



**NYE COUNTY SCHOOL DISTRICT**  
**Board of Trustees**  
**Policy Committee Agenda**

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A Policy Committee of the Board of Trustees of Nye County School District will be held on Friday, August 24, 2007, 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
2. PUBLIC COMMENT, INFORMATIONAL ITEM
3. APPROVAL OF MINUTES OF PAST MEETING, ACTION ITEM
4. DISCUSSION/POSSIBLE DECISION REGARDING CHANGES TO EXISTING POLICIES, ACTION ITEM
  - A. 0560 - Committees of the Board
  - B. 0570 - Legal Counsel
  - C. 0650 - Participation
  - D. 0720 - Policies
  - E. 0910 - Board Orientation
  - F. 0920 - Board of Trustees Development Opportunities
  - G. 0940 - Travel & Board Visitations
  - H. 1131 - Educational Involvement Accord
  - I. 1650 - Political Candidates
  - J. 2411 - Specifications for New Building Sites
5. DISCUSSION/POSSIBLE DECISION REGARDING PROPOSED NEW POLICIES, ACTION ITEM
6. ASSIGNMENT OF FUTURE POLICY RESEARCH, ACTION ITEM
7. 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](mailto: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](mailto:igarcia@nyeschools.org), or call 775-727-7743, ext. 239 at least one week before the meeting.*

**Policy Committee Minutes**  
**July 26, 2007**

Present: Dennis Keating, Chair; Harold Tokerud, Tracie Ward, Dr. William Roberts, Members; Rod Pekarek, Dale Norton and Jerry Hill, Assistant Superintendents; Ray Ritchie, Chief Financial & Administrative Officer; Dotty Merrill, NASB Executive Director; Lisa Mays and Kerry Paniagua.

The committee meeting opened at 5:03 p.m. in the Pahrump boardroom with a videoconference link to the Tonopah boardroom. There was no public input. Mrs. Ward moved to approve the March 29, 2007 minutes. Mr. Tokerud seconded, and there was a unanimous vote in favor.

0100 Foundation & Basic Commitments and 0300 Board of Trustee Governance & Operations

Mrs. Ward made the motion to combine the two policies, and Mr. Tokerud seconded. Mr. Tokerud said maybe 0300 could be eliminated because it contains the same language as 0100 but use the title of 0300. Mr. Keating thought the titles could be combined. Mrs. Ward asked if they needed “foundation and basic commitments.” They settled on the title of Board of Trustee Basic Commitments and Governance. There was a unanimous vote in favor.

0421 Qualifications of Members

Mrs. Ward made the motion to correct the NRS in the second paragraph. Dr. Roberts seconded, and a unanimous vote was recorded.

0441 Code of Ethical Standards and 0442 Contracts with District

Mr. Tokerud recommended the language in 0442 be incorporated into 0441 as 2(a). Dr. Roberts asked if a board member who had a business and submits a bid could refrain from voting rather than denying that person the opportunity to compete. Ms. Paniagua read NRS 386.305 and said she interpreted it to mean the board member cannot submit a bid. Mrs. Ward and Mr. Tokerud agreed. Mr. Keating suggested having the whole board discuss the policy, but Mr. Tokerud felt they should just leave it as it is. Dr. Roberts agreed and said it’s a very critical policy. Mr. Tokerud made the motion to keep the two policies separate. Dr. Roberts seconded, and a unanimous vote was recorded.

0550 Standing Board Committees

Dr. Roberts made the motion to correct the policy number referenced in the last paragraph. Mr. Tokerud seconded, and a unanimous vote was cast.

5372 Educational Travel

Mr. Tokerud suggested not accepting the money from the County and let them give out funds as they see fit, but Mrs. Ward said the policy is already in this year's handbook. Mr. Ritchie said Commissioner Carver indicated that Commissioners might want to return to disbursing the funds, but he didn't know the outcome. Mr. Pekarek advised that if the Commissioners return to the way they used to handle student travel requests, students may still request money from the board. Mr. Keating thought lowering the amount awarded would benefit more students. Dr. Roberts suggested adding a codicil that a student could not be awarded money more than once.

