

Douglas County School District
Special Meeting
Administrative Services Building
Tuesday, July 1, 2014
4:30 p.m.

Minutes
Approved
July 8, 2014

MINUTES

Present:

Trustees:

Thomas Moore, President
Ross Chichester, Clerk
Neal Freitas, Member
Teri Jamin, Member

Absent:

Karen Chessell, Vice President
Sharla Hales, Member
Cynthia Trigg, Member

Present:

Personnel:

Lisa Noonan, Superintendent
Holly Luna, Chief Financial Officer
Christi Hines-Coates, Director Area 1
Rommy Cronin, Director Area 3
Rick Hsu, Attorney

1. Call to Order

Mr. Moore called the meeting to order at 4:30 p.m. Mr. Chichester led the Pledge of Allegiance.

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

Motion carried, 4/0.

2. Public Comment

There was no public comment offered.

3. Closed Session

At 4:33 p.m., Mr. Chichester moved to recess to closed session in order to discuss matters with the management representatives pursuant to NRS 288.220(4), seconded by Ms. Jamin.

Motion carried, 4/0.

4. First Reading Board Policy No. 108, "Drug-and Alcohol-Free Workplace" (Discussion and For Possible Action)

Board members reviewed the reasons a committee had been formed to discuss revisions to Board Policy No. 108. At the June 10, 2014 Regular Board Meeting, the policy and administrative regulation were provided for a first reading. After some discussion at that meeting, it was determined the policy offered did not address particular points that were desired.

Mr. Chichester stated reasonable suspicion testing could be included to assist administration in the

event an employee was believed to be under the influence of drugs or alcohol while at work.

Mr. Moore inquired about how including language for reasonable suspicion testing would affect contractual issues. Mr. Hsu informed the Board association members were protected under Weingarten Rights allowing for a representative to be present for purposes of investigation. In not providing represented groups their rights allowed, unfair labor practice lawsuits could be filed. Unrepresented employee groups were exempt from Weingarten Rights and were noted to be Cabinet, confidential employees, and classified supervisors.

It was noted school districts had varied approaches when dealing with drugs and alcohol in the workplace.

Mr. Freitas stated responsibilities for all levels of administration should be delineated within policy. An additional handout was provided that included a consent to drug testing form, a sample checklist for continuing employment under reasonable suspicion circumstances and various other forms that could be used with employees. Mr. Freitas informed the committee the basis for including checklists, forms, and overall detailed procedures was to help employees who needed assistance with substance abuse in the workplace, not to terminate their employment.

Discussion ensued as to separating policy and administrative regulation verbiage. Board members recognized law enforcement would be involved, and would administer testing in the event an employee was in a motorized vehicle accident and there was reasonable suspicion for substance abuse. Various incidences including accidents that were incidental or the cause and effect of impairment while on the job, were discussed as they related to individuals being requested to provide consent for a drug test. This included operation of other motorized equipment.

Mr. Hsu provided 3 possible policy and administrative regulation models to choose from when moving forward in determining practices to be adopted. Version 1 was the most detailed and included bus drivers who were already addressed in Board Policy. Version 2 excluded bus drivers, but otherwise provided the most detail, including reasonable suspicion testing. Version 3 was the vaguer of the offerings. Following discussion, the committee chose Version 2 to review in detail with all Board members at the July 8, 2014 Board Meeting. Content, as well as, separation of policy protocol from the administrative regulation would be discussed at that time.

The checklist and forms provided by Mr. Freitas were reviewed. It was determined a 3 page checklist would be offered to the Board for further discussion on July 8th along with Mr. Hsu's policy - Version 2.

5. Adjournment (For Possible Action)

At 5:55 p.m., Mr. Chichester moved to adjourn, seconded by Ms. Jamin.

Motion carried, 4/0.

Submitted by,

Carolyn Moore
Secretary to the Board of Trustees

Approved:

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.