



NYE COUNTY SCHOOL DISTRICT
Board of Trustees
Regular Agenda

A Regular of the Board of Trustees of Nye County School District will be held on Friday, March 24, 2006, beginning at 10:00 AM at the Southern District Office Boardroom, 484 S West Street, Pahrump, NV 89048.

The subjects to be discussed, considered, or acted upon are listed below. Items do not have to be taken in the order presented below and the Board may combine two or more agenda items for consideration at any time. The Board may also remove any items on the agenda or delay discussion relating to any item listed on the agenda at any time. Unless removed from the Consent Agenda, items identified within the Consent Agenda will be acted on at one time.

1. CALL TO ORDER
 - A. PLEDGE OF ALLEGIANCE
 - B. ROLL CALL
2. ADOPTION OF AGENDA, ACTION ITEM
3. CONSENT CALENDAR, ACTION ITEM
 - A. APPROVAL OF MARCH 3, 2006 REGULAR MEETING MINUTES
 - B. APPROVAL OF MARCH 10, 2006 REGULAR SESSION MINUTES
 - C. APPROVAL OF MARCH 10, 2006 EXECUTIVE SESSION MINUTES
 - D. APPROVAL OF TRANSPORTATION CONTRACTS
 - E. ACCEPTANCE OF HOME SCHOOL APPLICATIONS
 - F. APPROVAL TO ADMINISTER GED EXAMS TO 16-YEAR OLD STUDENTS
 - G. APPROVAL OF REQUESTS FOR IMMUNIZATION EXEMPTION
 - H. APPROVAL OF WARRANTS
 - I. APPROVAL OF 5% MERIT PAY FOR ROD PEKAREK FOR 2005-06 SCHOOL YEAR, ACTION ITEM
4. REPORTS, INFORMATIONAL ITEM
 - A. SUPERINTENDENT'S REPORT
 - B. ADMINISTRATOR REPORTS
 - C. BOARD REPORTS
 - D. BOARD COMMITTEE REPORTS

5. PUBLIC INPUT, INFORMATIONAL ITEM
6. BOARD APPOINTMENTS, ACTION ITEM
7. CHANGE OF DATE/LOCATION OF FUTURE BOARD MEETINGS, ACTION ITEM
8. DECISION REGARDING SUBDIVISION MAPS, ACTION ITEM
9. APPROVAL OF GRANTS, ACTION ITEM
10. RECOGNITIONS, INFORMATIONAL ITEM
11. DISCUSSION/POSSIBLE DECISION REGARDING SCHOOL CONSTRUCTION, ACTION ITEM
12. APPROVAL OF ONE TEMPORARY & ONE PERMANENT EASEMENTS AT LOGAN FIELD IN TONOPAH, ACTION ITEM
13. DISCUSSION/DECISION REGARDING LEGISLATIVE BILL DRAFT REQUESTS, ACTION ITEM
14. DISCUSSION/DECISION REGARDING PROVIDING ONE BUS FOR LEGISLATIVE TOUR OF NYE COUNTY, ACTION ITEM
15. DISCUSSION/POSSIBLE DECISION REGARDING BOND LIST, ACTION ITEM
16. APPROVAL OF SALARY SCHEDULES, ACTION ITEM
17. DISCUSSION/POSSIBLE DECISION REGARDING EVALUATION FORMS, ACTION ITEM
18. EXECUTIVE (CLOSED) SESSION
 - A. DISCUSSION REGARDING POSSIBLE STUDENT RIGHTS VIOLATIONS
 - B. DISCUSSION REGARDING RESULTS OF STUDENT DISCIPLINARY HEARINGS
 - C. DISCUSSION REGARDING LEGAL ITEMS
 - D. DISCUSSION REGARDING PERSONNEL ITEMS
 - E. DISCUSSION REGARDING NEGOTIATIONS
19. DECISION REGARDING POSSIBLE STUDENT RIGHTS VIOLATIONS, ACTION ITEM
20. ADJOURNMENT, ACTION ITEM

This Meeting will be streamed live online via the link

<https://livestream.nyeschools.org/ViewStream.html> on the Nye County School District website.

Click on the following link if you have difficulties with the live streaming:

<https://bit.ly/ncsdbotmeetings>.

Public input may be accepted live via email for the duration of the Meeting and shared during the public input designated timeframe (all rules and timelines as listed in the Agenda still apply). Public comments made by members of the public attending the meeting virtually must be emailed to publiccomment@nyeschools.org and must include:

- a. The author's first and last name

- b. The author's phone number (will not be read with comment)
- c. Date of the Meeting for which the comment is intended

Nye County School District (NCSD) will empower students to learn at their highest level in an environment of mutual respect.

The NCSD BOT Goals are as follows:

Culture

Improve and sustain a culture of learning for all through:

- ◆ Recruiting, selecting, inducting, supporting, evaluating, and developing staff.
- ◆ Fostering a safe and respectful learning and working environment.
- ◆ Promoting ongoing family and community engagement in pursuit of our vision.

Academic

Elevate achievement and support lifelong learning for all through:

- ◆ Creating and sustaining a results-focused learning environment; establishing measurable goals for all.
- ◆ Creating and sustaining an instructional framework and common language to ensure essential content standards drive instruction.

The notice for this posting was posted on the NCSD Website (<https://www.nye.k12.nv.us>), Nevada's Notice Website (<https://notice.nv.gov/>), at the main physical location of the meeting, and has also been provided to all persons who have made a specific request of a copy of the Agenda by US Mail or electronic mail. A Public Binder will be available for viewing at the scheduled location at the time of the Meeting.

NYE COUNTY SCHOOL DISTRICT NOTICE OF NONDISCRIMINATION

Nye County School District (NCSD) does not discriminate on the basis of race, color, religion, national origin, ancestry, disability, age, marital status, sex, sexual orientation, gender identity or expression, or any other category protected by applicable state or federal law in its program and activity, including employment. In keeping with requirements of federal and state law, NCSD strives to remove any vestige of discrimination in accommodating the public at public meetings.

The Nye County School District is pleased to provide reasonable accommodations for the disabled. Members of the public who are physically handicapped and require special accommodations or assistance to attend the meeting are requested to notify the Executive Assistant to the Superintendent and Board of Trustees in writing at 484 S West Street, Pahrump, NV 89048, email Iliana Garcia at igarcia@nyeschools.org, or call 775-727-7743, ext. 239 at least one week before the meeting.

NYE COUNTY SCHOOL DISTRICT

-M-I-N-U-T-E-S-

March 3, 2006

Present: Deborah Wescoatt, President; Tracie Ward, Vice-President; Dawn Murphy, Clerk; Edna Forsgren, Nicole Genet, Dennis Keating and Cindy Marcotte, Members; Dr. William Roberts, Superintendent; Kay Decker and Rod Pekarek, Assistant Superintendent; Ray Ritchie, Chief Financial and Administrative Officer; Bob Whimpey, Maintenance and Operations; Sam Simatos, Director of Special Education and Related Services; Lisa Mays, Board and Administrative Services Coordinator; and Kerry Paniagua, Executive Secretary.

Absent: None.

Guests: None.

1. Call to Order

The meeting was called to order at 10:01 a.m. in the Pahrump boardroom with a videoconference link to the Tonopah boardroom. Mrs. Forsgren was connected by phone. Board members, administrators and guests recited the Pledge of Allegiance. Roll was called, and all members were present.

2. Adoption of Agenda

Dawn Murphy moved adoption of the agenda. Cindy Marcotte seconded, and a unanimous vote was recorded.

3. Public Input

None offered.

4. Discussion/Possible Decision Regarding Future Construction Projects

Mr. Ritchie provided information to members on projects completed through the 1998 bond, the responses from administrators regarding capital project needs, and a new list of projects to consider that would cover a long period of time. Dr. Roberts said demographics show that 450 students a year move into Pahrump in various grade levels. He felt another middle school was needed as well as another elementary school in the next 18 months. Mr. Pekarek said Clarke Middle School was built to house 1250 students, and there are 1200 now. Dr. Roberts said the modulars would be full soon. He said they need another wing or an additional middle school.

Mrs. Genet said the Review-Journal reported that Pahrump could grow to 70,000 in ten years. She felt it should be made clear that Pahrump needs another high school, middle school and elementary school. She felt this growth could occur in seven years. Mr. Ritchie said there is about \$150,000 per month received in impact fees.

Dr. Roberts said in Nevada bond issues typically pay for things that last a long time, such as buses, new schools, renovations, replacement of schools, HVAC and technology. One thing this District hasn't been able to do is buy musical instruments. He said another school or other facility could be placed on the 11 acres between Mt. Charleston and Johnson schools.

Mr. Ritchie said the last bonds were for \$3 million and \$12 million. There is about \$2 million left, but not all bills have been paid related to the modulars. He thought the District might be able to bond for \$5 million this year. The seven-year lease agreement that was used to finance the air conditioning for Pahrump schools will be paid off in June. Some of the things on the list could be removed and paid out of capital projects. The 1998 bond resulted in approximately \$54 million, and those projects were based on the Facilities Master Plan. The new plan that is being finalized was used to help formulate the present list. He said the District needs to replace old furniture in a lot of schools, and hot water distribution systems have become an issue. The only school that requested band equipment was Pahrump High, but board members decided to add that for the other high schools with music programs.

Mr. Ritchie said computers should be upgraded after three years. UNR donated computers with Pentium 4 processors to Gabbs. He said some schools could be consolidated into fewer buildings, but the closed buildings would still require heat to keep pipes from freezing. Mr. Pekarek saw two issues over the next ten years: space and refurbishing facilities north of Pahrump. Over 80% of the population resides in Pahrump. The schools in Pahrump have grown by 91 students since Count Day, but usually the schools break even or lose students over the course of a year. There is growth in Amargosa. He felt the priorities were a new high school, changing the old high school into a middle school, and at least three elementary schools over the next ten years. In addition, Manse and Mt. Charleston should be replaced. The District acquired three pieces of property in 1988.

