

**Douglas County School District
Board of Trustees
Agenda for the Regular Meeting of
Tuesday, March 11, 2008
3:30 p.m.
Douglas High School
Minden, Nevada**

Mission Statement

The Douglas County School District, in partnership with parents and community, will ensure that all students are competent in the basic skill areas, demonstrate continuous achievement toward educational excellence, and reach their highest potential as productive, responsible citizens.

Board of Trustees

**Teri Jamin, President
Cynthia Trigg, Vice President
Thomas Moore, Clerk
Karen Chessell, Member
Sharla Hales, Member
John Louritt, Member
Keith Roman, Member**

1638 Mono Avenue, P.O. Box 1888, Minden, Nevada 89423

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 a copy of the complete agenda is desired in advance, it may be obtained at the District Office on the Friday or Monday preceding a regular Tuesday meeting of the Board. 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.

Scheduled Public Comment: During regular Board meetings, public comment will always be scheduled to occur at 6:00 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.

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. Board meetings are 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.

Notice to Individuals with Disabilities: 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 P. O. Box 1888, 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 Meeting

Douglas High School

Minden, Nevada

Tuesday, March 11, 2008

3:30 p.m.

AGENDA

1.	Call to Order	3:30 p.m.
	A. Pledge of Allegiance B. Adoption of Agenda (Action) The Trustees reserve the right to take items in a different order to accomplish business in the most efficient manner.	

2. Consent Items (Action)

2.	Consent Items (Action)	3:35 p.m.
	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 Meeting of February 8, 2008 Attached are the Minutes of the Regular Board meeting of January 8, 2008, for your review and approval. RECOMMENDATION: Approve the Minutes of the Regular Board meeting of January 8, 2008.	
	B. Accounts Payable Voucher No. 1019 for FY 2007- 2008 A complete list of payments contained in Voucher Number 1019 provided to the Board members via e-mail for review prior to the meeting. A copy of the payments contained in Voucher Number 1019 available for review by the public at the Superintendent's Office prior to the meeting and also at the time of the meeting. RECOMMENDATION: Approve payments contained in Voucher No. 1019 for the 2007-2008 fiscal year.	

2. Consent Items (Action) Continued

C. Personnel Report No. 08-03

Listed on the attached Personnel Report No. 08-03 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 described in Personnel Report No. 08-03.

D. Request to Take the GED Examination

Pursuant to amendment to NRS 385.448, effective July 1, 2001, "The Board of Trustees of a school district may, upon request and for good cause shown, grant permission to take the tests of general educational development prescribed by the state board." The Nevada Department of Education was previously petitioned for this purpose. These petitions will appear as Consent items on the Douglas County School District Board meeting agenda. Included in the Board Members' agenda packet is a request from Gregory Harrison for approval to take the GED test and a Statement of Permission signed by the student's parent or legal guardian. A copy of the "Response for Petition by 16 Year Olds to Take the GED Exam" is also included.

RECOMMENDATION: Approve the request submitted by Gregory Harrison to take the GED examination.

E. Family Life, Sex Education, AIDS Trained Teachers

As per the General guidelines of the Scope and Sequence of the FLSEA program, the curriculum is to be taught by instructors who have received training on the program. The following is a list of teachers who have received the mandatory training and who may teach the curriculum to students.

Grade Level	Name	Site
6th	Kerrie Badalucco	CCMES
6th	Dana Beres	GES
5 th /6 th	Mary Lahlum, Health Aide	GES
5 th /6 th	Claudia Bertolone-Smith	MES
5th	Jana Hall	MES
5 th	Vivian Michalik	SES
5 th	Robin Tinius	SES
5 th	Sarah Bigelow	SES
6 th	Veronica Winquest	JVES

RECOMMENDATION: Approve the list of Family Life, Sex Education, AIDS Trained Teachers.

