

**Douglas County School District
Board of Trustees
Agenda for the Regular Board Meeting of
Tuesday, November 13, 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 Visitors Authority-Visitor Center
Tuesday, November 13, 2018
4:00 PM**

AGENDA

1. Call to Order

A. Pledge of Allegiance

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 September 11, 2018

Attached are Minutes of the Regular Board Meeting of September 11, 2018, for review and approval.

RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of September 11, 2018.

B. Minutes of the Capital Projects Sub-Committee Meeting of October 5, 2018

Attached are Minutes of the Capital Projects Sub-Committee Meeting of October 5, 2018, for review and approval.

RECOMMENDATION: Approve the Minutes of the Capital Projects Sub-Committee Meeting of October 5, 2018.

C. Minutes of the Regular Board Meeting of October 9, 2018

Attached are Minutes of the Regular Board Meeting of October 9, 2018, for review and approval.

RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of October 9, 2018.

D. Accounts Payable Special and Regular Run Vouchers

A complete list of payments contained in Accounts Payable Special Vouchers numbers 1929, 1930, 1931, 1932, 1933, 1934, 1935, 1936, 1937, and Regular Run Voucher Number 1938 and 1939 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 1929, 1930, 1931,

1932, 1933, 1934, 1935, 1936, 1937, and Regular Run Voucher Number 1938 and 1939.

E. Personnel Report No. 18-11

Listed on the Personnel Report No. 18-11 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. 18-11

F. 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 November 2018 as submitted.

G. Receipt of Whistle Blower Protections (*Information Only*)

Nevada Revised Statutes (NRS) provide for specific rights and responsibilities of school district personnel regarding disclosure of test administration and test security irregularities for all district and state mandated examinations. NRS requires that Nevada Department of Education submit a written summary of these rights and responsibilities to the District Board of Trustees. A copy of the written summary has been provided to all school officials within the school district via electronic or hard copy posting.

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

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

3. 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

4. Board Reports (*Information and Discussion*)

Brief Updates from the Board regarding District activities.

Time: 5 Minutes

5. Correspondence

Time: 1 Minute

6. 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

7. Staffing Report (*Information Only*)

Keith Lewis, Executive Director of Human Resources, will provide a summary report of certified and classified staffing between the 2017-18 and 2018-19 school years.

Time: 10 Minutes

8. DCSD Self-Insured Health Insurance Plan -Proposed Revisions to Plan for Calendar Year 2019 (*Discussion and For Possible Action*)

The Board will be provided with information about the Health Insurance plan and discuss any recommendations made by the Health Advisory Committee for changes to the plan coverage in the upcoming year.

RECOMMENDATION: It is recommended that the Board approve the plan changes recommended by the Health Advisory Committee as presented.

Time: 10 Minutes

9. Annual Redevelopment Zone Update (*Information and Discussion*)

Annual item to apprise the Board on happenings within the Redevelopment Zone at Lake Tahoe and how those happenings may affect the District's income due to the 30 year tax deferment offered to developers within the zone of redevelopment. The Board may direct staff to engage in negotiations with the County to offset any lost revenues.

Time: 10 Minutes

10. Capital Project Subcommittee Meeting (*Discussion and For Possible Action*)

The Board established a Capital Projects Sub-Committee to review projects which may be prioritized for completion with funds received through the sale of Kingsbury Middle School. The Board will review the minutes from the Sub -Committee meeting on Capital Projects, hear input from the Sub-Committee members, and take action to approve or deny the sub-committee's recommendations.

RECOMMENDATION: It is recommended that the Board approve the recommendations of the sub-committee.

Time: 10 Minutes

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

The superintendent will provide the Board with an update as to the work on the Strategic Plan and that related 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

12. National School Boards Association (NSBA) National Conference (*Discussion and For Possible Action*)

The Board will consider conference topics and available information and discuss its desire to have Trustees attend the conference to be held in March of 2019, in Philadelphia, PA.

RECOMMENDATION: It is recommended that the Board discuss the relevancy of this conference to the work the District is engaged in and determine if the District should have representation at the conference.

Time: 10 Minutes

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

This item was tabled at the October Board meeting in order to have all Board members present for discussion. The Board will discuss its position regarding the determination of an 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: 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. **First Reading of Board Policy No. 703-Sanitary Management (*Discussion and For Possible Action*)**

Mrs. White will present proposed revisions to Board Policy No. 703-Sanitary Management.

RECOMMENDATION: It is recommended that the Board approve the changes to Board Policy No. 703-Sanitary Management, as a First Reading.

Time: 5 Minutes

16. **First Reading of Board Policy No. 709-Joint Use of Facilities (*Discussion and For Possible Action*)**

Mrs. White will present proposed revisions to Board Policy No. 709-Joint Use of Facilities.

RECOMMENDATION: It is recommended that the Board approve the changes to Board Policy No. 709-Joint Use of Facilities, as a First Reading.

Time: 5 Minutes

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

Trustee Moore and Trustee Gilkerson requested that the Board engage in a conversation about kindergarten staffing. The Board will discuss kindergarten staffing.

Time: 10 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. **Bus Driver's Negotiated Agreement (*For Discussion and Possible Action*)**

The District, having participated in the negotiation re-opener process, has reached agreement with the Chapter 6, Bus Driver's Association for 2018-2020.

RECOMMENDATION: Approve the agreement with the Chapter 6, Bus Drivers Association for 2018-20 as presented.

Time: 10 Minutes

20. **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

21. **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.

22. **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
State of Nevada website: <https://notice.nv.gov>