Mrs. Murphy thought an additional high school was needed because there would be too many elementary schools feeding into one high school. Mrs. Ward agreed and said that

with a second high school, more students could take part in extra-curricular activities in order to get into college. It would also save money on busing. Mr. Keating said it would cut down on out-of-town athletic trips also.

Mrs. Wescoatt said they also need to decide whether to go stick-built because the District can afford it or build a modular school and have enough money for other projects. Land is not an issue, and the District is negotiating for water rights. If the District built a higher quality modular school, the life span would be longer. She felt they should build a new middle school and a new high school on the 80 acres. With no fast food in the area, the cafeteria would feed the students; and the wellness plan wouldn't be an issue. Manse is old and in the wrong place. The District could make money selling the land and building a new District Office, which could be modular as well. Mrs. Wescoatt said Clark County has a problem finding land so their elementary schools are built on seven acres, and their high schools only house 1600 students.

Mrs. Genet said a two-story building could house a school as well as a District Office. Dr. Roberts said the District now has 82 acres next to the Catholic Church. Mrs. Wescoatt said that Mt. Charleston could be moved there, and new modulares could be moved in to replace the old Mt. Charleston buildings to house Early Childhood. There would be enough space to also house a pre-school for children of employees.

There was a discussion on the middle school concept versus junior high. Dr. Roberts said that pods weren't necessary under the middle school concept. He said if sixth graders were kept at elementary schools, the middle schools would have more space. Mrs. Ward said that would create a space problem for the elementary. Mrs. Wescoatt felt all-day kindergarten would be a reality soon and suggested moving kindergarten to the Early Childhood site and keeping grades 1 through 6 together. She said Senator Perkins will be including all-day kindergarten in one bill. Mr. Keating said middle schools could house grades 7 through 9, and high schools could house grades 10 through 12.

Dr. Roberts said they should consider building a wing onto Hafen and Johnson and suggested adding water rights to the bond list. Mr. Ritchie said Manse is on 13 acres, but there is no frontage land. He didn't feel a sale would bring more than \$10 million.

Dr. Roberts asked how many students they would like the high school built for. Mrs. Ward suggested 1600. Dr. Roberts said high schools have to be at a certain level in order to have the staff to offer AP courses. A traditional high school requires 40 acres. Mrs. Wescoatt wanted a high school next to Hafen and the next one next to the Catholic Church. Mrs. Ward felt one school should be in the central part of the valley to help busing. Mrs. Genet said it should be placed where the people live, which is in the south. Mrs. Wescoatt said within three years busing will not be an issue because there are huge subdivisions going in. Mrs. Ward said kids would be bused far away while the old school is being refurbished. Mrs. Wescoatt said the science and Home Ec rooms are already there, so if there are no pods, the refurbishing could be done over the summer.

Dr. Roberts said the outside basketball courts could house six modulars. Mrs. Wescoatt said pod G could be constructed at Clarke. She felt if they were smart with the money, they could build two elementary schools and a third later on.

Mrs. Murphy said the present high school should remain a high school, and they should build another high school and middle school. Then there would be one high school in the central part and one in the south; there would be a middle school in the north and one in the south. Mr. Pekarek said there might not be enough money for all that. Mrs. Wescoatt said there is enough money to build two elementary schools now.

It was decided to build a high school in 08-09, a new middle school and build additions to Hafen, Johnson and Clarke. Dr. Roberts asked the board to consider setting up a design committee. Mrs. Murphy said Clark County has done the research so they should look at their buildings. Mrs. Wescoatt said they also need to keep Amargosa in mind. Mrs. Murphy said Beatty also might grow. Mrs. Wescoatt said the priority has to be Pahrump and Amargosa. Mr. Keating said that adding onto the schools will free up modulars for use elsewhere.

Mr. Ritchie said that Round Mountain will require little in the way of renovations, but Gabbs has heating issues. Mrs. Wescoatt said the bonding capacity might increase if all the housing projects take off, but Mr. Ritchie said they were trying to be conservative. Dr. Roberts said once they know how much they could bond for, they can go back over the list. Mrs. Murphy said the housing market has slowed down considerably. Mr. Ritchie said projects funded for the north should be those that will improve the learning environment. Mrs. Wescoatt said a virtual school could be incorporated into the new high school, which would benefit the north. She said the bond committee meets March 13. Mr. Whimpey urged the board to look at conservation efforts on the fields and landscaping.

5. Adjournment

Mrs. Ward moved to adjourn at 11:48. Mrs. Murphy seconded, and a unanimous vote was cast.

SCHEDULE OF MEETING

The meeting was called to order at 10:01 a.m. and adjourned at 11:48 a.m.

By _____

Prepared by Kerry Paniagua

NYE COUNTY SCHOOL DISTRICT

-M-I-N-U-T-E-S-

March 10, 2006

Present: Deborah Wescoatt, President; Tracie Ward, Vice-President; Dawn Murphy, Clerk; Cindy Marcotte and Nicole Genet, Members; Dr. William Roberts, Superintendent; Kay Decker, Rod Pekarek and Dale Norton, Assistant Superintendents; Ray Ritchie, Chief Financial and Administrative Officer; Bob Whimpey, Maintenance and Operations; Cameron McRae, Transportation; Karen Liberty and Jerry Hill, Curriculum Coordinators; Ginger Olson, Testing and Accountability Coordinator; Sam Simatos, Director of Special Education and Related Services; Pat Garlin, Food Service Coordinator; Max Buffi, Pathways Principal; Lisa Mays, Board and Administrative Services Coordinator; and Kerry Paniagua, Executive Secretary.

Absent: Edna Forsgren and Dennis Keating.

Guests: Charyl Madeline, Pahrump District Office; Patti Chipman and Laura Billman, Nevada Elect; and Gina B. Good, Pahrump Valley Times.

1. Call to Order

The meeting was called to order at 10:05 a.m. in the Pahrump boardroom with a videoconference link to the Tonopah boardroom. Board members, administrators and guests observed the Pledge of Allegiance. Roll call was taken; all members were present with the exception of Edna Forsgren, Nicole Genet and Dennis Keating. Mrs. Genet was connected by phone from 10:55 to 11:20 p.m. in order to vote for two agenda items.

2. Adoption of Agenda

Tracie Ward moved adoption of the agenda, and Dawn Murphy seconded. Mrs. Wescoatt requested that item 24 be pulled from the agenda until staff is ready to present the web site in accordance with the work requested. Mrs. Ward amended her motion, and Mrs. Murphy amended her second. Those voting aye: Cindy Marcotte, Dawn Murphy, Tracie

Ward and Deborah Wescoatt. Those voting nay: none. Mrs. Genet was absent for this vote. The motion carried with a majority vote.

- 3a. Approval of February 3, 2006 Regular Meeting Minutes
- 3b. Approval of February 24, 2006 Regular Meeting Minutes
- 3c. Approval of February 24, 2006 Executive Session Minutes
- 3d. Approval of Transportation Contracts
- 3e. Acceptance of Home School Applications
- 3f. Approval to Administer GED Exams to 16-Year Old Students
- 3g. Approval of Requests for Immunization Exemption
- 3h. Approval of Warrants
- 3i. Approval of Travel by Board President to Parent Involvement Summit in Reno, March 27, 2006

Tracie Ward made the motion to approve the consent agenda (no submissions for 3d and 3g). Dawn Murphy seconded the motion. Those voting aye: Cindy Marcotte, Dawn Murphy, Tracie Ward and Deborah Wescoatt. Those voting nay: none. Mrs. Genet was absent for this vote. The motion carried with a majority vote.

4a. Superintendent's Report

Dr. Roberts reported the Yomba students were sent home due to snow. He attended the service for the Beatty student who passed away and thanked members of the crisis team who assisted.

4b. Administrator Reports

Mrs. Olson responded to a question regarding flexibility on the testing calendar. The State calendar contains windows, but sometimes there is no flexibility. In creating the District testing calendar, she has to consider overlaps and the impact on the testing secretary.

4c. Board Reports

Mrs. Ward attended DARE graduations at Hafen and Manse and the essay contest at Johnson Elementary.

4d. Board Committee Reports

Mrs. Marcotte attended the technical skills committee meeting and said the vocational teachers are doing an outstanding job. Laura Billman and Patti Chipman of Nevada Elect asked to place two items on the agenda—Bill Draft Requests and providing a bus for legislators to tour the County. Mrs. Wescoatt thanked them for keeping up on bills and attending legislative committee meetings.

5. Public Input

None given.

6. Board Appointments

Mrs. Wescoatt said United Way wants a school district representative who will be an active participant. Mrs. Wescoatt appointed Mr. Keating as the liaison.

7. Change of Date/Location of Future Board Meetings

Mrs. Ward said that last year the board did not visit Duckwater, Gabbs or Amargosa. Mrs. Wescoatt said there is no videoconferencing capability in Duckwater. Mrs. Wescoatt changed the April 14 meeting to Amargosa and the May 12 meeting to Tonopah.

8. Decision Regarding Subdivision Maps

Mr. Whimpey presented four maps he had received. Two were for Mountain Falls North, one for Mountain Falls South and another was for a small condo. Fifteen acres have already been set aside in Mountain Falls North, land has been donated for Floyd School in Mountain Falls South, and the District is in negotiations with Celebrate Homes.

9. Approval of Grants

Item withdrawn.

10. Recognitions

Dr. Roberts recognized Mr. McRae for being in the top four nominees for the Cashman Good Government award.

11. Discussion/Possible Decision Regarding School Construction

Mr. Whimpey said the bid opening will be March 30. It was noted that a contractor was advertising for sub-contractors in the Pahrump Valley Times.

