

**Douglas County School District
Board of Trustees
Agenda for the Regular Meeting of
Tuesday, April 14, 2015
3:30 p.m.**

**Lake Tahoe Visitors Authority – Visitors Center
169 U.S. Hwy. 50
Stateline, 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
Lake Tahoe Visitors Authority – Visitors Center
Minden, Nevada
Tuesday, April 14, 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 March 10, 2015 Attached are the Minutes of the Regular Board Meeting of March 10, 2015 for your review and approval.</p>	
	<p>RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of March 10, 2015.</p>	
	<p>B. Minutes of the Special Board Meeting of March 30, 2015 Attached are the Minutes of the Special Board Meeting of March 30, 2015 for your review and approval.</p>	
	<p>RECOMMENDATION: Approve the Minutes of the Special Board Meeting of March 30, 2015.</p>	
	<p>C. GWHS Alternative Calendar Nevada Administrative Code and Nevada Revised Statutes require approval from the Nevada Department of Education to utilize an alternative calendar. George Whittell High School has been using a 4-Day-Week calendar since fall 2009. Student achievement is provided by way of the attached school dashboard. The superintendent recommends approval for another five years unless a change in programming or state requirements warrant the revisiting of the alternative calendar.</p>	
	<p>RECOMMENDATION: Approve the George Whittell High School 4-Day-Week calendar for the next five years.</p>	

2.	Consent Items (For Possible Action) (Continued)	3:35 p.m.*
<p>D. Personnel Report No. 15-04</p> <p>Listed on the attached Personnel Report No. 15-04 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. 15-04.</p>		
<p>E. Accounts Payable Special and Regular Run Vouchers</p> <p>A complete list of payments contained in Accounts Payable Special Run Voucher Number 1529; and Regular Run Voucher Number 1530 is provided to the Board members via e-mail for review prior to the meeting. Copies of the Vouchers are available for review by the public at the Superintendent's office prior to the meeting.</p>		
<p>RECOMMENDATION: Approve Special Run Voucher Number 1529; and Regular Run Voucher Number 1530.</p>		
<p>F. Second Reading Board Policy No. 234, "Digital Citizenship"</p> <p>Board Policy No. 234, "Digital Citizenship," is offered for a second reading.</p>		
<p>RECOMMENDATION: Approve for second reading Board Policy No. 234, "Digital Citizenship."</p>		
<p>G. Second Reading Board Policy No. 337, "Mandatory Self-Reporting By Staff"</p> <p>Board Policy No. 337, "Mandatory Self-Reporting By Staff," is offered as a second reading.</p>		
<p>RECOMMENDATION: Approve for second reading Board Policy No. 337, "Mandatory Self-Reporting By Staff."</p>		
<p>H. Corrective Action Plan AB56</p> <p>On March 18, 2015, an elementary school reported the use of an aversive intervention for which corrective action was delineated (and included in the Board packet), as required under NRS 388.5295. Pending Board approval, final corrective action implemented on March 18, 2015 will meet the requirements.</p>		
<p>RECOMMENDATION: Approve final corrective action implemented March 18, 2015.</p>		
<p>I. Budget Adjustment Voucher for April 2015</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 April Budget Vouchers as recommended by the Chief Financial Officer.</p>		
<p>J. Class Size Reduction Plan</p> <p>The Class Size Reduction Plan for Fiscal Year 2016 includes continued use of the Alternative CSR (Elko Model) to staff grades 1-3 at 22:1 and grades 4-5 at 25:1. The plan would focus efforts to minimize any need for Multi-Age Groupings at all schools and help to support efforts to improve achievement scores at our lowest performing schools by supporting smaller class sizes in grades critical to building a strong foundation to support the use of language and the ability to read with proficiency.</p>		
<p>RECOMMENDATION: Approve the Class Size Reduction Plan for 2015-2016.</p>		

