

**Douglas County School District  
Board of Trustees  
Agenda for the Regular Meeting of  
Tuesday, August 12, 2008  
3:30 p.m.  
Douglas High School  
Minden, Nevada**

**Mission Statement**

**The Douglas County School District, in partnership with parents and community, will ensure that all students are competent in the basic skill areas, demonstrate continuous achievement toward educational excellence, and reach their highest potential as productive, responsible citizens.**

**Board of Trustees**

**Teri Jamin, President**

**Cynthia Trigg, Vice President**

**Thomas Moore, Clerk**

**Karen Chessell, Member**

**Sharla Hales, Member**

**John Louritt, Member**

**Keith Roman, Member**

**1638 Mono Avenue, P.O. Box 1888, 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 a copy of the complete agenda is desired in advance, it may be obtained at the District Office on the Friday or Monday preceding a regular Tuesday meeting of the Board. 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.

Scheduled Public Comment: During regular Board meetings, 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.

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. Board meetings are 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 P. O. Box 1888, 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, August 12, 2008  
 3:30 p.m.

**AGENDA**

<b>1.</b>	<b>Call to Order</b>	<b>3:30 p.m.</b>
	<p>A. Pledge of Allegiance</p> <p>B. Adoption of Agenda (Action)</p> <p>The Trustees reserve the right to take items in a different order to accomplish business in the most efficient manner.</p>	

**2. Consent Items (Action)**

<b>2.</b>	<b>Consent Items (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.</p> <p>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 Meeting of July 8, 2008</b></p> <p>Attached are the Minutes of the Regular Board meeting of July 8, 2008, for your review and approval.</p>	
	<p><b>RECOMMENDATION: Approve the Minutes of the Regular Board meeting of July 8, 2008.</b></p>	
	<p><b>B. Request to Take the GED Examination</b></p> <p>Pursuant to amendment to NRS 385.448, effective July 1, 2001, "The Board of Trustees of a school district may, upon request and for good cause shown, grant permission to take the tests of general educational development prescribed by the state board." The Nevada Department of Education was previously petitioned for this purpose. These petitions will appear as Consent items on the Douglas County School District Board meeting agenda. Included in the Board Members' agenda packet is a request from Tanner Taylor Cooper for approval to take the GED test and a Statement of Permission signed by the student's parent or legal guardian. A copy of the "Response for Petition by 16 Year Olds to Take the GED Exam" is also included.</p>	
	<p><b>RECOMMENDATION: Approve the request submitted by Tanner Taylor Cooper to take the GED examination.</b></p>	

## 2. Consent Items (Action) (Continued)

### C. Personnel Report No. 08-08

Listed on the attached Personnel Report No. 08-08 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.

**RECOMMENDATION: Approve personnel actions described in Personnel Report No. 08-08.**

### D. Accounts Payable Voucher No. 1032 for FY 2007-2008 and Voucher No.1002 for FY 2008-2009

A complete list of payments contained in Voucher Numbers 1032 and 1002 were provided to the Board members via e-mail for review prior to the meeting. A copy of the payments contained in Voucher Numbers 1032 and 1002 is available for review by the public at the Superintendent's Office prior to the meeting and also at the time of the meeting.

**RECOMMENDATION: Approve payments contained in Voucher Number 1032 for the 2007-2008 fiscal year and Voucher Number 1002 for the 2008-2009 fiscal year.**

### E. Strategic Planning Meeting Date Change

The June 10, 2008 Board Meeting Agenda contained a Consent Item listing upcoming Board Meeting Dates and Locations for the 2008-2009 school year. The Strategic Planning Meeting date is traditionally the last Friday in January. The date previously listed in the Agenda as Friday, January 23, 2009, was reflected incorrectly. The meeting date on record should reflect Friday, January 30, 2009.

**RECOMMENDATION: Approve a change on record for the Strategic Planning Meeting date to January 30, 2009.**

### F. Sierra Crest Academy Compliance Audit

As required by NRS 386.610 and NAC 386.410 each year by August 15th the Board of Trustees of a school district that sponsors a charter school shall submit: an evaluation of the progress of each charter school, a description of all administrative support and services provided by the school district, and an annual report of compliance. During the month of May, Nancy Bryant, Assistant Superintendent of Education Services; Brian Frazier, Director of Assessments, Grants, and Special Programs; Lyn Gorrindo, Director of Curriculum and Instruction; Janice Keith, Director of Special Services; Holly Luna, Director of Business Services; Rich Alexander, Assistant Superintendent of Human Resources; and Bonnie Dellner, Chief Nurse, visited Sierra Crest Academy (SCA) to monitor the school in regards to their specific expertise. From those monitoring visits a compliance-monitoring audit was completed. This audit indicates several areas of non-compliance.

