

MINUTES

Present:

Trustees:

Ross Chichester, President
Cynthia Trigg, Vice President
Robbe Lehmann, Member
Teri Jamin, Member
Karen Chessell, Member
Thomas Moore, Member

Absent:

Neal Freitas, Clerk

Personnel:

Teri White, Superintendent
Christi Hines-Coates, Director Area 1
Brian Frazier, Director Area 2
Rommy Cronin, Director Area 3
Brandon Swain, Director Area 4

Absent:

Holly Luna, Chief Financial Officer

Others Present:

Rick Hsu, Legal Counsel

1. Call to Order (For Possible Action)

Mr. Chichester called the meeting to order at 3:30 p.m. and led the Pledge of Allegiance.

Mr. Moore moved to adopt the agenda, seconded by Mrs. Chessell.

Mr. Chichester called for public comment. There was none.

Motion carried, 6/0.

2. Consent Items (For Possible Action)

Mr. Chichester inquired to see if there were any Consent Items to be pulled. Ms. Jamin asked that Item 2-I, "Second Reading, Board Policy No. 226, "Parent and Family Involvement," be pulled for discussion.

Mrs. Trigg moved to approve the Consent Agenda with the exception of Item 2-I, seconded by Mrs. Chessell.

Motion Carried, 6/0.

- A. Approve the Minutes of the Regular Board Meeting of September 8, 2015.
- B. Approve Board Policy No. 108, "Drug-and Alcohol Free Workplace," for Second Reading.
- C. Approve personnel actions in Personnel Report No. 15-10.
- D. Approve for second reading Board Policy No. 431, "Alcohol and Controlled Substance Testing."

- E. Approve for second reading revocation of Board Policy No. 310, "Non Reemployment of Probationary Employees."
- F. Approve for second reading Board Policy No. 529(a), "Safe Schools."
- G. Approve for second reading Board Policy No. 205, "Guidance and Counseling."
- H. Approve Special Run Voucher Numbers 1608, 1609 and 1610; Regular Run Voucher Number 1611 for FY2015-16.
- I. Approve for second reading, Board Policy No. 226, "Parent and Family Involvement."
- J. Approve for second reading, Board Policy No. 529, "Suspension and Expulsion."
- K. Approve the Budget Voucher Adjustment for October 2015 as submitted.
- L. Approve the DCSD summary page of the annual report for professional development training."
- M. Approve the District Implementation Report for Progressive Discipline Plans and submit to the Superintendent of Public Instruction.

Ms. Jamin stated there were several pages within Item 2-I, "Second Reading Board Policy No. 226, "Parent and Family Involvement," that referenced a previous committee involved that would need to be changed to the newer committee name.

Ms. Jamin moved to approve Item 2-I with changes to the reference within the Policy from the FIT Committee to the newer name of Douglas County Parent Advisory Council, seconded by Mrs. Trigg.

Motion carried, 6/0.

**3. 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)**

Mrs. White shared there were no bids or written offers at this time.

No action was taken.

**4. KMS Resolution Amendment
(Discussion and For Possible Action)**

Ms. White stated the Resolution would carry the sale of the property forward, as had been done in the past.

Mr. Moore moved to adopt the provided amendment to the Resolution and continue with the effort to sell the former Kingsbury Middle School property until the November 2015 Board Meeting, seconded by Mrs. Trigg.

Mr. Chichester called for public comment. There was none.

Motion carried, 6/0.

**5. Principal's Report (Zephyr Cove Elementary School)
(Administrative Report/Program Review)**

Nancy Cauley, Principal, Zephyr Cove Elementary School, informed the Board efforts that were being made to market the small school attributes provided to students at ZCES. School goals in relation to reading and math would remain the same this year as in the past year. No additional data was provided, due to problems at the State level with SBAC assessments during the last school year. Positive behavior reinforcements were in place to support increased disrespect and defiance problems among students. Calmer behaviors were noted to be a result of three rules of Positive Behavioral Intervention and Supports (PBIS) incorporated recently. Data is also being tracked on the new methods of changing behavior that are underway.

Academic objectives assisted teachers with planning and delivering high-quality sheltered instruction

for all students.

Ms. Cauley stated a survey was provided to parents to see what topics were of interest to families that might assist learning through parent involvement. Nevada Academic Content Standards were of interest as well as, classroom grading that would therefore be discussed at parent nights. Dinner would be offered to those in attendance through a Food for Thought grant.