Mrs. Ward asked the committee to review the list of questions attached. The committee decided they still do not need students or advisors at the meeting. If the information is incomplete, it does not go on the agenda. If possible, tuition needs to be separated from lodging; however, the more liberal approach is appropriate so that students can have the experience. The board will cover everything up to \$500 per student with a 50% match so more students are benefited. The registration form needs to be attached; a verbal or written statement is not acceptable. One letter from the principal and one from the teacher can be written for all with a list of students attached. It remains first come, first served. Checks will be written to the school, and it will be a school issue if a student cancels. No matter how large the group, each student writes a report.

#### 6750 School Board Negotiating Agents

Mr. Tokerud asked if the wording prevented administrators from participating on teams. Dr. Roberts said an administrator could not be a team member negotiating the administrators' contract. Mr. Pekarek gave a brief history of negotiations in the District. Mr. Keating was the only board member ever on a team, and he said it was rewarding in that he was able to bring some insight; however, he did not feel a board member needed to be on the team. It was decided that Ms. Paniagua would draft a change.

#### Possible Policy Regarding Merit Raises

Mr. Tokerud said he was against merit raises. The board gave good raises last month; and if the board is not being fair, it should come back to the board. Mr. Keating agreed and said a market analysis might be in order. Mrs. Ward said there is no good way to do it although she could see where people want and need it. She didn't think the board needed to be the one to decide on anyone other than the Superintendent. Mr. Tokerud said unions are against merit pay. Mr. Pekarek said unions prefer having the steps across and the columns down. Dr. Roberts said there was legislation this year to explore merit pay. Once the District receives guidance, it could be brought back. AYP is an area the District would want to explore.

#### 6275 Temporary & Part-Time Personnel (Substitute Teachers)

#### 7051 Compulsory Attendance Ages

#### 7334 Code of Honor

#### 7720 Employment of Students

Mrs. Ward liked the proposed changes. Mr. Keating made the motion to approve revisions to all four policies since they had become law. Mrs. Ward seconded, and a unanimous vote was cast.

Ms. Paniagua said the permit would need to be updated. Mr. Keating asked staff to review the form to fit the law.

### Future Policy Research

Mr. Tokerud said he would like the policy on school size brought to a future policy meeting.

The meeting was adjourned at 6:01 p.m.

**Present Policy:**

**0560 COMMITTEES OF THE BOARD**

The Board of Trustees shall authorize such special committees as are deemed necessary. A special committee shall report recommendations to the Board for appropriate action. A special committee shall be dissolved when its report is accepted by the Board.

Ad Hoc Board Committees:

At the request of a majority of the members of the Board of Trustees, the President may appoint a temporary committee comprised of less than the full membership for special purposes. These committees shall be discharged on completion of their assignments.

Temporary committees may only serve to investigate or advise on a specific matter. They may not take any official action for the Board of Trustees.

Reviewed: February 4, 2005  
Adopted: June 28, 1995  
Revised:

NEPN/NSBA Classification: BDF  
Legal Reference:

**Proposed Revision:**

**Second Paragraph, first sentence: “At the request of a majority of the members of the Board, the President may appoint a temporary committee comprised of less than a full quorum of the board...”** A quorum’s recommendation would actually be official action (see last sentence of last paragraph.

**Present Policy:**

**0570           LEGAL COUNSEL**

The Board of Trustees of the Nye County School District may employ private legal counsel when the Board determines such employment is necessary and may pay for such counsel from school district funds.

It shall be the duty of the counsel to render all necessary legal opinions for the Board of Trustees and to represent the Board in specific problems requiring the services of legal counsel, keeping the Board informed and reporting all findings. At least once a year, a status report on all legal issues shall be made to the Board of Trustees.

When required, the Attorney General of the State of Nevada may be asked to render a written opinion to the Board of Trustees on matters relating to the duties of the Board.

There shall be no charge to the Board of Trustees or the Nye County School District for any services rendered by the Office of the Attorney General of the State of Nevada.

