: Student Nutrition Program / Food Services Fund, Special Education Fund, and Self-Insured Health Insurance Fund. Additionally, it was noted that underspending in the General Fund was an on-going review, and may be revised for the May Final, along with expenditure revisions due to on-going negotiations, and potential revisions to the Ad Valorem revenues due to the projected 2014 true-up as required by NRS.</p> <p>Included in each Board Member's agenda packet is a summary of the revised Tentative General Fund appropriation highlights, as well as a revised Tentative Budget presented in its entirety.</p>		

10.	<b>Public Hearing on District’s FY2014-15 Tentative Budget and FY14-15 Adoption of Final Budget (Continued)</b> (Discussion and For Possible Action)	5:00 p.m.*
<p>Due to the “hold harmless” provisions contained in the Nevada School Funding Plan (as of FY2009, enrollment is evaluated – current year and previous year – and funded at highest assessed enrollment), FY2014-2015 final budget is built on the weighted enrollment of the current 2013-2014 school year of 5,885.0 pupils (excludes transfers out). While the District is projecting weighted enrollment of 5,941.3 in 2014-2015, the increase is associated with pre-kindergarten age students, and therefore not guaranteed. The actual non-weighted enrollment in FY2013-14 was 6,120 and projected non-weighted enrollment for FY2014 -15 is 6,164 (excludes transfers out).</p> <p>The revised 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 is the same rate as the previous year.</p> <p>Staff will be prepared to discuss the revised Tentative Budget with regards to what changed (revenue or expenditure) and why, and answer questions that the Board may have related to these matters.</p> <p><b>RECOMMENDATION: Following a public hearing, adopt the revised Tentative Budget as Final for 2014-2015.</b></p>		
<b>Public Comment:</b>		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.	<b>Consideration of a Step III Grievance</b> (Closed Session)	6:05 p.m.*
<p>The Board, in its role as a fact finder, will hear a Step III grievance brought by Lisa Williams-Romo alleging a violation of sick leave usage, unwarranted discipline, and Weingarten Rights.</p>		
12.	<b>Decision in Open Session Regarding Level III Grievance</b> (Discussion and For Possible Action)	7:05 p.m.*
<p>The Board will reconvene in open session to possibly take action on the grievance described in Agenda Item 11.</p> <p><b>RECOMMENDATION: The Board will take action on the grievance.</b></p>		
13.	<b>Closed Session</b> (Information and Discussion)	7:15 p.m.*
<p>The Board will recess to closed session in order to discuss matters with its management representatives pursuant to NRS 288.220(4).</p>		

14.	<b>First Reading Board Policy No. 114 – “Workers’ Compensation” (Discussion and For Possible Action)</b>	<b>7:45 p.m.*</b>
Rich Alexander, Assistant Superintendent Human Resources, will discuss and make a recommendation to adopt for first reading, new Board Policy No. 114, “Workers’ Compensation.”		
<b>RECOMMENDATION: Adopt for First Reading, Board Policy No. 114, “Workers’ Compensation.”</b>		
15.	<b>Board Bylaw Review and Revision (Information and Discussion)</b>	<b>7:50 p.m.*</b>
The superintendent is working with staff to put all board policies and bylaws on a regular cycle for discussion, review and possible revision. For the May 21st meeting, Bylaws 050, 060 and 070 will be open for discussion and possible revision.		
16.	<b>Board Resolution (Discussion and For Possible Action)</b>	<b>8:10 p.m.*</b>
In preparation for the 2015 Legislative Session and the recommendations forthcoming from the <i>SB 500 Task Force on K-12 Public Education Funding</i> , the enclosed resolution is presented for the Board’s consideration.		
<b>RECOMMENDATION: That the Board of Trustees adopt the resolution and direct the superintendent to provide it to the Task Force prior to their June meeting.</b>		
17.	<b>First Reading Board Policy No. 115, “Social Networking (Social Media)” (Discussion and For Possible Action)</b>	<b>8:15 p.m.*</b>
Rich Alexander, Assistant Superintendent Human Resources, will offer for review new Board Policy No. 115, “Social Networking (Social Media).”		
<b>RECOMMENDATION: Adopt for First Reading Board Policy No. 115, “Social Networking (Social Media).”</b>		
18.	<b>First Reading Board Policy No. 225, “Information Technology” (Discussion and For Possible Action)</b>	<b>8:25 p.m.*</b>
Rich Alexander, Assistant Superintendent Human Resources, will present revisions to the policy in order to update language.		
<b>RECOMMENDATION: Approve for first reading, Board Policy No. 225, “Information Technology.”</b>		
19.	<b>Superintendent’s Report (Administrative Report)</b>	<b>8:30 p.m.*</b>
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.		
20.	<b>Nevada Association of School Boards (NASB) Report</b>	<b>8:35 p.m.*</b>
Cynthia Trigg will present details of NASB accomplishments, current issues and goals.		
21.	<b>NASB Follow up Training</b>	<b>8:40 p.m.*</b>
Board Members will share information gathered from the recent NASB Conference.		

