

MINUTES

Present:

Trustees:

Thomas Moore, President
Karen Chessell, Vice President
Ross Chichester, Clerk
Neal Freitas, Member
Sharla Hales, Member
Cynthia Trigg, Member
Teri Jamin, Member

Personnel:

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

Others Present:

Mike Malloy, Legal Counsel

1. Call to Order **(For Possible Action)**

Mr. Moore called the meeting to order at 3:30 p.m. and Mr. Freitas led the Pledge of Allegiance.

Mrs. Chessell moved to adopt the agenda, seconded by Ms. Jamin.

Mr. Moore called for public comment. There was none.

Motion carried 6/0.

2. Consent **(For Possible Action)**

Mr. Moore stated requests had been made to pull Consent Items 2-B, 2-J, and 2-L.

Mr. Chichester moved to approve the Consent Agenda with the exception of Items 2-B, 2-J and 2-L, seconded by Mrs. Chessell.

Motion carried, 6/0.

- A. Approve the Minutes of the Regular Board Meeting of June 10, 2014.
- B. Approve the Minutes of the Special Board Meeting of July 1, 2014.
- C. Approve personnel actions described in Personnel Report No. 14-07.
- D. Approve the revised Strategic Plan for 2014-2016.
- E. Approve for second reading Board Policy No. 115, "Social Networking (Social Media)."
- F. Approve for second reading Board Policy No. 529, "Suspension and Expulsion."
- G. Approve for second reading Board Policy No. 543, "Safe and Respectful Learning Environments."
- H. Approve as presented, the recommendation for the lowest, most responsive and responsible bidder for pavement maintenance and rehabilitation of Jacks Valley Elementary School with

- Funding to come from the Major Maintenance Funds (General Fund).
- I. Approve as presented, the recommendation for the lowest, most responsive and responsible bidder(s) for district wide custodial equipment purchases with funding to come from the Capital Projects Fund.
 - J. Approve payments contained in Special Run Voucher Number 1429 and 1430; and Regular Run Voucher No. 1431.
 - K. Approve final corrective action to be implemented by August 31, 2014
 - L. Approve request by Business Services to revise and approve, through change orders authorized by the CFO, the base bid with Diversified Demolition as scope is increased and further abatement is required in conjunction with the DHS Renovations and Revitalization Project. Funding is supported through Bond Funds and budgeted with the scope of Soft Costs. (Motion changed from recommendation printed in the Agenda - See Below)

Mrs. Chessell and Mrs. Hales stated they were not in attendance for the Special Meeting, Item 2-B, and would abstain from voting.

Mr. Chichester moved to approve Item 2-B, "Minutes of the Special Board Meeting of July 1, 2014," seconded by Ms. Jamin.

Motion carried, 4/0.

Mr. Chichester stated one additional account payable voucher was run following printing of the Agenda.

Mr. Chichester moved to approve Item 2-J, "Accounts Payable Special and Regular Run Vouchers," with the addition of Voucher No. 1500, seconded by Ms. Jamin.

Motion carried, 6/0.

Ms. Luna informed the Board, Item 2-L, "Increase Funding for Hazardous Materials Abatement Contract," was pulled to revised the recommendation to include authorization of change orders up to the currently approved soft cost budget so that each change order need not come before the Board. Costs are related to hazardous abatement managed through the CMAR, Turner Construction contract. Additional funds were not being requested. A printed copy of the revision offered to the recommendation, was provided and stated.

Mr. Chichester moved to approve the request by Business Services to revise and approve, through change orders authorized by the CFO, the base bid with Diversified Demolition as scope is increased and further abatement is required in conjunction with the DHS Renovations and Revitalization Project. Funding is supported through Bond Funds and budgeted within the scope of Soft Costs, seconded by Mrs. Chessell.

Motion carried, 6/0.

3. 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)

Dr. Noonan stated there had been activity with regard to the sale of KMS; although, no offers were coming forward at this time.

No action was taken.

4. KMS Resolution Amendment (Discussion and For Possible Action)

Mrs. Chessell moved to adopt the provided amendment to the Resolution and continue with the effort to sell the former Kingsbury Middle School property until the October 2014 Board Meeting, seconded by Ms. Jamin.

Mr. Moore called for public comment. There was none.

Motion carried, 6/0.

Mrs. Trigg arrived at 3:43 p.m.

5. George Whittell High School Study Group (Discussion and For Possible Action)

Dr. Noonan reported having followed up on public comment provided by Lake parents and community members this spring with regard to a variety of topics around GWHS. Following a subsequent meeting offered to help answer questions, a summary of topics was provided and an outline for continuing discussions. At this time, Dr. Noonan requested input from the Board on the formation of a taskforce/study group who would consider issues and options for the future of Lake schools. The intent was to provide the Board with the result they desired for decision making purposes. Trustees were informed public education was supported by enrollment and did not operate as a private business which might "frontload" a school with program offerings.