12. Approval of Zoning Variance Request for Pahrump Student to Continue Attending Basic High School

Mrs. Ward made the motion to approve the request as long as the parents are responsible for transportation and any tuition charged, and Mrs. Marcotte seconded. Those voting aye: Cindy Marcotte, Dawn Murphy, Tracie Ward and Deborah Wescoatt. Those voting nay: none. Mrs. Genet was absent for this vote. The motion carried with a majority vote.

13. Approval of Zoning Variance Request for Tonopah Student to Continue Attending Goldfield School through the End of the School Year

Mrs. Ward made the motion to approve the request as long as the parents are responsible for transportation and any tuition, and Mrs. Marcotte seconded. Those voting aye: Cindy Marcotte, Dawn Murphy, Tracie Ward and Deborah Wescoatt. Those voting nay: none. Mrs. Genet was absent for this vote. The motion carried with a majority vote.

14. Ratification of 2005-06 Master Contract Between Nye County School District & Nye County Classroom Teachers Association

When Mrs. Ward announced she would have to abstain, Mrs. Genet was connected by telephone. Mrs. Murphy made the motion to ratify the master contract, and Mrs. Marcotte seconded. Those voting aye: Cindy Marcotte, Dawn Murphy, Nicole Genet and Deborah Wescoatt. Those voting nay: none. Mrs. Ward abstained because her husband is a member of NCCTA. The motion carried with a majority vote.

15. Ratification of 2005-06 Master Contract Between Nye County School District & Nye County Support Staff Organization

Mrs. Ward made the motion to ratify the master contract, and Mrs. Murphy seconded. Those voting aye: Cindy Marcotte, Dawn Murphy, Tracie Ward and Deborah Wescoatt. Those voting nay: none. Mrs. Genet was absent for this vote. The motion carried with a majority vote.

16. Award of Bid: Intercom System at Tonopah High School

Bids were opened February 28. The only bid received was from ABS, Inc. in the amount of \$67,000. Mrs. Ward made the motion to award the bid to ABS. Mrs. Murphy seconded. Those voting aye: Cindy Marcotte, Dawn Murphy, Tracie Ward and Deborah Wescoatt. Those voting nay: none. Mrs. Genet was absent for this vote. The motion carried with a majority vote.

17. Acceptance of Water Rights

Mrs. Ward made the motion to accept four acre feet from Tim Hafen conveyed to Pahrump Utility, Inc. Mrs. Murphy seconded. Those voting aye: Cindy Marcotte, Dawn Murphy, Tracie Ward and Deborah Wescoatt. Those voting nay: none. Mrs. Genet was absent for this vote. The motion carried with a majority vote.

18. Selection of 2006-07 District Calendar

Mrs. Murphy made the motion to select Calendar 1A because it matches Clark County's. Mrs. Marcotte seconded. Those voting aye: Cindy Marcotte, Dawn Murphy, Tracie Ward and Deborah Wescoatt. Those voting nay: none. Mrs. Genet was absent for this vote. The motion carried with a majority vote.

19. Approval of Application for Retirement Credit for Teachers in Need for Improvement or At-Risk Schools

Mrs. Ward moved approval of the application, and Mrs. Murphy seconded. Those voting aye: Cindy Marcotte, Dawn Murphy, Tracie Ward and Deborah Wescoatt. Those voting nay: none. Mrs. Genet was absent for this vote. The motion carried with a majority vote.

20. Approval of .25 Salary Increase for Employees not Covered by Negotiated Agreements

Mrs. Ward made the motion to approve the request, and Mrs. Murphy seconded. Mr. Ritchie explained that the employees were granted a 1.75% raise with .25% more going to PERS. The unions have settled for a two percent raise with .25% more going to PERS. The request would make all groups equal. Mrs. Wescoatt asked if it could be moved to the next agenda because she had a problem with it. When reminded there was a motion on the floor, she called for the vote. Those voting aye: Cindy Marcotte, Dawn Murphy, Tracie Ward and Deborah Wescoatt. Those voting nay: none. Mrs. Genet was absent for this vote. The motion carried with a majority vote.

21. Approval of Salary Schedules

Mrs. Murphy made the motion to approve the salary schedules as presented, and Mrs. Marcotte seconded. Mrs. Wescoatt asked why one salary schedule recognized five years' experience when everything else is three years. Mr. Ritchie said the board approved up to five years last year, and this would bring everything in line. She noted that the school nurse can bring in five years, and Mr. Pekarek said that's because the nurses are on the teachers' contract.

She asked if the Superintendent can grant merit pay in the middle of the year. She asked that it be removed on every schedule until the District knows what kind of money is available. She felt the board should approve merit pay. Mrs. Marcotte said the board had already approved the merit pay. She thought once the board knew how much money there would be, the board could grant merit pay. Mrs. Wescoatt said she would agree to that.

She referred to page 86 and said the office manager doesn't do evaluations on those employees. She asked why the office manager would approve advancement on the salary schedule if he doesn't do the evaluation. Mr. Ritchie said that statement had been there for years. Mrs. Wescoatt asked why the office manager doesn't evaluate clerical staff. Dr. Roberts said they would have to research it.

She asked why the Director on page 89 gets five years' experience instead of three. Mr. Ritchie said it was a change made last year in order to be consistent. Mrs. Wescoatt asked what a facilitator does and why it's a district level position. Mrs. Decker said she assists with the special ed program, provides site level staff development, assists with IEPs and reviews paperwork. Mrs. Wescoatt said both the facilitator and coordinators need to be listed as district level. Mr. Ritchie said it was an inactive schedule. She asked why the OT and PT are only allowed three years. Mr. Pekarek said the PT is a licensed position covered by NCCTA with a separate salary schedule and that the OT is covered by NCSO. Mrs. Wescoatt questioned if he was saying they had separate salary schedules. She also noted the salary schedule stated 183 days instead of 203. Mr. Pekarek said the

OTs are represented by NCSO because they are considered aides. Mrs. Decker said the district has never been able to recruit a CODA, which is an aide to the OT. She clarified that PTs and OTs are licensed, and CODAS are certified assistants. Mr. Pekarek said the NCSO contract allows three years, but NCCTA allows up to six years.

Mrs. Wescoatt said the Transportation/Food Service/Grant Writer positions are district level and asked why they didn't allow five years and why there was no merit pay. Mr. Ritchie said it had been on there, but the board removed it. Mrs. Wescoatt said she'd like merit pay placed back on it with board approval. Mr. Ritchie explained that the Coordinator of Special Projects is Laura Boggs' schedule. Mrs. Wescoatt said the Transportation Supervisor/Driver Trainer schedule needs to be changed to reflect it is district level.

Mr. Pekarek said there are ways to give licensed personnel more money. He said school nurses are not RNs; they have a three year degree. Anyone on the teachers' salary schedule has to have an endorsement from the State. He said it is a district level position so they can change it to five years.

Mrs. Murphy amended her motion to approve with those changes, and Mrs. Marcotte amended her second. Those voting aye: Mrs. Marcotte, Mrs. Murphy, Mrs. Genet and Mrs. Wescoatt. Those voting nay: none. Mrs. Ward abstained because her husband is a member of NCCTA. The motion passed with a majority vote.

22. Approval to Create a Resolution for Sale of Gabbs Property

Mrs. Ward moved approval of the request, and Mrs. Murphy seconded. Those voting aye: Cindy Marcotte, Dawn Murphy, Tracie Ward and Deborah Wescoatt. Those voting nay: none. Mrs. Genet was absent for this vote. The motion carried with a majority vote.

23. Decision Regarding Use of Pahrump Boardroom

Mrs. Olson explained that Pathways has three classrooms--one for adult ed, one for middle school and one for high school—and has no room for testing without canceling classes during the day. They have to plan on room for testing the number of students eligible, not on how many show up. Pathways uses trapezoidal tables, and 39 students can't be tested in their rooms without causing test security problems. Mr. Buffi said the choice of tables was made to make it more conducive to the learning environment. He could not test in schools because schools would be testing at the same time, and Pathways does not provide transportation. Shutting down a classroom for even part of a day makes it problematic for students or teachers who need to access materials.

Mrs. Olson said the boardroom is put in order by the beginning of the next day. There were 13 days of testing in February and March. There are no tests scheduled for April. There will be four more test dates by the end of the school term. Mr. Whimpey said there are two more modulars for Pathways, and they are reviewing the layout of the room. Mr. Buffi said, based on the numbers he has turned away, every room will be used every day

during the day and evening for alternative ed for middle school and high school, adult ed and GED prep. He said in the future if they need to, they will cancel adult ed class and move it to the independent study room.

Mrs. Ward said it didn't look like they had a choice even going into next year. Mrs. Wescoatt said she wouldn't agree to it continuing into the next school year. Mrs. Ward made the motion to approve the use of the boardroom by Pathways for testing for the rest of the 2005-06 school year, and Mrs. Murphy seconded. Those voting aye: Cindy Marcotte, Dawn Murphy, Tracie Ward and Deborah Wescoatt. Those voting nay: none. Mrs. Genet was absent for this vote. The motion carried with a majority vote.

24. Presentation on District Web Site

Item withdrawn.

- 25a. Discussion Regarding Possible Student Rights Violations
- 25b. Discussion Regarding Results of Student Disciplinary Hearings
- 25c. Discussion Regarding Legal Items
- 25d. Discussion Regarding Personnel Items
- 25e. Discussion Regarding Negotiations

Discussion is reflected in Executive Session minutes.

26. Decision Regarding Possible Student Rights Violations

Mrs. Ward made the motion that no violations were found, and Mrs. Marcotte seconded. Those voting aye: Cindy Marcotte, Dawn Murphy, Tracie Ward and Deborah Wescoatt. Those voting nay: none. Mrs. Genet was absent for this vote. The motion carried with a majority vote.

27. Adjournment

Mrs. Ward moved to adjourn at 11:43 a.m., and Mrs. Marcotte seconded. Those voting aye: Cindy Marcotte, Dawn Murphy, Tracie Ward and Deborah Wescoatt. Those voting nay: none. Mrs. Genet was absent for this vote. The motion carried with a majority vote.

