

MINERAL COUNTY SCHOOL DISTRICT  
751 A. STREET  
Hawthorne, Nevada 89415  
BOARD OF TRUSTEES MEETING MINUTES  
*Tuesday, November 19, 2019*

The Mineral County School District held a public meeting on November 19, 2019 beginning at 5:44 pm at the Arlo K Funk District Services Center in Hawthorne, NV.

**MEMBERS PRESENT:** Keith Neville, Kathryn Castagnola, Candice Birchum (via skype), Schyler Hagen

**MEMBERS ABSENT:** Tyler Viani,

**ADMINISTRATORS:** Karen Watson, Superintendent; Lance West, Principal SES; Stephanie Keuhey, Principal HES

**OTHERS PRESENT:** Crystal Sasser, Mary Jo Gemelke, Richard Durham, Ann Kee, Toni Dodge, Hope Blinco, Tricia Schumann, Jim Sciarani, Diane Rodriguez, Tyler Nicholls

**CALL TO ORDER:** The regular meeting of the Mineral County Board of School Trustees was called to order by the Board Vice President, Schyler Hagen.

1. Certification of Public Notice, Roll Call, and Pledge of Allegiance
2. Approval of a flexible agenda - *NONE*
3. Person or Group Recognition – *Stephanie Keuhey gave out certificates to Richard Durham, Ce'arra Richards, Mary Jo Gemelke, TaraLynn Musselman, and Stacie King for completing the online class "How to Learn Math for Teachers".*
4. Presentations – Schurz Elementary School -School Performance Plan – *Lance West presented the Schurz Elementary School Performance Plan.*

**CONSENT ITEMS: (FOR POSSIBLE ACTION)**

1. Minutes: October 15, 2019 and November 5, 2019
  2. Payroll Vouchers: 1045, 1046
  3. Payroll Checks: 84966-84993
  4. Warrants: 21609-21654
  5. Personnel Report
- Schyler Hagen made a motion to approve the Minutes from October 15, 2019 and November 5, 2019, Payroll vouchers 1045, 1046; Payroll Checks 84966-84993; Warrants 21609-21654 and the Personnel Report as presented. Kathryn Castagnola seconded the motion. Kathryn Castagnola-Yes, Schyler Hagen-Yes, Keith Neville-Yes, Candice Birchum-Yes 4-0-0*

**ACTION ITEMS: (FOR POSSIBLE ACTION)**

1. **Recommendation:** Discussion and Possible Approval of the 2019 Financial Audit.  
*Schyler Hagen made a motion to approve the 2019 Financial Audit. Kathryn Castagnola seconded the motion. Kathryn Castagnola-Yes, Schyler Hagen-Yes, Keith Neville-Yes, Candice Birchum-Yes 4-0-0*
2. **Recommendation:** Discussion and Possible Approval to accept a 6% increase to the employee insurance program.  
*Schyler Hagen made a motion to approve the 6% increase to the employee insurance program. Keith Neville seconded the motion. Kathryn Castagnola-Yes, Schyler Hagen-Yes, Keith Neville-Yes, Candice Birchum-Yes 4-0-0*

**Informational Discussion of Policies to be revised (per Policy BFC)**

1. GBB9-Employment of Relatives
2. GBB10-Conflict of Interest
3. GBB11-Code of Ethical Standards

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4. **GBB12**-Prohibited Activity (*Add Political in the middle*)
5. GBB13-Solicitation Prohibited (*Not to include fundraising*)
6. GBB14-Work Stoppage Prohibited
7. GBB15-Use of District Property and Premises (*as listed in GBB6*)
8. GBB16-Phone Policy - *Would like to have a meeting to discuss (The principals would like to discuss this as a team)*

**POLICIES: First Reading**

1. GB/GBA-General/Employment Compensation – *This should have been taken off the agenda. This was adopted on June 4, 2019.*
2. GBB1-Fair Employment Practices
3. GBB3-Employee Dating
4. GBB4-Employee, Board Member, Public Bullying (*Add the definition of bullying*)
5. GBB5-Employment Disabilities
6. GBB6-Drug and Alcohol-Free Workplace (*Definition*)
7. GBB7-Prohibition of Workplace Violence (*Add contractors also*)
8. GBB8-Criminal Defense Costs of Employees

**POLICIES – Second Reading**

1. JHCB-Safe Exposure to the Sun -
2. GA/GAA/GAA1-General Provisions/Scope of Work
3. GAA2-Administration (*How are we going to put this together? Discuss at next Leadership meeting*)
4. GAB/GAB1-Personnel Files/Contents
5. GAB2-Employee Access
6. GAB3-Negative Information
7. GAB4-Employee Submitted Information
8. GAB5-Verification of Employment
9. GAC-Confidential Information

**COMMUNICATIONS AND REPORTS: (FOR DISCUSSION ONLY)**

1. Correspondence & Announcements – Michelle McCauley will be at the MCSD Junior High Gym to perform on Thursday, November 21, 2019
2. Board Member Reports – NONE
3. Superintendent Report – NONE
4. Principals Report
  - a. *Stephanie Keuhey - NONE*
  - b. *Lance West – Saturday, November 20 Schurz Elementary will be having the 2<sup>nd</sup> series of Historical Trauma Training from 8am to 2 pm.*

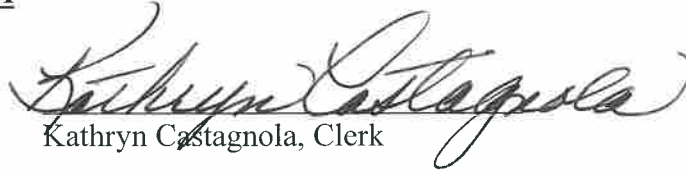
**GENERAL PUBLIC COMMENT:** *Tricia Schumann - Jamarr Covington was picked by NSA to represent the Mineral County at the National Minority Conference in December, 2019.*

*Toni Dodge - Her Student Leadership Class went to a Special Education in Secondary Transitions Summit last week. She took 6 kids and one of her students dream boards was picked out of 700 kids. This is a Top honor for this child, because he does not like to speak in public. The Superintendent suggested he come to the next board meeting to present his board.*

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ADJOURNMENT: 7:54 PM

Respectfully submitted:

  
Kathryn Castagnola, Clerk

