

Douglas County School District
Lake Tahoe Visitors Authority – Visitor Center
Tuesday, July 12, 2016
3:30 p.m.

Minutes
Approved
August 16, 2016

MINUTES

Present:

Trustees:

Ross Chichester, President
Neal Freitas, Vice President
Karen Chessell, Board Member
Cindy Trigg, Clerk
Teri Jamin, Member
Thomas Moore, Member

Absent: Robbe Lehmann, Member

Personnel:

Teri White, Superintendent
Keith Lewis, Director Human Resources
Brian Frazier, Director Area 2
Rommy Cronin, Director Area 3
Holly Luna, Chief Financial Officer
Brandon Swain, Director Area 4

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. Mr. Moore led the Pledge of Allegiance.

A motion was called to adopt the Agenda.

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

Ms. Jamin moved to adopt the agenda, seconded by Ms. Chessell.

Motion carried, 6/0.

2. Consent Items **(For Possible Action)**

Mr. Chichester stated Items 2-A, "Minutes of the Regular Board Meeting of June 14, 2016;" 2-C, "Accounts Payable Special and Regular Run Vouchers;" 2-E, "The Lisa and Robert Maloff Endowment Fund Charitable Pledge Agreement and Donation;" and 2-F, "Engineering Professional Services Contract Approval," had been requested to be pulled for discussion.

Mr. Chichester called for a motion to approve the Consent Agenda with the exception of the above mentioned Items.

Mrs. Trigg moved to approve the Consent Agenda with the exception of Items 2-A,

2-C, 2-E and 2-F, seconded by Mrs. Chessell.

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

Motion carried, 6/0.

- A. Approve the Minutes of the Regular Board Meeting of June 14, 2016.
- B. Approve personnel actions in Personnel Report No. 16-07.
- C. Approve Special Run Voucher Numbers 1645, 1646 and 1647; and Regular Run Voucher Number 1648 for FY15-16.
- D. Accept the Average Daily Enrollment Report.
- E. Approve the Charitable Pledge Agreement, and authorize the Board President and Superintendent to execute the Agreement.
- F. Approve Holly Luna, CFO, to execute the professional services contract with RO Anderson Engineering, Inc. in the amount of \$286,600.00. Funding will be attributable to the Maloff Endowment Fund.
- G. Accept the recommendation of the Superintendent to hire Sarah Russell as Vice Principal for Douglas High School.
- H. Approve June Budget Vouchers as recommended by the Chief Financial Officer.

Mrs. Chessell stated a word requested to be changed in Item 2-A, "Minutes of the Regular Board Meeting of June 14, 2016," had been reversed. Additionally, Ms. Jamin noted under Number 15, a reference to the hiring of the Superintendent needed to be changed to the correct year reflecting July 1, 2015.

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

Mrs. Trigg moved to approve Item 2-A with suggested revisions, seconded by Ms. Chessell.

Motion carried, 6/0.

Mr. Chichester announced an additional Voucher Run needed to be added for the record to Item 2-C, "Accounts Payable Special and Regular Run Vouchers." Voucher No. 1649 for FY2016-17 was announced as the addition.

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

Mrs. Trigg moved to approve Item 2-C, "Accounts Payable Special and Regular Run Vouchers," with the additional Voucher No. 1649, seconded by Ms. Jamin.

Motion carried, 6/0.

Mrs. Chessell addressed Item 2-E, "The Lisa and Robert Maloff Endowment Fund Charitable Pledge Agreement and Donation," in order to express gratitude for the very generous donation. Board members stated their appreciation for the support of the District and for the upgrades forthcoming for Lake area students.

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

Mrs. Trigg moved to approve the Charitable Pledge Agreement, and authorize the Board President and Superintendent to execute the Agreement, seconded by Mrs. Chessell.

Motion carried, 6/0.

Holly Luna, Chief Financial Officer, requested Item 2-F, "Engineering Professional Services Contract Approval," be pulled following approval of the previous item, 2-E wherein the Board approved a donation. The resulting contract was represented in Item 2-F next up for approval.

Mr. Moore inquired as to the process in which RO Anderson Engineering, Inc. was chosen for the contract. Mrs. Luna responded she would like to provide historical knowledge in that RO Anderson

had handled the Douglas High School track and all weather turf specifications.

