

**MINUTES OF THE SEPTEMBER 20, 2022  
MEETING OF THE  
WASHOE COUNTY SCHOOL DISTRICT  
BOARD POLICY COMMITTEE**

September 20, 2022

**1. Opening Items**

**1.01 Call to Order**

The meeting of the Board Policy Committee was called to order at 2:00 p.m. The meeting was conducted in the Board Room of the Central Administration Building, located at 425 East Ninth Street in Reno, Nevada.

**1.02 Roll Call**

President Angela Taylor and Board Members Jeff Church, Adam Mayberry, Ellen Minetto, Diane Nicolet, and Joe Rodriguez, were present. Superintendent Susan Enfield, Chief General Counsel Neil Rombardo, and staff were also present.

**2. Items for Presentation, Discussion, and/or Possible Action**

**2.01 APPROVAL OF THE MINUTES OF THE AUGUST 16, 2022, BOARD POLICY COMMITTEE MEETING (FOR POSSIBLE ACTION)**

The draft minutes of the August 16, 2022 Board Policy Committee meeting were not complete and this agenda item was continued until the next meeting set for October 18, 2022.

**2.02 DISCUSSION AND POSSIBLE ACTION TO RECOMMEND REVISIONS TO AND/OR FORWARD THE PROPOSED REVISIONS OF BOARD POLICY 7700, EMERGENCY MANAGEMENT, SPECIFICALLY TO UPDATE FORMATTING, CLARIFY LANGUAGE, AND REFLECT CURRENT PRACTICE, TO A FUTURE MEETING OF THE BOARD OF TRUSTEES FOR CONSIDERATION OF PRELIMINARY APPROVAL (FOR POSSIBLE ACTION).**

Jason Trevino, Chief of Police, and Roy Anderson, Emergency Manager, presented changes to BP 7700, Emergency Management, to clarify and align the language with the Nevada Revised Statutes and remove superfluous language. A redline version was presented to the Committee for review.

President Taylor noted the only substantive change is to the Emergency Operations Committee to allow the Emergency Manager to chair and staff the committee rather than designating that responsibility to the Board of Trustees.

Trustee Diane Nicolet questioned if there are four or five areas of Recovery in the Emergency Operations Plan Template. Roy Anderson clarified there are four: 1) Academic, 2) Physical, 3) Fiscal, and 4) Psychological/Emotional. Trustee Nicolet also questioned the use of Emergency Management Committee v. Safe and Healthy Schools Commissions. Mr. Anderson clarified that the Safe and Healthy Schools Commission operates under its own policy.

Trustee Joe Rodriguez sought a description of the training that will be provided to the schools, and if the District will be partnering with other County agencies for emergency response. Mr. Anderson explained the video training offered at onboarding and other specific training videos that are available. Mr. Anderson and Chief Trevino also described how the District is working with other local emergency responders to coordinate a response to an emergency.

Trustee Church questioned whether the Superintendent can develop regulations surrounding this policy. Chief Trevino advised that most of the language of BP 7700 is dictated by Statute and cannot be changed by the Superintendent. However, there may be areas in which an Administrative Regulation may be appropriate.

Trustee Church moved and Trustee Rodriguez seconded that the following sentence be added: **"The Superintendent may develop Administrative Regulations to facilitate the implementation of this policy."**

Prior to the vote, Trustee Nicolet asked if the Superintendent has the authority to implement or revise the Emergency Management Plan itself. Roy Anderson explained that the Emergency Management Policy Group will include the Superintendent and Management in order to create and revise the Plan according to a particular incident.

The result of the vote was Unanimous: Pass (Yea: Jeff Church, Adam Mayberry, Ellen Minetto, Diane Nicolet, Joe Rodriguez, and Angela Taylor.) Final Resolution: Motion Carries.

Trustee Church inquired whether this policy will cover carrying a gun on campus. President Taylor explained she believes that State law covers this issue but in any event an Emergency Operations Policy would not cover who is allowed to carry a gun. Trustee Church also questioned use of the word "shall" throughout the document as binding if circumstances create a need for a deviation from the plan. Chief Trevino does not believe the word "shall" should be removed so as to not create the interpretation that certain provisions are optional.

Trustee Church moved to change Section 2(b) to state: "The Emergency Operations Plan template shall be used at all District facilities, *unless an exemption has been granted*, and shall contain specific elements for each individual school and other buildings to include, but not necessarily limited to: . . . ." There was no second to this motion.

