

**Douglas County School District
Board of Trustees
Agenda for the Regular Meeting of
Tuesday, March 10, 2015
3:30 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

Ross Chichester, President

Cynthia Trigg, Vice President

Neal Freitas, Clerk

Karen Chessell, Member

Teri Jamin, Member

Robbe Lehmann, Member

Thomas Moore, 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
Douglas High School
Minden, Nevada
 Tuesday, March 10, 2015
 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 February 10, 2015 Attached are the Minutes of the Regular Board Meeting of February 10, 2015 for your review and approval.</p>	
	<p>RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of February 10, 2015.</p>	
	<p>B. Minutes of the Special Board Meeting of February 19, 2015 Attached are the Minutes of the Special Board Meeting of February 19, 2015 for your review and approval.</p>	
	<p>RECOMMENDATION: Approve the Minutes of the Special Board Meeting of February 19, 2015.</p>	
	<p>C. Minutes of the Special Board Meeting of March 3, 2015 Attached are the Minutes of the Special Board Meeting of March 3, 2015 for your review and approval.</p>	
	<p>RECOMMENDATION: Approve the Minutes of the Special Board Meeting of March 3, 2015.</p>	
	<p>D. Personnel Report No. 15-03 Listed on the attached Personnel Report No. 15-03 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.</p>	
	<p>RECOMMENDATION: Approve personnel actions in Personnel Report No. 15-03.</p>	

2.	Consent Items (For Possible Action) (Continued)	3:35 p.m.*
<p>E. Accounts Payable Special and Regular Run Vouchers</p>		
<p>A complete list of payments contained in Accounts Payable Special Run Voucher Numbers 1524 and 1525; and Regular Run Voucher Number 1526 is provided to the Board members via e-mail for review prior to the meeting. Copies of the Voucher are available for review by the public at the Superintendent's office prior to the meeting.</p>		
<p>RECOMMENDATION: Approve Special Run Voucher Numbers 1524 and 1525; and Regular Run Voucher Number 1526.</p>		
<p>F. Second Reading Bylaw No. 040, "Membership"</p>		
<p>Bylaw No. 040, "Membership," is offered for a second reading.</p>		
<p>RECOMMENDATION: Approve for second reading Bylaw No. 040, "Membership."</p>		
<p>G. Second Reading Board Policy No. 518, "Graduation Requirements"</p>		
<p>Board Policy No. 518, "Graduation Requirements," is offered for a second reading.</p>		
<p>RECOMMENDATION: Approve for second reading Board Policy No. 518, "Graduation Requirements."</p>		
<p>H. New Course: 3rd Level – Engineering Strand - Project Lead The Way - Computer Integrated Manufacturing</p>		
<p>On January 12, 2015, the Career and Technical Skills Committee met. Following that meeting a recommendation was made that the "Computer Integrated Manufacturing" be the third course in the engineering strand of Project Lead the Way to be taught at Douglas High School.</p>		
<p>RECOMMENDATION: Approve the new course for Douglas High School.</p>		
<p>I. Budget Adjustment Voucher</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 Adjustment for March 2015 as submitted.</p>		
<p>J. Acceptance of Donation</p>		
<p>The <i>GE Women's Network</i> hosted a STEM fundraiser at the "FLL" (FIRST Lego League) Competition earlier this year. Over \$400 was raised for DCSD for our STEM Projects' fund.</p>		
<p>RECOMMENDATION: Accept the kind donation from the GE Women's Network and commit the funds to the STEM projects fund.</p>		
<p>K. Acceptance of Superintendent Search Services – Jim Huge & Associates</p>		
<p>A proposal for superintendent search services has been provided to the Board during their Special Meeting on March 3, 2015. This item is intended to represent official acceptance of the proposal.</p>		
<p>RECOMMENDATION: Approve Jim Huge & Associates as the superintendent search consultant provider.</p>		

3.	Special Recognition (Special Recognition)	3:40 p.m.*
	Tonya Woods of GE will be presenting the school board with a check following a recent fundraiser for STEM projects by the GE Women's Network.	
4.	Principal's Report – (C. C. Meneley Elementary School) (Administrative Report/Program Review)	3:45 p.m.*
	C. C. Meneley Elementary School Principal, Becky Rugger, will present her report on progress toward school performance goals.	
5.	Principal's Report – (Scarselli Elementary School) (Administrative Report/Program Review)	4:05 p.m.*
	Scarselli Elementary School Principal, Susan McNeall, will present her report on progress toward school performance goals.	
6.	Superintendent's Report and Legislative Updates (Administrative Report)	4:25 p.m.*
	Superintendent Dr. Lisa Noonan will report to the Board regarding activities of the past month and upcoming events that may be of interest to them.	
7.	Nevada Association of School Boards (NASB) Report	4:40 p.m.*
	Karen Chessell will present details of NASB accomplishments, current issues and goals.	
8.	Board Reports	4:45 p.m.*
	Brief updates from the Board regarding District activities.	
9.	Correspondence	4:50 p.m.*
10.	First Reading Policy No. 234, "Digital Citizenship" (Discussion and For Possible Action)	4:55 p.m.*
	A new Board Policy on Digital Citizenship is offered to align Board Policy with Nevada Revised Statutes.	
	RECOMMENDATION: Approve for first reading, Policy No. 234, "Digital Citizenship."	
11.	College Jump Start (Information and Discussion)	5:05 p.m.*
	Douglas County School District agreed to pilot a new program in partnership with Western Nevada College for the 2014-15 school year. Staff will provide additional information to the board on how the program is working and discuss continuation for seniors in the 2015-16 school year.	
	RECOMMENDATION: That the Board of Trustees approve up to \$26,000 for College Jump Start to continue in 2015-16.	
12.	Update on Music Committee (Administrative Report)	5:25 p.m.*
	The Board approved a Study Group to work on recommendations in the area of Music and Fine Arts. The first phase of the work was completed by a study group that reviewed K-12 music in Douglas County School District. Staff (and available Study Group members) will present the Phase 1 recommendations.	

