



Douglas County School District
Regular Board Meeting
Douglas High School
1670 Highway 88
Minden , NV 89423
Tuesday, June 9, 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 Unless a Trustee or member of the audience has a question concerning a particular item and asks that it be withdrawn from the consent list, the items are approved at one time by the Board of Trustees.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.

A. Minutes of the Regular Board Meeting of May 19, 2020.

Attached are Minutes of the Regular Board Meeting of May 19, 2020 for review and approval.

RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of May 19, 2020.

B. Accounts Payable Special and Regular Run Vouchers

A complete list of payments contained in Accounts Payable Special Vouchers numbers 2092, 2093, 2094, 2095, and Regular Run Voucher Number 2096 and 2097 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 2092, 2093, 2094, 2095, and Regular Run Voucher Number 2096 and 2097.

C. 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.

D. Personnel Report No. 20-06

Listed on the Personnel Report No. 20-06 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. 20-06.

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*)

We would like to acknowledge and express our sincere gratitude to the employees who have, or will be, retiring from Douglas County School District this year. The District would like to say "thank you" for the many hours and commitment each of them have given to the education of our students.

Thank You and Best Wishes to the following staff!!

SUPERINTENDENT: Teri White

DIRECTOR: Jacque Matteoni

ADMINISTRATOR: Robert Been, Marty Swisher

CERTIFIED: James Abbott, Rebecca Browning, Stacey Chambers, Heidi Cole, Paige Coziahr, Margaret Dixon, John Falkenhagen, Kerry Klubben, Roxanna McClurg, Shaun Novich, James Polka, Leslie Price, Roger Rusmisl, Philip Sorenson, Wendy Vane

CLASSIFIED: Monica Bingham, Leslie Bunting, Joann Butler, Renee Foster, Rob Gitthens, Sandra Gray, Debbie Haskins, Don Hunt, Gene Kochan, Patti Smith, Steve Rooney, Patricia Sturgess

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.

5. Board Reports (*Information and Discussion*)

Brief updates from the Board regarding District activities.

6. Correspondence

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.

Food Services

*POBOB's Motorcycle Club-Donated \$571.42 to pay for student's negative meal account balances

8. Approval of Site Fencing Project (*Discussion and For Possible Action*)

The Board will consider approval of the district-wide fencing project in the amount of \$440,720.00. This project includes raising fences at elementary schools to 5", extending fencing at some schools, repairing fencing throughout the district and installing a panic hardware to accommodate evacuation from fields. It also includes adding protective window covering to certain exposed windows at CCMES.

RECOMMENDATION: It is recommended that the Board approve the contract with Central Sierra Construction Inc. in the amount of \$440,720.00

9. Approval of Painting Maintenance Project 2020 (*Discussion and For Possible Action*)

The Board will consider approval of the district-wide painting project of exterior painting to Douglas High School's 500 building, George Whittell High School's main building, and Zephyr Cove Elementary's main building in the amount of \$145,485.00.

RECOMMENDATION: It is recommended that the Board approve the contract with Custom Painting in the amount of \$145,485.00.

10. Review and Update of the District's Five-Year Capital Improvement Plan for 2020-2021 (*Information and Discussion*)

Including prior year ending fund balance adjustments for the District's 2020-2021 December Amended Budget, Staff would like to review with the Board a revised five-year Capital Improvement Plan (CIP) as required by Nevada Revised Statute(NRS) 354.5945.

Included in each Board Member's agenda packet is the aforementioned revised five-year Capital Improvement Plan. The five-year Capital Improvement Plan has been revised principally to accommodate revised cash flow timing, revised cost estimates of certain projects, and addition of projects.

Susan Estes, Director of Business Services, will provide detailed explanations and rationale for proposed changes to the updated five-year Capital Improvement Plan, and answer any questions that the Board may have.

RECOMMENDATION: It is recommended that the Board approve the 5-year capital plan and authorize its filing with the Department of Taxation.

11. Consideration of Final 2019-20 Budget Amendments and Augmentations (*Discussion and For Possible Action*)

In accordance with Nevada Revised Statutes, Nevada Administrative Code and Department of Taxation Regulations, it is necessary to consider adoption of the following resolutions in order to make final amendments and augmentations to the District's 2019-20 budgets:

No. 20-01 "Resolution to Augment and Amend the General Fund for the Fiscal Year 2019-2020"

No. 20-02 "Resolution to Augment and Amend Certain Funds (to which ad valorem taxes are not allocated) for Fiscal Year 2018-2019"

All budget amendments and augmentations, both revenues and expenditures, included in the Resolutions are adjustments made to reflect financial events that have occurred after December of 2019 - the last time that the District amended District budgets. Copies of the Resolutions and supporting data are included in each Board Member's agenda packet. These amendments are intended as final budget adjustments for fiscal year 2019-2020, and action is required to make them effective in accordance with Nevada Revised Statutes.

RECOMMENDATION: By separate actions, (1) Adopt Resolution No. 20-01 and (2) Adopt Resolution No. 20-02 and as submitted by Business Services.

12. Information Technology Report (*Administrative Report*)

Director of Information Technology, John Endter, will provide the board with an update on the status of the district's information technology. His report is expected to cover information about the infrastructure and recent improvements to it as well as notations about device deployment and inventory management.

13. Second Reading Bylaw No. 70 - Board of Trustees Code of Conduct (*Discussion and For Possible Action*)

The Sub-Committee of the Board met on two occasions to review and discuss Bylaw No. 70 - Board of Trustees Code of Conduct. The Board will review the recommendations of the committee for changes to Bylaw 70 as a second reading.

RECOMMENDATION: It is recommended that the Board approve the changes recommended by the Sub-Committee to Bylaw 70 - Board of Trustees Code of Conduct, as a second reading.

14. First Reading Board Policy No. 814 - Email Signatures (*Discussion and For Possible Action*)

Mr. Keith Lewis will present Board Policy No. 814-Email Signatures, as a first reading. The purpose of the policy is to provide a clear explanation of the guidelines surrounding the use of email signatures for all Douglas County School District employees who use DCSD email accounts for both computers and cellular phones.

RECOMMENDATION: It is recommended that the Board approve the first reading of Board Policy No. 814-Email signature as presented.

15. Approval of Board Meeting Dates and Locations for the 2020-2021 School Year

As part of its annual organization, at the January 2020 Board Meeting, the Board approved the schedule of Board Meetings for the 2020 calendar year (February 2020-January 2021). The schedule offered extends the meeting location assignments through the end of the school year (February 2021-June 2021).

RECOMMENDATION: Approve Board meeting dates and locations for the 2020-2021 school year.

16. Board Proposed Item-Discussion Regarding Board of Trustee Evaluations (*Discussion and For Possible Action*)

Trustee Gilkerson and Chessell will lead a discussion with the Board regarding board self evaluation.

17. Board Proposed Item - Discussion Regarding End of Meeting Debrief (*Discussion and For Possible Action*)

Trustees Chessell and Kangas will lead a discussion with the Board regarding the implementation of a summary following each board meeting that denotes discussion and action taken by the board in support of the district's or board' strategic goals.

18. 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.

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. 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.

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.

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.

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.