Trustee Church also asked about Section 2(b)(i) which requires monthly drills and whether the District wanted to bind itself to conducting drills monthly. Roy Anderson explained that Fire Code requires the District to conduct fire drills every month that they are occupied. There is also an additional Statute that also requires additional drills and the District needs to have at least one evacuation drill per month to satisfy NRS.

Trustee Mayberry moved and Trustee Minetto seconded **that the Board Policy Committee forwards the proposed revisions of Board Policy 7700, Emergency Management, to a future regular meeting of the Board of Trustees for Consideration of preliminary approval.** The result of the vote was Unanimous: Pass (Yea: Jeff Church, Adam Mayberry, Ellen Minetto, Diane Nicolet, Joe Rodriguez, and Angela Taylor.) Final Resolution: Motion Carries.

**2.03 DISCUSSION AND POSSIBLE ACTION TO RECOMMEND REVISIONS TO AND/OR FORWARD THE PROPOSED REVISIONS OF BOARD POLICY 7610, PUBLIC RECORDS REQUESTS, TO CLARIFY LANGUAGE, AND REMOVE REDUNDANCIES, TO A FUTURE MEETING OF THE BOARD OF TRUSTEES FOR CONSIDERATION OF PRELIMINARY APPROVAL (FOR POSSIBLE ACTION)**

Chief General Counsel Rombardo explained minor edits throughout the Board Policy for clarity and grammar and stated other school districts are referencing this policy as an example of proper policy.

Trustee Rodriguez moved and Trustee Nicolet seconded **that the Board Policy Committee forwards the proposed revisions of Board Policy 7610, Public Records Request, to a future regular meeting of the Board of Trustees for Consideration of preliminary approval.** The result of the vote was Unanimous: Pass (Yea: Jeff Church, Adam Mayberry, Ellen Minetto, Diane Nicolet, Joe Rodriguez, and Angela Taylor.) Final Resolution: Motion Carries.

**2.04 DISCUSSION AND POSSIBLE ACTION TO RECOMMEND REVISIONS TO AND/OR FORWARD THE PROPOSED REVISIONS OF BOARD POLICY 7620, RECORDS MANAGEMENT, SPECIFICALLY TO UPDATE FORMATTING AND CLARIFY LANGUAGE, TO A FUTURE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR CONSIDERATION OF PRELIMINARY APPROVAL (FOR POSSIBLE ACTION)**

Superintendent Enfield explained that certain language was removed to be included in a Regulation while other language was clarified. Policy Section 3 has a typo that should be "an" instead of "and." Trustee Nicolet mentions that Definitions Section 3 also has a typo and the word "for" should be deleted.

Trustee Rodriguez moved and Trustee Mayberry seconded **that the Board Policy Committee forwards the proposed revisions of Board Policy 7620, Records Management, to a future regular meeting of the Board of Trustees for Consideration of preliminary approval.** The result of the vote was Unanimous: Pass (Yea: Jeff Church, Adam Mayberry, Ellen Minetto, Diane Nicolet, Joe Rodriguez, and Angela Taylor.) Final Resolution: Motion Carries.

**2.05 DISCUSSION AND POSSIBLE ACTION TO RECOMMEND REVISIONS TO AND/OR FORWARD THE PROPOSED REVISIONS OF BOARD POLICY 9088, TRUSTEE/SUPERINTENDENT RELATIONS, TO REVISE LANGUAGE RELATED TO INDIVIDUAL MEMBERS OF THE BOARD OF TRUSTEES, TO A FUTURE MEETING OF THE BOARD OF TRUSTEES FOR CONSIDERATION OF PRELIMINARY APPROVAL (FOR POSSIBLE ACTION)**

Chief General Counsel Rombardo advised this policy was revised to clarify language to change "members of the board" to "Trustees." No substantial changes were made to the policy.

Trustee Church questioned communication with the staff for benign matters v. communication with the Superintendent. Chief General Counsel Rombardo mentioned that this policy does not preclude communication in general, and Superintendent Enfield requested that communication and requests from Trustees go through the Superintendent or a member of the Executive Leadership Team (ELT). President Taylor and Chief General Counsel Rombardo also clarified the differences between benign requests to staff such as copies v. requests for new data or new reports from Trustees. Superintendent Enfield lists members of the ELT.