SCHEDULE OF MEETING

By _____

Prepared by Kerry Paniagua

Nye County School District



Dr. William E. (Rob) Roberts
Superintendent

Office of the County Superintendent

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BOARD OF TRUSTEES

Deborah L. Wescoatt, President
Tracie Ward, Vice President
Dawn Murphy, Clerk
Edna Jean Forsgren
Nicole Genet
Dennis Keating
Cindy Marcotte

March 24, 2006

MEMORANDUM

TO: Board of Trustees
FROM: Dr. William E. Roberts, Superintendent
SUBJECT: Superintendent Report

The past two weeks have been packed full of meetings, planning, professional development and a parade.

I met with the principals and school secretaries at Manse Elementary, J.G. Johnson Elementary, Hafen Elementary, Mount Charleston Elementary, and Pahrump Valley High School for the purpose of explaining their roles, responsibilities, and district policy concerning Student Activity Accounts. Ray discussed their latest audit findings and what they need to do for the upcoming audit. The meetings were very beneficial and clearly defined my expectations.

On March 15, I held a half-day workshop for all Assistant Superintendents, Directors, Managers, and Central Office staff, north and south, and their respective secretaries. The purpose was to standardize the entries made by staff to our new and improved web site. Guidance provided to me by the Board President was used to address concerns of standardization, font size, color, and other issues were completed. It was a good experience and addressed many issues. This is turning into a fantastic web site.

On the 16th and 17th, I accompanied Mrs. Wescoatt, Mr. Keating, and members of our staff to a professional development training class at UNLV, entitled "Closing the Achievement Gap with Technology." There were many new and exciting technology ideas.

I met with Mr. Mark Dunford of America West Homes concerning our land deal in southern Pahrump. He promised me we would have our deed to the property by the Friday, March 24, Board Meeting.

On Saturday, March 18, I had the good fortune to ride with Mr. Tim Hafen and Judge Lane in Mr. Hafen's 1930 Ford convertible and lead the St. Patrick's Day Parade. Pahrump Valley High School had over one hundred students participate and I would like to extend congratulations to the JROTC for their performance.

On March 23, I met with all principals and staff for my monthly “A-Team” meeting. Testing, budget, policies, and planning for the remainder of the school year were discussed. School personnel for staffing next year is a major concern.

The Superintendent’s Book Club will be officially launched soon. I have been working with Karen Liberty for some time developing the club entitled “Dr. Rob’s Ranger Readers.” I believe it will go along way in assisting parents with reading selections for their children and to help student’s motivation to read and the challenge to move to the next level.

Next Saturday, I will be working for the Pahrump Rotary Club at the Golf Tournament to raise money for the Boys and Girls Club. Everyone is invited to come out and participate.

Sunday, Monday, and Tuesday, I will be in Reno attending the Governor’s Connect the Dots conference. The purpose will be to find ways to encourage parental involvement with the schools. And, the following week, as you know, is the National School Board Association conference in Chicago, Illinois.

I have received correspondence from the Nevada Department of Education regarding the final reimbursement amount that the districts will receive per teacher for extended day kindergarten classes, which is \$48,943. We are having all day kindergarten classes at Beatty Elementary School, Amargosa Elementary School, and Manse Elementary School for a total of 4.5 FTE.

**NYE COUNTY SCHOOL DISTRICT
2005-06 Board Meeting Schedule**

<u>Meeting Date</u>	<u>Time</u>	<u>Location</u>	<u>Agenda Closes @ Noon on</u>
Friday, 7/29/05	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 7/21/05
Friday, 8/12/05	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 8/4/05
Friday, 8/26/05	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 8/18/05
Friday, 9/9/05	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 9/1/05
Friday, 9/23/05	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 9/15/05
Friday, 10/7/05	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 9/29/05
Friday, 10/21/05	10:00 AM	Videoconference—Pahrump/Tonopah	Tues, 10/11/05
Friday, 11/4/05	10:00 AM	Videoconference—Pahrump/Tonopah	Wed, 10/26/05
Friday, 11/18/05	10:00 AM	Videoconference—Pahrump/Tonopah	Wed, 11/9/05
Friday, 12/2/05	10:00 AM	Videoconference—Pahrump/Tonopah	Tues, 11/22/05
Friday, 12/16/05	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 12/8/05
Friday, 1/6/06	9:00 AM	Videoconference—Pahrump/Tonopah	Mon, 12/19/05
Friday, 1/20/06	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 1/12/06
Friday, 2/3/06	10:00 AM	Videoconference—Pahrump/Tonopah	Fri, 1/27/06
Friday, 2/10/06	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 2/2/06
Friday, 2/24/06	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 2/16/06
Friday, 3/3/06	10:00 AM	Videoconference—Pahrump/Tonopah	Friday, 2/24/06
Friday, 3/10/06	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 3/2/06
Friday, 3/24/06	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 3/16/06
Friday, 4/14/06	10:00 AM	**Amargosa	Wed, 4/5/06
Friday, 4/28/06	10:00 AM	Videoconference—Pahrump/Tonopah	Mon, 4/24/06
Friday, 5/12/06	10:00 AM	**Tonopah	Thurs, 5/4/06
Wed, 5/17/06*	7:00 PM	Videoconference—Pahrump/Tonopah	Thurs, 5/11/06
Friday, 5/26/06	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 5/18/06
Friday, 6/16/06	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 6/8/06
Friday, 6/30/06	10:00 AM	Videoconference—Pahrump/Tonopah	Thurs, 6/22/06

NOTE: All meetings begin at 10:00 AM and will be held by videoconference between the Pahrump and Tonopah District offices unless the time or location is noted otherwise on the posted agenda.

*Public Budget Hearing pursuant to NRS 354.596.

**Changes from last update.

Effective 3/10/06

The undersigned hereby affirms
that there is no Social Security
Numbers contained in this
document

TONOPAH PUBLIC UTILITIES

TEMPORARY CONSTRUCTION EASEMENT

Agreement made effective as of ___ day of _____, 2006, by and between NYE COUNTY SCHOOL DISTRICT, hereinafter referred to as Grantor, owner of PARCEL NO. 08-261-25, Tonopah, County of Nye, State of Nevada and TONOPAH PUBLIC UTILITIES, hereinafter referred to as Grantee.

The Tonopah Public Utilities will be starting a sewer collection system rehabilitation Project. The sanitary sewer main and/or service that lies in and/or near your property requires abandonment, repair and/or replacement. This Project may require work on your property for which the Tonopah Public Utilities is requesting your cooperation and authorization, which is the purpose of this Temporary Construction Easement.

The Undersigned, being the Owner(s) of the property described below, grants a temporary easement to grantee, its agents and employees, with necessary equipment, to enter on and have access to the above described real property owned by grantor. Such a temporary construction easement across, and permission to enter upon, said property for the purpose of investigating, excavating and constructing as required to replace, repair and/or abandon the existing sanitary sewer main and/or service, of which the location is described on Exhibit "A" attached to this instrument. The grant of temporary easement shall terminate three days after filing of the notice of completion of construction. On termination, grantee will return the property as pre construction conditions.

It is understood that for the duration of this Temporary Construction Easement, the TONOPAH PUBLIC UTILITIES and/or its contractors will be responsible for any loss, damage, liability, claim, cost or expense related to the use of Owners Property.

In witness, each party to this agreement has caused it to be executed at Tonopah, Nevada on the date indicated below.

Grantee:

TONOPAH PUBLIC UTILITIES
Stanley Howerton
Director of Public Works

Date: _____

Grantor:

NYE COUNTY SCHOOL DISTRICT

BY:

