

**Douglas County School District
Board of Trustees
Agenda for the Regular Meeting of
Tuesday, October 14, 2008
3:30 p.m.
George Whittell High School
Stateline, 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
 George Whittell High School
 Stateline, Nevada
 Tuesday, October 14, 2008
 3:30 p.m.

AGENDA

Anyone who wishes to tour the new science classrooms is invited to come early!!		3:00 p.m.
1.	Call to Order	3:30 p.m.
<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)

2.	Consent Items (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.</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>A. Minutes of the Regular Meeting of September 9, 2008</p> <p>Attached are the Minutes of the Regular Board meeting of September 9, 2008, for your review and approval.</p>		
<p>RECOMMENDATION: Approve the Minutes of the Regular Board meeting of September 9, 2008.</p>		
<p>B. Accounts Payable Voucher No. 1008 for FY 2008 - 2009</p> <p>A complete list of payments contained in Voucher Number 1008 is provided to the Board members via e-mail for review prior to the meeting. A copy of the payments contained in Voucher Number 1008 is available for review by the public at the Superintendent's Office prior to the meeting and also at the time of the meeting.</p>		
<p>RECOMMENDATION: Approve payments contained in Voucher No. 1008 for the 2008-2009 fiscal year.</p>		
<p>C. Personnel Report No. 08-10</p> <p>Listed on the attached Personnel Report No. 08-10 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. 08-10.</p>		

2. Consent Items (Action) (Continued)

D. Request to Take the GED Examination

Pursuant to the 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 agendas. Included in the Board Members' agenda packet is a request from Amber Ambrose for approval to take the GED test and a Statement of Permission signed by the student's parent or legal guardian. Copies of the "Response for Petition by 16 Year Olds to Take the GED Exam" are also included.

RECOMMENDATION: Approve the request submitted by Amber Ambrose to take the GED examination.

E. Reclassification within the Building Maintenance and Grounds Department

The district is recommending that two vacant Maintenance Technician II positions be reclassified to a Maintenance Specialist (HVACR/EMS) and an Electrician (Journey Level) based upon the changing needs of the District. The reclassification will result in the department's ability to hire staff whose technical skills will perform advanced journey-level work to repair and maintain electrical and energy management systems and equipment as well as district buildings. The two positions have been vacant since the incumbents retired in April and August 2008 and the salary savings will be used to offset the difference in the proposed salary ranges. This in-house expertise will minimize the need to hire outside contractors and result in savings to the district. The proposed revised salary ranges address internal equity issues and are in line with comparable school districts.

RECOMMENDATION: (1) Approve the revised salary range for one (1) Maintenance Technician II position (Range 31) to an Electrician – Journey (Range 36); (2) Approve the revised salary range for one (1) Maintenance Technician II position (Range 31) to a Maintenance Specialist -HVACR/EMS (Range 36).

F. AB280

On October 1, 2008, a staff member at Zephyr Cove Elementary School used a non-permissible use of a restraint on a special education student during picture day. Corrective action has been designed to require the staff member to attend district crisis prevention intervention (CPI) training.

RECOMMENDATION: Approve Correction Action implementation by the school and teacher.

2. Consent Items (Action) (Continued)

G. AB280

A regional trainer for the WNRTP was teaching a class at CCMES, when she used a non-permissible use of restraint to take the child to the special education teacher. The report was delayed by late notification of the administrator that the infraction had occurred. The DCSD is working with WNRTP to implement corrective action which includes the training of all regional trainers in AB 280 at their next meeting.

RECOMMENDATION: Approve Correction Action implementation by the school and WNRTP.

H. Approval of Increased Mileage Reimbursement Rate

The District was recently notified by the Department of Administration of the State of Nevada that the State recently increased the standard rate for approved employee transportation reimbursement for use of a personal vehicle for state business from 50.5 cents to 58.5 cents per mile effective July 1, 2008. The State increased this rate in response to the federal government increasing their standard mileage rate for transportation expenses.

Since the Douglas County School District has always followed the State employee travel reimbursement rates in the area of mileage and meals, the Administration is recommending that the District employee mileage reimbursement rate for qualified reimbursable employee travel occurring on or after October 1, 2008, be increased from 50.5 cents per mile to 58.5 cents per mile.

RECOMMENDATION: Approve an increase in the District's employee mileage reimbursement rate from 50.5 cents per mile to 58.5 cents per mile effective October 1, 2008.