Mr. Moore stated it would be in the District's best interest to look at more than one engineering firm. Mrs. Luna offered others had been used in the past; although, it was argued through a long period of time, those firms were chosen for work in construction needs only, rather than overarching engineering requirements.

Mrs. Luna reported the timeline for completion included documents going out to bid in early spring 2017, with construction occurring next summer, and the majority of the project completed by the end of October.

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

Mrs. Trigg moved to approve Item 2-F as explained, seconded by Ms. Jamin.

Motion carried, 6/0.

3. Nevada Association of School Boards (NASB) Report

Mrs. Chessell reported having recently attended a NASB meeting. Professional development had been provided by a past employee of the California Association of School Boards on the topic of avoiding dysfunction in the board room. A list of items passed at the last legislative session is written each year by Dotty Merrill, Director, and was offered by Mrs. Chessell for Board use. It was noted the list had been reviewed with Mrs. White. Minutes from a meeting of Clark County School District were made available to anyone wishing to learn of the reorganization process, required by law, for the large county. Mrs. Chessell also had a document to offer that contained Spending and Government Efficiency Commission (SAGE) recommendations. One recommendation in the SAGE report is that a performance management review could be conducted, tying results to student achievement. Another topic discussed, was NASB membership dues with regard to keeping dues from increasing in the future. Ms. Merrill had requested that Districts provide names of companies and contact information to help sponsor the upcoming November conference. Pat Hickey presented to the group on recreational marijuana, a question coming forth on the November ballot. Mr. Hickey had offered to inform any interested groups or boards the same presentation. A Resolution included on this Meeting Agenda with regard to PERS and substitutes was discussed. Board members will be asked if they wish to support Districts not paying into PERS for substitutes.

Mrs. Trigg added that she had spoken to the Girls State group in past years and hoped that a Board member might take that opportunity upon Mrs. Trigg's departure from the Board at the end of the year. A picture of one of the Girls State events was shared.

4. Board Reports (Information and Discussion)

Ms. Jamin reported on information to be publicized she gained at the recent State Board of Education meeting. One topic was the proposed weighted funding formula changes, a new budget format that would not be fully implemented until 2021-22. Increased special education funding would be beneficial to students. ACT test results, an assessment taken by juniors, needed to be addressed statewide due to lower scores. Work Keys, a portion of ACT testing was discussed and noted for its ability to be provided to all students.

5. Superintendent's Report

Mrs. White stated graduation at ASPIRE went well as did the adult education program that worked to assist older students. Two adults over 18 participated in the graduation ceremony.

The District is reported to be partnering with several Nevada counties for a Teacher Incentive Fund grant from the U.S. Department of Education. Data would be collected from the Nevada Educators Performance Framework (NEPF) to target professional development and support teachers to improve practice. Results of the grant filing will be known in January 2017.

It was reported that the Special Services Department had moved to the District Office. Brandon Swain's office is now located in the downstairs portion of the Administrative Offices.

The Administrative Forum is scheduled for July 25 – 27 with a focus on the book *Nice Bike*. This movement will honor work performed and help employees in making better connections with others. Extra books had been ordered for Board Members. Mrs. Chessell requested that Mrs. White report on how efforts in this area go during the year.

A Read by Third Grade grant award supported hiring tutoring positions to help assist in student reading proficiency by third grade. The length of time the grant would be in place was undetermined.

A new student database, Infinite Campus, had been rolled out replacing PowerSchool. John Endter and Brian Frazier were commended for having trained coaches to help employees at all sites become familiar with the new software. Becca Winter was commended for her work to roll data from one database to the other this summer. The new database tied students in families together through "households" that would allow for one change to data to be reflected within all members of the household.

A grant through Project Aware will work to support the training of school personnel who interact with, detect and respond to mental illness in children. The grant would afford a coordinator to maintain data and manage the number of students working with social workers who will be paid hourly, by the State. Three social workers are working for DCSD now, one as an intern that would probably be hired in the future. The coordinator position had not been advertised as of yet.

Due to Ron Christino's retirement, the position would be reconfigured to a Transportation Coordinator to run operations at the Lake and the PWLMS outpost. The Coordinator would have supervisor responsibilities and work under Cathy Denson assisting with training and evaluations of bus drivers.