Signature

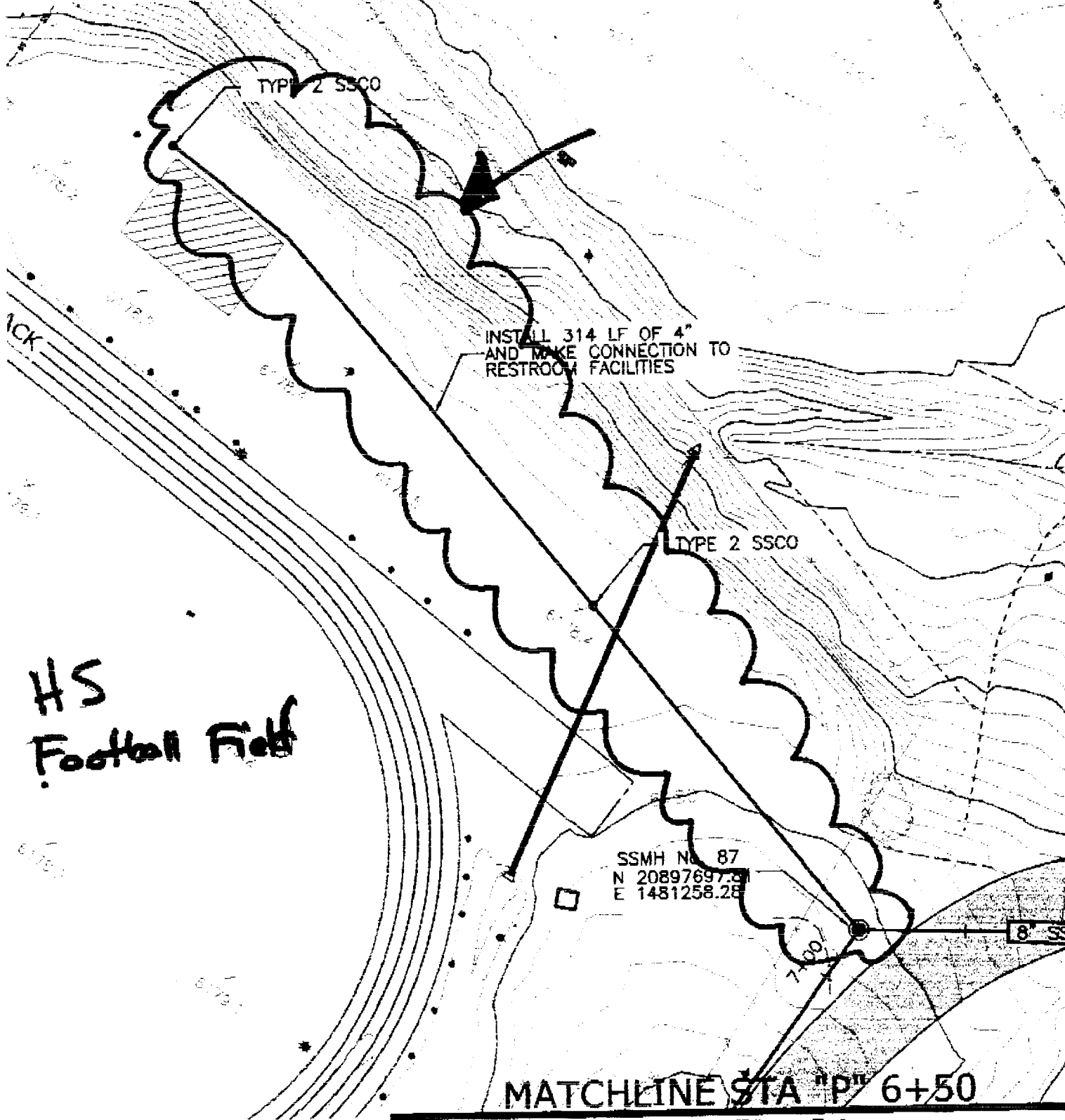
Title

Date: _____

Parcel Number: 08-261-25

Address: P.O. Box 113, Tonopah, Nevada 89049

Location: PT CA LD, Tract #38 Football Field, Logan Field Road



HS
Football Field

SSMH No. 87
N 20897697.8
E 1481258.28

MATCHLINE STA "P" 6+50
SEE SHEET P1

0000

The undersigned hereby
Affirms that there are no
Social Security Numbers
Contained in this document

SANITARY SEWER EASEMENT

WITNESSETH:

This easement is made effective as of this ____ day of _____, 2006, by and between NYE COUNTY SCHOOL DISTRICT, hereinafter referred to as GRANTOR, and TONOPAH PUBLIC UTILITIES, hereinafter referred to as GRANTEE.

That the said GRANTOR, for and in consideration of the sum of TEN DOLLARS (\$10.00), lawful money of the United States of America to it in hand paid by the GRANTEE, and to its successors and assigns, a public utility easement, across and upon a parcel of land located within a portion of Tract 38, Township 2 North, Range 42 East, M.D.M., Town of Tonopah, Nye County State of Nevada, and as described in Exhibit "A" and Exhibit "B", attached hereto and made a part thereof by this reference.

TO HAVE AND TO HOLD unto said GRANTEE, its successors and assigns, together with right of ingress to and egress from and premises along and parallel to the adjacent lands of the GRANTOR for the purpose of constructing, inspecting, repairing, maintaining, replacing, or removing the property of the GRANTEE located thereon at the will of the GRANTEE; provided, however that GRANTOR shall not construct or permit to be constructed anything upon said easement which would interfere with GRANTEE's exercise of the rights hereby conveyed.

IT is further agreed as follows:

1. During construction, repair, maintenance, replacement, or removal of public utilities, the GRANTEE may utilize, to the extent only that GRANTOR has

the right to grant such use, an additional strip of land not more than ten feet (10') in width on each side of easement strip referred to above for working space requirements.

2. GRANTEE will replace or repair to the satisfaction of GRANTOR, or pay for any damages to GRANTOR's property caused by the operation of activities of the GRANTEE, provided, however that the GRANTEE shall have the right from time to time to cut or clear tress, brush and other obstructions on said easement strip that may interfere with the operation or maintenance of GRANTEE's sewer line.
3. The rights of GRANTEE may be assigned in whole or in part.
4. This instrument contains the entire agreement of the parties; there are no other or different agreements or understandings between the GRANTOR and GRANTEE or its agents; and the GRANTOR, in executing and delivering this instrument, has not relied upon any promises, inducements, or representations of the GRANTEE or its agents or employees, except as are not set forth herein.

IN WITNESS WHEREOF the said GRANTOR has caused this EASEMENT to be executed as of the day and year first above written.

NYE COUNTY SCHOOL DISTRICT

BY: _____

STATE OF NEVADA)
) SS
COUNTY OF NYE)

On this ____ day of _____, 2006, personally appeared before me, the undersigned, a Notary Public in and for the County of Nye, State of Nevada personally know or (proved) to me to be the person whose name is subscribed to the above instrument and who acknowledged for that he/she executed the same freely and voluntarily and for the uses and purposes thereby mentioned.

IN WITNESS WHEREOF I have hereunto set my hand and affixed by official seal the day year in this certificate first above written.

NOTARY PUBLIC
My Commission Expires: _____

EXHIBIT "A"
10 FOOT WIDE SANITARY SEWER EASEMENT
TRACT 38, TOWNSHIP 2 NORTH, RANGE 42 EAST, M.D.M.
AS RESURVEYED BY D. R. BECK, COMPLETED ON APRIL 12, 1973

A 10 foot wide easement for the installation and maintenance of a sanitary sewer over and across a portion of Tract 38, Township 2 North, Range 42 East, M.D.M. as dependently re-surveyed by Donald R. Beck, Cadastral Surveyor for the Department of the Interior, Bureau of Land Management, Commencing on June 18, 1972 and completed on April 12, 1973, situate in Sections 1 and 2, Township 2 North, Range 42 East, M.D.M., lying 5 feet on either side of the following described lines:

EASEMENT 1

Beginning at a point on the North line of said Tract 38, from which a three inch brass cap marking the Northwest corner of said Tract 38 (referred to as angle point 2 in the resurvey), bears: North 73°14'57" West, a distance of 510.19 feet;

Thence, South 56°50'30" West, a distance of 76.29 feet;

Thence, South 01°25'47" West, a distance of 140.33 feet;

Thence, South 36°10'23" West, a distance of 186.39 feet to point "A";

Thence, South 84°06'06" West, a distance of 290.71 feet to the point of terminus for this portion of the easement, said point bears: North 82°02'47" East, a distance of 270.49 feet from the 3" brass cap marking the Southwest corner of said Tract 38, referred to as angle point 7 in the afore mentioned resurvey.

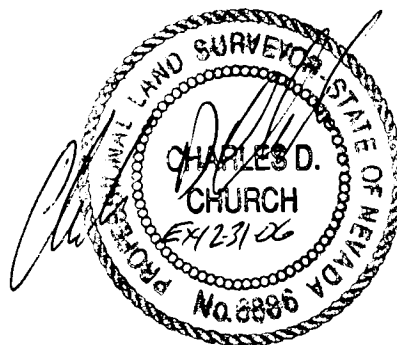
EASEMENT 2

Beginning at said point "A" as described above; Thence, South 04°25'58" East, a distance of 44.29 feet to the point of terminus for this description.

BASIS OF BEARING:

The Basis of Bearing for this description is the Nevada State Plane Coordinate System (NAD83/94 Nevada Central Zone) as established from GPS observations.

Sierra Surveying, Inc.
555 Holcomb Avenue
Reno, Nevada 89502-1875
1(775)828-5004
Proj. No. 2000481
File: tract38easement.doc