Reviewed:   February 4, 2005  
Adopted:    June 28, 1995  
Revised:

NEPN/NSBA Classification: BDG  
Legal Reference: NRS 386.410

**Proposed Change:**

**Remove paragraphs 3 & 4 because the Attorney General's office no longer offers advice to school districts.**

**Present Policy:**

**0650 PARTICIPATION**

It is the policy of the Board that members of the public shall have the right, and shall be encouraged, to be heard at Board meetings. Any member of the public not wishing to speak for himself may be represented by legal counsel or a duly authorized agent.

An agenda shall consist of:

- A clear and complete statement of the topics scheduled to be considered during the meeting;
- A list and description of the items to be voted on during the meeting which must be clearly denoted as items on which action will be taken; and
- A reasonable time allotted to each individual wishing to speak to the Board.

At the conclusion of the items on the agenda, any individual or group may request from the President of the Board the right to be heard on any subject within the jurisdiction of the Board. Unless it is listed on the agenda as an action item, no decision in regard to the matter can be made.

The Board reserves the right to waive or alter this procedure by a majority vote of the Board members, if circumstances warrant, and if in compliance with NRS Chapter 241.

All initial complaints and criticism directed to school board members regarding personnel should be directed to the immediate supervisor of the person about whom the complaint is registered.

Reviewed: May 17, 1995  
Adopted: June 28, 1995  
Revised: April 8, 2005

NEPN/NSBA Classification: BEDH  
Legal Reference: NRS 241.035

**Proposed revision:**

**Move second paragraph to Policy 0642 (BOT Meeting Agenda). Remove third paragraph or include some of the wording in the first paragraph. Remove “at the conclusion of the items on the agenda” so that public input may be heard at any time during the meeting.**

**Present Policy:**

**0720 POLICIES**

Adoption of Policies

The Board of Trustees is the policy forming body of the District. The Board will enact written policies, which will guide the action of those to whom the Board delegates authority. In formulating policies, the Board shall adopt general principles, which provide authorization for the Superintendent and professional staff to take action. Application of such policies to individual problems and jobs is an administrative detail to be performed.

The Superintendent shall, in cooperation with staff, recommend policies for adoption and recommend revision of existing policies. Policies may be proposed to any member of the Board by lay groups, organizations or by any citizen.

First reading of policies to be adopted, revised or deleted must be presented in writing to the Board of Trustees at a regular meeting. Final action cannot be taken until the second reading on such adoption, revision or deletion until the second regular meeting or a special meeting of the Board. Effective date of adoption will be the second reading unless another date is specified. The Board will reappraise its policies periodically in view of the needs of the community and schools.

Policy manuals will be made available to schools and will be updated as necessary.

Adoption of Administrative Regulations

The Board of Trustees delegates to the Superintendent the function of formulating administrative regulations designed to interpret and carry out the policies of the Board. These regulations will specify required actions and details necessary for the operation of the schools and must be consistent with the policies adopted by the Board.

Administrative regulations will be made available to the Board and to the public for review and comment.

Suspension of Policies

The policies of the Board shall be subject to suspension only upon a majority vote of the members of the Board when the proposed suspension has been presented in writing at the previous meeting. Emergency policies may be adopted by the Board upon its own finding that an emergency exists.

Reviewed: May 17, 1995  
Adopted: June 28, 1995  
Revised: April 8, 2005

NEPN/NSBA Classification: BGB, BGC, BGD & BGF  
Legal Reference:

**Proposed revision:**

**Remove second sentence, paragraph 3 as it is repeated in the next sentence.**

**Present Policy:**

**0910 BOARD ORIENTATION**

A structured orientation program will be provided to familiarize new Board members with Nevada School Law and the Nye County School District rules, facilities, curriculum, boardsmanship, and other pertinent subjects. Experienced Board members, appropriate administrators, and others may be utilized as presenters.

The program will be planned and directed by the Board President with the assistance as requested of the Superintendent, or his/her designee, and shall be available to all Board members when offered.

