

**Douglas County School District
Board of Trustees
Agenda for the Regular Board Meeting of
Tuesday, February 12, 2019
4:00 PM
Airport Training Center
1126 Airport Road, Building G-1
Minden, Nevada**

Mission Statement

We will inspire, empower, and prepare each learner to achieve his/her life aspirations.

Board of Trustees

Robbe Lehmann, President

Linda Gilkerson, Vice President

Carey Kangas, Clerk

Keith Byer, Member

Karen Chessell, Member

Ross Chichester, Member

Thomas Moore, Member

DOUGLAS COUNTY SCHOOL DISTRICT
Information Concerning Board Policy and Procedures
For Communication with the Board of Trustees

We, the Members of the Board of Trustees, welcome visitors at our meetings and appreciate constructive suggestions and comments, which help to meet the educational needs of the District. The Board has a scheduled order of business to follow. The agenda, which is usually lengthy, has been available for study by the Members of the Board since the previous Thursday. The Board may take action on items not on the published agenda only when it finds that the need to discuss or act upon an item was truly unforeseen at the time the meeting agenda was posted and mailed and the matter requires immediate action and is found by unanimous vote to be an emergency as defined by Nevada Revised Statutes.

The Board may make approval of consent items with one motion. They will be approved in total by one action unless a Trustee, individual, or organization interested in one or more consent items has questions or wishes to make a statement. In that event, the Chairperson of the Board may defer action on the particular matter or matters and place the same on the regular agenda for consideration separately.

Although each Trustee represents a geographical area of the District, Trustees are elected at large and, as such, represent all citizens of Douglas County. All actions of the Board are taken in open meeting. It is the desire of the Board to avoid making decisions that will be detrimental to the best interests of the District, even when such decisions might please individuals or a small group. In arriving at decisions, Members of the Board attempt to be guided by the desire to provide a program that will meet the needs of every student enrolled in Douglas County schools and will best serve the interests of the entire District.

Members of the Board of Trustees are locally elected state officials and serve four-year terms of office. They are responsible for conducting the school system in accordance with requirements of: Nevada Revised Statutes (NRS) and Board Policies adopted by the Board of Trustees of the Douglas County School District.

If copies of the complete agenda (and supporting materials) are desired in advance, they may be obtained at the District Office on the Friday or Monday preceding a regular Tuesday meeting of the Board. Please contact Caryn Harper at 775-782-5134 or charper@dcsd.k12.nv.us Communication with the Board of Trustees as a unit may be either in writing, by personal appearance at a meeting of the Board, or by verbal communication through the District Superintendent.

Public Comment: During regular Board meetings, for any matter that is not specifically identified as a matter to be heard, public comment will always be scheduled to occur at 5:30 p.m. Members of the public who wish to address the Board on items not on the agenda can be assured of being heard at this time.

For each item on the agenda on which action may be taken, public comment will be allowed after the Board discusses the item, but before taking action. Members of the public who wish to address the Board on any item on the agenda on which action may be taken can be assured of being heard during this time.

The Board reserves the right to limit the amount of time that will be allowed for each member of the public to speak during any public comment period.

Written Communication: Written communication addressed to the Board of Trustees related to an action item on the agenda should reach the office of the District Superintendent no later than 12:00 noon on the Tuesday prior to the next Tuesday meeting in order that the communication may be available to the Board for review. When a holiday observed by the District falls on a Tuesday, the deadline shall be the Monday immediately preceding.

Personal Appearance at a Board Meeting: When an individual or group desires to communicate with the Board of Trustees by means of personal appearance at a meeting of the Board, the District Superintendent shall be notified no later than 12:00 noon on the Tuesday prior to the Tuesday meeting, and the Board President and Superintendent, in their discretion, will determine whether the subject of the communication will be placed on the agenda. When a holiday observed by the District falls on a Tuesday, the deadline shall be the Monday immediately preceding.

1. At the time of the meeting, the Superintendent, who is chief administrative officer, shall secure the names of those wishing to be heard. The Board may set a reasonable time limit for each speaker and for answering questions.
2. When a statement to be presented to the Board is extensive or is a formal request for consideration of a specific item or items, the statement should be written.