3. Administrative Reports and Program Reviews

3-A.	Principals' Report – (Douglas High School)	3:40 p.m.
Douglas High School Principal, Marty Swisher will present a report on progress towards the goals of their School Improvement Plan.		

4. Items Requiring Discussion and Action (Action)

4-A.	Douglas County School District Bond Funding	4:10 p.m.
Marty Johnson, JNA Consulting LLC, will discuss differences and benefits of Continuation versus Traditional Bonds. Mr. Johnson had previously shared the same information with the Keep Improving Douglas Schools (KIDS) Committee. Mr. Johnson requests that the Board allow staff to pursue Bond funding options.		
RECOMMENDATION: Business Services to work with JNA Consulting and Bond Counsel (Swendseid and Stern) to pursue Continuation Bond Funding and develop the Election Question.		
4-B.	Public Hearing on Installment Purchase	4:30 p.m.
The Board of Trustees will hold a Public Hearing regarding the publicized Notice of Intention to Authorize an Installment-Purchase Agreement by Douglas County School District.		
RECOMMENDATION: The Board of Trustees will hold a Public Hearing regarding the publicized Notice of Intention to Authorize an Installment-Purchase Agreement by Douglas County School District.		
4-C.	Installment – Purchase Agreement	4:35 p.m.
Having advertised and held a Public Hearing as required by NRS 350.087, the Board of Trustees will consider an Installment-Purchase Agreement Authorization Resolution 08-02 for an aggregate amount not to exceed \$9,000,000 in order to finance all of the cost to acquire, construct, improve, and equip energy conservation projects for school facilities in Douglas County School District.		
RECOMMENDATION: Adopt Resolution #08-02 Installment-Purchase Agreement, and request that Business Services work with JNA Consulting and Bond Counsel (Swendseid and Stern) to pursue financing for the ESCO projects.		

3. Administrative Reports and Program Reviews (Continued)

3-B.	Health Insurance Committee Report	4:40 p.m.
	Douglas County School District has a Health Insurance Advisory Committee that meets monthly to discuss current and future status of the District's Self-Funded Insurance Fund. Due to concerns of SB544, and continued insurance increases nationally, Holly Luna would like to update the Board on the current considerations and actions of the committee, as well as future agenda items.	
3-C.	Superintendent's Report	5:00 p.m.
	Superintendent Carol Lark will report to the Board regarding activities of the past month and upcoming District events that may be of interest to them.	
3-D.	Nevada Association of School Boards (NASB) Report	5:15 p.m.
	Sharla Hales and Cynthia Trigg will present details of NASB accomplishments, current issues, and future goals.	
3-E.	Nevada Interscholastic Activities Association (NIAA) Report	5:25 p.m.
	Keith Roman, NIAA Vice President, will report on information obtained at the recent meeting.	

5. Executive Session

5.	Executive Session	5:35 p.m.
	If necessary, the Board will recess to executive session for the purpose of considering employer/employee negotiations pursuant to NRS 288.220(4).	

Public Comment:	6:00 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. The Board reserves the right to limit the amount of time that will be allowed for each individual to speak. 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.	