6. Correspondence

A letter received from The Secretary of Energy was provided by Mrs. White. This acknowledgement of work over the years provided by Holly Luna and Gary Cullen was in recognition of the Better Buildings Challenge leadership contributions meeting energy reduction goals by 20 percent over the next decade.

7. 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)

Mr. Chichester called for any sealed bids for the purchase of 1900 Echo Drive. Next, Mr. Chichester called for any oral bids.

One bid was received from Lake Parkway, LLC with a purchase price of \$3,125,000 payable in cash at closing; earnest money of \$15,000.00 to be received. The due diligence period is 75 days with closing twelve months after the effective date of the signed and dated agreement for sale.

Mr. Chichester called for oral bids a second time, noting that should an oral bid be submitted, it would need to be 5% higher than a sealed bid received. There were no other offers.

The Board was asked to review the offer and determine if the terms were acceptable or not. Explaining due diligence, Mr. Chichester stated the buyer would be able to better determine the condition of the property and make final decisions within a twelve month period. The Board learned the earnest money would only come in to play if the purchase fell through after the twelve month period, wherein the buyer would forfeit the \$15,000.00.

Mrs. White stated the Purchase Agreement is the same Agreement created by the District's attorney, Proctor Hug, initially and the only changes were to numbers due to negotiating the sale. Only minor changes had been made otherwise and Mr. Hug had produced the final Agreement.

Patrick Taylor stated he is working with not only the School District, but Douglas County and the Nevada Housing Division. Mr. Taylor informed the Board a risk is involved with the purchase due to a zoning change not yet having been accomplished. The affordable housing development process was noted to also be pretty complex that would be involved. Traffic movement would need to be analyzed and addressed as it pertained to development of the area. Mr. Taylor had spoken with TRPA a number of times, and stated TRPA is in support of an affordable housing project at the location. It was noted Douglas County had begun to address zoning changes in January 2015, but had stalled due to staff turnover and accomplishment of the plan revisions necessary in order to approve zoning for multi-family use. This is where time is necessary to allow for the County and TRPA approval process to be completed. Currently, Mr. Taylor stated the property is not approved for multi-family dwellings.

Mr. Taylor stated the District's attorney had written the Sale Agreement and the 12 month closing period; although, the verbiage should be listed as "closing on or before" 12 months.

Mr. Malloy asked if Mr. Taylor was OK to have the document revised to reflect "on or before." This language change was agreed upon.

Following some discussion of the intended use of the property, Mr. Chichester asked if Board members were agreeable to the terms of the agreement, as offered.

Mr. Moore questioned the monthly amount necessary to maintain the building and grounds. Mr. Moore asked if Mr. Taylor would split maintenance costs while the property was on hold. It was estimated the District paid approximately \$5,000 a month to maintain KMS. The cost for ten months, split between buyer and district was determined to be \$25,000.00 for each party.

Mr. Taylor discussed with the Board how this expense might be covered. Ultimately, Mr. Chichester responded the maintenance expense could be covered by raising the purchase price \$25,000.00, to \$3,150,000.00.

Mr. Taylor stated increasing the sales price for maintenance purposes would work for him in that he could write that amount off at closing.

Mr. Taylor also provided additional information with regard to the process necessary to build multi-family, affordable homes as well as, the intended dwelling sizes and number of units to be rented and subsequently sold in the future. The plan is units would have no more than three bedrooms with two car attached garages. It was noted the Nevada Housing Division provides loans with low interest rates under a 15 year compliance period for affordable housing. Details of renting and then selling units to tenants later in the process were touched on.

Mr. Moore moved to support the proposed property sale offer by Patrick Taylor, Lake Parkway, LLC, with the revision to add \$25,000 to the closing cost, total purchase price of \$3,150,000, seconded by Mrs. Trigg.

Mr. Malloy stated an "as is" Property Addendum Condition and Release form would need to be signed in addition to the Purchase and Sale Agreement.

Mr. Chichester checked with Trustees to see if they had any questions on the motion and called for public comment. There was none.

Motion carried, 6/0.

8. KMS Resolution Amendment (Discussion and For Possible Action)

This Item was tabled as a moot point due to the property offer received at this meeting.

