

# Notice of Regular Meeting

## Churchill County Board of School Trustees

---

A Regular Meeting of the Churchill County Board of School Trustees will be held December 17, 2015, beginning at 7:00 PM in the **Churchill County Administration Office, Old High School, 690 South Maine Street, Fallon, NV 89406.**

### Notes:

1. These meetings are subject to the provisions of Nevada Open meeting Law (NRS Chapter 241). Except as otherwise provided for by law, these meetings are open and public.
2. Action may be taken on all agenda items, unless otherwise noted.
3. The agenda is a tentative schedule. The Churchill County Board of School Trustees may act upon agenda items in a different order than is stated in this notice –so as to effect the people’s business in the most efficient manner possible.
4. Public comment will be allowed prior to the vote on all action items. Public comment will also be allowed for matters not listed on the agenda at the beginning and end of the meeting. In the interest of time, the Churchill County Board of School Trustees reserves the right to impose uniform time limits of three (3) minutes on each person providing public comment.
5. Any statement made by a member of the Churchill County Board of School Trustees during the public meeting is absolutely privileged and does not impose liability for defamation or constitute a ground for recovery in a civil action.
6. The Churchill County Board of School Trustees may combine two or more agenda items for consideration.
7. The Churchill County Board of School Trustees may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.
8. The Board may discuss all items on the agenda, including those that are described on the agenda as "report," "presentation," or "update."

### 1. CALL TO ORDER

### 2. PLEDGE OF ALLEGIANCE

### 3. VERIFICATION OF POSTING OF AGENDA

### 4. ROLL CALL

### 5. REVIEW AND ADOPTION OF AGENDA

Action to approve the agenda as submitted or revised

### 6. PUBLIC COMMENT

### 7. RECOGNITION

- A. The Board of Trustees will recognize the Churchill County High School Greenwave Football Team - Division 1A State Champions.

### 8. SUPERINTENDENT'S UPDATE

- A. Update regarding the high school parking lot access (written report provided)
- B. Update regarding District related matters
- 9. BUSINESS SERVICES UPDATE
  - A. Budget to Actual Report (written report provided)
  - B. Update regarding general business items
- 10. EDUCATIONAL SERVICES UPDATE
  - A. The latest Student Enrollment Data will be provided to the Board of Trustees (written report provided).
- 11. UPCOMING BOARD EVENTS
  - A. April 9-11, 2016, National School Board Association, Boston
- 12. CONSENT AGENDA
  - A. Approval of Recommended Personnel Action (Attachment A)
  - B. Approval of Vouchers
  - C. Approval of November, 2015, Payroll
  - D. Approval of November 18, 2015, Regular Board Meeting Minutes
  - E. Approval of Student 15-20 to enter the General Education Development (GED) program
  - F. Review of Policy 6163.1- Procedures for Implementation of Title VII - American Indian Policies, Regulations and Procedures (Instruction)
- 13. REPORTS BY BOARD MEMBERS
- 14. POLICIES
  - A. For Discussion and Possible Action: Deletion of **Policy 5109.0 - Student Representative to Churchill County Board of School Trustees** (Students)
  - B. **SECOND READING**
    - 1. For Discussion and Possible Action: Modifications to **Policy 6200.0 - English Learner** (Instruction)
    - 2. For Discussion and Possible Action: Modifications to **Policy 7130.0 - Wellness and Healthy School Environment** (Personnel/Students)
  - C. **FIRST READING**
    - 1. For Discussion Only: New **Policy 3000.0 - Fiscal Code of Ethics** (Business and Finance)
      - a. For Review Only: Regulation 3000.0 - Fiscal Code of Ethics
    - 2. For Discussion Only: New **Policy 3400.0 - Payroll Policy** (Business and Finance)
      - a. For Review Only: Regulation 3400.0 - Payroll Authorization
      - b. For Review Only: Regulation 3400.1 (Renamed from Regulation