Trustees Rodriguez, Minetto, and Mayberry commented that they are all comfortable with the policy. Trustee Church commented that the wording of the policy requires permission from the Superintendent before contacting staff. Chief General Counsel Rombardo stated that the language fits the definition of the permissions that Superintendent Enfield has approved and explained during this meeting regarding contacting staff and members of the ELT.

**Public Comment:** President Taylor mentioned that she has neglected to ask about Public Comment up to this point. However, there has been no public comment on any policy up to this point in the agenda.

Trustee Mayberry moved and Trustee Minetto seconded **that the Board Policy Committee forwards the proposed revisions of Board Policy 9088, Trustee/Superintendent Relations, to a future regular meeting of the Board of Trustees for Consideration of preliminary approval.** The result of the vote was 5 Yea - 1 Nay: Pass (Yea: Adam Mayberry, Ellen Minetto, Diane Nicolet, Joe Rodriguez, and Angela Taylor. Nay: Jeff Church.) Final Resolution: Motion Carries.

## **2.06 DISCUSSION AND POSSIBLE ACTION TO RECOMMEND REVISIONS TO AND/OR FORWARD THE PROPOSED REVISIONS OF BOARD POLICY 9100, PUBLIC BODIES, TO REVISE LANGUAGE, UPDATE DEFINITIONS, TO A FUTURE MEETING OF THE BOARD OF TRUSTEES FOR CONSIDERATION OF PRELIMINARY APPROVAL (FOR POSSIBLE ACTION)**

Chief General Counsel Rombardo explained the definition of “good standing” was moved to the definition section. The language and grammar was clarified and Chief Rombardo also explained the history and context behind the policy.

Trustee Church disagreed with the entire intent of the policy in regard to the appointment and reappointment and length of term of the members of public bodies. Trustee Church stated that each Trustee should be allowed to appoint a certain member to each of the public bodies and have that person serve at that Trustee’s discretion.

Trustee Mayberry agreed that perhaps there is a disconnect to the policy as to the appointments of committee members to allow Trustees more input. Chief General Counsel Rombardo pointed out that the Board of Trustees may request rankings of the applicants for consideration. Chief Rombardo also explained the history and context of this policy and explained the Board is allowed to vote to consider more applicants but that committee positions are difficult to fill and many positions remain vacant.

Trustee Nicolet commented on the mechanisms that exist which allow Trustees to have input on applicants to committee positions. President Taylor concurred that these positions are difficult to fill and reiterated that the Board does have discretion according to the policy to have input on the rankings of applicants.

Trustee Church restated his disagreement with the policy and reiterated that Trustees should have autonomy in appointing members to committees as District representatives.

Trustee Church also stated his concern with the diversity language of the policy. Trustee Taylor commented that the language does not exclude or require appointment based on diversity. Chief General Counsel Rombardo stated there is no legal concern on the language.

Trustee Nicolet moved and Trustee Rodriguez seconded **that the Board Policy Committee forwards the proposed revisions of Board Policy 9100, Public Bodies, to a future regular meeting of the Board of Trustees for Consideration of preliminary approval.**

Trustee Mayberry commented that only certain committees are chosen by District such as Zoning and School Naming and there are mechanisms for Trustee input. Chief General Counsel Rombardo also concurred regarding Trustee input. Trustee Church reiterated that he believes the policy should allow autonomy for a Trustee to appoint a committee member.

**Public Comment:** No public comment.

**The result of the vote was** 5 Yea-1 Nay: Pass (Yea: Adam Mayberry, Ellen Minetto, Diane Nicolet, Joe Rodriguez, and Angela Taylor. Nay: Jeff Church.) Final Resolution: Motion Carries.

**2.07 DISCUSSION AND POSSIBLE ACTION TO RECOMMEND REVISIONS TO AND/OR FORWARD THE PROPOSED REVISIONS OF BOARD POLICY 9050, GOVERNING MODEL OF THE BOARD OF TRUSTEES, SPECIFICALLY TO UPDATE FORMATTING AND CLARIFY LANGUAGE, TO A FUTURE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR CONSIDERATION OF PRELIMINARY APPROVAL (FOR POSSIBLE ACTION)**

Superintendent Enfield advises this policy was revised for clarity and grammar such as the word "staff" being replaced by the word "employees."