13.	First Reading Board Policy No. 337, “Mandatory Reporting by Staff” (Discussion and For Possible Action)	5:55 p.m.*
Board Policy No. 337, “Mandatory Reporting by Staff,” is a new policy authorized under NRS 391.056 to adopt a policy requiring mandatory reporting of arrests and convictions of crimes.		
RECOMMENDATION: Approve for First Reading Board Policy No. 337, “Mandatory Reporting by Staff.”		
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.		
14.	Closed Session	6:05 p.m.*
The Board will recess to closed session in order to discuss matters with its management representatives pursuant to NRS 288.220(4).		
15.	Bus Driver Agreement (Discussion and For Possible Action)	6:35 p.m.*
The District is recommending that a 1.5% salary increase to the District’s Bus Drivers’ Salary Schedule be approved for the 2014-2015 fiscal year retroactive to July 1, 2014. The proposed 1.5% salary schedule increase is presented after meeting with the Association during the Negotiated Re-Opener for salaries agreed upon during negotiations in the Spring of 2014. The Bus Drivers Association ratified the agreement at a meeting in late February. Negotiations with this group for the 2013-2015 Agreement are now closed.		
RECOMMENDATION: Approve the 1.5% increase, effective July 1, 2014, on the 2014-2015 Bus Driver Salary Schedule included in each Board Member’s agenda packet.		
16.	Superintendent Search (Discussion and For Possible Action)	6:40 p.m.*
The Board may discuss and decide ongoing details in the search for a new superintendent.		
RECOMMENDATION: Approve the appointment of a superintendent or approve a process to advertise, interview and appoint a superintendent.		
17.	Update on Donation to Support ASPIRE Academy High School (Administrative Report)	7:10 p.m.*
In March 2014, the Board approved an agreement with Western Nevada College to share their Douglas Campus as a government efficiency and example of shared resources. Within the document was the allowance to add a portable building to the campus. In January 2015, the board formally accepted a donation of \$85,000 from Bently Enterprises, LLC. To support the relocation efforts of ASPIRE Academy High School. Staff will update the Board on efforts to maximize this effort.		

18.	Possible Agenda Items for Future Board Meetings	7:20 p.m.*
	Requests by Board Members for possible future agenda items.	
19.	Adjournment	7:25 p.m.*

(*) 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.

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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

Classified Personnel

HIRING RECOMMENDATIONS FOR CLASSIFIED PERSONNEL				
Name	Position/Location	Effective Date	Salary	Replacing
Jennifer Keiser	Custodian – PWLMS (4 hrs)	02-09-2015	23EE1	Eli Moya
Mary Swisher	Library Media Technician – SES	02-23-2015	31EE1	Candy Rooney
Suezanne Westman	Special Ed Aide / Para – CCMES	03-02-2015	14EE1	Kevin Molina
CLASSIFIED CHANGES				
Name	Former Position/Location	New Position/Location	Effective Date	Replacing
Jennifer Wilson	Cashier Helper II (3.0 hrs) & Classroom/Playground Aide (1.0 hr) - ZCES	SRCL Kindergarten Aide – ZCES	02-23-2015	New Position
Tabitha Row	Hearing Impaired Tutor – ZCES	Educational Tutor II – ZCES	02-01-2015	EIPA Score
Bonnie Jackson	Hearing Impaired Tutor – PHES	Educational Tutor I – PHES	02-23-2015	EIPA Score
Zue Thao	Custodian – JVES (6.0 hrs)	Custodian – PHES (8.0 hrs)	03-16-2015	Tom Gremore
CLASSIFIED RESIGNATIONS/LOA				
Name	Position/Location	Last Day Worked / End of Contract		
Wendy Froggett	Special Ed Aide – CCMES (LOA)	Dates Requested: 2/18/2015 – 2/23/2015		
Tonya Stevens	Special Ed Program Aide – ASPIRE	03-13-2015	03-13-2015	
CLASSIFIED TERMINATIONS				
Name	Position/Location	Effective Date		
John Heffernan	Bus Driver – Lake Transportation	02-26-2015		

Certified Personnel

CERTIFIED RESIGNATIONS/RETIREMENT/LOA			
Name	Position/Location	Reason	School Year
Amy Barbera	Classroom Teacher/GES	LOA	2015-2016
Kelly Racca	Counselor 1 yr/CCMES	Resignation	2014-2015
Patricia Langlie	Teacher Special Education/Aspire Academy High School	Resignation	2015-2016
Larry Hyland	Teacher Special Education/PHES	Resignation	2014-2015
CERTIFIED LEAVE OF REQUEST-BOARD REQUIRED APPROVAL			
Name	Position/Location	Reason	DATES
Lois Furno	Teacher/Special Services	Leave without pay	2/19/15
Allison Smith	Teacher/DHS	Leave without Pay	4/13/15-4/15/15
Janine Mello	Teacher/CCMES	Leave without pay	4/15/15-4/17/15
Brian Mello	Teacher/CCMES	Leave without pay	4/15/15-4/17/15