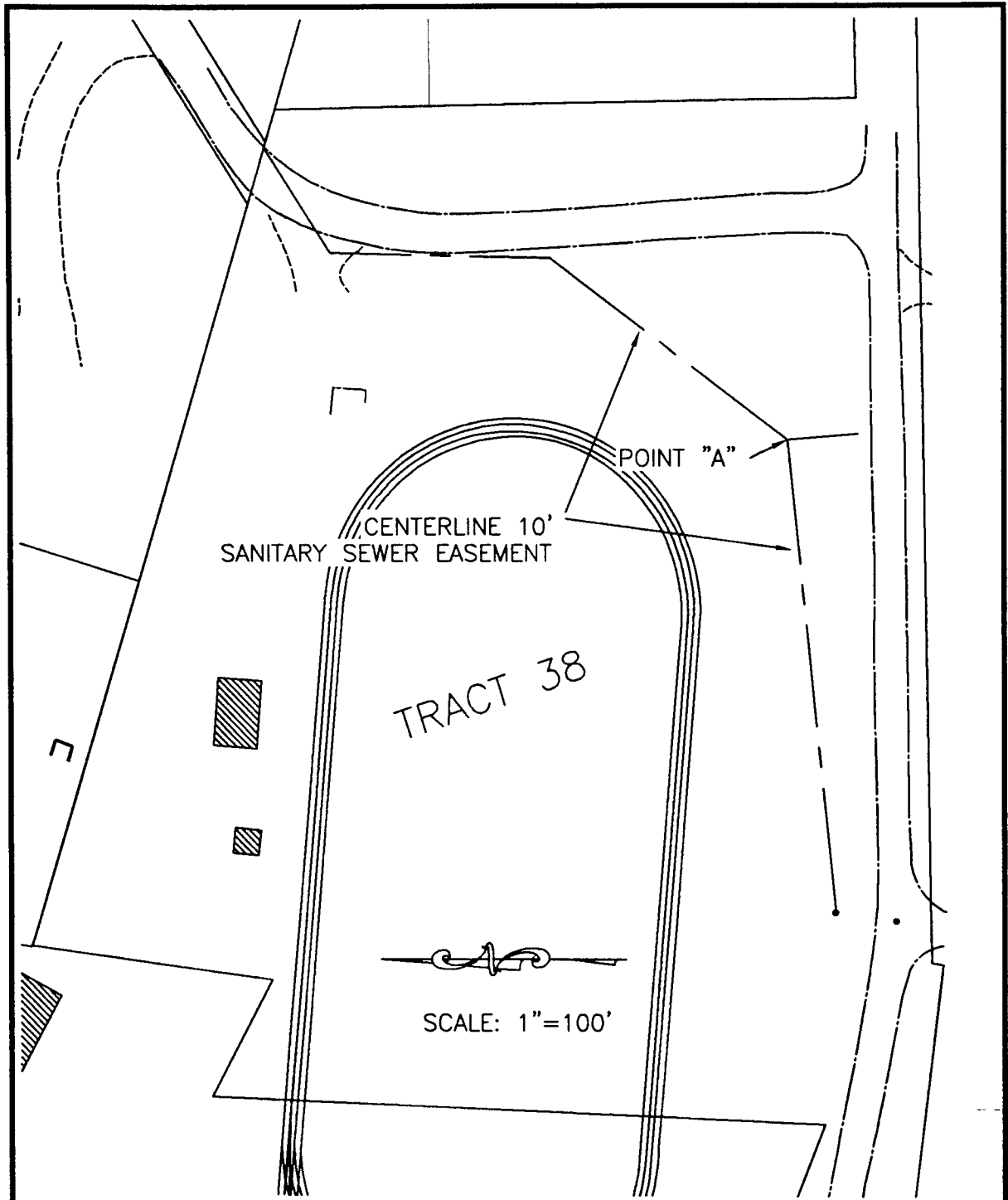


EXHIBIT "B"
TO ACCOMPANY SEWER
EASEMENT FOR
TRACT 38

SIERRA SURVEYING, INC.

555 HOLCOMB AVENUE
RENO, NEVADA 89502-1875

TELEPHONE: (775) 828-5004
FAX: (775) 337-0313

DATE:
12-28-05

PROJECT NO.
2000481



Nye County School District

Office of the County Superintendent

P.O. Box 113
Tonopah, Nevada 89049
Phone 775-482-6258
Fax 775-482-8573

Southern Administration Office

484 S. West Street
Pahrump, Nevada 89048
Phone 775-727-7743
Fax 775-727-7768

BOARD OF TRUSTEES

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Tracie Ward, Vice Pres.
Dennis Keating, Clerk
Edna Jean Forsgren
Nicole Genet
Cindy Marcotte
Dawn Murphy

Dr. William E. "Rob" Roberts
Superintendent

Raymond Ritchie
Chief Financial &
Administrative Officer

Corr:056:06

March 16, 2006

TO: Board of Trustees
FROM: Raymond Ritchie, Chief Financial & Administrative Officer
RE: Bond – Next 10 Years and Bond Results

Per your request.

- Bond Next 10 years
- Bond Results from 3/3/06 BOT meeting

RR:ro

Bond Results from 3/3/06 BOT Meeting

Time Frame:	Item:	Cost:
2008-2009	New High School	\$60 Million
	Building Additions: <ul style="list-style-type: none"> • J. G. Johnson • Hafen • RCMS 	\$2 Million \$2 Million As high as \$4 Million
2009-2010	New Middle School	\$30 Million
	New Elementary School	\$16 Million

Bond - Next 10 Years	
New Pahrump Valley High School	
New Amargosa School K-8	
Refurbish existing Pahrump Valley High School for Middle School or Second High School	
Additional Elementary School above the one we are building	
Replace Mt. Charleston and Manse Elementary Schools	
Building Additions – JG Johnson Elementary, Hafen Elementary, Rosemary Clarke Middle School and Transportation Office.	
Building Renovations – Gabbs, Round Mountain Elementary, Tonopah Elementary/Middle and Tonopah District Office (TDO): Windows, doors, concrete replacement (sidewalks), landscaping, pavement for parking, repair current pavement drives.	
New Maintenance Facility	
Asphalt for: Bus Yard, Beatty High (west and south side of school), Gabbs (front of school).	
Fuel System	
Water Rights	
Improvements in All Communities – Next 10 Years	
Football Bleachers	Round Mountain MS/HS, Pahrump Valley HS, Rosemary Clarke MS, Beatty HS, Tonopah MS
Football Field Lights	Rosemary Clarke MS, Pahrump Valley HS
Football Artificial Turf	Pahrump Valley HS
Football Field Turf recondition	Beatty HS/MS, Round Mountain MS/HS
PA System - Football, Baseball, and Softball Fields	Pahrump Valley HS
Gym PA System	Tonopah HS, Beatty HS, Round Mountain HS/MS, Amargosa MS
Scoreboards (2)	Pahrump Valley HS, Aux. gym, Gabbs MS/HS, Amargosa MS, Tonopah MS
PA System Cafetorium	Rosemary Clarke MS
Roof Repairs	Beatty HS, Pahrump Valley HS “B” Building, Gabbs, Silver Rim, Tonopah ES/MS, Tonopah HS, TDO, Round Mountain Elementary Building #10
Enclosures	Amargosa Valley MS
Auxiliary Baskets Gym (4)	Rosemary Clarke MS
Security Fence Front	Rosemary Clarke MS
All weather track	Tonopah HS
Track repairs	Beatty MS/HS, Round Mountain MS/HS
Grass Infield for Baseball	Tonopah HS (city field)
Softball Field on site (girls)	Round Mountain
HVAC	Tonopah ES/MS, Silver Rim/ Duckwater
Stage Fire Sprinkler Repairs	Tonopah MS
Heating Systems	Gabbs, Round Mountain ES
Pavement Reconditioning	Tonopah ES/MS
Playground Equipment	Tonopah ES, Silver Rim, Mt. Charleston

Improvements in All Communities – Next 10 Years (cont.)	
Surveillance System	All Schools
Library Upgrade	Pahrump Valley HS
Exterior Lighting Improvements	JG Johnson, Mt. Charleston, Pahrump Valley HS, Southern District Office (SDO)
HVAC Flashing & Misc. External Repairs	9 th Grade Academy, JG Johnson, Mt. Charleston Multi Purpose Building
Replace/Repair Chain Link Fence	TDO, THS, Round Mountain, Gabbs, Beatty Elem/HS, Pahrump Valley HS, Early Childhood, Manse
Replace Duct work evaporated coolers & diffusers	All Schools
Refurbish Bathrooms	Beatty Elem, Tonopah Elem/Middle, Pahrump Valley HS (restrooms outside of the gym)
Windows, Replace all Single with Double Paned	Duckwater
Hot Water Distribution System	JG Johnson, Beatty (both Elem/High) Tonopah (All)
Band and Choir Equipment	Pahrump Valley HS/Beatty/Tonopah High School/Round Mountain
Furniture Replacements	All Schools



Nye County School District

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Dawn Murphy

Dr. William E. "Rob" Roberts
Superintendent

Raymond Ritchie
Chief Financial &
Administrative Officer

Corr:055:06

March 16, 2006

TO: Board of Trustees

FROM: Raymond Ritchie, Chief Financial & Administrative Officer

RE: District Administration Office Salary Schedule

The verbiage "*ANY ADVANCEMENT MUST BE APPROVED BY THE OFFICE MANAGER AND SUPERINTENDENT*" dates back to the 1990's when office personnel performed duties for the entire office and answered to the Office Manager. There was only one Office Manager and two Administrators at that time.

Should we change the wording to reflect advancement by your immediate supervisor and Superintendent now that every Administrator has their own staff?

RR:ro

Adopted: 3/10/06
 Effective: 7/1/05
 Pay Increase 2%
 PERS .25%

**NYE COUNTY SCHOOL DISTRICT
 2005-2006
 DISTRICT ADMINISTRATION OFFICE**

Yr. of continuous exp. with NCSD	0	1	2	3	4	5	6
Level 1	25,757	27,735	29,713	31,691	33,670	35,647	37,625
Level 2			30,663	32,640	34,618	36,597	38,574
Level 3					36,049	38,027	40,004
Level 4					38,431	40,408	42,387
Level 5					40,809	42,788	44,766

- Level 1 Entry level into the District Office - **Clerical Staff**
- Level 2 May be considered for advancement to this level only after two years full time employment and displayed a working knowledge of job functions and assignments.
- Level 3 May be considered for advancement to this level only after four years of full time employment of Level 2. Must have a thorough knowledge and understanding of job functions and will be responsibility and expertise.
- Level 4 May act as assistant to the Assistant Office Manager or Office Manager, as well as perform a degree of responsibility of the clerical/bookkeeping staff. Must meet or exceed requirements of Level 3.
- Level 5 Assistant Office Manager. Must meet or exceed the requirements of Level 3 and 4.

ANY ADVANCEMENT MUST BE APPROVED BY THE OFFICE MANAGER AND SUPERINTENDENT

* **Five years acceptable experience upon verification allowed on this schedule.**

260 days
 Holidays included in salary.

Employees who have attained the position of Step 12 on the above Salary Schedule prior to the 05/06 salary schedule will receive an additional 2% over that particular salary.

* **Board of Trustees approval is required for merit pay increases between 0% and 15% annually.**

* **Approved 3/10/06**



7	11	12
39,603	41,581	43,559
40,552	42,530	44,509
41,983	43,961	45,939
44,365	46,342	48,321
46,743	48,720	50,699

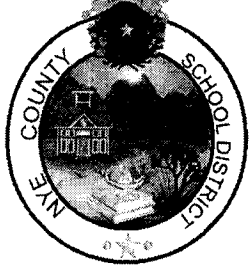
on Level 1. Must have adequately

nt. Must meet or exceed requirements
assigned areas with a high degree of

ing duties which include the greatest
s of Level 3.

