

**Douglas County School District
Board of Trustees
Agenda for the Regular Board Meeting of
Tuesday, August 14, 2018
4:00 PM
Lake Tahoe Visitor's Authority-Visitor Center
169 U.S. Highway 50
Stateline, Nevada**

Mission Statement

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

Board of Trustees

Thomas Moore, President

Robbe Lehmann, Vice President

Ross Chichester, Clerk

Keith Byer, Member

Karen Chessell, Member

Linda Gilkerson, Member

Carey Kangas, 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
Lake Tahoe Visitor's Authority
Tuesday, August 14, 2018
4:00 PM

AGENDA

There will be a tour of construction projects in progress located at Zephyr Cove Elementary and George Whittell High School from 2:30-3:30. The tour will start at Zephyr Cove Elementary School; 226 Warrior Way, Zephyr Cove, NV.

1. **Call to Order**

A. **Pledge of Allegiance**

B. **Adoption of 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 July 10, 2018**

Attached are Minutes of the Regular Board Meeting of July 10, 2018, for your review and approval.

RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of July 10, 2018.

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

A complete list of payments contained in Accounts Payable Special and Regular Run Vouchers numbers **1892, 1893, 1894, 1895, 1896, 1897, 1902, 1903, 1904, 1905, 1906, 1907, and 1908.**, and Regular Run Voucher Number **1898, 1899, 1909, and 1910.** 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 1892, 1893, 1894, 1895, 1896, 1897, 1902, 1903, 1904, 1905, 1906, 1907, 1908, and Regular Voucher Number 1898, 1899, 1909, and 1910.

C. **Personnel Report No. 18-08**

Listed on the Personnel Report No. 18-08 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. 18-08

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 August 2018 as submitted.

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

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

F. Douglas County Health Office's Report (*Information Only*)

Summary of monthly statistic reports for each school site's health office for the 2017-2018 school year is provided to the Board.

3. Introduction and Special Recognition-Caitlin Herald (*Special Recognition*)

Dr. F. Gregory Betts Education Foundation will recognize a teacher in the Douglas County School District for their work in Curriculum and Instruction this past year. Mrs. Doris Betts will be presenting the Honorarium to Caitlin Herald of ASPIRE Academy High School.

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.

Time: 5 Minutes

8. Douglas County School District Bullying Report (*Administrative Report*)

Brandon Swain, Executive Director of Educational Services Area 3, will present the Douglas County School District Bully Report for 2017-2018.

Time: 15 Minutes

9. Superintendent's Goals (*Discussion and For Possible Action*)

The Board will review and discuss the goals that the Superintendent has established and approve them as written, or recommend adjustments to them.

RECOMMENDATION: It is recommended that the Board consider the goals presented by the Superintendent and agree to them, or adjust them as desired.

Time: 15 Minutes

10. Fund Our Future Nevada (*Discussion and For Possible Action*)

The Board will discuss its position regarding the determination of endorsement for the Fund Our Future Nevada Coalition.

RECOMMENDATION: It is recommended that members of the Board discuss the purpose of the Coalition and determine it's pleasure for endorsing the group.

Time: 5 Minutes

11. First Reading of Board Policy No. 608-Purchases Not Budgeted (*Discussion and For Possible Action*)

First Reading of changes to Board Policy 608-Purchases Not Budgeted is being presented for review. This policy was last revised in 1980 and is part of the ongoing process to review and update policies. Minor changes in the NRS citation are being made.

RECOMMENDATION: It is recommended that the Board approve the changes to Board Policy No. 608-Purchases Not Budgeted as a First Reading.

Time: 5 Minutes

12. First Reading of Board Policy No. 527-School Sponsored Publications (*Discussion and For Possible Action*)

Rommy Cronin-Mack, Executive Director of Education Services Area 3, will present proposed revisions to the policy.

RECOMMENDATION: It is recommended that the Board approve the changes to Board Policy No. 527-School Sponsored Publications, as a First Reading.

Time: 5 Minutes

13. **First Reading of Board Policy No. 808-School Lunch and Competitive Food Sales (*Discussion and For Possible Action*)**

Rommy Cronin-Mack, Executive Director Area 3 and Brittany Mally, Director of School Nutrition Programs, will present proposed revisions to Board Policy No. 808-School Lunch and Competitive Food Sales.

RECOMMENDATION: It is recommended that the Board approve the changes to Board Policy No. 808-School Lunch and Competitive Food Sales, as a First Reading.

Time: 5 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. The Nevada Open Meeting Law prohibits the discussion of the character, conduct, or competency of any person without proper notice being given to that person.

15. **School Resource Officer Contract (*Discussion and For Possible Action*)**

The Board will discuss the contents of the contract between Douglas County Sheriff's Office and Douglas County School District for School Resource Officer Services.

RECOMMENDATION: It is recommended that the Board approve the contract between the Douglas County School District and the Douglas County Sheriff's Office for School Resource Officer services.

Time: 5 Minutes

16. **Salary Comparability (*Information Only*)**

At the request of the Board, salary comparability data has been compiled for Douglas County School District and surrounding school districts for like positions.

Time: 5 Minutes

17. **Future Board Agenda Item-Discussion Regarding Board Retreat (*Information and Discussion*)**

Trustee Gilkerson and Trustee Byer requested that the Board engage in a conversation about Board retreats. The Board will discuss whether to conduct retreats, the frequency with which to hold retreats, and possible items to be explored during Board retreats.

Time: 10 Minutes

18. **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

19. **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).

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. The Nevada Open Meeting Law prohibits the discussion of the character, conduct, or competency of any person without proper notice being given to that person.

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>