**RECOMMENDATION: Approve the annual Audit of Compliance for Sierra Crest Academy.**

### 3. Administrative Reports and Program Reviews

<b>3-A.</b>	<b>Principal's Report – (C. C. Meneley Elementary School)</b>	<b>3:40 p.m.</b>
	C. C. Meneley Elementary School Principal, Paula Zona will present a report on progress toward the goals of their School Improvement Plan.	
<b>3-B.</b>	<b>Superintendent's Report</b>	<b>3:55 p.m.</b>
	Superintendent Carol Lark will report to the Board regarding activities of the past month and upcoming District events that may be of interest to them. An update on radon will be included.	
<b>3-C.</b>	<b>Nevada Association of School Boards (NASB) Report</b>	<b>4:05 p.m.</b>
	Sharla Hales and Cynthia Trigg will present details of NASB accomplishments, current issues, and future goals.	
<b>3-D.</b>	<b>Nevada Interscholastic Activities Association (NIAA) Report</b>	<b>4:10 p.m.</b>
	Keith Roman, NIAA Vice President, will report on information obtained at the recent meeting.	
<b>3-E.</b>	<b>Secondary Literacy Report</b>	<b>4:15 p.m.</b>
	Lyn Gorrindo, Director of Curriculum and Instruction will provide history, related grant information, and future plans for secondary literacy within the District.	
<b>3-F.</b>	<b>Report on Adequate Yearly Progress Designations</b>	<b>4:45 p.m.</b>
	Brian Frazier, Director of Assessments, Grant, and Special Programs, will present the District's Adequate Yearly Progress designations to the Board of Trustees for the 2007-2008 school year.	

### 4. Items Requiring Discussion and Action (Action)

<b>4-A.</b>	<b>Creation of Douglas County School District Advanced Diploma</b>	<b>5:15 p.m.</b>
	<p>Nancy Bryant, Assistant Superintendent Education Services, will share State requirements for an Advanced Diploma and the advantages for our students. NAC 389.663 outlines Advanced Diploma requirements as stated below:</p> <p>Pass all High School Proficiency Exams (HSPE) and Douglas County School District Competency Assessments, earn a minimum of 18 units of credit for required courses and six units of credit for elective courses for a total of at least 24 units of credit, and maintain at least a 3.25 GPA on a 4.0 grading scale, weighted or unweighted, for all units of credit applicable towards graduation.</p> <p><b>RECOMMENDATION: Approve the creation of a Douglas County School District Advanced Diploma which will follow requirements outlined in NAC 389.663.</b></p>	

#### 4. Items Requiring Discussion and Action (Action) (Continued)

4-B.	<b>Administrative Regulation 518(f), “Graduation Ceremony Regulations”</b>	<b>5:35 p.m.</b>
<p>Mrs. Bryant, will share proposed changes to Administrative Regulation, 518(f) “Graduation Ceremony Regulations.” These changes will include the issuance of an Advanced Diploma for DCSD graduates beginning with the class of 2009. The Advanced Diploma is outlined in NAC 389.663. The University of Nevada Reno and Las Vegas now offer automatic admission for students receiving an Advanced Diploma and we wish to allow our students to take advantage of this opportunity.</p>		
<b>Public Comment:</b>		<b>6:00 p.m.</b>
<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>		
4-C.	<b>Budget FY2008-2009 Impact of SB185 and Special Session</b>	<b>6:05 p.m.</b>
<p>The FY2009 basic support per pupil amounts have been reduced by the removal of one-half of the textbook funding (<b>\$47,995,714</b>) from FY2009’s total DSA appropriation as enacted by the 24<sup>th</sup> Special Session. Douglas County School District’s share is \$125 per pupil, or <b>\$813,725</b> based on FY2007/2008 Hold Harmless count of 6,509.8 students.</p>		
<p>Second, the FY2009 basic support payments have been further reduced by the K-12 share of the \$106 million in overall FY2009 budget cuts assigned to all state agencies, which amounted to <b>\$387,528</b> in budget reductions for DCSD per the Department of Education. In total, DCSD must meet State required reductions in the amount totaling <b>\$1.2 Million</b>.</p>		
<p>Proposed budget reduction, totaling \$1.36M has been presented to the Board. Staff is available to answer any questions.</p>		
<p><b>RECOMMENDATION: Discussion and action cutting FY2008-09 budget amounts as required by reductions mandated by legislative action.</b></p>		
4-D.	<b>Contingency Funding Request</b>	<b>7:05 p.m.</b>
<p>As a result of a thorough audit conducted by PERS, a letter was received from PERS specifying requirements to pay PERS for employees that had worked 719 hours or more in FY2006/07 and FY2007/08. The total number of employees that met that requirement in FY2006/07 was 10. When determining hours worked for those employees, the total amount of PERS to be paid equated to approximately \$22,709. The total number of employees affected in FY2007/08 equaled 11. The PERS amount for those employees is approximately \$27,414. The total expense to the District would be approximately \$50,123, to be paid from FY2007/08.</p>		
<p><b>RECOMMENDATION: Approve a repayment to PERS for these employees from the FY 2007/08 contingency funds.</b></p>		

<b>5.</b>	<b>Correspondence</b>	<b>7:20 p.m.</b>
<b>6.</b>	<b>Possible Agenda Items for Future Board Meetings</b>	<b>7:25 p.m.</b>
	Input from Board Members	
<b>7.</b>	<b>Executive Session</b>	
	If necessary, the Board will recess to executive session for the purpose of considering employer/employee negotiations pursuant to NRS 288.220(4).	
<b>8.</b>	<b>Adjournment</b>	
	The Board will reconvene in public session and a motion will be made to adjourn.	

(\*) Times are estimated. Generally speaking, the item will be heard no earlier than the time indicated. If a copy of the complete agenda is desired in advance, it may be obtained at the District Office on the Friday or Monday preceding a regular Tuesday meeting of the Board.

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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  
Kingsbury Middle School, Stateline, NV

Douglas High School, Minden, NV  
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)