**Public Comment:** No public comment.

Trustee Church expressed his disagreement with the word "shall" being used throughout the policy so as not to impose the free speech rights of Trustees. Trustee Church prefers the policy be modified to provide guidance only rather than requirements. Trustee Church pointed out his disagreement with the entire policy generally because it does not recognize the Trustee's right to advocate for his or her District through free speech. Trustee Church stated that he is not making a motion but opening this topic for discussion.

Trustee Minetto excused herself from the meeting to attend to another appointment.

Trustee Rodriguez stated that the "balanced government" language in the policy is a common business practice and agreed with the policy as written. Trustee Nicolet pointed out the language in the policy that states the Board "shall govern lawfully" and agreed with the policy and her understanding of her representation of her District. Trustee Nicolet

also explained the history and context of the policy as a guide for how Trustees govern themselves. Trustee Church emphasized that he does not want to be “locked” in to following the policy while also representing his constituents.

Trustee Rodriguez moved and Trustee Nicolet seconded **that the Board Policy Committee forwards the proposed revisions of Board Policy 9050, Governing Model of the Board of Trustees, to a future regular meeting of the Board of Trustees for Consideration of preliminary approval.** The result of the vote was 4 Yea – 1 Nay: Pass (Yea: Adam Mayberry, Diane Nicolet, Joe Rodriguez, and Angela Taylor. Nay: Jeff Church.) Final Resolution: Motion Carries.

**2.08 DISCUSSION AND POSSIBLE ACTION TO RECOMMEND REVISIONS TO AND/OR FORWARD THE PROPOSED REVISIONS OF BOARD POLICY 9052, COMMUNICATION PROTOCOLS FOR THE BOARD OF TRUSTEES, SPECIFICALLY TO UPDATE FORMATTING AND CLARIFY LANGUAGE, TO A FUTURE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR CONSIDERATION OF PRELIMINARY APPROVAL (FOR POSSIBLE ACTION)**

Superintendent Enfield pointed out an update to Section 5(b) to change the department responsible for assisting the Board in responding to constituents’ concerns from the Board Services Department to the Communications Department.

**Public Comment:** No public comment.

No discussion from the Board

Trustee Nicolet moved and Trustee Mayberry seconded **that the Board Policy Committee forwards the proposed revisions of Board Policy 9052, Communication Protocols for the Board of Trustees, to a future regular meeting of the Board of Trustees for Consideration of preliminary approval.** The result of the vote was Unanimous: Pass (Yea: Jeff Church, Adam Mayberry, Diane Nicolet, Joe Rodriguez, and Angela Taylor.) Final Resolution: Motion Carries.

**2.09 DISCUSSION AND POSSIBLE ACTION TO RECOMMEND REVISIONS TO AND/OR FORWARD THE PROPOSED REVISIONS OF BOARD POLICY 9115, MEETINGS OF THE BOARD OF TRUSTEES, SPECIFICALLY TO UPDATE FORMATTING AND CLARIFY LANGUAGE, TO A FUTURE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR CONSIDERATION OF PRELIMINARY APPROVAL (FOR POSSIBLE ACTION)**

Superintendent Enfield explained the language change to clarify the strategic priorities for the following school year.

Trustee Church sought clarification from President Taylor regarding the public comment procedure for moving forward with finalization of board policies. President Taylor provided such clarification

**Public Comment:** No public comment.

No further discussion from the Board.

Trustee Mayberry moved and Trustee Nicolet seconded **that the Board Policy Committee forwards the proposed revisions of Board Policy 9115 Meetings of the Board of Trustees, to a future regular meeting of the Board of Trustees for Consideration of preliminary approval.** The result of the vote was Unanimous: Pass (Yea: Jeff Church, Adam Mayberry, Diane Nicolet, Joe Rodriguez, and Angela Taylor.) Final Resolution: Motion Carries.

### **3. Closing Items**

#### **3.01 Public Comment**

The Board Policy Committee received comment via email from Joe Morabito. This email was forwarded to the Board prior to the meeting for review.

#### **3.02 Announcement of Next Meeting**

The next meeting of the Board Policy Committee was set on Tuesday, October 18, 2022 at 2:00 p.m.

#### **3.03 Adjourn Meeting**

There being no further business to come before the members of the Committee, President Taylor declared the meeting adjourned at 3:44 p.m.

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**Angela D. Taylor, President**