



**Douglas County School District**  
Regular Board Meeting  
**Airport Training Center &  
Zoom**  
**1126 Airport Road Building  
G-1**  
**Minden, NV 89423**  
Tuesday, August 9, 2022  
4:00 PM

## Agenda

Please use the following link to join the webinar: <https://dcsd-k12.zoom.us/j/81864279282> Passcode: Aug2022 Telephone: Dial 669 900 6833 Webinar ID: 818 6427 9282 Passcode: 5223388

### 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 SG-G (*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 Unless a Trustee or member of the audience has a question concerning a particular item and asks that it be withdrawn from the consent list, the items are approved at one time by the Board of Trustees.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 July 12, 2022

Attached are Minutes of the Regular Board Meeting of July 12, 2022 for review and approval.

**RECOMMENDATION: Approve the Minutes of the Regular Board Meeting of July 12, 2022.**

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

A complete list of payments contained in Accounts Payable Special Vouchers numbers 2301, 8998, 2302, 2303, 8997, 2304, 2305, 8996, 8995, 2306 and Regular Run Voucher Numbers 2307, 2308, 8994, and 8993 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 2301, 8998, 2302, 2303, 8997, 2304, 2305, 8996, 8995, 2306 and Regular Run Voucher Numbers 2307, 2308, 8994, and 8993**

#### C. Personnel Report No. 22-08

Listed on the Personnel Report No. 22-08 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. 22-08.**

#### **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 Adjustments as submitted.**

#### **E. Approval for the Douglas County School District 2022-23 Test Administration and Security: Procedures and Expectations Manual and the 2022-23 Douglas County School District Test Security Plan**

Each district in the state has been required by the Nevada Department of Education to develop a test security plan. The *District Test Security Plan* content needs to address test security issues related to the administration of state-required examinations. The District has also chosen to create a *Test Administration & Security: Procedures and Expectations Manual* for use by site test coordinators, administrators and proctors. District administrators are required to review the contents of the *Test Administration & Security: Procedures and Expectations Manual* with their staff. Each staff member will receive a copy of the manual and will be required to sign an acknowledgement contained in the document that he/she has read and understands the information presented. Both documents will be submitted to the Nevada Department of Education and the State Board of Education.

**RECOMMENDATION: Approve the Douglas County School District 2022-23 Test Administration & Security: Procedures and Expectations Manuals and the 2022-23 Douglas County School District Test Security Plan.**

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

Summary of monthly statistic reports for each school site's health office for the 2021-2022 school year is provided to the Board.

#### **G. 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 SG-C&R (*Special Recognition*)**

Superintendent Lewis, on behalf of the Dr. F Gregory Betts Education Foundation, will recognize a teacher in Douglas County School District for their work in Curriculum and Instruction this past year. The award will be presented to Montana Hammond of Douglas High School. Superintendent Lewis will also introduce new members of the District's leadership team to the Board of Trustees.

### **4. Nevada Association of School Boards (NASB) Report SG-G (*Information and Discussion*)**

Heather Jackson, the representative for DCSD on the NASB Board of Directors, will present details of NASB accomplishments, current issues, and goals.

### **5. Board Reports SG-G, C&R (*Information and Discussion*)**

Brief updates from the Board regarding District activities.

### **6. Correspondence**

#### **7. Good News SG-C (*Information Only*)**

Each month the Board President will share "good news", which may include recognizing employees, students, and/or groups.

#### **8. Superintendent Report SG-G (*Administrative Report*)**

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

#### **9. IT Report SG-C & AS (*Information Only*)**

Director of Information Technology, John Endter, will provide the board with an update on the status of the district's information technology.

**10. Summer School Report SG-AS (*Information Only*)**

2022 Douglas County School District Summer School data has been compiled and will be presented by Shannon Brown, Executive Director of Education Services.

**11. Staffing Update (*Information Only*)**

DCSD Executive Director of Human Resources, Joe Girdner, has provided an informational update on certified and classified employees for the 2022-23 school year.

**12. DCSD Safety Presentation (*Information Only*)**

Superintendent Lewis and Executive Director of Education Services, Shannon Brown, will provide the Board with a presentation on safety measures implemented by the District.

**13. First Reading of Board Policy No. 815 - Public Records SG-G (*Discussion and For Possible Action*)**

Superintendent Lewis will present Board Policy No. 815 - Public Records. This is a new policy brought forward as a first reading.

**RECOMMENDATION: Approve the first reading of Board Policy No. 815 - Public Records.**

**14. First Reading of Board Policy No. 211 - Human Development Program SG-G (*Discussion and For Possible Action*)**

Shannon Brown, Executive Director of Education Services, will present proposed changes to Board Policy No. 211 - Human Development Program as first reading.

**RECOMMENDATION: Approve changes to Board Policy No. 211 - Human Development Program as a first reading.**

**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. First Reading of Board Policy No. 437 - Political Activity SG-G (*Discussion and For Possible Action*)**

Superintendent Lewis will present Board Policy No. 437 - Political Activity. This is a new policy brought forward as a first reading.

**RECOMMENDATION: Approve the first reading of Board Policy No. 437 - Political Activity.**

**17. First Reading of Board Policy No. 518 - Graduation Requirements SG-G (*Discussion and For Possible Action*)**

Leslie Peters, Assistant Director of Education Services, will present proposed changes to Board Policy No. 518 - Graduation Requirements as a first reading.

**RECOMMENDATION: Approve changes to Board Policy No. 518 - Graduation Requirements as a first reading.**

**18. Employee Housing within Virginia Ranch Project SG-G (*Discussion and For Possible Action*)**

The Board will discuss a property exchange proposal on behalf of Mr. Stan Lucas to provide seven (7) residential units to Douglas County School District in exchange for an approximate 10-acre proposed elementary site associated with the proposed Virginia Ranch Residential Development.

**RECOMMENDATION: The Board grant Superintendent Lewis the authority, in collaboration with district legal**

**counsel, to secure an agreement for a property exchange with Mr. Stan Lucas that would be brought back to the Board for final approval.**

**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. 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:

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>