

**Douglas County School District  
Board of Trustees  
Agenda for the Regular Meeting of  
Tuesday, November 18, 2014  
2:45 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**

**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**  
 Tuesday, November 18, 2014  
 2:45 p.m.

**AGENDA**

<b>1.</b>	<b>Tour – Douglas High School Construction Progress</b>	<b>2:45 p.m.</b>
	Community members and the school board are invited to tour and see construction progress at Douglas High School.	
<b>2.</b>	<b>Call to Order</b>	<b>3:30 p.m.</b>
	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.	
<b>3.</b>	<b>Consent Items (For Possible Action)</b>	<b>3:35 p.m.*</b>
	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 style="text-align: center;"><b>A. Minutes of the Regular Board Meeting of October 14, 2014</b></p> <p>Attached are the Minutes of the Regular Board Meeting of October 14, 2014 for your review and approval.</p> <p style="text-align: center;"><b>RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of October 14, 2014.</b></p>	
	<p style="text-align: center;"><b>B. Personnel Report No. 14-11</b></p> <p>Listed on the attached Personnel Report No. 14-11 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 style="text-align: center;"><b>RECOMMENDATION: Approve personnel actions described in Personnel Report No. 14-11.</b></p>	
	<p style="text-align: center;"><b>C. Accounts Payable Special and Regular Run Vouchers</b></p> <p>Complete lists of payments contained in Accounts Payable Special Run Voucher Numbers 1511, 1512, 1513 and 1514; and Regular Run Voucher Number 1515 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 style="text-align: center;"><b>RECOMMENDATION: Approve Special Run Voucher Numbers 1511, 1512, 1513 and 1514; and Regular Run Voucher Number 1515.</b></p>	

3.	<b>Consent Items (For Possible Action) (Continued)</b>	<b>3:35 p.m.*</b>
<p><b>D. Corrective Action Plan</b></p> <p>On October 7, 2014, the principal of an elementary school reported that the use of an unnecessary physical and mechanical restraint had occurred on an elementary student for which corrective action was determined to be appropriate as required under NRS 388.5295. The plan was submitted to (and subsequently approved by) the Nevada Department of Education and was completed on November 7, 2014.</p>		
<p><b>RECOMMENDATION: Approve the corrective action plan.</b></p>		
<p><b>E. Copier Contracts</b></p> <p>In order for efficient and timely processing of copier lease and maintenance contracts, the Business Services office is requesting board review and approval of all current copier contracts in order to align payment through Special Vouchers in accordance with BP614.</p>		
<p><b>RECOMMENDATION: Approve contracts as presented.</b></p>		
4.	<b>Principal’s Report – (Piñon Hills Elementary School) (Administrative Report/Program Review)</b>	<b>3:40 p.m.*</b>
<p>Piñon Hills Elementary School Principal, Jason Reid, will present his report on progress toward school performance goals.</p>		
5.	<b>Capital Planning and Funding (Information/Discussion)</b>	<b>4:00 p.m.*</b>
<p>Marty Johnson, JNA Consulting, will provide an overview of the outstanding and projected debt service coverage. He will discuss potential future funding as well as a number of challenges and obstacles. Staff will also be available for questions.</p>		
6.	<b>Bond Sale Resolution (Discussion and For Possible Action)</b>	<b>4:20 p.m.*</b>
<p>Consideration and possible adoption of “2014 Bond Sale Resolution #14-03” declaring the necessity of incurring a bonded indebtedness on behalf of the Douglas County School District for the purpose of acquiring, constructing, improving, and equipping school facilities of the District. The Resolution will authorize the issuance by the District of \$5,000,000 of General Obligation (Limited Tax) School Improvement Bonds (PSF Guaranteed), as well as authorize the chief financial officer of the District to arrange for the sale of the bonds; and providing other matters relating thereto.</p>		
<p>NRS requires an adoption by a simple majority vote of the Board.</p>		
<p><b>RECOMMENDATION: Approve the “2014 Bond Sale Resolution #14-03,” as submitted.</b></p>		
7.	<b>Presentation and Acceptance of Financial Audit for Fiscal Year Ended June 30, 2014 (Discussion and For Possible Action)</b>	<b>4:25 p.m.*</b>
<p>Included in each Board Member’s agenda packet is a copy of the 2013-14 independent external financial audit report covering all District Funds. Certified Public Accountants, representing the firm of The Bullard Macy Group, audited the District’s financial statements, and will review the audit and highlight specific items within the report. The report presents the District’s audited financial position as of June 30, 2014, and the results of financial operations for same. The auditors found no material problems during the course of their audit and, therefore, made no material recommendations. Additionally, there are no</p>		