3.	Principal’s Report – (Zephyr Cove Elementary School) (Administrative Report/Program Review)	3:40 p.m.*
Zephyr Cove Elementary School Principal, Nancy Cauley, will present her report on progress toward school performance goals.		
4.	Superintendent’s Report and Legislative Updates (Administrative Report)	4:00 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.		
5.	Superintendent Search (Discussion and For Possible Action)	4:10 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.		
6.	Opening of Written Offers, Call for Oral Bids and possible acceptance of qualified offer for the sale of property at 1900 Echo Drive, Zephyr Cove, Nevada 89448 (Formerly KMS) (Discussion and For Possible Action)	4:15 p.m.*
Once any written offers have been announced, the Board will call for oral bids for consideration in accordance with Section 391.280 of the Nevada Revised Statutes. Since the District Property has been offered for sale in at least two prior meetings of the Board of Trustees, pursuant to NRS 393.270 the Board may, in its discretion accept the proposal which is the highest, even if less than the value determined by the appraiser.		
RECOMMENDATION: Consider any properly presented offers (written or oral) for the sale of the property.		
7.	Consideration and Discussion of Possibly Offering the KMS Property for Lease to Private Parties or to Other Public Agencies (For Possible Action)	4:20 p.m.*
The Board may choose to consider and discuss the possibility of offering the Kingsbury Middle School (“KMS”) real property located at 1900 Echo Drive, Zephyr Cove, Nevada for lease to private parties pursuant to NRS 393.220 <i>et seq.</i> or to another public agency, the State of Nevada or a department of the State or an Indian tribe for a <i>term of not to exceed 99 years to be used for public purposes, through an inter-local cooperative agreement pursuant to NRS 277.050.</i>		
RECOMMENDATION: That the board decide if they wish to consider lease proposals in addition to purchase offers for the property and if so, direct staff to prepare a separate resolution for the next Board Meeting for review and approval.		

8.	KMS Resolution Amendment (Discussion and For Possible Action)	4:30 p.m.*
	<p>If a buyer is not identified through the prior agenda item, the Board may elect to continue with the 'for sale' status of the property located at 1900 Echo Drive, Zephyr Cove Nevada. An amended resolution will need to be adopted by a majority vote of the Board.</p> <p>RECOMMENDATION: Adopt the provided amendment to the Resolution and continue with the effort to sell the former Kingsbury Middle School property until the July 2015 Board Meeting.</p>	
9.	Nevada Association of School Boards (NASB) Report	4:35 p.m.*
	<p>Karen Chessell will present details of NASB accomplishments, current issues and goals.</p>	
10.	Board Reports	4:40 p.m.*
	<p>Brief updates from the Board regarding District activities.</p>	
11.	Correspondence	4:45 p.m.*
12.	Board Meeting Start Time (Discussion and For Possible Action)	4:50 p.m.*
	<p>During a prior board meeting, two or more board members requested that an item be agendaized for discussion by the full board. The board will discuss the topic of start times for their meetings.</p> <p>RECOMMENDATION: That the board decide if changes are needed to the start of their meetings.</p>	
13.	Spending Adjustments (Discussion and For Possible Action)	5:00 p.m.*
	<p>With the movement of 6th grade to middle school and the 9th grade to high school, there are adjustments that the superintendent wishes to recommend. Enrollment in elementary schools will be smaller. Douglas High School will be growing by 450 students or more. Declining enrollment over past years, in combination with the legislature still in session, warrant some categories of spending adjustments to be utilized.</p> <p>RECOMMENDATION: That the board of trustees approve adjustments to current spending areas as recommended by the superintendent for the 2015-16 school year.</p>	
14.	Gifted and Talented Task Force (Discussion and For Possible Action)	5:15 p.m.*
	<p>The GT Taskforce serves as an advisory committee to the Board. The committee voted recently on a recommendation relating to Administrative Regulation 320(a) Short-Term Substitutes. The Taskforce would like GT teachers to be removed from the list of positions for which short-term substitutes are not provided.</p> <p>RECOMMENDATION: That the Board of Trustees decide if they wish to fund the request from the Taskforce for the 2015-16 school year.</p>	