T.

school year will be allowed an



Office of the County Superintendent

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Toll free 1-877-727-7705

Rodney L. Pekarek
Assistant Superintendent
for District Services

Dr. William E. "Rob" Roberts
Superintendent

March 15, 2006

TO: Rod Pekarek
Assistant Superintendent

FR: Bobbie Brock
Human Resources

RE: Evaluation Forms (non-union)

Attached are the following non-union evaluation forms:

Administrator Evaluation Form

- Assistant Superintendents
- Directors/Coordinators (Simatos, Liberty, Hill, Olson, McRae, Whimpey, Garlin, Ritchie, Stobbe and Holley)

Transportation Evaluation Form

- Dispatcher and Trainer Form
- Mechanic
- Transportation Shop Foreman

Maintenance and Operations Evaluation Form

- Grounds Keeper
- Skilled Maintenance Worker
- Mechanical Systems, Electrical and Refrigeration

Food Service Evaluation Form

- Food Service Supervisor
- Food Service Manager
- Food Service Workers

District Office Evaluation Form

- Clerical
- Warehouse

**POSITION DESCRIPTION
NYE COUNTY SCHOOL DISTRICT**

- Job Title: Skilled Maintenance Worker
- Assignment: District-Wide
- Location: Northern District Office or Southern District Office
- Qualifications:
1. Standard methods, techniques, material, tools and equipment used in maintenance repairs, construction trades, and work.
 2. Knowledge of safe working methods and procedures.
 3. Use time and material in an effective manner.
 4. Create shop drawings and sketches and work from blueprints.
 5. Understand and carry out oral and written directions.
 6. Establish and maintain cooperative working relationship.
 7. Maintain a good driving record and qualify for the district's vehicle insurance coverage.
 8. Perform moderate to heavy physical labor including lifting or moving loads up to 100 lbs. or more.
 9. Desire five years' experience as a maintenance worker or past experience in one or more of the basic construction trades.
 10. Desire equivalent to the completion of the twelfth grade.
- Reports To: Supervisor of Maintenance & Operations
- Supervises: N/A
- Job Goal: Under general direction of the Supervisor of Maintenance & Operations perform skilled and semi-skilled maintenance repairs of district's site facilities and grounds; perform semi-skilled and skilled functions in the basic building construction trades; perform other work as assigned.
- Terms of Employment: 260 days, 8 hours per day
- Evaluations: Performance of this job will be evaluated in accordance with the district's evaluation system.

The information on this position description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties and responsibilities required of all employees assigned to this job.

Major Duties and Responsibilities:

1. Perform skilled and semi-skilled maintenance repairs and construction work in all of the building trades.
2. Perform carpentry, painting, plumbing, heating, air conditioning, electrical, tile/carpet flooring, ceiling tile and dry wall.
3. Perform masonry, glazing, welding work, and other construction trades.
4. May load and transport equipment, make minor adjustments, and keep equipment in good running order.
5. Will evaluate job request for labor and material cost.

Screening and
Compliance:

The offer of this NCSD position requires compliance with the following:
Employee must have valid driver's license.

Working Conditions: Vehicle, tools and supplies.

Attends: Meetings as assigned by supervisor.

Approved by:

Superintendent

Date

**POSITION DESCRIPTION
NYE COUNTY SCHOOL DISTRICT**

Job Title: Mechanical Systems, Electrical and Refrigeration Technician

Assignment: All sites

Location: Pahrump

Qualifications: Minimum of high school diploma or GED
Standard methods, techniques, material, tools and equipment used in maintenance and installation
Knowledge of safe working methods and procedures.
Use time and material in an effective manner.
Understand and carry out oral and written directions.
Establish and maintain cooperative working relationship.
Maintain a good driving record and qualify for the district's vehicle insurance coverage.
Perform moderate to heavy physical labor including lifting or moving loads up to 100 lbs. or more.
Desire 5 years' experience as a mechanical systems, electrical/refrigeration technician.
Knowledge of electrical systems, refrigeration and air conditioning.

Reports To: Maintenance and Operations Supervises

Supervises: N/A

Job Goal: To do the construction, installation, alteration, maintenance, and repair of mechanical systems, electrical systems and refrigeration systems.

Terms of Employment: 260 days, 8 hours per day

Evaluations: Performance of this job will be evaluated in accordance with the district's evaluation system.

The information on this position description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties and responsibilities required of all employees assigned to this job.

Major Duties and
Responsibilities:

1. To inspect, plan, organize and maintain boilers and refrigeration systems.
2. Inspect sites to determine material and labor needs for electrical work to be done.
3. Inspect completed jobs for compliance with specifications and standards.
4. Coordinate and supervise the operation of the utility monitoring system; recommend energy-saving procedures and system modifications.
5. Survey work and develop job cost estimates; recommend mechanical modifications.
6. Provide in-service training in safety (NOSHA) work practices; develop standards of craftsmanship.
7. Establish energy management program.
8. Completion of all electrical work and systems, as identified.
9. Perform other duties as assigned.

Screening and
Compliance:

Working Conditions:

Attends:

Approved by:

Superintendent

Date

**POSITION DESCRIPTION
NYE COUNTY SCHOOL DISTRICT**

Job Title: Grounds and Maintenance Worker

Assignment: As Assigned

Location: As Assigned

Qualifications: High School Diploma or GED
Knowledge of basic methods, material, equipment and tools used in the grounds landscaping and maintenance trades.
Knowledge of grounds and maintenance safety and health procedures.
Safely use hand and power tools and equipment common to grounds and maintenance work, including operation of backhoe.
Perform routine and minor repairs to landscaping and maintenance tools and equipment.
Communicate orally and understand while carrying out written or oral directions.
Establish and maintain cooperative working relationship.
Maintain a good driving record and qualify for District vehicle insurance coverage.
Hold or be able to obtain CDL.
Perform moderate to heavy physical labor including lifting or moving loads 75 lbs. or more.
Desire four years experience in the grounds landscaping trade.

Reports To: Supervisor of Maintenance and Operations

Supervises: N/A

Job Goal: Under general directions of the Supervisor of Maintenance and Operations, performs grounds landscaping duties and semi-skilled maintenance work, and other related work as assigned.

Terms of Employment: Year Round position, 8 hours per day

Evaluations: Performance of this job will be evaluated in accordance with the district's evaluation system.

The information on this position description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties and responsibilities required of all employees assigned to this job.

Major Duties and Responsibilities:

1. Cut, edges, trims and prunes landscaped areas.
2. Prepare for aerating, plugging, mulching and fertilizing soil, trees, plants, lawn areas, shrubs, hedges and flowers.
3. Hoes weeds and rakes lawns.
4. Inspects, installs and repairs irrigation systems.
5. Sweeps and picks up paper, and other debris from site facilities, including walks, driveways, playgrounds, and ballfields.
6. Waters various ground areas by hand or by operating a sprinkler system.
7. Assist in the repair and moving of bleachers, furniture and equipment for special events.
8. Applies pesticides and herbicides.
9. Hauls sand, dirt, sawdust, straw and distributes as needed.
10. Performs routine duties involving repairs, erecting and/or dismantling of wood, steel, and/or chain link fencing.
11. Resurfacing asphalt, mixing and pouring cement.
12. Inspect all playground equipment monthly. Install and repair playground equipment.
13. Perform preventative maintenance and upkeep on district equipment.

Maintenance

1. Provide assistance and support to other district personnel in the basic maintenance and Construction trades, with supervision of a skilled maintenance worker, building and grounds personnel and/or mechanic-electrician, upon directions of the Supervisor or Maintenance and Operations.

Screening and Compliance: NV Drivers License

Working Conditions: Equipment and tools as needed for job

Attends: Meetings as assigned by supervisor

Approved by: _____
Superintendent

_____ Date

NCSD ADMINISTRATOR EVALUATION REPORT

Administrator's Name _____ Evaluator's Name _____

School Year _____ Conference Dates _____

Following are the broad topic areas in this administrative evaluation form:

- | | |
|--------------------------------|------------------------------|
| A. Leadership | E. Supervision |
| B. Environment/Climate | F. Communication |
| C. Resource Management | G. Organizational Management |
| D. Teaching & Learning Process | |

The Administrator has a professional growth plan: Yes _____ No _____

The overall performance of this Administrator for this evaluation period is: Satisfactory _____ Unsatisfactory _____

Summary Comments:

I have read this evaluation and have discussed it with the evaluator. My signature does not necessarily mean that I agree with the opinions expressed.

Signature of Administrator _____

Signature of Evaluator _____

ADMINISTRATOR EVALUATION

Degree of Performance: (3) Effective Performance, (2) Improvement Needed, or (1) Unsatisfactory.

1. The Administrator demonstrates effective leadership.

- 1.1 Utilizes community demographics, educational standards, laws and current education research in planning and decision making.
- 1.2 Possesses a strong philosophy of instructional quality based on the current research on effective schools and communicates this value to staff, students and the community.
- 1.3 Demonstrates an understanding of the needs and characteristics of students by effectively articulating the program components based on accepted educational practices.
- 1.4 Communicates the building program needs to the appropriate sources in an effective and timely manner.
- 1.5 Includes staff and community in the program development process.
- 1.6 Enables staff, students, parents and community to build a common vision.
- 1.7 Facilitates and manages change in self, others and the organization.

Comments: _____

2. The Administrator promotes an environment/climate conducive to productive performance.

- 2.1 Ensures that all students have an appropriate variety of opportunities to learn commensurate with their abilities, needs, and learning styles.
- 2.2 Practices a professional code of ethics (e.g. rules of confidentiality and legal guidelines for personnel).
- 2.3 Establishes and maintains open lines of communication.
- 2.4 Provides and maintains a safe and healthy environment that promotes positive student behavior.
- 2.5 Allows students, staff and parents to participate in the development of the school schedule and supervisory/disciplinary procedures.

Comments: _____

3. The Administrator plans for and manages the resources for which he/she is responsible, including personnel, finances, facilities, program and time.

- 3.1 Effectively motivates and reinforces staff.
- 3.2 Organizes, coordinates, and supervises staff assignments and needs.
- 3.3 Carries out appropriate fiscal procedures.
- 3.4 Utilizes and maintains facilities.
- 3.5 Implements district policies, state and federal regulations, and laws.