Public input is encouraged on action items on the agenda. Public comment is taken prior to Board deliberation and action. Individuals who wish to address the Board may do so by securing recognition from the Chair. Public comment will be generally limited to three minutes, though the Board President has discretion to extend or further limit the time as deemed necessary. Anyone with comments that will take more than three minutes is encouraged to put their testimony in writing and provide a copy to the Board prior to or at the meeting. While the Board may impose reasonable restrictions on the time, place and manner of public comments, it may not restrict comments based on viewpoint. Board meetings are generally conducted according to Roberts Rules of Order. No action may be taken on a matter raised during public comment that is unrelated to any agenda item. No person shall orally initiate charges or complaints against individual employees of the District at a public meeting of the Board. All such charges or complaints must be presented to the Superintendent in writing, signed by the complainant. The Superintendent may in his or her discretion determine whether the complaint will be placed on the agenda and heard by the Board. Any hearings by the Board of Trustees on a complaint against a District employee other than the Superintendent shall be held in closed session in compliance with the Open Meeting Law, unless the employee requests the session to be open to the public.

Non-discrimination/Notice to Individuals with Disabilities: The Douglas County School District does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. Members of the public who require special assistance or accommodations at a meeting of the Board of Trustees are asked to notify the District Administration at 1638 Mono Ave., Minden, Nevada 89423, or by calling 782-7177, so that such notification is received at least twenty-four hours prior to the meeting.



Douglas County School District
Regular Board Meeting
Airport Training Center
Tuesday, February 12, 2019
4:00 PM

AGENDA

1. Call to Order

A. Pledge of Allegiance

B. Approval of a Flexible Agenda (*For Possible Action*)

The Trustees reserve the right to take items in a different order to accomplish business in the most efficient manner.

2. Consent Items (*For Possible Action*)

Information concerning the following consent items has been forwarded to each Board Member for study prior to this meeting. Unless a Trustee or member of the audience has a question concerning a particular item and asks that it be withdrawn from the consent list, the items are approved at one time by the Board of Trustees.

Note: If one of the following items is removed for discussion, it will be heard at the end of the consent items.

Time: 3 Minutes

A. Minutes of the Regular Board Meeting of January 8, 2019

Attached are Minutes of the Regular Board Meeting of January 8, 2019 for review and approval.

RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of January 8, 2019.

B. Accounts Payable Special and Regular Run Vouchers

A complete list of payments contained in Accounts Payable Special Vouchers numbers 1957, 1958, 1959, 1960, 1961, 1962, 1963, and Regular Run Voucher Number 1964 and 1965 are provided to the Board members via e-mail for review prior to the meeting. Vouchers have been prepared in accordance to state law and copies of the Vouchers are available for review by the public at the Superintendent's office prior to the meeting.

RECOMMENDATION: Approve Special Run Voucher Numbers 1957, 1958, 1959, 1960, 1961, 1962, 1963, and Regular Run Voucher Number 1964 and 1965.

C. Personnel Report No. 19-2

Listed on the Personnel Report No. 19-2 are personnel actions presented for consideration by the Board of Trustees. Salaries for individuals employed will be determined in accordance with salary regulations of the District.

RECOMMENDATION: Approve personnel actions in Personnel Report No. 19-2.

D. Budget Voucher Adjustments

A complete list of budget adjustments made by the Director of Business Services during the recent course of business is provided for review and approval by the Board of Trustees as required by NRS 354.598005.

RECOMMENDATION: Approve the Budget Voucher Adjustment for February 2019 as submitted.

E. Family Life Sex Education AIDS Advisory Council Members

The Composition of the Family Life, Sex Education, AIDS (FLSEA) Advisory Council is controlled by NRS 389.036. The Douglas County School Board is required to confirm membership of this Council.

RECOMMENDATION: Approve the Family Life Sex Education AIDS Advisory Council Members.

F. Monthly Update of Enrollment Counts (Information Only)

Monthly update on enrollment numbers for each school site is provided to the Board.

G. Donations (Information Only)

Below is a summary of donations received by school sites over the last month. The District wishes to acknowledge and thank the generosity of all donors on behalf of the students we serve.