3412.0) - Payroll Deductions

c. For Review Only: Regulation 3400.2 (Renamed from Regulation 3411.0) - Substitute Teachers

d. For Review Only: Regulation 3400.3 (Renamed from 4145.1) - Industrial Compensation for Employees

3. For Discussion Only: Modifications to **Policy 3525.0** - School and Department Grant Writing (Business and Finance)

a. For Review Only: Regulation 3525.0 - Procedures for Developing Grant Applications - Plan for Development

b. For Review Only: Regulation 3525.1 - Administration of Grants

4. For Discussion Only: New **Policy 3526.0** - Personnel Activity Reports (Business and Finance)

5. For Discussion Only: Modifications to **Policy 3527.0** - Complaint and Appeal Procedures for Federal and State Grants (Business and Finance)

a. For Review Only: Regulation 3527.0 - Complaint and Appeal Procedures for Federal and State Grants

6. For Discussion Only: New **Policy 3600.0** - Record Retention (Business and Finance)

7. For Discussion Only: Modifications to **Policy 3630.0** (Renamed from 4630.0) - Travel for School District Employees (Business and Finance)

a. For Review Only: Regulation 3630.0 (Renamed from 4630.0) - Travel for District Employees

8. For Discussion Only: Modifications to **Regulation 8340.0** (Make regulation a policy) - Agenda Setting Meeting (Internal Board Operations)

a. For Review Only: Policy/Regulation 8340.0 - Agenda Setting (Internal Board Operations)

## 15. OLD BUSINESS

A. For Discussion and Possible Action: The Board will discuss their purpose for attending a meeting with high school staff. The Board may schedule a date and time for this meeting to occur.

*Presenter: Dr. Sheldon*

## 16. NEW BUSINESS

A. For Discussion and Possible Action: Approve the scope of work and budget for remodeling the existing CCHS Music Room into Theater set construction and storage areas, and construction of a new Music Room.

*Presenter: Mr. Paul Eskeldson, Parsons.*

B. For Discussion and Possible Action: Approve a contract in the amount of \$75,920.00 with Van Woert Bigotti Architects of Reno, Nevada for design

of the CCHS Theater Remodel and Music Room Addition project.  
*Presenter: Mr. Paul Eskeldson, Parsons.*

- C. For Discussion and Possible Action: Call for oral bids, written bid opening, and possible action to accept bid for the Grazing Lease for the Rio Vista Property.

*Presenter: Ms. Phyllys Dowd, Director of Business Services*

- D. For Discussion and Possible Action: Presentation, Discussion and Possible Action to Approve the FY 2015-16 Amended Budget.

*Presenter: Ms. Phyllys Dowd, Director of Business Services*

- E. For Discussion and Possible Action: Approval of Corrective Action Plan for the 2015 Financial Report.

*Presenter: Ms. Phyllys Dowd, Director of Business Services*

- F. Discussion and Possible Action: Regarding Employee Benefit Insurance Broker Contract Renewal.

*Presenter: Ms. Phyllys Dowd, Director of Business Services*

- G. For Discussion and Possible Action: **FIRST READING** - Modifications to **Policy 5136.2 - Banned and Illicit Substance Testing of Students Participating in Athletics or Extra-Curricular Activities** (Students) The Board will consider including extracurricular students in the random drug testing program.

1. For Review Only: Regulation 5136.2 - Banned and Illicit Substance Testing of Students Participating in Athletics or Extra-Curricular Activities

- H. For Discussion and Possible Action: The Board will discuss budget priorities and provide direction to the Budget Committee. The Board will discuss when budget committee meetings will be held.

*Presenter: President Evans*

- I. For Discussion Only: Report regarding the District's recycling program.

*Presenter: Trustee Schank*

- J. For Discussion and Possible Action: District activities and initiatives to provide excellent student learning experiences and achievements.

*Presenter: Dr. Sheldon*

## 17. PUBLIC COMMENT

Public comments will be heard on matters not listed on the agenda.