Discussion ensued in support of forming a task force. Some points brought forth included:

- 1) Students in the Valley often took online courses in addition to high school offerings due to scheduling conflicts. Challenges existed for all school locations.
- 2) Highly qualified teachers were noted to be best at all sites. Less effective teachers did not only affect smaller student groupings.
- 3) Listing existing constraints would help a task force focus on options available to support public education in small schools. This could include budget considerations, administration/personnel, and course offerings.
- 4) Creative thinking and suggestions from all task force members would be welcomed.
- 5) A Memorandum of Understanding with surrounding districts could be an option, but might be a doubled edged sword.
- 6) Preference was stated for creating the task force this fall.
- 7) It was suggested 7 persons be chosen for the taskforce plus 1 non-voting Trustee, to include staff, parents and community members. An elementary representative was desirable.
- 8) Whether or not task force members would need to vote was discussed. This group would be advisory to the School Board.
- 9) There was some disagreement about when to address declining enrollment in the process.
- 10) As an outcome, creation of an outline (or comprehensive plan), to be used as a guideline for future progression of Lake schools was desirable for both district and parent planning purposes.

Consensus was to obtain a facilitator for the task force.

Dr. Noonan suggested a completion target of November so the results could assist in the Accreditation process to occur at GWHS this year. The Accreditation process included parent input. It was not decided if that would give the group enough time to be finished.

Next, Dr. Noonan asked for direction with determining who would be offered an opportunity to participate on the task force. All meetings would be posted under the Open Meeting Law

requirements; therefore, public comment would be included. Meetings could be twice a month for the months of September and October, in order to hopefully conclude by November. Task force members could be chosen by the end of August.

Consensus of the Board was to offer an application for participation. The time necessary to be a part of the working group would be stated on the application. A best method for choosing individuals to participate was discussed. One idea was to put complete applications in buckets and to draw an appropriate number from each category.

Board participation was determined. Two tag teams would work among themselves in order that one or the other on the team attends task force meetings. Due to work and preplanned vacations for the fall this method would be used. Mr. Chichester and Mr. Moore would share duties as well as, Mrs. Trigg and Ms. Jamin, in order that 2 board members would attend all task force meetings.

Mr. Moore asked for public comment. There was none offered.

No action was taken in. Consensus reached is listed above.

6. First Reading Board Policy No. 308, "Supervision of Licensed Non-Management Personnel" (Discussion and For Possible Action)

Dr. Noonan stated the policy would need further revision due to districts continually receiving updated information. This first reading would need to be delayed, and the policy offered only as a "first look," until next month.

A guidance memo provided by the State Superintendent, following a vote of the Interim Finance Committee, offered direction to school districts. The new philosophy had been incorporated into Board Policy No. 308 to show compliance with current law. The Board Policy would eventually be required to be submitted to the State Superintendent. The policy would evolve with the evaluation system requirements over time, and would need further revisions over time. The slower phase-in process would allow a period of time for employees to adjust to the new evaluation system in 2014-15. Dr. Noonan informed the Board she planned to consult with DCPEA leadership to obtain input additionally.

This year, teachers would be in one of three evaluation systems. For those in systems 2 or 3, exposure to instructional strategies, professional duties and responsibilities, and student achievement would be provided. Once implemented, the evaluation system would use three year trends for Part III. Continued training and support would result in alignment of the DCSD system to the Nevada rubrics created by the Teachers and Leaders Council. WestEd would conduct a second year validation study, of which those to be involved were yet to be determined. During the upcoming school year, administrators would be using both the old and new evaluation formats.

Mrs. Hales noted language corrections in order that matching verbiage is used in the policy and regulation when revised.

No action was taken.

7. Board Arts Fund – Music Arts Task Force (Discussion and For Possible Action)

The Board requested this topic be placed on an agenda for discussion.

Mrs. Hales stated two actions could come from this discussion.

- 1) A fund could be created in support of the arts with a nominal amount of dollars allocated. A
- 2) recommendation was made to put \$500 in the account. Donations would be sought to increase the pool.

- 3) In a time of transition for schools and grade levels, it would be appropriate to have a task force look at the structure, resources and gain input with regard to the current music program offerings.

With regard to dispersing the funds, Mrs. Hales recommended a project proposal process be used. Site and district administration could review proposals to determine the best use of funds to support education related to the arts.

Mrs. Trigg added a letter might be written from the Board President to persons interested in donating. Mrs. Trigg knew of an interested donor she would be talking with very soon.

It was noted cut backs had affected music and arts over time and this fund would offer some replacement support for those programs.

Dr. Noonan offered that \$250 could be taken from both the Superintendent's Office and Education Services to meet the \$500 funding start up for the Board Arts Fund (BAF).