Scarselli Elementary

*Minden Lawyers, LLC \$300 to assist with the Missoula Children's Theater at Scarselli.

*Christopher and Lauren Garrison, SES parents, \$330 to assist with the Missoula Children's Theater at Scarselli.

ASPIRE Academy

*Carson Valley Crystal Angels \$2000 to support service programs and the needs of ASPIRE students.

*Keith Byer \$9800 for scholarships at ASPIRE and Jacobsen.

*Seeman Foundation \$8000 for four-\$2000 scholarships.

Douglas High School

*Seeman Foundation \$16,000 for four \$4000 scholarships

C.C. Meneley Elementary

*Elks Club donated 20 new pairs of shoes for needy children.

Gardnerville Elementary

*Pat Neyman \$2000 to support the school garden.

*Audrey Conley and LJ Whitaker Trust \$5000 to purchase a book vending machine.

3. Controlled Access (Discussion and For Possible Action)

The Board will consider a proposal brought forward by Gary Cullen, Director of Building and Grounds, and Gregg Katz, representative from RFI, regarding a proposal for controlled access at Douglas High School, and certain entry points at George Whittell High School, Carson Valley Middle School, and Pau-Wa-Lu Middle School.

RECOMMENDATION: It is recommended that the Board authorize staff to expend \$384,000 from the Building and Sites fund (proceeds from Kingsbury Middle School) for the installation of access control at various entry points at Douglas High School, George Whittell High School, Carson Valley Middle School, and Pau-Wa-Lu Middle School.

Time: 10 Minutes

4. Building Assessment Report (Information Only)

The Board will hear a report from Gary Cullen, Director of Building and Grounds, on the assessment of facilities following improvements which have occurred over the last year.

Time: 10 Minutes

5. Regular Meeting Calendar (Discussion and For Possible Action)

The Board will discuss its meeting calendar and determine appropriate dates and locations for meetings.

Regularly Scheduled Board Meeting Dates - Additional meetings will be scheduled as necessary.

<u>Date</u>	<u>Location</u>	<u>Time</u>
Tuesday, February 12, 2019	Airport Training Center	4:00 p.m.
Tuesday, March 12, 2019	Airport Training Center	4:00 p.m.

Tuesday, April 9, 2019	Lake Tahoe Visitor Center	4:00 p.m.
Tuesday, May 21, 2019	Airport Training Center (Budget Hearing)	4:00 p.m.
Tuesday, June 11, 2019	Airport Training Center	4:00 p.m.
Tuesday, July 9, 2019	Airport Training Center	4:00 p.m.
Tuesday, August 13, 2019	Lake Tahoe Visitor Center	4:00 p.m.
Tuesday, September 10, 2019	Airport Training Center	4:00 p.m.
Tuesday, October 8, 2019	Airport Training Center	4:00 p.m.
Tuesday, November 12, 2019	Lake Tahoe Visitor Center	4:00 p.m.
Tuesday, December 10, 2019	Airport Training Center	4:00 p.m.
Tuesday, January 7, 2020	Airport Training Center	4:00 p.m.

RECOMMENDATION: It is recommended that the Board approve the annual meeting calendar and designated meeting locations.

Time: 5 Minutes

6. First Reading Bylaw No. 50-Organization (*Discussion and For Possible Action*)

The Board will discuss the procedures in Bylaw 50-Organization to determine if elections of the Board are best done in January or some other time.

RECOMMENDATION: It is recommended that the Board approve any proposed changes to Bylaw No. 50-Organization, as a first reading.

Time: 10 Minutes

7. First Reading of Board Policy No. 525-Student Discipline (*Discussion and For Possible Action*)

The Board will consider changes to procedures for expulsion hearings under Board Policy 525.

RECOMMENDATION: It is recommended that the Board approve the changes to Board Policy No. 525-Student Discipline, as a first reading.

Time: 10 Minutes

8. First Reading of Board Policy No. 529-Suspension and Expulsion (*Discussion and For Possible Action*)

The Board will consider changes to procedures for expulsion hearing under Board Policy 529-Suspension and Expulsion.