4. Items Requiring Discussion and Action (Action) Continued

4-D.	Board Ratification of DCPEA Tentative Agreement	6:05 p.m.
<p>The District and DCPEA have reached a Tentative Agreement for the 2007-2009 Negotiated Agreement. The agreement was ratified by DCPEA on February 13, 2008. The changes are:</p> <ul style="list-style-type: none"> • This is a two year agreement covering 2007-2009. • The salary schedules reflect a 3% salary increase for the first 6 months of the 2007-2008 school year and a 1% salary increase for the second 6 months of the 2007-2008 school year. For the 2008-2009 school year, the salary schedules reflect a 2% increase for the first 6 months and a 2% increase for the second 6 months. • The District will maintain the current health/medical benefits and full PERS coverage. • Extra curricular and co-curricular stipends will be increased accordingly • DCPEA members wishing to discontinue having their dues deducted from their pay checks must contact DCPEA for approval. The District will only discontinue dues deductions upon written notice from DCPEA. • Members of the sick leave bank may request an additional 30 days of sick leave not to exceed a total of 60 days of sick leave per school year. The request for the additional 30 days will require documented medical verification and is subject to final approval by the superintendent, who cannot unreasonably decline the request. • Insurance benefits commence with the first day of the month following the commencement of actual work for new employees and commence with the first day of the new contract year for continuing employees. • Post probationary teachers may not be suspended, dismissed, or not reemployed without just cause. Post probationary employees have waived the requirements of 391.311 to 391.3197, inclusive. Probationary employees are still covered under 391.311 to 391.3197. Progressive discipline shall apply to all disciplinary action unless the misconduct justifies immediate suspension or dismissal. Any discipline less severe than suspension or termination shall not be subject to final and binding arbitration, but can be grieved up to Level 3, School Trustees. • Elementary preparation time will be a total of 120 minutes per week. Of those 120 minutes, there will be a minimum of two 30 minute blocks in the morning hours prior to student contact time. In the case of a shortened week or a teacher absence, the requirement will be reduced to one 30 minute block during the week. • The transfer process in which employees would put in requests for any possible openings has been changed. Now requests will be tied to specific openings. Vacancies for non-management licensed positions for the following school year will be posted in the District Office and on the District web page for five full days for the purpose of allowing interested and qualified current employees to apply for a transfer to that position. The deadline date for considering transfers has been moved to May 1. Half time teachers may apply for transfer to full time positions. Transfer applications submitted from existing teachers will be accorded first consideration by the principal or site supervisor making that decision. The selection of a candidate other than the transfer applicant will be upheld unless the 		

4. Items Requiring Discussion and Action (Action) Continued

4-D.	Board Ratification of DCPEA Tentative Agreement (Continued)	6:05 p.m.
<p>choice of the other candidate is shown to be arbitrary or punitive.</p> <ul style="list-style-type: none"> • A pay for performance committee will be formed. The committee shall consist of three representatives from DCPEA and three from the District. The committee will discuss and develop, if possible, recommendations that will be transmitted to their respective negotiating teams for the successor contract for 2009-2011. • Management Rights have been specified in the Negotiated Agreement to be those enumerated in NRS 288.150 unless restricted by the Negotiated Agreement, state or federal law. • A Memorandum of Understanding (MOU) has been added that agrees to the District's involvement in the AB1 Incentive Pay Program and requires that teachers have a satisfactory evaluation in order to take part in the program. (At this point, due to the Governor's budget reductions, the program is on hold.) • A Memorandum of Understanding (MOU) has been added stating that in the event teachers at Kingsbury Middle School must be involuntarily transferred to Valley positions due to the school's closure, those teachers shall have first right for three years to positions that open at the Lake for which they are qualified. 		
<p>RECOMMENDATION: Ratify the Tentative Agreement with DCPEA for the 2007-2008 and 2008-2009 school years.</p>		
4-E.	Empowerment	6:15 p.m.
<p>Sue Shannon, Principal George Whittell High School will present to the Board her application for implementing an empowerment grant.</p>		
<p>RECOMMENDATION: The Board approve the Empowerment Grant as presented.</p>		
4-F.	Adoption of the Revisions of the Douglas County Strategic Plan	6:30 p.m.
<p>Nancy Bryant, Assistant Superintendent of Education Services, will present to the Board the highlights of the Strategic Planning session held Friday, January 25, 2008. Mrs. Bryant will summarize changes to the plan.</p>		
<p>RECOMMENDATION: Adopt the changes made to the Strategic Plan.</p>		
4-G.	Superintendent Evaluation Process	6:45 p.m.
<p>Carol Lark and Sharla Hales will provide an example of an evaluation tool and will share recommendations for fair and appropriate ways to evaluate a Superintendent.</p>		
<p>RECOMMENDATION: Possible Board action based on discussion.</p>		

