

**Douglas County School District
Board of Trustees
Agenda for the Regular Meeting of
Tuesday, March 10, 2009
3:30 p.m.
Douglas High School
1670 Hwy 88
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

Cynthia Trigg, President

Thomas Moore, Vice President

Keith Roman, Clerk

Karen Chessell, Member

Randy Green, Member

Sharla Hales, Member

Teri Jamin, 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, March 10, 2009
 3:30 p.m.

AGENDA

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)	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 February 10, 2009</p> <p>Attached are the Minutes of the Regular Board meeting of February 10, 2009, for your review and approval.</p>	
	<p>RECOMMENDATION: Approve the Minutes of the Regular Board meeting of February 10, 2009.</p>	
	<p>B. Minutes of the Special Meeting of February 11, 2009</p> <p>Attached are the Minutes of the Special Board meeting of February 11, 2009, for your review and approval.</p>	
	<p>RECOMMENDATION: Approve the Minutes of the Special Board meeting of February 11, 2009.</p>	
	<p>C. Change of Board Member Committee List Appointment</p> <p>The Appointment of a Board Representative to attend the Employee Relations Communications Committee has been requested to be changed.</p>	
	<p>RECOMMENDATION: Amend the Committee list to include Thomas Moore as a representative to the Employee Relations Communications Committee in the place of Cynthia Trigg.</p>	

2. Consent Items (Continued) (Action)

D. Accounts Payable Voucher No. 1019 for FY 2008 - 2009

A complete list of payments contained in Voucher Number 1019 is provided to the Board members via e-mail for review prior to the meeting. A copy of the payments contained in Voucher Number 1019 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 No. 1019 for the 2008-2009 fiscal year.

E. Personnel Report No. 09-03

Listed on the attached Personnel Report No. 09-03 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. 09-03.

F. AB 280

A teacher used a permissible physical restraint for staff safety on a ninth grade girl at Pau-Wa-Lu Middle School. The parents have been notified and no further action is required.

RECOMMENDATION: Accept as no further action to be taken.

G. AB 280

A non permissible use of physical restraint was use on February 13, 2009 with a kindergartener at Gardnerville Elementary School. A Corrective Action Plan has been enacted and the parent, as well as, the Nevada Department of Education will be notified.

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

H. Contract Award for Two New School Buses for the 2009-10 Fiscal Year

Annually, the District bids and orders school buses for delivery in the next fiscal year. It is necessary to order buses with sufficient lead-time due to the delay between order and delivery of school buses, which is approximately six to eight months. This year's bid was for two buses for 2009-10.

Bids for the two new buses were opened on February 26, 2009 and a summary of the bids received is included in each Board Member's agenda packet. As the summary indicates, the lowest responsive and responsible bidder meeting District specifications was submitted Bryson Sales & Service in the Total Amount of \$193,850.00.

RECOMMENDATION: Award a contract in the amount of \$193,850.00 for two 84-passenger buses without lifts for 2009-10 to Bryson Sales & Service as the lowest responsive and responsible bidder meeting District specifications. Funding to come from the District's 2009-10 general fund.

2. Consent Items (Continued) (Action)

I. Second Reading of Revisions to Board Policy No. 529(a) Weapons/ Fighting/Intimidation/ Prescription Drugs

Proposed revisions to Board Policy No. 529(a), "Weapons/Fighting/Intimidation/ Prescription Drugs" which would provide sites the opportunity to bring acts of Fighting/Bullying/ Intimidation to the Board for suspension on the first occurrence.

RECOMMENDATION: Approve for first reading changes to Board Policy No. 529(a), "Weapons/Fighting/Intimidation/Prescription Drugs."

J. Family Life, Sex Education, AIDS Trained Teachers

As per the General guidelines of the Scope and Sequence of the FLSEA program, the curriculum is to be taught by instructors who have received training on the program. The following teachers have received the mandatory training and who may teach the curriculum to students.

Grade Level	Name	Site
5 th	Katie Hill	SES
5 th	Stuart Shipley	SES
6 th	Wendy Smith	SES
5 th	Roxane Usher	GES
5 th	Laura King	JVES
5 th	Cathy Wendell	JVES
6 th	Dave Giorgi	JVES
6 th	Linda Nalder	JVES
5 th	Damon Kixmiller	ZCES
5 th /6 th	Jenay Aiksnoras	ZCES
7 th	Meg Getty	CVMS
8 th	Danielle Ledesma	CVMS
7 th /8 th	Rachael Leino	GWHS
5 th	Peggy Tighe	PHES
5 th	Jason Carter	PHES
6 th	Sarah Russell	PHES

RECOMMENDATION: Approve the list of Family Life, Sex Education, AIDS Trained Teachers.

K. Recommendation for Assistant Superintendent for Education Services

An interview panel consisting of Carol Lark, Superintendent; Holly Luna, Chief Financial Officer; and Rich Alexander, Assistant Superintendent for Human Resources, interviewed two candidates for the position of Assistant Superintendent for Education Services. The candidates completed a presentation and interview.