I. Approval of Big George Ventures Donation Acceptance of \$1,432,614

Big George Ventures has generously offered to supplement the District's funding of a full-sized gym at George Whittell High School. The District currently has \$950,000 earmarked in Capital Funds, and schematic design of said gym is an estimated \$2.4 Million.

Currently, the timeline of completion of the project is estimated to be January 2010.

Ray Sidney, Big George Ventures, has agreed to fund the donation in a phased approach that will correspond to construction needs. The donation of \$1,432,614 currently has built-in contingency funds for construction and inflation that, if possible to avoid, would not be granted.

RECOMMENDATION: Accept Big George Ventures' donation of \$1,432,614 for the purpose of supplementing the District's capital funding of \$950,000 earmarked for the GWHS gym.

2. Consent Items (Action) (Continued)

<p>J. New Teacher Bonuses</p> <p>The state legislature at its last session renewed the \$2000 new teacher bonus program which is awarded to classroom teachers on a one time basis to those who are new to teaching or new to teaching in Nevada.</p>
<p>RECOMMENDATION: Authorize Rich Alexander, Assistant Superintendent for Human Resources, to administer the New Teacher Bonus program</p>
<p>K. Class Size Reduction</p> <p>The District wishes to continue participating in the Class Size Reduction program using the Alternative Plan (also known as the Elko Model) which reduces class size in grades first through third to a district average of 22:1 and grades four through six to 25:1.</p>
<p>RECOMMENDATION: Authorize the district to continue to participate in the Class Size Reduction program using the Alternative Plan.</p>

3. Administrative Reports and Program Reviews

3-A.	Principal's Report – (<i>Zephyr Cove Elementary School</i>)	3:40 p.m.
	Zephyr Cove Elementary School Principal, Nancy Cauley, will present a report on progress toward the goals of their School Improvement Plan.	
3-B.	Update on George Whittell High School Empowerment Program	3:55 p.m.
	Sue Shannon, Principal of Whittell High School, will provide the Board with an update on the Empowerment Plan. This was requested when the plan was originally approved.	
3-C.	KIDS Committee Report	4:10 p.m.
	Cheryl Blomstrom, President, Keep Improving Douglas Schools Committee (KIDS) will provide an update on the progress being made toward passage of the bond.	

4. Items Requiring Discussion and Action (Action)

The proposed competency modifications were developed by the Middle School teachers as they worked on aligning the new state English Language Arts Standards with the District's Competencies. The new rubrics align with the State Standards and are the embedded common assessments that will be used by all 7-9 English teachers through the new Springboard Program.

4-A.	Replacement of the Narrative Essay 7th Grade High Stakes Assessment with the State of Nevada Analytical Writing Assessment	4:20 p.m.
<p>Nancy Bryant, Assistant Superintendent for Education Services and Lyn Gorrindo, Director of Curriculum and Instruction, will share the rational behind the elimination of the 7th grade Narrative and the replacement of it with the 8th Grade State Analytical Writing Assessment. Students who score a 12 on the State Test would be considered proficient in Narrative Writing.</p> <p>RECOMMENDATION: Eliminate the 7th Grade Narrative Assessment replacing it with a score of 12 on the Nevada State Analytical Writing Assessment</p>		
4-B.	Replacement of the 7th Grade Narrative High Stake Assessment Rubric with the creation of a new 7th Grade Benchmark Narrative Rubric	4:30 p.m.
<p>Mrs. Bryant and Mrs. Gorrindo will go over the proposal to change the 7th grade Narrative High Stake Assessment to a newly developed 7th Grade Benchmark Narrative Rubric that will serve as a common assessment.</p> <p>RECOMMENDATION: Approve the replacement of the 7th grade High Stake Narrative Rubric with the adoption of the new 7th Grade Narrative Benchmark Rubric</p>		
4-C.	Addition of a new 8th Grade Narrative Essay Benchmark Rubric	4:40 p.m.
<p>Mrs. Bryant and Mrs. Gorrindo will review the new 8th Grade Narrative Essay Benchmark Rubric. This new rubric will serve as a common assessment and benchmark in preparing students for the State Analytical Writing Assessment.</p> <p>RECOMMENDATION: Approve the adoption of the new 8th Grade Narrative Essay Benchmark Rubric.</p>		
4-D.	Modification of 8th Grade Report Rubric	4:50 p.m.
<p>It has been requested that the District's 8th Grade Report Rubric be modified. The differences in the report rubric will be outlined by Mrs. Bryant and Mrs. Gorrindo. The report is embedded in the Springboard Program and will be part of their common assessments.</p> <p>RECOMMENDATION: Approve modified 8th Grade Report Rubric</p>		

