



Douglas County School District
Regular Board Meeting
**Airport Training Center &
Zoom**
**1126 Airport Road Building
G-1**
Minden, NV 89423
Tuesday, December 13, 2022
4:00 PM

Agenda

Please use the following link below to join the webinar: <https://dcsd-k12.zoom.us/j/82755467589> Passcode: Dec2022 Or Telephone: Dial:1 669 900 6833 or +1 669 444 9171 Webinar ID: 827 5546 7589 Passcode: 6129605

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 Unless a Trustee or member of the audience has a question concerning a particular item and asks that it be withdrawn from the consent list, the items are approved at one time by the Board of Trustees.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 Special Board Meeting of November 16, 2022

Attached are Minutes of the Special Board Meeting of November 16, 2022 for review and approval.

RECOMMENDATION: Approve the Minutes of the Special Board Meeting of November 16, 2022.

B. Accounts Payable Special and Regular Run Vouchers

A complete list of payments contained in Accounts Payable Special Vouchers numbers 2345, 2346, 2347, 2348, 2349, 2350, 2351 and Regular Run Voucher Numbers 2352 and 1253 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 2345, 2346, 2347, 2348, 2349, 2350, 2351 and Regular Run Voucher Number 2352 and 1253.

C. Personnel Report No. 22-12

Listed on the Personnel Report No. 22-12 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. 22-12.

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. Fourth Reading of Board Policy No. 815 - Public Records

Board Policy No. 815 - Public Records is brought forward for a fourth reading.

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

F. CTE Work Based Learning Application Approval

Cade Baligad, CTE Coordinator, seeks approval for a Work Based Learning Program Application. A requirement of the application process is to seek the Board of Trustees' approval of the application before submitting it to the Nevada Department of Education. Supporting documentation provides further information on the program.

RECOMMENDATION: Authorize Cade Baligad, CTE Coordinator, to submit the application for a Work Based Learning Program to the Nevada Department of Education.

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*)

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.

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.

Gardnerville Elementary- Common Ground Church donated \$250 for holiday gifts for families.

Minden Elementary -Common Ground Church donated \$250 for holiday gifts for families.

9. Acceptance of Financial Audit for Fiscal Year Ended June 30, 2022 SG-G (*Discussion and For Possible Action*)

Included in each Board Member's agenda packet is a copy of the 2021-22 independent external financial audit report covering the District Funds. Certified Public Accountants from the Silva, Sceirine & Associates, LLC firm audited the District's financial statements and will review the audit and highlight notable and or required discussion items within the report. The report presents the District's audited financial position as of June 30, 2022, and the results of financial operations for the same. The auditors found no material recommendations. Additionally, there are no findings attributable to the fiscal year 2021-2022. External auditors and staff will be

available to answer questions.

RECOMMENDATION: Approve the 2021-2022 Independent Audit Report and direct Sue Estes, Director of Business Services, to file the report as Public Record in accordance with NRS 354.624.

10. Consideration of 2022-23 Budget Augmentations and Amendments SG-G (*Discussion and For Possible Action*)

Each year in December, when actual enrollment, actual employee contracts, and actual fund balances from the prior year are known, along with finalized legislative support and revenues, the District augments and/or amends all of its fund budgets to incorporate the financial effects of the new information into District budgets. At this time, all revenue and expenditure accounts are reviewed and revised based on the latest information available. Nevada Revised Statute 354.598005 requires such a revised budget be filed with the State by January 1st of each year.

In Accordance with Nevada Revised Statutes and Nevada Administrative Code, the adoption of the following resolutions is necessary in order to officially make budget amendments and augmentations to the District's 2022-23 budgets.