<b>22.</b>	<b>Possible Agenda Items for Future Board Meetings</b>	<b>8:45 p.m.*</b>
	Requests by Board Members for possible future agenda items.	
<b>23.</b>	<b>Board Reports</b>	<b>8:50 p.m.*</b>
	Brief updates from the Board regarding District activities.	
<b>24.</b>	<b>Correspondence</b>	<b>8:55 p.m.*</b>
<b>25.</b>	<b>Adjournment</b>	
	The Board will make a motion 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 copies of the complete agenda (and supporting materials) are desired in advance, they may be obtained at the District Office on the Friday or Monday preceding a regular Tuesday meeting of the Board. Please contact Carolyn Moore at 775-782-5134 or cmoore@dcsd.k12.nv.us.**

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Gardnerville Post Office, Gardnerville, NV  
Minden Post Office, Minden, NV  
Douglas County School District Office, 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](http://www.dcsd.k12.nv.us)



**Classified Personnel**

2013-2014 SCHOOL YEAR - HIRING RECOMMENDATIONS FOR CLASSIFIED PERSONNEL				
Name	Position/Location	Effective Date	Salary	Replacing
Jorge Gonzalez	Custodian – GWHS	04-10-2014	23EE1	Eric Pacheco
Dane Hansen	Custodian/Rover – District Wide	04-17-2014	23EE1	John Brian Gula
Karen Sommers	Occupational Therapist – Special Services	05-05-2014	E1EE	Jill Andrews
2013-2014 CLASSIFIED RETIREMENTS				
Name	Position/Location	Last Day Worked / End of Contract		
Hayward Allsip	Head Custodian – SES	05-30-2014	05-30-2014	
2013-2014 CLASSIFIED CHANGES				
Name	Former Position/Location	New Position/Location	Effective Date	Replacing
Maggie Kleine	Special Ed IEP Aide – GES (3.5 hrs)	Special Ed IEP Aide – PWLMS (3.5 hrs)	03-31-2014	GES to PWLMS
John Brian Gula	Custodian/Rover – Maintenance	Custodian – CCMES	04-28-2014	Doug Acker
2013-2014 CLASSIFIED RESIGNATIONS				
Name	Position/Location	Last Day Worked / End of Contract		
Danielle Nishiguchi	Bus Driver – Valley Transportation	04-04-2014	04-04-2014	
Jeanine Lee	Special Ed IEP Aide – SES	05-30-2014	07-31-2014	
Brandi Gramolini	Special Ed IEP Aide – JVES	05-30-2014	07-31-2014	
Jorge Gonzalez	Custodian – GWHS	05-13-2014	05-13-2014	
2013-2014 CLASSIFIED TERMINATIONS				
Name	Position/Location	Effective Date		
Brian Puckett	Custodian – JVES	04-18-2014		

**Certified Personnel**

2013-2014 CERTIFIED NEW HIRES			
Name	Position/Location	Information	School Year
Connie Forstrom	Speech Path/ JVES	Replaces R. Ultsch	2014-2015
Brian Johnson	ROTC/DHS	Replaces Art Walker	2014-2015
2013-2014 CERTIFIED CHANGES			
Name	From Position/Location	To Position/Location	School Year
Kira Brown	Counselor/CVMS	Counselor/DHS	2014-2015
Jennifer Worthington	Special Education 1 yr. /PWLMS	Special Education- 1 FTE /PWLMS	2014-2015
2013-2014 CERTIFIED RESIGNATIONS/RETIREMENT/LOA			
Name	Position/Location	Reason	School Year
Mary Jo Hollis	Sped Teacher/DW	Resignation	2014-2015
Travis Walls	Music/WHS	Resignation	2014-2015
Violet Nwordu	Psychologist/CCMES	Resignation	December 19,2014 2014-2015
Nicole Price	Teacher/GES	Resignation	
Nancy Valiquette	Teacher/CCMES/.5	Resignation	2014-2015
Lyn Gorrindo	Assistant Superintendent Education Services	Retirement	2014-2015
Rich Alexander	Assistant Superintendent Human Resources	Retirement	2014-2015
Fast-Yurtinus	Sharon	Resignation	2014-2015