## 18. DISCUSSION AND POSSIBLE ACTION REGARDING FUTURE AGENDA ITEMS AS REQUESTED BY THE BOARD OF TRUSTEES AND CLARIFICATION OF REQUESTED AGENDA ITEMS

## 19. CLOSED SESSION

- A. The Board will meet in closed session to negotiate revisions to the contract for Dr. Sheldon, Superintendent, pursuant to NRS 288.220.

## 20. RECONVENE OPEN SESSION

21. ADJOURNMENT

**LITIGATION CONFERENCE WITH LEGAL COUNSEL**

The Board will meet in Litigation Conference to receive information from Legal Counsel regarding potential or existing litigation.

To request supporting materials for the meeting, members of the public can contact Debra Shyne (Secretary to the Superintendent/Board of Trustees) at the District's Administration Office, 690 South Maine Street, Fallon, Nevada.

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to contact Debra Shyne, Secretary to the Superintendent by calling 423-5184 prior to the meeting date.

State of Nevada                    )  
  :  
County of Churchill            )

*I, **Debra Shyne**, Secretary to the Superintendent, do hereby affirm that I posted or caused to be posted, a copy of this notice of public meeting, on or before the 14th Day of December 2015, at the following locations in Churchill County, Nevada.*

*City Hall;  
Churchill County Law Enforcement Center;  
Churchill County Administration Offices;  
Churchill County School District Administration Office;  
Churchill County School District website: [www.churchill.k12.nv.us](http://www.churchill.k12.nv.us);  
State of Nevada website: <https://notice.nv.gov/>*

\_\_\_\_\_  
*Debra Shyne, Secretary to the Superintendent*

*Subscribed and Sworn to before me this 14th Day of December 2015*

\_\_\_\_\_  
*Notary Public*

# RECOMMENDED PERSONNEL ACTION

December 17, 2015

## **I. LICENSED PERSONNEL – APPROVAL FOR ADDITION TO SUB LIST**

\* Heather Sorensen - Substitute Teacher  
\* Karen Lawson - Substitute Teacher

## **II. CLASSIFIED PERSONNEL – HIRING**

\* Nathan Toigo - Data Specialist CCHS (C. Amos)

## **III. CLASSIFIED PERSONNEL – APPROVAL FOR ADDITION TO SUB LIST**

\* Ryan Dexter - Substitute School Bus Driver  
\* Mary Gissel - Substitute School Bus Driver  
\* Michelle Oldfield - Substitute School Bus Driver

## **IV. CLASSIFIED PERSONNEL – RESIGNATION/RETIREMENT**

\* Dennis Vanoudenhaegen - Custodian/Sanitation Truck Driver (retirement effective 12/7/15)  
\* Leticia Padilla - Paraprofessional Instructional Assistant-ECE (resignation effective 12/18/15)  
\* Sarah Gritman - Developmental Asset Coordinator (resignation effective 11/30/15)  
\* Samantha Clarke - Food Service Supervisor (not returning from LOA 3/7/15)

## **V. EXTRACURRICULAR ACTIVITIES**

\* Tammie Shemensi - Head Varsity Softball Coach

## **VI. CURRENT OPEN POSITIONS**

### Licensed

Speech Language Pathologist (A. Stuart-Lougheed)  
Kindergarten Teacher (D. Swisher)  
1<sup>st</sup> Grade Teacher LES (S. Wood)  
4<sup>th</sup> Grade Teacher NU (C. Reynolds-Woodsford)  
Special Education Teacher LES (W. Mora)  
GATE Teacher (D. Rowe)  
Counselor CCHS (R. Wardwell-Wood)  
CTE Coordinator (new)

### Classified

School Bus Driver (new)

\*denotes action required

\*\*\*DISCLAIMER: This Recommended Personnel Action List is for discussion by the Churchill County School District Board of Trustees. It is neither a guarantee of employment nor a guarantee that any individual on the list will be employed.