No. 22-04, "Resolution to Augment the General Fund Budget of the Douglas County School District for the 2022-23 Fiscal Year"

No. 22-05, "Resolution to Augment Special Revenue Funds (to which ad valorem taxes are not allocated) of the Douglas County School District for the 2022-23 Fiscal Year"

No. 22-06, "Resolution to Amend the Debt Service Fund Budget of the Douglas County School District for the 2022-23 Fiscal Year"

Included in each Board Member's agenda packet are copies of the Resolutions and supporting data including summary highlights of the expenditure changes in the District's General Fund and a detailed breakdown of General Fund resource changes. Staff will be prepared to discuss these 2022-23 budget changes in detail, and answer Board Member's questions.

RECOMMENDATION: Adopt each Resolution independently as proposed.

-Adopt Resolution No. 22-04 in its entirety

-Adopt Resolution No. 22-05 in its entirety

-Adopt Resolution No. 22-06 in its entirety

11. DCSD Self-Funded Health Insurance Stop Loss Insurance Renewal SG-G (*Discussion and For Possible Action*)

Included in each Board Member's agenda packet is a copy of the Renewal and Marketing Analysis for the District's self-funded health insurance stop loss insurance renewal along with a memo summarizing the details, leading to a unanimous staff and Health Advisory Committee recommendation to accept the best proposal of stop loss insurance coverage considering both risk and cost. The District requested twenty (20) companies to provide a bid for stop loss coverage, and only four (4) of those companies provided a bid. The District's current stop loss insurance provider, Granular, is proposing a 7.0% increase in premium for the same stop loss insurance coverage that the District currently has. All claims will be covered on a 24/12 contract basis (claims may be incurred in both the 2022 and 2023 calendar years, and paid within the 2023 calendar year). Funding to come from the Self-Insured Health Insurance Fund.

RECOMMENDATION: Authorize Joe Girdner, Executive Director of Human Resources, to approve a contract for excess stop loss insurance for the District's self-funded health insurance plan with Granular at a stop loss deductible level of \$250,000 with a \$500k laser as presented on a 24/12 contract basis. Funding to come from the Self-Insured Health Insurance Fund.

12. Branding Presentation SG-G (*Information Only*)

Representatives of Estipona Marketing will provide the Board with a presentation on the district's rebranding efforts as DCSD prepares to launch a new district logo and brand guidelines.

13. Principal Reports SG-G (*Administrative Report*)

The Board will hear three (3) principal reports, one of each representing DCSD's elementary, middle school, and high schools regarding the successes and challenges of the 2022-23 school year.

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. Adjusted Cohort Graduation Rate SG-AS (*Administrative Report*)

Marc Walling, Executive Director of Accountability, Grants, and Progress Monitoring, will provide a report on graduation data components for the Douglas County School District Class of 2022.

16. iNVEST SG-G (*Discussion and For Possible Action*)

The Board will discuss and take possible action to adopt a resolution in support of iNVEST 2023, which is a document produced by Nevada's seventeen (17) school superintendents outlining what is needed to improve student achievement in Nevada.

RECOMMENDATION: It is recommended that the Board approve a resolution in support of iNVEST 2023.

17. Parent Advisory Committee SG-C (*Discussion and For Possible Action*)

The Board will discuss and/or take action on creating or recognizing an already-or soon-to-be formed parent group that will comment on agenda items that it finds worthy of comment.

18. Student Board Representative SG-C (*Discussion and For Possible Action*)

The Board will discuss and take possible action regarding the possible inclusion of a non-voting student representative on the DCSD Board of Trustees.

19. Amendment to Renewed Employment Agreement for Superintendent SG-G (*Discussion and For Possible Action*)

At the November 16, 2022 special meeting, the Board unanimously approved the Renewed Employment Agreement with Superintendent Keith Lewis. There is an ambiguity between Section 5(a) which governs base salary, and Section 5(b), which addresses step increases. A proposed Amendment has been prepared to clarify the ambiguity for consideration and discussion by the Board. The Board may take possible action, which may include accepting or rejecting the proposed Amendment, or adding different terms to clarify the ambiguity.

20. 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).

21. 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.

22. 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.

23. 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
State of Nevada website: <https://notice.nv.gov>