Reviewed: February 4, 2005

Adopted: June 28, 1995

Revised:

NEPN/NSBA Classification: BIA

Legal Reference:

**Proposed revision:**

**Remove “as requested” from paragraph 2.**

**Present Policy:**

**0920 BOARD OF TRUSTEE DEVELOPMENT OPPORTUNITIES**

The process of education is constantly changing, brought about by scientific, economic, social and political forces. It is an expectation that as a member of the Nye County Board of Trustees that members apprise themselves of development opportunities such as school board conferences, conventions and workshops so that they may be well informed and possess timely information related to the education of students.

Reviewed: February 4, 2005

Adopted: June 28, 1995

Revised:

NEPN/NSBA Classification: BIB

Legal Reference: NRS 386.345

**Proposed Policy:**

Reword second sentence as follows:

**“It is expected that trustees apprise themselves of development opportunities....”**

**Present Policy:**

**0940 TRAVEL AND BOARD VISITATIONS**

A school board member may be reimbursed for transportation to visit schools in the district, at the current rate.

Subsistence and travel for Trustees shall be in accordance with NRS 386.290 and 387.319.

1. Out-of-state travel and in-state travel for special conferences, meetings, etc., shall be approved at a regular meeting before actual travel is to occur.
2. If a Trustee desires approval of travel expenses after a regular meeting of the school district and before the actual travel, approval by the President and Superintendent is necessary. The travel expense will be presented at the next regular meeting in the same manner as other claims against the school district fund.

Reviewed: March 8, 2005

Adopted: June 28, 1995

Revised:

NEPN/NSBA Classification: BID

Legal Reference: NRS 386.290, 387.319

**Proposed revision:**

**It is recommended that #1 be reworded as “Travel for special conferences....” Recommend adding a statement such as “Travel that is reimbursed by the State will not be reimbursed by the District.”**

**Does the committee wish to retain #2? If so, the last sentence should be deleted because it implies that it would become part of Warrants. It would actually be listed as a separate item on the consent agenda.** Possible rewording of #2: “If travel is to occur before the next regular meeting, preliminary approval by the President and Superintendent is necessary. The expense will be presented at the next regular meeting for approval by the board.”

**1131****EDUCATIONAL INVOLVEMENT ACCORD**

The Nevada Department of Education has established an Educational Involvement Accord for parents, students and teachers. The Accord must be distributed by teachers to their students and parents for signature and returned at the beginning of each school year. The intent of the Accord is to make all educational participants (parents, students and staff) aware of their roles in the learning process.

At least once per year, the Board of Trustees will review and amend, if necessary, their respective educational involvement accords.

Reviewed: March 24, 2006

Adopted: May 12, 2006

Revised:

NEPN/NSBA Classification:

Legal Reference: NRS 392.4575 & NCLB

**1650**

**POLITICAL CANDIDATES**

The Board is a non-partisan public body and, as such, will not endorse political candidates. The Board may, from time to time, support positions on public issues that impact the school district. No one will disseminate candidate campaign materials from school district sites nor will district facilities, equipment, or other resources be used to disseminate candidate campaign materials.

Reviewed: September 8, 2006  
Adopted: September 25, 1996  
Revised: October 6, 2006

NEPN/NSBA Classification: KHE  
Legal Reference:

**SPECIFICATIONS FOR NEW BUILDING SITES**

In planning new school facilities, the following school groupings will be used:

- Pre-School
- Elementary Schools: K-5
- Middle Schools: 6-8
- High Schools: 9-12

Exceptions to this plan will be necessary in smaller attendance areas. The proximity of existing students, future potential students, and school capacities will be the prime consideration for school locations. In larger attendance areas, the recommended and desirable sizes of schools in student population shall be as follows:

- Pre-School: 5 - 200
- Elementary: 200 - 650
- Middle School: 300 - 1200
- High School: 500 - 2000

The following standards for school site areas are desirable:

- Pre-School: 1-5 acres
- Elementary: 12 - 15 acres
- Middle School: 15 - 20 acres
- High School: 40 - 50 acres

Reviewed: April 12, 2005  
Adopted: Oct. 11, 1995  
Revised: August 12, 2005

NEPN/NSBA Classification: FEA  
Legal Reference: