

**Douglas County School District
Board of Trustees
Agenda for the Regular Meeting of
Tuesday, October 14, 2014
3:30 p.m.**

**Lake Tahoe Visitors Authority – Visitor Center
169 U.S. Highway 50
Stateline, 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

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. 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
Lake Tahoe Visitors Authority – Visitor Center
Stateline, Nevada
 Tuesday, October 14, 2014
 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 Board Meeting of September 9, 2014</p> <p>Attached are the Minutes of the Regular Board Meeting of September 9, 2014 for your review and approval.</p> <p>RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of September 9, 2014.</p>	
	<p>B. Personnel Report No. 14-10</p> <p>Listed on the attached Personnel Report No. 14-10 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. 14-10.</p>	
	<p>C. Grant Acceptance – Community Foundation of Western Nevada</p> <p>A grant in the amount of \$432,533.00 has been authorized through the Community Foundation of Western Nevada by way of the generosity of the Bingham Charitable Fund. The grant will provide for technology acquisition and implementation for students and staff at Whittell High School and for the District's STEM Teacher Leader Team.</p> <p>RECOMMENDATION: Accept the grant donation from the Community Foundation of Western Nevada for the Phase 1 of the District's 1:1 technology proposal for secondary students.</p>	

2.	Consent Items (For Possible Action) (Continued)	3:35 p.m.*
<p>D. Second Reading Board Bylaw No. 070, “Code of Conduct” Board Bylaw No. 070, “Code of Conduct,” is offered as a second reading for approval.</p>		
<p>RECOMMENDATION: Approve for second reading Board Bylaw No. 070, “Code of Conduct.”</p>		
<p>E. Accounts Payable Special and Regular Run Vouchers Complete lists of payments contained in Accounts Payable Special Run Voucher Numbers 1437, 1506, 1507, 1508, 1509 and 1510; and Regular Run Voucher Number 1511 are provided to the Board members via e-mail for review prior to the meeting. Copies of the payments contained in the Vouchers are available for review by the public at the Superintendent’s office prior to the time of the meeting.</p>		
<p>RECOMMENDATION: Approve Special Run Voucher Numbers 1437, 1506, 1507, 1508, 1509 and 1510; and Regular Run Voucher Number 1511.</p>		
<p>F. Class Size Reduction Alternative Plan The District wishes to continue participating in the Class Size Reduction program using the Alternative Plan, aka The Elko Model. On average, this plan supports the reduction of class size (from what they would be <i>without</i> the funding) to sizes of 22 students per teacher in grades one through three and 25 students per teacher in grades four through six.</p>		
<p>RECOMMENDATION: Approve the Class Size Reduction Plan for use in 2014-15.</p>		
<p>G. Keeping Schools Safe Manual Nevada Revised Statutes requires an annual review of the District’s Safety Manual by the Board of Trustees. An executive summary is provided. The District’s Safety Team (multi-agency) meets throughout the school year and recommends revisions as appropriate.</p>		
<p>RECOMMENDATION: Approve the 2014-15 <i>Keeping Schools Safe</i> Manual.</p>		
<p>H. Progressive Discipline Plans In accordance with NRS 392.4644, a compilation of Progressive Discipline Plans for the schools in Douglas County School District is provided for the Board’s review.</p>		
<p>RECOMMENDATION: Approve the District Implementation Report and submit to the Superintendent of Public Instruction.</p>		
<p>I. Dr. F. Gregory Betts Education Honorarium A donation of \$21,314.48 is being made to DCSD in memory of former superintendent, Dr. Betts. Through this fund, an annual honorarium will be made available to a school district employee who is working on an advanced degree in the area of Curriculum & Instruction.</p>		
<p>RECOMMENDATION: Accept the donation for the purpose of creating the F. Gregory Betts Education Honorarium Fund.</p>		

2.	Consent Items (For Possible Action) (Continued)	3:35 p.m.*
<p>J. Douglas High School Sports Complex Donation</p> <p>Per the guidelines listed in BP/AR702, the Board retains the authority to accept any gift or donation for a purpose deemed by the Board to be suitable, and to utilize the donation for the purpose so designated. The Board will receive a \$50,000 cash donation from Seaman Foundation for the purpose of a new press box at the DHS athletic program. Ernie Monfiletto, DHS point of contact, has worked with DHS Administration and Block-D to secure the remaining project requirements – \$15K cash through additional fundraising as well as donations of professional services. Any further funding required to complete the project will remain the responsibility of DHS. Business Services will provide oversight of the project including management of donations and project reviews, and project management will be provided by Scott McCullough.</p>		
<p>RECOMMENDATION: That the Board of Trustees accept the donation of the \$50,000 donation for the DHS Press Box construction, and offer its sincere appreciation to the Seaman Foundation for providing this generous donation. Additionally, the Board authorizes the Chief Financial Officer to maintain oversight, and approve contracts and required documentation as may be required to complete the engineering and construction.</p>		
<p>K. Northwest Regional Professional Development Program Executive Summary of Annual Report</p> <p>In compliance with NRS 391.556, an annual report is provided by the Northwest Regional Professional Development Program (NWRPDP) which includes a sub-report for professional development training in Douglas County School District. The full, 85-page report for the Northwest Regional Professional Development Program is available for review at the Nevada Department of Education website under www.doe.nv.gov/Boards Commissions Councils or can be obtained through the Office of the Superintendent for Douglas County School District.</p>		
<p>RECOMMENDATION: Approve the DCSD summary page of the annual report for professional development training.</p>		
<p>L. Budget Voucher Adjustments</p> <p>A complete list of budget adjustments by the Chief Financial Officer that occurred during the recent course of business is provided for review and approval by the Board of Trustees as required by NRS 354.598005.</p>		
<p>RECOMMENDATION: Approve the Budget Voucher Adjustments as submitted for October 2014.</p>		
<p>M. Recommendation for Elementary Vice-Principal</p> <p>The superintendent has recommended Ms. Melissa Rains to fill the open position in DCSD for elementary vice-principal. Melissa has been working for Washoe County School District where she is currently the Dean of Students for Rita Cannon Elementary School. She comes highly recommended and has spent 17 years educating the children of Nevada, including experience as a teacher at the middle school level. Melissa has expertise in training staff in inclusion practices, Positive Behavior Supports and CPI (crisis</p>		