15.	Consideration of 2015-16 Tentative Budget (Discussion and For Possible Action)	5:25 p.m.*
<p>Included in each Board Member's agenda packet is a copy of the District's proposed 2015-2016 tentative budget. NRS 354.596 requires that all school districts approve and file a balanced tentative budget with the Nevada Department of Taxation by April 15. The statute further requires that the District hold a hearing on their tentative budget on the third Wednesday of May, which this year falls on May 20, 2015.</p> <p>Due to the hold harmless provision contained in the Nevada School Funding Plan (NRS 387.1233), next year's tentative budget is built on the actual weighted apportioned enrollment of FY2014 -15 of 5,838.4. The District is anticipating non-weighted enrollment in FY2015 -16 to be slightly down from FY2014 -15. The actual non-weighted enrollment in FY2014 -15 was 6,057, and projected non-weighted enrollment for FY2015-16 is 6,002.</p> <p>Included in each Board Member's agenda packet is a summary of the General Fund appropriations as well as the projected budgets for all other funds.</p> <p>The tentative budget as presented has a combined property tax rate of \$.8500 per \$100 of assessed valuation, \$.7500 in the District's general fund as required by State law and \$.1000 in the District's debt service fund. The total combined tax rate of \$.8500 remains the same as last year.</p> <p>It is expected that revisions will be made to the April Tentative Budget, and reviewed at the May 20th public hearing. However, due to pending legislative matters, the district may also prepare a revised Final Budget as allowed by NRS 354.598005(6). Staff will be prepared to discuss the prepared tentative budget and answer questions that the Board may have.</p>		
<p>RECOMMENDATION: Approve the FY2015-2016 Douglas County School District Tentative Budget and declare a public hearing on the budget for Wednesday, May 20, 2015 at 5:00p.m. at the Douglas High School Library, 1670 Highway 88, Minden, Nevada 89423.</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>		

16.	Update on Lake Schools' Study Group Recommendation (Administrative Report)	6:05 p.m.*
<p>The superintendent will update the Board on efforts to research and incorporate some of the report's top priorities for Lake Schools.</p>		

17.	Closed Session	6:25 p.m.*
<p>The Board will recess to closed session in order to discuss matters with its management representatives pursuant to NRS 288.220(4).</p>		

18.	Possible Agenda Items for Future Board Meetings	6:55 p.m.*
	Requests by Board Members for possible future agenda items.	
19.	Adjournment	

(*) 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

Classified Personnel

HIRING RECOMMENDATIONS FOR CLASSIFIED PERSONNEL				
Name	Position/Location	Effective Date	Salary	Replacing
Russell Hall	Health Aide / EMT – CCMES	03-23-2015	14EE4	Temporary assignment through 5/29/2015
Melissa Vera	Bus Driver – Transportation	03-18-2015	EEP	John Heffernan
CLASSIFIED CHANGES				
Name	Former Position/Location	New Position/Location	Effective Date	Replacing
Max Beck	Hearing Interpreter – WCSD	Educational Interpreter I - WCSD	03-02-2015	EIPA Score
CLASSIFIED RESIGNATIONS/LOA				
Name	Position/Location	Last Day Worked / End of Contract		
Tonya Stevens	Special Ed Program Aide – ASPIRE	03-12-2015	03-12-2015	
Donna Browder	Secretary I – MES (LOA for 2014 – 2015)	04-11-2014	05-09-2015	
Lisa Scheidt	Special Ed Aide – DHS	04-17-2015	04-17-2015	

Certified Personnel

CERTIFIED RESIGNATIONS/RETIREMENT/LOA			
Name	Position/Location	Reason	School Year
Sarah Bigelow	Teacher/GSES	Rescinded LOA for 2015-2016 year	2015-2016
Sara Jacobsen	Speech Path/DHS	Resignation	2015-2016
Leslie Campbell	Teacher/GSES	LOA	2015-2016
Lisa Shafer	Teacher/PWLMS	LOA-Child Rearing	2015-2016
CERTIFIED LEAVE OF REQUEST-BOARD REQUIRED APPROVAL			
Name	Position/Location	Reason	DATES
Mikell Peacock	Teacher/ZCES	Leave without Pay	4/13/15