A new program entitled "Tahoe Place-Based Education," aligned with Next Generation Science Standards, offering students an opportunity to learn about the Lake Tahoe area. Students would become environmentally aware through hands on activities and field trips. Various agencies were assisting in activities including Sierra Nevada Journeys and the Tahoe Institute of National Science.

Board Intervention grant funds supported literacy efforts including "Read by 3," a legislative initiative. A tutor would provide targeted interventions for K-2 students who were working below grade level.

The Tahoe Arts Project (TAP) was noted for providing 2-3 cultural assemblies through the year with performing arts.

6. Superintendent's Report (Administrative Report)

Mrs. White stated the district, including the district office, would participate in the Great Nevada Shakeout earthquake drill.

The SB411, Public Schools Overcrowding and Repair Needs Committee, had met once and was now fully represented. The committee would discuss a possible initiative for the 2016 ballot. Mrs. Chessell inquired regarding who is on the working committee.

This month is National School Nutrition Month wherein parents would join their children for lunch at school. Vouchers would be provided for families as needed.

The Board was informed Wa-Pai-Shone activities were being offered for students at CCMES again this year.

It was reported that District staff was working to update many Board Policies having to do with recent legislative changes affecting day to day operations.

7. Nevada Association of School Boards (NASB) Report

Mrs. Chessell stated she received NASB training with regard to SB302, grants for parents wishing to have their child attend a private school. Related lawsuits were a topic of conversation with regard to whether or not funds are provided to schools or to parents. Additionally, courts would decide on the amount of funding to provide that would be necessary for school tuition. The Nevada Supreme Court would be working toward conclusions for families. A packet of information was provided for review. Other topics discussed at the training were technology in a blended learning approach; federal public land grants that had not provided funding as intended to school districts; and transgender student issues, including policy relating to particular circumstances for those students. Mrs. Trigg stated a qualified speaker had offered to be available to do a presentation for the Board on the topic of policy necessary to support transgender children in public schools.

A flyer was offered for review on an upcoming International School Symposium as well as, a pamphlet on graduation requirements published by the Nevada Department of Education.

Board Members were asked to let Carolyn know if they wished to be registered for the upcoming November conference.

8. Board Reports (Information and Discussion)

Ms. Jamin reported she and Mr. Freitas attended the District's Douglas Parent Advisory Council Meeting in September. Topics included emphasizing student growth vs. mindset, that being a different learning method for students beyond the written curriculum. Other topics of discussion were learning from mistakes, and the need for recess and physical education for stimulation. Brainstorming regarding family involvement was discussed and information was shared from school sites as to ideas underway to engage families in their children's learning. The Board was informed that PWL would hold a Parent Expo November 4th in conjunction with CVMS and all were invited to attend.

Ms. Jamin stated topics discussed at the State Board Meeting included how the 2014-15 graduation rates had improved; the Nevada Advanced Placement (AP) test growth rate is double the national rate; 80% of students participated in the PSAT; and a goal was to have all students in the state take 2 AP courses. Input was received from the Superintendent's Association regarding the irregularity in testing incurred across the State last year. Improvements to the assessment process would result.

9. Correspondence

Mr. Lehmann read from an email he had received on this date and stated he would forward it for the other Trustees to read.

10. School Calendar Committee (Information/Discussion)

Keith Lewis, Director Human Resources, began by summarizing input received from the Board at the last meeting. It was desirable to have the same calendars for Valley schools and ZCES; GWHS and JHS would be the exception, due to their different calendar arrangements. It was noted the Board requested data to follow up on the success of finals being held before winter break and to consider other calendar options through the calendar process. Neighboring Washoe County had used a variety of calendars over time, with the current calendar being balanced or traditional, the success of which was of interest at this time.

A cost analysis including utilities, busing, and wages and benefits would be scrutinized when looking at possible calendar changes. Additionally, testing and instructional requirements, staff attendance and what other districts including Lyon and Carson City learned would be realized.

It was suggested community partners be considered, including the County Parks and Recreation Department and Boys and Girls Club. Childcare considerations for parents working on a 24 hour schedule were suggested for consideration. Pros and cons of the various models would be provided.