4. Items Requiring Discussion and Action (Action) Continued

4-H.	1st Reading of Board Policy No. 518, "Graduation Requirements"	7:15 p.m.
	Proposed changes for Board Policy No. 518, "Graduation Requirements," will be reviewed to make changes in graduation requirements as mandated by the 2007 legislature. Changes in Administrative Regulation 518(a), "Early Graduation," will also be shared with the Board to align with the new legislation.	
	RECOMMENDATION: Approve for first reading changes to Board Policy No. 518, "Graduation Requirements."	
4-I.	EPA Radon Information	7:30 p.m.
	Additional information will be shared by the Board President concerning radon mitigation.	
	RECOMMENDATION: Action as determined by the Board.	
6.	Correspondence	8:00 p.m.
7.	Possible Agenda Items for Future Board Meetings	8:05 p.m.
	Input from Board Members	
8.	Executive Session	
	If necessary, the Board will recess to executive session for the purpose of considering employer/employee negotiations pursuant to NRS 288.220(4).	
9.	Adjournment	
	The Board will reconvene in public session and a motion will be made to adjourn.	

(*) Times are estimated. Generally speaking, the item will be heard no earlier than the time indicated.

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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
 Minden Post Office, Minden, NV
 Douglas County School District Office, Minden, NV
 Kingsbury Middle School, Stateline, NV

Douglas High School, Minden, NV
 Genoa Post Office, Genoa, NV
 Zephyr Cove Post Office, Zephyr Cove, NV
 Stateline Post Office, Stateline, NV
 District website: www.dcsd.k12.nv.us

Classified Personnel

2007-2008 SCHOOL YEAR - HIRING RECOMMENDATIONS FOR CLASSIFIED PERSONNEL:				
Name	Position/Location	Effective Date	Salary	Replacing
Todd Thomsen	Groundsperson – Building Maintenance	02-26-08	23EE2	Jamie Borino
John Glover	Equipment Mechanic – Vehicle Maintenance	03-10-08	42EE3	Wayde Rasberry
2007-2008 CLASSIFIED RESIGNATIONS:				
Name	Position	Effective Date		
Elaine Maquoy	Cashier Helper II – JVES	02-29-08		
Susan Roberts	Assistant Cook – MES	02-21-08		
2007-2008 CLASSIFIED TERMINATIONSS:				
Name	Former Position	New Position	Effective Date	Replacing
Colleen Wright	Health Aide – SES	02-05-08	Colleen Wright	Health Aide – SES
Dave Robertson (deceased)	Security Person – DHS	02-13-08	Dave Robertson (deceased)	Security Person – DHS
Robyn Joseph	Special Ed Aide/IEP – KMS	02-28-08	Robyn Joseph	Special Ed Aide/IEP – KMS
2007-2008 CLASSIFIED RETIREMENTS:				
Name	Position	Effective Date		
Roger Hardy	Maintenance Tech II – Building Maintenance	04-30-08		
Donna Dunbar	Clerk – Typist - PWLMS	06-11-08		
Sharon Inman	Supervisor of Transportation	06-30-08		

Certified Personnel

CERTIFIED REQUEST FOR LEAVE:		
Position/Location	Position/Location	Date(s)
Mikie Peacock	Teacher/ZCES	March 24, 2008
CERTIFIED RETIREMENT:		
Name	Position/Location	
Jill Harper	Teacher/GES	
Joan Gardner	Teacher/MES	
Cathy Ricioli	Teacher/KMS	
Jeff Johnston	Teacher/DHS	
Linda Douglas	Teacher/CVMS	
Karen Reinhardt	ESL/GES	
Walter (Burr) Otto	Teacher/JHS	
Elaine Toth	Teacher/CVMS	
Francine Hartshorn	Teacher/ZCES	
CERTIFIED RESIGNATIONS:		
Name	Position/Location	
Elizabeth Walton	Vice Principal/CVMS	