Consent Items (Continued) (Action)

K. Recommendation for Assistant Superintendent for Education Services (Continued)

As a result, Mrs. Lark announced her intention to recommend Lyn Gorrindo to the Board as Assistant Superintendent for Education Services.

Ms. Gorrindo has a B.S. degree in Biology from the University of California at Davis and another B.S. degree in Medical Technology from the University of Nevada, Reno. She also holds a Masters degree in Secondary Education from the University of Nevada, Reno.

She possesses a Nevada K-12 School Administrator license, along with a K-8 teaching license, as well as, a 7-12 teaching license with endorsements in Biological Science, Chemistry, and Math.

Her employment experience includes:

2006-to present: Director of Curriculum and Instruction; Title III Director
2005-2006: Regional Trainer, Western Nevada Regional Training Program
2003-2005: Professional Development Trainer, Douglas County School District
1992-2003: Chemistry and Math Teacher, Douglas High School
1991-1992: Science and Math Teacher, Carson Valley Middle School
1990-1991: Elementary Teacher, Gardnerville Elementary School

RECOMMENDATION: Accept the recommendation of the Superintendent and appoint Lyn Gorrindo as Assistant Superintendent for Education Services beginning July 1, 2009.

L. Custodial supervisor position within the Building and Sites Maintenance Department

The District is recommending the addition of a Custodial Supervisor position within the Buildings and Sites Maintenance Department in order to facilitate the previously proposed (February 10th Board Meeting) district-wide custodial organization restructuring. This reorganization will necessitate the hiring of a Custodial Supervisor who will provide a level of accountability and oversight far greater than what we currently have, as well as training. It is the intent of the District to fill this position with an existing custodial position. The internal recruitment will consist of a comprehensive and competitive examination process in order to identify and hire the most highly qualified person for the job.

The overall estimated savings to be realized through more consistent and standardized cleaning methods, reductions in square footage, and reductions in cleaning supplies includes the offsetting cost of the supervisor position as well as the reduction of an estimated five (5) custodial positions.

RECOMMENDATION: Approve the addition of the Custodial Supervisor position at the salary range B on the Classified Supervisory and Professional Salary Schedule.

3.	Principal's Report – (Piñon Hills Elementary School) Administrative Report/Program Review	3:40 p.m.
Piñon Hills Elementary School Principal, Rommy Cronin, will present a report on progress toward the goals of their School Improvement Plan.		

4.	District Wide Reconfiguration Administrative Report/Program Review	3:55 p.m.
Carol Lark will provide the Board with preliminary information that may lead to moving the ninth graders in the valley to Douglas High School in the fall of 2010. Additionally, this plan would relocate the sixth graders to the middle schools, which could result in the closing of one elementary school.		

5.	iNVEST '09 Plan Resolution Item Requiring Discussion and Action (Action)	4:40 p.m.
Carol Lark, Superintendent, will present the background information and latest Resolution for the iNVEST Plan being presented by Nevada Superintendents.		

RECOMMENDATION: Therefore, be it resolved that the Superintendent and Board of Trustees of Douglas County School District fully endorse and support iNVEST '09 and its primary purpose of improving student achievement for all students and urge the Governor and Nevada State Legislature to support iNVEST '09 through specific action to enact the policies and provide the funding necessary to achieve the fundamental tenets of iNVEST '09: provide adequate basic support; attract and retain a high quality work force; and the means to increase instructional time and expand education opportunities.

6.	Drug Testing Item Requiring Discussion and Action (Action)	4:45 p.m.
Carol Lark will present information on a potential program for drug testing of students involved in athletics and/or extracurricular activities at both high schools. This would be implemented in the fall of 2009.		

RECOMMENDATION: Direct staff to pursue and finalize a contract that would put into place a program for random drug testing of high school students involved in athletics and/or extracurricular activities in our high schools.

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.	

7.	First Reading of Revisions to Board Policy No. 529, “Suspension and Expulsion” Items Requiring Discussion and Action (Action)	6:05 p.m.
	Nancy Bryant, Assistant Superintendent for Education Services, will present proposed revisions to Board Policy No. 529, “Suspension and Expulsion,” to bring it into alignment with NRS 392.466 and 392.4655.	
	RECOMMENDATION: Approve for first reading revisions to Board Policy No. 529, “Suspension and Expulsion.”	
8.	Nevada Association of School Boards (NASB) Report	6:10 p.m.
	Sharla Hales and Cynthia Trigg will present details of NASB accomplishments, current issues, and future goals.	
9.	Superintendent’s Report	6:15 p.m.
	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.	
10.	Correspondence	6:25 p.m.
11.	Possible Agenda Items for Future Board Meetings	6:30 p.m.
	Input from Board Members	
12.	Executive Session	
	If necessary, the Board will recess to executive session for the purpose of considering employer/employee negotiations pursuant to NRS 288.220.	
13.	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.

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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

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