Mr. Lewis informed Trustees that surveys would also be conducted among parents, staff and community members. January is the target month for the next calendar presentation, with an action item scheduled for February 2016.

11. First Reading Board Policy No. 543, "Safe and Respectful Learning Environment" (Discussion and For Possible Action)

Brandon Swain, Education Services Director Area 4, offered revisions to Board Policy No. 543. Administrative Regulation 543 was also included in the revision process to update bullying language. Definitions provided in NRS were included as well as references to cyber bullying. Harassment and intimidation were removed due to Board Policy No. 543 being revised to focus on bullying. Policies 112 and 113 contained the language on harassment. The corresponding Administrative Regulation No.113 was revised and provided for review.

Mr. Moore stated a clarification in language of the words "as detailed" that should read "as defined," in the first paragraph of Board Policy No. 543.

Mr. Chichester called for public comment. There was none.

Mrs. Chessell moved to approve for first reading Board Policy No. 543, "Safe and Respectful Learning Environment," with the language changed from "as detailed" to "as defined," seconded by Ms. Jamin.

Motion carried, 6/0.

12. First Reading Board Bylaw No. 030, "Functions"
(Discussion and For Possible Action)

Mrs. White stated no revisions had been made to Board Bylaw No. 030, "Functions;" although, the Board was offered an opportunity to suggest any changes.

Mr. Chichester called for public comment. There was none.

Mrs. Trigg moved to approve for first reading Bylaw No. 030, "Functions," seconded by Ms. Jamin.

Motion carried, 6/0.

13. First Reading Board Policy No. 510, "Child Abuse or Neglect"
(Discussion and For Possible Action)

Christi Hines-Coates, Director Education Services Area 1, presented language in addition to that offered last month, for Board Policy No. 510, "Child Abuse or Neglect." It was noted the first violation of not reporting child abuse or neglect is a misdemeanor that would result in police involvement.

Mr. Chichester called for public comment. There was none.

Mrs. Chessell moved to approve for first reading Board Policy No. 510, "Child Abuse," seconded by Mr. Moore.

Motion carried, 6/0.

14. First Reading Board Policy No. 116, "Employees' Fiscal Code of Ethics"
(Discussion and For Possible Action)

Mrs. White stated the Education Department General Administrative Regulations (EDGAR) requires a policy to be in place with regard to a fiscal code of ethics. A new draft Policy was presented last month, and suggestions were taken for consideration including researching the threshold for gifts to staff. Backup material included policy from other districts, the NRS and fiscal guidance. Staff did not have a position as to the amount allowed for gifts received. Appropriate policy language would be necessary in order that the district could apply for federal grants.

Discussion ensued among the Board members regarding whether or not a ceiling should be placed on gifts to staff, how sites would track larger gifts or donations, and how to be sure staff did not inappropriately favor families due to gifts provided. It was noted students learn respect through thankfulness and that the views held by children in this light were important.

Mrs. White offered that under the Employee Gifts of Hospitality portion of the draft Board Policy, some bullets could be stricken. Bullet number 1 quoted NRS and should remain. Board discussion continued. The points of each bullet were reviewed along with definitions of terms used and receipt of cash vs. a gift card. Cash was noted to be the only type of gift without a paper trail.

Brian Frazier commented that funds deposited to a site Activity Account could be used in any given classroom, and did not necessarily have to be split among all staff, as initially written into the Policy.

Ms. Jamin offered that a motion could be made to include only bullet number 1, NRS language, to support grant needs and meet the Policy requirement.

The last bullet, number 5, referencing staff receiving payment for completing surveys was addressed.

Mr. Chichester called for public comment. There was none.

Ms. Jamin stated she preferred to incorporate language similar to the Carson City Policy wherein

appreciation for efforts balances the monetary verbiage. This reference might soften finance language for family usage in a newsletter or student handbook.

Mr. Lehmann moved to approve for first reading Board Policy No. 116, "Employee's Fiscal Code of Ethics," to include striking bullets 2, 3, and 4; and creating a new bullet number 2, including language such as, "cash gifts are not acceptable, although gift cards are," seconded by Mr. Moore.

After some discussion, the Board determined that with the amount of change forthcoming in the Policy, they would prefer to continue on with a second reading next month, but to have the second reading listed as a separate Action Item, in lieu of placing this on the Consent Agenda.