7.	<b>Presentation and Acceptance of Financial Audit for Fiscal Year Ended June 30, 2014 (Continued)</b> (Discussion and For Possible Action)	4:25 p.m.*
findings attributable to the fiscal year 2013-14. External auditors and staff will be available to answer questions.		
<b>RECOMMENDATION: Approve the 2013-2014 Independent Audit Report and direct the Chief Financial Officer to file the report as Public Record in accordance with NRS 354.624.</b>		
8.	<b>DCSD Self-Insured Health Insurance Plan – Proposed Revisions to Plan for Calendar Year 2015</b> (Discussion and For Possible Action)	5:10 p.m.*
The Self-Insured Health Advisory Committee has prepared recommendations for the board with respect to changes for the upcoming 2015 plan year to include vision and dental benefits, as well as changes to the medical and prescription plan benefits as a result of the Affordable Care Act. Additional recommendations regarding the district's custom formulary prescription plan and the renewal of the third party administrators, Hometown Health, will also be offered.		
<b>RECOMMENDATION: Board to review, and may take action to approve or deny Committee recommendations as presented. Additionally, all resulting associated costs will be attributable to the Self-Funded Health Insurance Fund.</b>		
9.	<b>Climate Transformation Grant - SEA</b> (Administrative Report)	5:40 p.m.*
Douglas County School District is a sub-grant awardee of the State's award from the Climate Transformation Grant. Christi Hines-Coates, Director of Education Services, Area 1 will share information on how this grant will support the Strategic Plan in implementing Positive Behavior Supports Districtwide.		
<b>Public Comment:</b>		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.		
10.	<b>Middle School Configuration Update</b> (Administrative Report)	6:05 p.m.*
Bob Been, Principal Carson Valley Middle School, and Keith Lewis, Principal Pau-Wa-Lu Middle School, will present an update on efforts underway for the 2015-2016 school year when the two valley middle schools will be reconfigured to become grades 6-8.		
11.	<b>High School Transition Update</b> (Administrative Report)	6:35 p.m.*
Marty Swisher, Principal of Douglas High School will present updates on the planning efforts underway for transitioning ninth graders to DHS in 2015-16.		

<b>12.</b>	<b>First Reading Board Policy No. 518, “Graduation Requirements” (Discussion and For Possible Action)</b>	<b>7:05 p.m.*</b>
	Rommy Cronin, Director of Education Services, Area 3, will present proposed revisions to the Board Policy No. 518, “Graduation Requirements.”	
	<b>RECOMMENDATION: Approve for First Reading, Board Policy No. 518, “Graduation Requirements.”</b>	
<b>13.</b>	<b>First Reading Board Policy No. 434, “Benefit Eligibility” (Discussion and For Possible Action)</b>	<b>7:25 p.m.*</b>
	Revisions to Board Policy No. 434, “Benefit Eligibility,” include changing the language regarding probationary employees and adjusting language to bring the policy into compliance with our health care contract and new health care regulations.	
	<b>RECOMMENDATION: Approve for First Reading, Board Policy No. 434, “Benefit Eligibility.”</b>	
<b>14.</b>	<b>Closed Session</b>	<b>7:30 p.m.*</b>
	The Board will recess to closed session in order to discuss matters with its management representatives pursuant to NRS 288.220(4).	
<b>15.</b>	<b>Superintendent’s Report (Administrative Report)</b>	<b>8:00 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.	
<b>16.</b>	<b>Orientation Document (Information/Discussion)</b>	<b>8:10 p.m.*</b>
	Two or more board members requested an agenda item be scheduled to discuss an Orientation Document for new board members. The concept was proposed as, “A document pertaining to board member and superintendent transitioning might be produced by a subcommittee. The document could contain notes of their experiences, items of importance and reasoning behind current beliefs of review with new trustees. The document could be used during orientation for new board members.”	
<b>17.</b>	<b>Nevada Association of School Boards (NASB) Report</b>	<b>8:20 p.m.*</b>
	Cynthia Trigg will present details of NASB accomplishments, current issues and goals.	
<b>18.</b>	<b>Possible Agenda Items for Future Board Meetings</b>	<b>8:25 p.m.*</b>
	Requests by Board Members for possible future agenda items.	
<b>19.</b>	<b>Board Reports</b>	<b>8:30 p.m.*</b>
	Brief updates from the Board regarding District activities.	
<b>20.</b>	<b>Correspondence</b>	<b>8:35 p.m.*</b>
<b>21.</b>	<b>Adjournment</b>	<b>8:40 p.m.*</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.**

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 website: [www.dcsd.k12.nv.us](http://www.dcsd.k12.nv.us)

**Classified Personnel**

HIRING RECOMMENDATIONS FOR CLASSIFIED PERSONNEL				
Name	Position/Location	Effective Date	Salary	Replacing
Robert McLaren	Custodain – PWLMS	09-22-2014	23EE1	New Position
Sally Neddenriep	Special Ed Aide – PHES	10-20-2014	14EE1	Ora Hearn
CLASSIFIED CHANGES				
Name	Former Position/Location	New Position/Location	Effective Date	Replacing
Tim Grove	Head Custodian – CVMS	Head Custodian – SES	11-03-2014	Josh Adkisson
CLASSIFIED TERMINATIONS				
Name	Position/Location	Effective Date		
Robert McLaren	Custodian – PWLMS	10-02-2014		

**Certified Personnel**

CERTIFIED NEW HIRES			
Name	Position/Location	Information	School Year
Larry Hyland	Sped Teacher/PHES	Replaces T.Watson	2014-2015
CERTIFIED CHANGES			
Name	From Position/Location	To Position/Location	School Year
Leslie Price	.5 Sped Teacher/JHS	1 FTE Sped Teacher/JHS	2014-2015
CERTIFIED RESIGNATIONS/RETIREMENT/LOA			
Name	Position/Location	Reason	School Year
CERTIFIED LEAVE OF REQUEST-BOARD REQUIRED APPROVAL			
Name	Position/Location	Reason	DATES