

**Douglas County School District  
Board of Trustees  
Agenda for the Regular Board Meeting of  
Tuesday, March 10, 2020  
4:00 PM  
Douglas High School  
1670 Highway 88  
Minden, Nevada 89423**

**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

**1638 Mono Avenue, Minden, Nevada 89423**

**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](mailto: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 discriminate against any person on the basis of race, creed/religion, color, national or ethnic origin, sex (including pregnancy), gender identity or expression, genetic information, sexual orientation, disability, marital status, age, veterans or military status, or political affiliation in admission to or access to, treatment or employment, or participation in its programs and activities, and provides equal access to the Boy Scouts of America and other designated youth groups, pursuant to federal and state laws including, but not limited to, Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the American with Disabilities Act of 1990, the Individuals with Disabilities Education Improvement Act (IDEA), and the Boy Scouts of America Equal Access Act. The District is an Equal Opportunity Employer. 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  
Douglas High School  
Tuesday, March 10, 2020  
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 February 10, 2020**

Attached are Minutes of the Regular Board Meeting of February 10, 2020 for review and approval.

**RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of February 10, 2020.**

**B. Accounts Payable Special and Regular Run Vouchers**

A complete list of payments contained in Accounts Payable Special Vouchers numbers 2065, 2066, 2067, 2068, 2069, 2070, 2071 and Regular Run Voucher Number 2072 and 2073 are attached. 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 2065, 2066, 2067, 2068, 2069, 2070, 2071 and Regular Run Voucher Number 2072 and 2073.**

**C. Personnel Report No. 20-03**

Listed on the Personnel Report No. 20-03 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. 20-03.**

**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 Adjustments as submitted.**

**E. Monthly Update of Enrollment Counts (*Information Only*)**

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

**3. Introduction and Special Recognition (*Special Recognition*)**

Time: 5 Minutes

**4. 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

**5. Board Reports (*Information and Discussion*)**

Brief updates from the Board regarding District activities.

Time: 5 Minutes

**6. Correspondence**

Time: 1 Minute

**7. 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.

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.

Carson Valley Middle School

\*Town of Genoa-Donated \$500 to CVMS Leadership

Douglas High School

\*DC Sheriff's Protective Association-\$750 to the Athletic Department

\*Gordmans Community Counts Program-\$1000

Douglas County School District Adaptive PE Program

Vanguard Charitable-\$1000 for the program

Time: 5 Minutes

**8. Awarding of Bid for Radio Repeater Project (*Discussion and For Possible Action*)**

The Board will consider awarding a bid for services to United Electrical Services for the Radio Repeater Project, in the amount of \$175,540.00

**RECOMMENDATION: It is recommended that the Board award the bid for the Radio Repeater Project to United Electrical Service in the amount of \$175,540 as recommended by Project Manager Scott McCullough.**

Time: 5 Minutes

**9. Awarding of Bid for PWLMS HVAC Project(*Discussion and For Possible Action*)**

The Board will discuss authorizing the superintendent to award a contract to the company meeting the responsiveness requirements following the bid opening on March 20, 2020.

The project has a \$800,000 budget and a tight timeline.

**RECOMMENDATION: It is recommended that the Board authorize the superintendent to award the bid to the most responsive bidder qualified to do the work upon the recommendation from the review committee.**

Time: 5 Minutes

10. **Purchase of Two Suburbans (*Discussion and For Possible Action*)**

The Board authorized the purchase of new buses. The invoice for the new buses came in under budget. The Board will discuss allocating the unspent dollars budgeted for the purchase of new buses to purchase two Suburbans to update an aging white fleet of vehicles. Suburbans are used for student and staff travel.

**RECOMMENDATION: It is recommended that the Board authorize the purchase of two Suburbans for staff and student travel.**

Time: 5 Minutes

11. **Budget Preparation Discussion (*Information and Discussion*)**

Susan Estes, Director of Business Services, will review with the Board the overall revenue sources and required budget areas contained in the General Fund in advance of further discussion on budget preparation. The Board may direct staff on how to prepare the budget.

Time: 10 Minutes

12. **Approval of Online Programming Platform (*Discussion and For Possible Action*)**

Rommy Cronin-Mack, Education Services Executive Director, Area 3 will present the proposed adoption of Edgenuity as the online instructional provider in DCSD.

**RECOMMENDATION: It is recommended that the Board approve the adoption of Edgenuity as the online instructional provider in DCSD.**

Time: 10 minutes

13. **First Reading of Board Policy 236 - Sun Safety (*Discussion and For Possible Action*)**

The Board will consider approving a new policy which promotes sun safety and makes wearing sunscreen and protective clothing permissible for all outdoor school activities.

**RECOMMENDATION: It is recommended that the Board approve Board Policy 236 - Sun Safety as a First Reading.**

Time: 5 Minutes

14. **Process for Selection of Superintendent (*Discussion and For Possible Action*)**

The Board will discuss desired strategies for filling the vacancy of the superintendent following Superintendent White's announcement of plans to retire this summer. The Board may take action on a process for filling this vacancy.

Time: 15 Minutes

15. **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.

16. **Board Proposed Item-School Day Changes (*Discussion and For Possible Action*)**

The Board will review input from students, staff and community provided through survey, letters, and community input sessions regarding possible changes to the school day. The Board may discuss a later start for middle school and high school, more PLC time, a 4-day week, and aligning calendars between the lake and valley schools.

Time: 20 Minutes

17. **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).

18. **Agreement Between Douglas County School District and Douglas County Administrators Association (*Discussion and For Possible Action*)**

The District, having participated in the Meet and Confer process, has reached an agreement with the Douglas County Administrators Association for 2019-2021.

**RECOMMENDATION: Approve the agreement with the Douglas County Administrators Association.**

Time: 10 Minutes

19. **Agreement Between Douglas County School District and Douglas County Professional Education Association for 2019-2021 (*Discussion and For Possible Action*)**

The District, having participated in the negotiations re-opener process, has reached agreement with the Douglas County Professional Education Association (DCPEA).

**RECOMMENDATION: Approve the agreement with the Douglas County Professional Education Association for 2019-2021.**

Time: 10 Minutes

20. **Meet and Confer Agreement with Classified Supervisors and Professional Employees (*Discussion and For Possible Action*)**

The District, having participated in the Meet & Confer process, has reached agreement with the Douglas County Classified Supervisors & Professional Employees for 2019-2021.

**RECOMMENDATION: Approve the agreement with the Douglas County Classified Supervisors and Professional Employees.**

Time: 10 Minutes

21. **Douglas County Confidential Employees Meet and Confer Document (*Discussion and For Possible Action*)**

The District, having participated in the Meet & Confer process, has reached an agreement with the Douglas County Confidential Employees for 2019-21.

**RECOMMENDATION: Approve the agreement with the Douglas County Confidential Employees.**

Time: 10 Minutes

22. **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

23. **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.

## 24. 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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Notice to Individuals with Disabilities: Members of the public who require special assistance or accommodations are asked to notify the District Administration at 1638 Mono Avenue, Minden, Nevada, 89423, or by calling 782-5134, so that such notification is received at least twenty four (24) hours prior to the meeting. In conformance with the Open Meeting Law, it is hereby noted that the agenda for the meeting of the Douglas County School Board of Trustees has been posted at the following locations:

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](http://www.dcsd.k12.nv.us)  
State of Nevada website: <https://notice.nv.gov>