A break was taken from 4:33 – 4:57 p.m. to complete and sign documents necessary to the sale of the property.

9. First Reading Board Policy No. 706, "Property Inventory"

(Discussion and For Possible Action)

Holly Luna, Chief Financial Officer, stated this Policy had not been updated in over a decade and needed to be aligned with current terminology and practice. EDGAR requirements surrounded inventory and policy would need to be compliant to avoid audit findings.

New language was added to address items of value relating mainly to technology items that did not meet the existing requirement of equipment valued at \$500 or more, keys and grant purchased non-consumable items. The district would maintain a fixed assets inventory. 1:1 computer devices and other technology products would be tracked along with all non-consumable items.

There was no one present to offer public comment.

Mrs. Trigg moved to approve for First Reading Board Policy No. 706, "Property Inventory," seconded by Mrs. Chessell.

Motion carried, 6/0.

10. Board Project – NASB Conference Initiative (Discussion and For Possible Action)

Mrs. Chessell looked at the possibility of having Board members participate in preparing a presentation to engage the community and ultimately report back at the NASB conference on a topic of choice. The book *50 Myths and Lies That Threaten America's Public Schools* was offered as a means to choose a topic of interest to Trustees.

Mrs. Trigg stated the idea surfaced in a critical conversation challenge. The end result would be to have all school Boards in the State speak to myths that have been public information. The effort would be to present more accurate information on education that might make a difference in political arenas and change public perception or misconceptions.

Mrs. White provided suggested topics in backup material for review. Topics were chosen appropriate to this District in that some Districts faced much different circumstances and some myths didn't apply. Board members tossed around ideas and conveyed the reasoning for their choices.

Myth 50, "The schools are wasting their time trying to teach problem solving, creativity, and general thinking skills; they would be better off teaching the facts students need to succeed in school and later in life," was chosen.

Discussion ensued as to the time commitment necessary for this project. It was suggested that a subcommittee could work toward an end result. Mrs. Trigg, Mrs. Chessell and Ms. Jamin expressed interest in providing the effort to complete the project.

Mrs. Chessell suggested the myth chosen for presentation to the public could be brought forward for discussion next month.

No action was taken.

11. Superintendent Evaluation (Discussion and For Possible Action)

Board members began by thanking Mrs. White for having had a great first year as Superintendent and commended her for many successes in her endeavors and for her overall attributes. The transition from Dr. Noonan had been very smooth and Mrs. White was noted for having a great year of leading by example. Appreciation was shown for confronting administrators when necessary to initiate needed improvements when necessary. Mrs. White was complimented for not only her leadership skills, but the combination of experience and knowledge she had brought to the District. In addition to the day to day business, Mrs. White was commended for having reviewed and revised a great deal of Board Policies, to provide current information.

Mrs. Chessell inquired about the document format and encouraged Board members to review the evaluation document for use next year. One thought was to define the rating scale in order that all viewed the scale the same. It was noted while one individual might rate a middle range as being on target; another might feel the top of the scale meant the same. It was noted when averaged, the scores balanced together as a collective score.

Mr. Chichester offered that in the next year, several mini-evaluations would be scheduled to help guide the superintendent and to allow for constructive thoughts to be stated by Board members throughout the school year.

Mr. Chichester stated the Board needed to determine if Mrs. White's performance was satisfactory in order to comply with NRS.

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

Mrs. Trigg moved to give an overall rating of the performance of Teri White as highly effective as our superintendent, seconded by Mr. Moore.

There was no further discussion.

Motion carried, 6/0.

Mrs. White thanked Trustees and offered that she looked forward to challenges in the upcoming year.

12. First Reading Board Policy No. 406A, "Layoffs of Confidential Staff" (Discussion and For Possible Action)

Mr. Moore stated he would not participate in the discussion, nor vote on this Item, due to his wife being a member of the Confidential support staff.

Mrs. White explained a number of the previous members of the confidential group had been changed to the classified employee designation. This change was due to concerns about the NRS definition of a confidential employee and to better protect those who were not involved with negotiations as confidential employees were defined in NRS. The employee group was paired down to four positions following conversations with the District's attorney. An example of possible litigation included that a receptionist in the classification of confidential could argue having been placed incorrectly in that classification of employment if laid off, as defined by law.