Comments: _____

4. The Administrator facilitates and monitors the planning and development of the teaching and learning process toward established goals.

- 4.1 Provides procedures to assess needs of students.
- 4.2 Uses program assessment results to influence ongoing program improvement.
- 4.3 Provides information on the progress of the programs to staff and others.
- 4.4 Monitors the progress of instructional improvement.
- 4.5 Seeks out and provides staff with information on methodology, research, and current educational trends.

Comments: _____

5. The Administrator uses supervision, staff development, and performance education to improve the instructional processes.

- 5.1 Provides orientation and inservice opportunities for all staff members.
- 5.2 Provides staff handbook to each staff member detailing school policies and procedures.
- 5.3 Involves staff in the assessment and planning of inservice.
- 5.4 Recognizes the components of effective teaching in the evaluation of the individual staff.
- 5.5 Develops effective procedures for interpreting the results of standardized tests to students, staff and parents.
- 5.6 Implements the staff evaluation process effectively.

Comments: _____

6. The Administrator communicates accurately and effectively.

- ___ 6.1 Addresses the needs of staff, students, parents and community.
- ___ 6.2 Attends to incoming communication and shares, interprets, or responds to it in an appropriate manner.
- ___ 6.3 Initiates accurate and effective written communication in a timely and efficient manner.
- ___ 6.4 Develops effective procedures for two-way communication with students, staff, parents and non-parents.
- ___ 6.5 Provides frequent, meaningful opportunities for students, staff, parents, and non-parents to participate in the identification and resolution of campus concerns and problems.
- ___ 6.6 Allows meaningful input from students, parents and staff, making decisions about identification, diagnosis, prescription and delivery with regard to unique educational needs of students.
- ___ 6.7 Utilizes appropriate listening skills.
- ___ 6.8 Facilitates communication and the use of problem solving processes to resolve conflict and stress.

Comments: _____

7. The Administrator demonstrates an understanding of the educational organization.

- ___ 7.1 Develops positive school/community relations.
- ___ 7.2 Exhibits skills in comprehending, interpreting, and supporting positions of the organization.
- ___ 7.3 Exhibits effective public relations skills.
- ___ 7.4 Continues to expand knowledge and awareness of programs within the school district.

Comments: _____

8. The Administrator completes evaluations as required by contract of all employees for whom he/she is responsible: Yes _____ No _____

NYE COUNTY SCHOOL DISTRICT
 EVALUATION FORM: TRANSPORTATION DISPATCHER
 TRANSPORTATION TRAINER

Name	School
Assignment	Date

JOB GOAL:

Able to efficiently and effectively carry out the functions of the job as per the job description.

Narrative Required for Commendations: Areas of Improvement: Recommendations.

Total overall performance is

Satisfactory
 Unsatisfactory

Signed: _____ Date: _____
 Supervisor

I have read this evaluation and have discussed it with my Supervisor. My signature does not necessarily mean that I agree with the opinions expressed.
 comments:

Signed: _____ Date: _____

NYE COUNTY SCHOOL DISTRICT
EVALUATION FORM: Mechanic Helper

Name	School
Assignment	Date

JOB GOAL:

Able to efficiently and effectively carry out the functions of the job as per the job description.

Narrative Required for Commendations: Areas of Improvement: Recommendations.

Total overall performance is

_____ Satisfactory
_____ Unsatisfactory

Signed: _____ Date: _____
Supervisor

I have read this evaluation and have discussed it with my Supervisor. My signature does not necessarily mean that I agree with the opinions expressed.
comments:

Signed: _____ Date: _____

NYE COUNTY SCHOOL DISTRICT

EVALUATION FORM: MECHANIC

NAME _____ SCHOOL _____

ASSIGNMENT _____ DATE _____

JOB GOAL:

Providing mechanically sound vehicle equipment for safe and efficient transportation of the District's students.

NARRATIVE REQUIRED for Commendations; Areas of Improvement; Recommendations.

Total overall performance is

_____ Satisfactory

_____ Unsatisfactory

Signed: _____ Date: _____
Shop Foreman

I have read this evaluation and have discussed it with the Shop Foreman. My signature does not necessarily mean that I agree with the opinions expressed.

Mechanic's comments:

NYE COUNTY SCHOOL DISTRICT

EVALUATION FORM: TRANSPORTATION SHOP FOREMAN

NAME _____ SCHOOL _____

ASSIGNMENT _____ DATE _____

JOB GOAL:

Providing mechanically sound vehicle equipment for safe and efficient transportation so that students may enjoy the fullest possible advantage from the District's curriculum and extra curricular programs.

NARRATIVE REQUIRED for Commendations; Areas of Improvement; Recommendations.

Total overall performance is

_____ Satisfactory

_____ Unsatisfactory

Signed: _____ Date: _____
Transportation Director

I have read this evaluation and have discussed it with the Transportation Director. My signature does not necessarily mean that I agree with the opinions expressed.

Shop Foreman's comments:

NYE COUNTY SCHOOL DISTRICT
EVALUATION FORM: Grounds Keeper

Name	School
Assignment	Date

JOB GOAL:

Able to efficiently and effectively carry out the functions of the job as per the job description.

Narrative Required for Commendations: Areas of Improvement: Recommendations.

Total overall performance is

_____ Satisfactory
_____ Unsatisfactory

Signed: _____ Date: _____
Supervisor

I have read this evaluation and have discussed it with my Supervisor. My signature does not necessarily mean that I agree with the opinions expressed.

comments:

Signed: _____ Date: _____

NYE COUNTY SCHOOL DISTRICT
 EVALUATION FORM: Skilled Maintenance Worker

Name	School
Assignment	Date

JOB GOAL:

Able to efficiently and effectively carry out the functions of the job as per the job description.

Narrative Required for Commendations: Areas of Improvement: Recommendations.

Total overall performance is

Satisfactory
 Unsatisfactory

Signed: _____ Date: _____
 Supervisor

I have read this evaluation and have discussed it with my Supervisor. My signature does not necessarily mean that I agree with the opinions expressed.

comments:

Signed: _____ Date: _____

NYE COUNTY SCHOOL DISTRICT
EVALUATION FORM: Mechanical Systems, Electrical and Refrigeration

Name	School
Assignment	Date

JOB GOAL:

Able to efficiently and effectively carry out the functions of the job as per the job description.

Narrative Required for Commendations: Areas of Improvement: Recommendations.

Total overall performance is

_____ Satisfactory
_____ Unsatisfactory

Signed: _____ Date: _____
Supervisor

I have read this evaluation and have discussed it with my Supervisor. My signature does not necessarily mean that I agree with the opinions expressed.
comments:

Signed: _____ Date: _____

NYE COUNTY SCHOOL DISTRICT

EVALUATION FORM: FOOD SERVICE SUPERVISOR

NAME _____ SCHOOL _____

ASSIGNMENT _____ DATE _____

JOB GOAL:

To assure student and staff meals are served in an attractive palatable and safe manner.

NARRATIVE REQUIRED for Commendations; Areas of Improvement; Recommendations.

Total overall performance

_____ Satisfactory

_____ Unsatisfactory

Signed: _____ Date: _____
School Lunch Coordinator

I have read this evaluation and have discussed it with the School Lunch Coordinator. My signature does not necessarily mean that I agree with the opinions expressed.

School Lunch Manager's comments:

NYE COUNTY SCHOOL DISTRICT
 EVALUATION FORM: Food Service Manager

Name	School
Assignment	Date

JOB GOAL:

Able to efficiently and effectively carry out the functions of the job as per the job description.

Narrative Required for Commendations: Areas of Improvement: Recommendations.

Total overall performance is

- Satisfactory
- Unsatisfactory

Signed: _____ Date: _____
 Supervisor

I have read this evaluation and have discussed it with my Supervisor. My signature does not necessarily mean that I agree with the opinions expressed.

comments:

Signed: _____ Date: _____

NYE COUNTY SCHOOL DISTRICT
EVALUATION FORM: Food Service Helper 1 and 2

Name	School
Assignment	Date

JOB GOAL:

Able to efficiently and effectively carry out the functions of the job as per the job description.

Narrative Required for Commendations: Areas of Improvement: Recommendations.

Total overall performance is

_____ Satisfactory
_____ Unsatisfactory

Signed: _____ Date: _____
Supervisor

I have read this evaluation and have discussed it with my Supervisor. My signature does not necessarily mean that I agree with the opinions expressed.
comments:

Signed: _____ Date: _____

NYE COUNTY SCHOOL DISTRICT
EVALUATION FORM: DISTRICT OFFICE CLERICAL

NAME _____ SCHOOL _____
ASSIGNMENT _____ DATE _____

JOB GOAL:

To efficiently and effectively carry out the business functions of the Nye County School District.

NARRATIVE REQUIRED for Commendations; Areas of Improvement; Recommendations.

Total overall performance is

- _____ Satisfactory
- _____ Unsatisfactory

Signed: _____ Date: _____
Office Manager

I have read this evaluation and have discussed it with the Office Manager. My signature does not necessarily mean that I agree with the opinions expressed.

District Office Clerical staff member's comments:

NYE COUNTY SCHOOL DISTRICT
EVALUATION FORM: WAREHOUSER

NAME _____ LOCATION _____

ASSIGNMENT _____ DATE _____

JOB GOAL:

To operate and maintain the District's warehouses in an efficient and cost effective manner so as to provide needed materials to the schools.

NARRATIVE REQUIRED for Commendations; Areas of Improvement; Recommendations.

Total overall performance

_____ Satisfactory

_____ Unsatisfactory

Signed: _____ Date: _____
Superintendent

I have read this evaluation and have discussed it with the Superintendent. My signature does not necessarily mean that I agree with the opinions expressed.

Warehouser's comments:

Signed: _____ Date: _____
Warehouser