Mr. Moore called for public comment.

Brian Rippet, DCPEA President, recommended including a teacher on the committee.

Mrs. Hales moved to create the Board Arts Fund with \$500.00 and accept donations into the fund with the fund being dispersed through an application process decided by the Board President, a teacher and an administrator, seconded by Ms. Jamin.

Motion carried, 7/0.

Mrs. Hales stated with the transitioning to occur between middle and elementary schools discussion could be invited to offer more consistency in programming as well as, transportation to support music.

Consensus of the Board was to create a task force to include teachers, parents and administration as mentioned above to look at curriculum, structure and offerings of the music program.

8. First Reading Board Policy No. 546, "Personal Technology and Communication Devices" (Discussion and For Possible Action)

Dr. Noonan did not provide a presentation on Board Policy No. 546, but instead asked for comments or questions. Trustees asked clarifying questions and learned the new Policy and Administrative Regulation addressed appropriate use of personal technology devices in the classroom for positive learning purposes. Guidance for teachers and administrators with regard to specific usage had been documented for advancement in the area of technology.

Mrs. Hales moved to approve for first reading, Board Policy No. 546, "Personal Technology and Communication Devices," seconded by Mrs. Trigg.

Mr. Moore called for public comment. There was none

Motion carried, 7/0.

9. Financial Literacy Update (Information and Discussion)

The Board was informed a resource library in the Superintendent's Office included a binder of information regarding financial literacy coursework underway in the district. This topic was being

addressed due to financial literacy having been listed on the Board's upcoming agenda items list for some time.

Mr. Moore was one Board Member who had requested more information on this topic. He handed the gavel to Mrs. Chessell in order to allow for his comments. Mr. Moore did not request a specific report, and had basically wanted to address the societal problem with regard to finance. The desire was to have the school district embrace the problem by incorporating financial teachings into the classroom on a larger scale.

Mrs. Chessell offered that a lot of free resources were available for all age levels and that a variety of nonprofit agencies were working on this same issue.

Dr. Noonan stated the teachers were given a guideline, as provided in the binder, which listed the sequence of coursework for financial literacy and the content requirements currently used.

Mr. Moore suggested this item be removed from the future agenda items list.

Items 12 and 13 were addressed prior to items 10 and 11.

A break was taken at 5:23 p.m.

12. Closed Session

At 5:30 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, 7/0.

Closed Session concluded at 5:48 p.m.

13. Recommendation for Board ratification of the Tentative Agreement for 2013-15 reached with the Douglas County Professional Educators Association (Discussion and For Possible Action)

Mr. Moore called for any discussion. There was none.

Mrs. Trigg moved to ratify the tentative agreement with the Douglas County Professional Educators Association for 2013-15, seconded by Mrs. Chessell.

Mr. Moore called for public comment.

Brian Rippet and Susan Lacey, DCPEA representatives, stated they were happy to have reached an agreement with the district. They were hopeful the next negotiation cycle would not result in arbitration.

Motion carried, 7/0.

Item 11 was heard prior to Item 10.

11. First Reading Board Policy No. 106, "Tobacco-Free Schools" (Discussion and For Possible Action)

Dr. Noonan offered to answer questions with regard to Board Policy No. 106. It was noted a reference to NRS had been added to the policy. Following discussion that had occurred at the June Board Meeting, this policy was offered as a first reading again with the points first included only on the policy divided out into both policy and an administrative regulation.

Mr. Moore called for discussion. There was none.

Mr. Chichester moved to approve for First Reading, Board Policy No. 106, "Tobacco-Free Schools," seconded by Mrs. Chessell.

Mr. Moore called for public comment. There was none.

Motion carried, 7/0.

Public Comment

At 5:56 p.m., Mr. Moore called for public comment. No public comment was offered.

A five minute break was taken. Upon return, no one present wished to offer public comment.

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

Board Policy No. 108 was provided by Dr. Noonan following a first reading at the June Board Meeting and a committee discussion at the July 1st Special Meeting.

Mr. Moore reported the committee had narrowed down several versions of the policy and administrative regulation to "Version 2" provided by Rick Hsu, attorney. A checklist to be used was also recommended by the committee. The main content changes included language to add reasonable suspicion testing and support to help employees who might be found to be struggling with drugs or alcohol.

Mike Malloy, attorney, added that he had reviewed the policy with Dr. Noonan. As a result, he found the basic policy to be fine but offered suggestions to improve language. Mr. Malloy advised the Board the Administrative Regulation was found to need continued work with many adjustments to be made by administration. The suggested policy changes were provided line by line.

Discussion ensued as to particulars of changes suggested. Consensus of the Board was to bring this policy back for a first reading due to the amount of change necessary.

Dr. Noonan informed the Board the Administrative Regulation might not be ready in time for the August meeting.

No action was taken.

14. First Reading Board Policy No. 233, "Full Day Kindergarten" (Discussion and For Possible Action)

Dr. Noonan offered Board Policy No. 233 for a first reading and stated she had worked to capture the philosophy behind having children attend full day kindergarten. This policy was a result of Board member requests to document full day kindergarten within policy.

Board members support the policy and took a moment to wordsmith some of the verbiage for the next reading.

Mr. Chichester moved approve for first reading Board Policy No. 233, "Full Day Kindergarten," with suggested language changes, seconded by Ms. Jamin.

Mr. Moore called for public comment. There was none.

Motion carried, 7/0.

15. Nut Free Schools (Information and Discussion)

This Item was on the Agenda due to having been on the future agenda items list for a period of time. Board members requested further discussion following public comment received regarding life threatening challenges students faced at school due to health concerns. Staff had approached the concern by working to prevent anaphylaxis in schools. The Chief Nurse was consulted on current procedures that resulted in updating Board Policy.

Dr. Noonan reported over 2000 students were tagged in the database for having an allergy or health concern of some kind. The individual who provided public comment desired to move to the next step in creating nut free schools. Advice received and research reviewed by Dr. Noonan had resulted in her not recommending the Board move forward. The implication for parents would be that their child was guaranteed to be safe from an incident at school. To help children, the district nutrition program no longer purchased food that contained peanuts. There was no guarantee that a company didn't use a vat previously used to make another food with peanuts for other goods purchased by the district. In the case of highly sensitive children, signs are used in school building to inform staff, students and parents, as a caution. Physicians were not recommending implementing a nut free policy in school systems because it could give a false sense of security and was not something the superintendent believed could be guaranteed.

Mrs. Chessell thanked Dr. Noonan for taking time to research the topic and provide feedback for consideration.

16. Broadcasting Board Meetings (Information and Discussion)

This topic had also been listed on the future agenda items list for a long period of time. Mr. Moore stated having learned more, he no longer supported moving ahead with televising or broadcasting meetings. Mrs. Chessell added that the public had not pushed to have meetings broadcasted and she was fine with dropping the topic from the list.

17. Board Bylaw Review and Revision (Discussion and For Possible Action)

Several Bylaws were provided for review. Bylaw No. 050, 060, and 070 were provided for discussion. Discussion ensued regarding work of Board Subcommittees. Efforts to protect students in certain areas of Board work were noted.

The process as written for determining future agenda items was noted to have fallen by the wayside. There was no desire to change the process, just to continue to have Board members review the Future Agenda Item list monthly in order to prioritize and delete topics listed.

18. Superintendent's Report (Administrative Report)

Dr. Noonan shared videos created by a student and published on the DCSD website. A link had been created this year to assist persons moving to Douglas County with learning about the district. The videos were a portion of that effort that were created to share information from students and staff at Douglas High School.

Mr. Malloy informed the group a long agenda item would be included on the August Agenda due to a legislative requirement to post all public meeting notices for Nevada on one central location created by the State. Under the Open Meeting Law (OML) the statute was effective January 1, 2014; although, the website set up by the State had not been made available until March. The Board would be offered an agenda item in support of the law, wherein they could vote at one time to support all of their motions during the period of time from March 1, 2014 – July 7, 2014. The meeting

being conducted today had been posted per the new OML requirements. The vote in August being a new, single corrective action would not require Trustees who were not present at a meeting to make a statement to that affect. By one single action the requirement would be met and the situation remedied. All future subcommittee and Board Meeting Agendas would be posted to the State website as well as, to the DCSD website.

19. Nevada Association of School Boards (NASB) Report

Mrs. Trigg shared that the Resolution approved by the Board in June, in support of a new funding formula for student education, was signed by 16 of the 17 Nevada counties. NASB efforts included submission of the Resolution to the appropriate legislative committee for review.

20. Possible Agenda Items for Future Board Meetings

Following discussions of several items that had been on the list this evening and items having been covered at other recent meetings, the Future Agenda Item list was pared down to only 5 items.

Mr. Freitas and Mrs. Trigg asked to have an item added to the list to allow for discussion, possibly a workshop, to discuss roles and responsibilities associated with the negotiation process.

Mrs. Trigg left at 7:48 p.m.

Next, the Board stated their priorities within the list and noted their desire was not to take time away from Strategic Plan initiatives.

21. Board Reports

There were no reports offered.

22. Correspondence

Mr. Moore mentioned having received 1 letter that he understood all Trustees had received. An additional letter was received from a parent who requested a delay in enrollment for a foreign child. Dr. Noonan would be working to assist this parent.

23. Adjournment

At 7:56 p.m., Mr. Chichester moved to adjourn, seconded by Mrs. Hales.

Motion carried, 6/0.

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.