Board Policy was being revised to reflect positions identified as confidential and change language that might have been written previously attempting to address call backs in the case of layoffs. In fact, the confidential employees are at will and not subject to layoff; therefore let go at any given time. There are no bumping rights into the classified group of employees for Confidentials. Should the District find itself in need of reducing this group the revised Policy best protected their employment. The Superintendent could appoint them to a similar vacant position.

Ms. Jamin expressed that she preferred to address retaining leave and experience credits as addressed in number 10, page 3 that had been red lined. Mrs. White responded that language could be included in the revised Policy.

Mr. Malloy stated a word was misspelled. Two thirds of the way down the first page "effected" should be changed to "affected."

There were no members of the public present to offer comments.

Mrs. Chessell moved to approve for First Reading Board Policy No. 406A, "Confidential Staff," with the revisions noted, seconded by Ms. Jamin.

Motion carried 5/0. Mr. Moore abstained.

13. Report on Incidents of Bullying for the 2015-16 School Year (Information and Discussion)

The report on bullying offered no sharp incline or decrease in the number of reported bullying cases. Data broken down by site were similar to past information.

Mrs. White noted elementary schools would need to work on recording incidences as students came to report bullying. Some administrators followed the law closely and others had not, creating a slight skew in data making it appear that some sites might have a larger problem of bullying. It was preferable to record and address incidents of bullying at the sites, in lieu of incurring problems that might have to be addressed through the federal monitoring system as it had been instituted.

Mr. Freitas inquired about the number of bullying incidents reported through the State hotline. Mrs. White responded there were no more than 125 for the entire state. In the next year, the new hotline will be advertised and it is expected 1200-1500 calls will be received. As calls come in the crisis team of 2-3 people at each corresponding school are notified. The governor has not signed off on a final plan.

Mrs. Chessell inquired as to how many sites have the Positive Behavioral Interventions and Supports (PBIS) system in place for the new school year. Mr. Swain responded this report is regarding bullying. PBIS is a social emotional learning program to teach students how to best react in situations with their peers.

14. Draft Douglas County School District Strategic Plan (Discussion and For Possible Action)

Mrs. White offered a document with Strategic Plan models, the previous version and proposed layout. Cabinet had conducted a discussion to arrive at the new format and also proposed a motto or catch phrase be added. The new phrase was "Every student matters; every moment counts." The current, larger objectives were listed. Documentation of the tasks necessary to meet goals was now entitled "Focus Areas," with bulleted activities included necessary to accomplishing the tasks. Responsible staff members are tied to the objectives and activities as well as, costs. There are 6 Focus Areas. The bullets tie back to the January Strategic Plan Meeting comments provided for each area.

In summary, Mrs. White stated the objectives of the past were reviewed with regard to the more recent Strategic Plan Committee comments and updated accordingly.

Mrs. Chichester inquired if all Trustees liked the revised format. Consensus was these latest revisions are on target and supported by the Board.

There was no one present to offer public comment.

Mrs. Trigg moved to direct staff to make modifications to the reporting format and complete the Strategic Plan report, seconded by Mrs. Chessell.

Motion carried, 6/0.

15. First Reading Board Policy No. 801, "Board Records" (Discussion and For Possible Action)

Mrs. White presented revisions to Board Policy No. 801, "Board Records." The Open Meeting Law included much of what had been recorded in this document. An outline with regard to copying records and fees involved had been better defined.

Mr. Freitas suggested including reference to the law within the Policy.

Mr. Malloy, attorney, responded a reference to Chapter 241 could be added.

There was no one present for public comment.

Mrs. Trigg moved to approve for First Reading Board Policy No. 801, "Board Records," seconded by Mrs. Chessell.

Motion carried, 6/0.

Public Comment

There was no one present for public comment.

16. First Reading Board Policy No. 902, "Communication with the Board and Public Comment" (Discussion and For Possible Action)

Mrs. White stated only one revision had been made to Board Policy No. 902. The NRS reference had changed.