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

4-E.	Modification of the 9th Grade Research Paper Benchmark Rubric to a new Report Project Benchmark Rubric	5:00 p.m.
<p>A proposed revision to the 9th Grade Research Paper Benchmark Rubric to a new modified Report Project Benchmark Rubric will be discussed. This new modified Rubric is an embedded assessment in the Springboard Program and will be used as a common assessment.</p>		
<p>RECOMMENDATION: Approve the modified 9th Grade Research Project Rubric</p>		
4-F.	Modification of the 9th Grade Expository Benchmark Rubric	5:10 p.m.
<p>The 9th Grade Expository Rubric is a Benchmark for the High Stakes 10th grade Expository Writing Assessment. The proposal is to have a modified 9th Grade Benchmark that will be an embedded assessment in Springboard, serve as a common assessment, and a benchmark for the 10th grade assessment.</p>		
<p>RECOMMENDATION: Approve the modified 9th Grade Expository Benchmark Rubric</p>		
4-G.	Approval of DCSD Health Advisory Committee Recommendations	5:20 p.m.
<p>The DCSD Health Advisory Committee has unanimously voted to: change Third Party Administrators (TPA) from HealthComp to HHP in order to comply with NRS 287.010, change Preferred Provider Organization (PPO) Network from NNP UHN to HHP to capture more favorable discounts, change Reinsurance Carriers from Gerber (associated with NNP UHN) to RBS Re (associated with HHP), and initiate a Dispense As Written penalty to incentivize employees to generic drugs when a generic equivalent is available. The changes, should the Board approve, would be implemented 1/1/09.</p> <p>Additionally, the Committee voted to include a Highly Qualified Health Deductible Plan (HQHDP) as an alternative option to the current PPO plan. Again, if the Board approves, the HQHDP would be implemented 1/1/09.</p> <p>Minutes of meetings with extensive details can be viewed on the District website at: http://dcsd.k12.nv.us/main_includes/staff/health_committee_minutes.php</p>		
<p>RECOMMENDATION: Approve the following changes as of January 1, 2009: change TPA from HealthComp to HHP. change PPO network from NNP UHN to HHP. change re-insurance carrier from Gerber to RBS Re. implement a DAW-2 penalty. and include a HQHDP as an alternative option to the current PPO plan.</p>		

Public Comment:	6:00 p.m.
<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. Items Requiring Discussion and Action (Action) (Continued)

4-H.	Assigning Assistant Superintendent of Education Services Designee for the Board to Release Students to Take the Tests of General Educational Development (GED) Exam	6:15 p.m.
<p>Nancy Bryant, Assistant Superintendent of Education Services, will explain the reasoning behind assigning her office as designee for the Board to release students from compulsory education to take the GED test. (NRS 385.448)</p> <p>RECOMMENDATION: Designate the office of Assistant Superintendent of Education Services as designee for the Board to release students to take the GED test.</p>		

3. Administrative Reports and Program Reviews (Continued)

3-D.	Enrollment Report	6:25 p.m.
<p>The District's official student enrollment date for the 2008-09 school year was September 19, 2008. Enrollment and enrollment trends are critically important to the District, as they drive the District's staffing levels, operational funding and facility needs. Holly Luna, Chief Financial Officer, will review the official student counts taken on September 19, 2008, enrollment history, and possible future implications to the District based on current enrollment counts.</p>		
3-E.	Nevada Interscholastic Activities Association (NIAA) Report	6:35 p.m.
<p>Keith Roman, NIAA Vice President, will report on information obtained at the recent meeting.</p>		
3-F.	Nevada Association of School Boards (NASB) Report	6:45 p.m.
<p>Sharla Hales and Cynthia Trigg will present details of NASB accomplishments, current issues, and future goals.</p>		
3-G.	Superintendent's Report	6:55 p.m.
<p>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.</p>		
5.	Executive Session	
<p>If necessary, the Board will recess to executive session for the purpose of considering employer/employee negotiations pursuant to NRS 288.220(4).</p>		

6.	Adjournment	
	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