RECOMMENDATION: It is recommended that the Board approve the changes to Board Policy No. 529-Suspension and Expulsion, as a first reading.

Time: 10 Minutes

9. Nevada Association of School Boards (NASB) Report (*Information and Discussion*)

Karen Chessell, NASB Director, will present details of NASB accomplishments, current issues, and goals.

Time: 5 Minutes

10. Board Reports (*Information and Discussion*)

Brief updates from the Board regarding District activities.

Time: 5 Minutes

11. Correspondence

Time: 1 Minute

12. Superintendent Report (*Administrative Report*)

Superintendent, Mrs. White, will report to the Board regarding activities of the past month and upcoming District events that may be of interest to them.

Time: 5 Minutes

13. Superintendent Goal Update (*Information and Discussion*)

The superintendent will provide the Board with an update that relates to the goals agreed upon by the Board and the superintendent. The Board will have the opportunity to provide the

superintendent with feedback regarding her job performance.

Time: 10 Minutes

14. Public Comment (5:30 p.m.)

Comments from the public are invited at this time on topics not specifically addressed elsewhere in the agenda. A sign-up sheet is provided and individuals who wish to address the Board are asked to indicate their desire to speak and the topic about which they will speak. Individuals wishing to address the Board at this time will be limited to three minutes. The Board is precluded from acting on items raised during Public Comment that are not already on the agenda.

15. Designation of Position as Critical Shortage Need (*Discussion and For Possible Action*)

The Board will consider designating Special Education Teacher as a position qualifying to be filled under Critical Shortage Need. The District has had a very difficult time recruiting qualified candidates to fill multiple positions currently open in the District. Designating this position as Critical Shortage Need, if approved by the State, will enable the District to consider candidates who have previously retired within the State, but have the desire to fill the position until it can be filled by an otherwise qualified candidate.

RECOMMENDATION: It is recommended that the Board approve the requested position for Critical Shortage Need.

Time: 5 Minutes

16. Second Reading of Board Policy No. 515-Promotion, Retention, and Demotion of Students (*Discussion and For Possible Action*)

Proposed revisions to Board Policy No. 515-Promotion, Retention, and Demotion of Students to align with NRS 392.122, Nevada's Read by Grade 3 law.

RECOMMENDATION: It is recommended that the Board approve the proposed changes to Board Policy No. 515-Promotion, Retention, and Demotion of Students, as a second reading.

Time: 10 Minutes

17. Prioritizing Agenda-Possible Items for Future Board Meetings (*Discussion and For Possible Action*)

The Board will seek requests from its members for items to be placed on future meeting agendas in accordance with its policies. The Board will discuss all agenda items on the list and prioritize those it wishes to come forward at the next Board Meeting.

Time: 5 Minutes

18. Closed Session (*Discussion and For Possible Action*)

The Board will recess to closed session in order to discuss matters with its management representatives pursuant to NRS 288.220(4).

19. Douglas County Professional Education Association Agreement for 2018-2020 (*Discussion and For Possible Action*)

The District has reached agreement with the Douglas County Professional Education Association for 2018-2020.

RECOMMENDATION: Approve the agreement with the Douglas County Professional Education Association for 2018-2020.

Time: 10 Minutes

20. Public Comment

Comments from the public are invited at this time on topics not specifically addressed elsewhere in the agenda. A sign-up sheet is provided and individuals who wish to address the Board are asked to indicate their desire to speak and the topic about which they will speak. Individuals wishing to address the Board at this time will be limited to three minutes. The Board is precluded from acting on items raised during Public Comment that are not already on the agenda.

21. Adjournment

(*) Times are estimated. Items on the Agenda may be taken out of order. The Board of Trustees

may combine two or more agenda items for consideration, and may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. Generally speaking, the item will be heard no earlier than the time indicated.

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Gardnerville Post Office, Gardnerville, NV

Genoa Post Office, Genoa, NV

Minden Post Office, Minden, NV

Stateline Post Office, Stateline, NV

Zephyr Cove Post Office, Zephyr, NV

Douglas County School District, Minden, NV

District website: www.dcsd.k12.nv.us

State of Nevada website: <https://notice.nv.gov>