Discussion ensued regarding the second sentence in the second paragraph. Mr. Malloy addressed the fact that it is a violation of an individual's first amendment rights to restrict their public comment. If someone wished to state a complaint, it is their right. It is a citizen's right to speak and petition the government. The sentence would need to be deleted. The third sentence in the second paragraph would also need to be stricken since a citizen could file a charge through the court process.

In addition, Mr. Malloy stated the last sentence in the first paragraph was superfluous.

Mr. Chichester concluded Board Policy No. 902, "Communication with the Board and Public Comment," would be brought back by staff for a first reading.

No action was taken.

17. First Reading Board Policy No. 519, "Opening Exercises" (Discussion and For Possible Action)

Board Policy No. 519, "Opening Exercises," was revised to include NRS regarding public schools and time at the beginning of each day for pupils to pledge allegiance to the flag of the United States. Language was added to quote the law.

Mrs. White stated students were allowed to sit or stand as long as they were not disruptive during the pledge.

Mr. Malloy, attorney, added that sitting is a form of personal expression and is a first amendment right.

There was no one present to provide public comment.

Mrs. Chessell moved to approve for First Reading Board Policy No. 519, "Opening Exercises," seconded by Mrs. Trigg.

Motion carried, 6/0.

18. First Reading Board Policy No. 218, "Evaluation of Educational Program" (Discussion and For Possible Action)

Mrs. White offered revisions that now included language prescribed by the State Board. The language was provided as stated in the law and established by a council working with the State Board.

There was no one present to provide public comment.

Mrs. Chessell moved to approve First Reading Board Policy No. 218, "Evaluation of Educational Program," seconded by Mrs. Trigg.

Motion carried, 6/0.

**19. First Reading Board Policy No. 904, “Public Complaints & Grievances”
(Discussion and For Possible Action)**

Mrs. White informed the Board the Policy language had been revised to include a written complaint form. The form helps track the progression of any given complainant and staff responses with a dateline. A student complaint form is available separately within policy online.

Mrs. Chessell moved to approve for First Reading Board Policy No. 904, “Public Complaints and Grievances,” seconded by Mrs. Trigg.

Motion carried, 6/0.

**20. First Reading Board Policy No. 212, “Vocational Education”
(Discussion and For Possible Action)**

Mrs. White offered revisions to Board Policy No. 212, “Vocational Education.” Verbiage had been changed to reflect “career and technical” references in lieu of “vocational.” An endorsement for completers of a program had been added that would be included on a students’ diploma following completion of three courses in a given strand.

There was no one present for public comment.

Mrs. Trigg moved to approve First Reading Board Policy No. 212, “Vocational Education,” seconded by Ms. Jamin.

Motion carried, 6/0.

**21. Resolution to Support NASS Regarding PERS
Contributions For Substitute Teachers
(Discussion and For Possible Action)**

Mrs. White stated the Board of Control at NVPERS revised their policy to say the District would now be contributing on behalf of long term substitute teachers. Many believe this is in violation of NRS. It was explained that PERS is paid to teachers on maternity leave and should not then be dually paid to a substitute. Also, subs should be vested to reap the benefit. Clark County School District has offered their attorney’s help should a Nevada District be audited. Superintendents have signed and supported a similar Resolution.

There was no one present for public comment.

Mrs. Trigg moved that the Board support the Resolution regarding PERS contributions for substitute teachers, seconded by Mrs. Chessell.

Motion carried, 6/0.

It was noted the Resolution would be revised to clearly reflect support of the DCSD School Board.

22. Possible Agenda Items for Future Board Meetings

Mr. Chichester stated number 11 on the current list could be removed as the topic was covered at this meeting.

Mr. Freitas inquired regarding increasing Mrs. White’s pay through a contract change as that had not been discussed, seconded by Mr. Moore.

Mrs. Chessell stated she would like to discuss creating a document for incoming Board Members to include governance tasks, seconded by Mrs. Trigg.

Ms. Jamin asked that Item 10 on the list regarding a discussion around competencies be changed to a month other than August, due to her need to be absent from the August meeting.

Mrs. Chessell inquired if there was interest in having Pat Hickey speak regarding a ballot measure regarding recreational marijuana, seconded by Mrs. Trigg.

23. Closed Session

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 Ms. Jamin.

Motion carried, 6/0.

24. Adjournment

The meeting adjourned at 6:32 p.m.

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.