2.	Consent Items (For Possible Action) (Continued)	3:35 p.m.*
<p>M. Recommendation for Elementary Vice-Principal (Continued) prevention). In addition to her current role as Dean of Students, she has had other leadership experiences including mentoring new teachers, coaching struggling teachers, serving on hiring committees, coordinating 21st Century after school programs and serving as a department chair. She has served in districtwide positions such as a Special Education Program Consultant and as a professional development trainer on Positive Behavioral Supports. She will share her time each week among 3 sites: Piñon Hills, Gardnerville and Minden Elementary Schools.</p>		
<p>RECOMMENDATION: Approve the superintendent's recommendation to hire Melissa Rains as an elementary vice-principal.</p>		
3.	Recognition	3:40 p.m.*
<p>The F. Gregory Betts' Education Honorarium will recognize two teachers in Douglas County School District for their work in graduate level studies last year. Mrs. Betts is scheduled to be in attendance for the presentations to Claudia Bertolone-Smith of Minden Elementary School and Susan Desrosiers of Zephyr Cove Elementary School.</p>		
4.	Introduction to Technology Project (Information/Discussion)	3:45 p.m.*
<p>Staff will provide the Board with a preliminary overview of the new technology project. This will be made possible by the generous grant through Community Foundation of Western Nevada and the Bingham Charitable Fund. The initial phase includes equipment and training for students and staff at Whittell High School and the District's STEM Teacher Leader Team.</p>		
5.	Principal's Report – (Gardnerville Elementary School) (Administrative Report/Program Review)	4:00 p.m.*
<p>Gardnerville Elementary School Principal, Shannon Brown, will present his report on progress toward school performance goals.</p>		
6.	Count Day Report (Administrative Report/Program Review)	4:20 p.m.*
<p>The District's official student enrollment count date for the 2014-15 school year was September 11, 2014 for George Whittell High School, and September 12, 2014 for all other sites. Enrollment and enrollment trends are critically important to the District as they drive staffing levels, operational funding and facility needs. Brian Frazier, Director Area 2, will provide an overview of the uncertified student counts taken. Holly Luna, Chief Financial Officer, will review enrollment history, compare the uncertified count to projections, and possible future implications to the District based on current enrollment trends.</p>		
7.	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)	4:30 p.m.*
<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>		

7.	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) (Continued) (Discussion and For Possible Action)	4:30 p.m.*
RECOMMENDATION: Consider any properly presented offers (written or oral) for the sale of the property.		
8.	KMS Resolution Amendment (Discussion and For Possible Action)	4:35 p.m.*
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.		
RECOMMENDATION: Adopt the provided amendment to the Resolution and continue with the effort to sell the former Kingsbury Middle School property until the January 2015 Board Meeting.		
9.	Superintendent's Report (Administrative Report)	4:40 p.m.*
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.		
10.	Project Updates - Lisa (Administrative Report)	4:45 p.m.*
The superintendent will provide the Board with brief updates on a variety of projects under way or under consideration this fall. Topics include: Development of an electronic community bulletin board; Music/Fine Arts Study Group launch; requests for school start time adjustments; possible tour available at 2:30 p.m. prior to November board meeting to see DHS facility improvements.		
11.	Closed Session	5:15 p.m.*
The Board will recess to closed session in order to discuss matters with its management representatives pursuant to NRS 288.220(4).		
Public Comment:		6:00 p.m.
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.		
12.	Nevada Association of School Boards (NASB) Report	6:05 p.m.*
Cynthia Trigg will present details of NASB accomplishments, current issues and goals.		

13.	Possible Agenda Items for Future Board Meetings	6:10 p.m.*
	Requests by Board Members for possible future agenda items.	
14.	Board Reports	6:15 p.m.*
	Brief updates from the Board regarding District activities.	
15.	Correspondence	6:20 p.m.*
16.	Adjournment	6:25 p.m.*
	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.

Notice to Individuals with Disabilities: Members of the public who require special assistance or accommodations are asked to notify the District Administration at 1638 Mono Avenue, Minden, Nevada, 89423, or by calling 782-5135, so that such notification is received at least twenty four (24) hours prior to the meeting. 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
State of Nevada website: <https://notice.nv.gov/>

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

CLASSIFIED CHANGES				
Name	Position/Location	Effective Date	Salary	Replacing
Natashya McMahon	Special Ed Aide – SES	09-02-2014	14EE1	Gina Dye
Kelly McCue	Special Ed Aide – MES	09-02-2014	14EE1	Renee Brixey
Karey Swain	Special Ed Aide – MES	09-03-2014	14EE1	New Position
Jill Williams	Special Ed Aide – JVES	09-02-2014	11EE1	Natalie Shattuck
Joanna Ruffo	Program Aide / SELC - PHES	09-02-2014	14EE1	New Position
Jennifer Wilson	Cashier Helper – ZCES	09-08-2014	12EE1	Deborah Duffy
April Krouskoupf	SRCL Kindergarten Aide – GES	09-09-2014	14EE1	Suzanne Piphoo
Susan Price	Special Ed Aide – CCMES	09-02-2014	14EE1	New Position
Shelby Bell	Classroom/Playground Aide – CCMES	09-08-2014	11EE1	Kayle Bell
Stefanie Signorella	ECE Special Ed Aide – ZCES	09-10-2014	14EE1	New Position
Hagen Strauss	SRCL Kindergarten Aide – MES	09-29-2014	14EE1	Michelle Galliett
Alexander Ferone	Rover Custodian – DW	10-13-2014	23EE1	Danny Nadler
CLASSIFIED RETIREMENTS				
Name	Position/Location	Last Day Worked / End of Contract		
Julie Hines	Clerk Typist – Special Services	09-12-2014	09-12-2014	
Sharon Austin	Bus Driver – Lake Transportation	10-24-2014	10-24-2014	
CLASSIFIED CHANGES				
Name	Former Position/Location	New Position/Location	Effective Date	Replacing
Renee Brixey	Special Ed Aide – MES (4.0 hrs)	Special Ed Aide – MES (6.0 hrs)	09-02-2014	New Position
Michelle Galliett	SRCL Kindergarten Aide – MES (4.5 hrs)	Classroom/Playground Aide – MES (3.5 hrs)	09-02-2014	Kelly Benoit
Jennifer Stevenson	Special Ed Aide – GES	SRCL Kindergarten Aide – GES	09-02-2014	Lacey Tank
Kristi Moore	Special Ed Aide – CVMS	Clerk Typist – CVMS	09-15-2014	Adrianna Cota
Suzanne Otsuka	SRCL Kindergarten Aide – ZCES (4.5 hrs)	SRCL Kindergarten Aide – ZCES (6 hrs)	09-22-2014	Increase in Hrs
Jennifer Wilson	Cashier Helper II – ZCES (3hrs)	Cashier Helper II / Playground Aide – ZCES (4hrs)	09-25-2014	Increase in Hrs
CLASSIFIED RESIGNATIONS/LOA				
Name	Position/Location	Last Day Worked / End of Contract		
Suzanne Piphoo	SRCL Kindergarten Aide – GES	09-08-2014	09-08-2014	
Ann Warrell	Assistant Cook - GWHS	09-10-2014	09-10-2014	

**Classified Personnel
(Continued)**

CLASSIFIED RESIGNATIONS/LOA (Continued)			
Name	Position/Location	Last Day Worked / End of Contract	
Kathy Goheen	Special Ed Aide – PHES	09-25-2014	09-25-2014
Ora Hearn	Special Ed Aide – MES	10-01-2014	10-01-2014
Suzanne Beres	Playground Aide - PHES	LOA – 1 st semester	
Ariel Borgman	ESL Aide - JVES	LOA – 2 nd semester	
CLASSIFIED TERMINATIONS			
Name	Position/Location	Effective Date	
Joshua Adkisson	Head Custodian – SES	09-25-2014	

Certified Personnel

CERTIFIED NEW HIRES			
Name	Position/Location	Information	School Year
Chandie Kupper	Special Education Life Skills/CCMES	Replaces Dan Isaac	2014-2015
Melissa Rains	Vice-Principal/GES/MES/PHES	Replaces S. McNeill	2014-2015
Kelly Racca	1 yr Counselor/CCMES	Replaces S. Harrell	2014-2015
CERTIFIED CHANGES			
Name	From Position/Location	To Position/Location	School Year
Susan McNeill	Vice-Principal/GES/MES/PHES	Principal/GSES	2014-2015
CERTIFIED RESIGNATIONS/RETIREMENT/LOA			
Name	Position/Location	Reason	School Year
CERTIFIED LEAVE OF REQUEST-BOARD REQUIRED APPROVAL			
Name	Position/Location	Reason	DATES
John Glover	Teacher/DHS	Leave without Pay	10/24/14
Christine Groman Meyers	Teacher/CVMS	Leave without Pay	10/30/14 & 11/3/14
Jim Meyers	CTE/DHS	Leave without Pay	10/30/14 & 11/3/14