Mr. Lehmann offered an amendment to his motion to include Board Policy No. 116, "Employee's Fiscal Code of Ethics," be brought back as a second reading under the Action Items, not on the Consent Agenda, and to strike bullet number 5, seconded by Mr. Moore.

Mr. Chichester called for public comment. There was none.

Motion carried, 6/0.

15. First Reading Board Policy No. 520, "Student Complaint" (Discussion and For Possible Action)

Rommy Cronin, Education Services Director Area 3, offered revisions to Board Policy No. 520, "Student Complaint," to bring Policy into compliance with AB120. The process for a student complaint had been moved into the Administrative Regulation and a Student Complaint Form added to complete the procedures.

Mr. Chichester called for public comment. There was none.

Mrs. Chessell moved to approve for first reading, Board Policy No. 520, "Student Complaint," seconded by Mr. Moore.

Motion carried, 6/0.

16. First Reading Revocation of Board Policy No. 315, "Staff Gifts" (Discussion and For Possible Action)

Mrs. White stated due to Board Policy No. 116, "Employees' Fiscal Code of Ethics," Board Policy No. 315, "Staff Gifts," was offered for a first reading for revocation due to redundancy.

Mr. Chichester called for public comment. There was none.

Mrs. Chessell moved to approve for first reading, revocation of Board Policy No. 315, "Staff Gifts," seconded by Mr. Moore.

Motion carried, 6/0.

17. First Reading Revocation of Board Policy No. 408, "Physical Examinations" (Discussion and For Possible Action)

Board Policy No. 408, "Physical Examinations," was to be replaced by Board Policy No. 431, "Alcohol and Controlled Substance Testing," and was therefore offered for revocation.

Mr. Chichester called for public comment. There was none.

Motion carried, 6/0.

**18. First Reading Board Policy No. 323, “Work and Lounge Areas”
(Discussion and For Possible Action)**

Mrs. White stated employee representatives had addressed this topic in the Employee Group Meetings for some time. During a budget downturn, employees were asked to not maintain personal appliances, following Board action taken, in order to reduce expenses. At this time, the concern of operating small appliances was more around fire code issues. Administrators were working with staff to determine additional centralized areas that would benefit sites in order to not have microwave and refrigerator use take up lunch and break time by employees taking turns using existing appliances. Schools would bare the expense and could address parent groups if necessary to improve lounge and work areas for employees.

Mr. Chichester called for public comment. There was none.

Mrs. Trigg moved to approve for first reading, Board Policy No. 323, “Work and Lounge Areas,” seconded by Mrs. Chessell.

Motion carried, 6/0.

**19. NSPF Review – School Star Ratings
(Administrative Report)**

Brian Frazier, Education Services Director Area 2, informed Trustees the Nevada School Performance Framework star ratings for the 2014-15 school year were carried forward from the 2013-14 year. Assessments taken in 2014-15 were disregarded due to test irregularities deemed by the State to be across all districts; therefore, there were no new data at this time.

20. Possible Agenda Items for Future Board Meetings

Mrs. Trigg inquired to see if there was interest in discussing transgender issues related to students, as mentioned earlier in the meeting. Mrs. Chessell seconded the topic for a future discussion.

Mrs. Chessell wished to obtain further information regarding school start times to gain knowledge for future possibilities for students, seconded by Mrs. Trigg. Mrs. White noted a survey conducted in the last school year could initially be reviewed and discussed. There was an overall understanding that DHS had looked into possibilities for different start times; although, no changes were made for this school year.

21. Closed Session

At 5:15 p.m., Mrs. Chessell moved to recess to closed session in order to discuss matters with the management representatives pursuant to NRS 288.220(4), seconded by Mr. Moore.

Motion carried 6/0.

Public Comment

At 6:10 p.m. Mr. Chichester called for public comment. There was none.

22. Adjournment

Mr. Moore moved to adjourn at 6:15 p.m., seconded by Mrs. Trigg.

Motion carried, 6/0.

Submitted by,

Carolyn Moore
Secretary to the Board of Trustees

Approved:

Clerk of the Board

Note: Upon approval by the Board of Trustees in a public meeting, these minutes become the official minutes of the meeting held on the above date. Board minutes are kept on a permanent basis and are available for public review in the office of the Superintendent.