



WASHOE COUNTY SCHOOL DISTRICT ZONING ADVISORY COMMITTEE

Thursday, September 20, 2018 at 5:30 P.M.

WCSD Administration Building,
425 East 9th Street, Board Room
Reno, Nevada 89512

AGENDA

1. OPENING ITEMS

- 1.01 Call to Order – 5:30 P.M., WCSD Administrative Building, 425 East 9th Street, Board Room, Reno, Nevada 89512
- 1.02 Roll Call
- 1.03 Public Comment - Comments from the public are invited at this time on topics not specifically addressed elsewhere in the agenda. A “Citizen’s Request to Speak” card should be filled out and submitted to the Recording Secretary before speaking during the Public Comment section. All persons are limited to 3 minutes per item. In accordance with Open Meeting Law and on the advice of legal counsel, the public body is discouraged from discussing and precluded from deliberating and/or acting on items raised by Public Comment which are not already on the agenda. The public body may impose reasonable content-neutral restrictions on public comment such as willfully disruptive comments that are irrelevant, repetitious, slanderous, offensive, inflammatory, irrational, or amounting to personal attacks or interfering with the rights of other speakers. Correspondence or written materials submitted for public comment by the general public shall be attached to the minutes of the meeting.
- 1.04 Action to Adopt the Agenda (For Possible Action) – Please Note: Items on this agenda may be taken out of order; The Public Body may combine two or more agenda items for consideration; and The Public Body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

2. ITEMS FOR DISCUSSION, PRESENTATION AND/OR ACTION (Public comment: any individual may address the public body concerning any item listed below. A completed “Citizen’s Right to Speak” card must be submitted to the public body at the meeting. During the discussion of each item on the agenda, the Chair will invite the individual to come forward to speak. Individuals are limited to three minutes per item.)

- 2.01 Introduction of New Committee Members (For Discussion Only)
- 2.02 Discussion and Possible Action to Select a Committee Chair for the 2018-19 committee year beginning July 1, 2018 and ending June 30, 2019 from the current membership: Christina Pearson, Polly Boardman, Lorraine Toole, Beth Smith, Araceli Martinez, Theresa Birchfield, Stephanie Hanna, Sierra Clark, Jennifer Peterson, Adam Carpenter, Jason Shipman, Dana Galvin, and Melissa Boesen (For Possible Action)
- 2.03 Discussion and Possible Action to Select a Committee Vice-Chair for the 2018-19 committee year beginning July 1, 2018 and ending June 30, 2019 from the current membership: Christina Pearson, Polly Boardman, Lorraine Toole, Beth Smith,

Araceli Martinez, Theresa Birchfield, Stephanie Hanna, Sierra Clark, Jennifer Peterson, Adam Carpenter, Jason Shipman, Dana Galvin, and Melissa Boesen (For Possible Action)

- 2.04 Presentation and Discussion of Nevada's Open Meeting Law requirements (For Discussion Only)
- 2.05 Presentation and Discussion about the Responsibilities of the Zoning Advisory Committee, which could include a discussion of the Committee Bylaws and Board Policy 7105 (School Capacity Management and Attendance Areas) (For Discussion Only)
- 2.06 Presentation and Discussion of the Recommendations Made by the Zoning Advisory Committee during the 2017-2018 school year, which included zoning changes in Sun Valley, Spanish Springs, and South Reno, and a Presentation of the Committee's Upcoming Work Plan for the 2018-19 School Year, which could include changes stemming from the construction of a new middle school in the Arrowcreek area, changes in the Spanish Springs area associated with a new Elementary School, and potential changes based on the construction of Desert Skies Middle School and Sky Ranch Middle School. Other areas may be addressed based on Board of Trustee and/or administrative direction throughout the year. (For Discussion Only)

3. CLOSING ITEMS

- 3.01 Announcement of Next Regular Meeting – Thursday, October 18, 2018, WCSD Administrative Building, 425 East 9th Street, Board Room, Reno, Nevada 89512.
- 3.02 Public Comment - Comments from the public are invited at this time on topics not specifically addressed elsewhere in the agenda. A "Citizen's Request to Speak" card should be filled out and submitted to the Recording Secretary before speaking during the Public Comment section. All persons are limited to 3 minutes per item. In accordance with Open Meeting Law and on the advice of legal counsel, the public body is discouraged from discussing and precluded from deliberating and/or acting on items raised by Public Comment which are not already on the agenda. The public body may impose reasonable content-neutral restrictions on public comment such as willfully disruptive comments that are irrelevant, repetitious, slanderous, offensive, inflammatory, irrational, or amounting to personal attacks or interfering with the rights of other speakers. Correspondence or written materials submitted for public comment by the general public shall be attached to the minutes of the meeting.
- 3.03 Adjourn Meeting

Forum Restrictions and Orderly Conduct of Business: The Zoning Advisory Committee conducts the business of the Washoe County School District during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

Members of the public wishing to request supporting materials for this meeting or who are disabled and require special accommodations at the meeting should contact the Board Services Department. The Board Services Department can be contacted in writing at PO Box 30425, Reno, Nevada 89520-3425, by telephone at 775-348-0364, or by email at committees@washoeschools.net.

This agenda and supporting materials, when appropriate, have been posted at the following locations:

www.washoeschools.net

www.boarddocs.com/nv/washoe/Board.nsf/Public

State of Nevada website (notice.nv.gov)

WCSD Central Administrative Building

Washoe County Administration Building

Washoe County Courthouse

Reno City Hall

Sparks City Hall

Sparks Library

Pyramid Lake Paiute Tribe Administration Building

Reno Sparks Indian Colony Administrative Office

Office of the General Counsel



Washoe County School District

Every Child, By Name And Face, To Graduation

Neil A. Rombardo, Esq., Chief General Counsel
Christopher B. Reich, Esq., Deputy Chief General Counsel
Sara K. Almo, Esq., General Counsel
P.O. Box 30425, Reno, NV 89520-3425
Phone (775) 348-0300 / Fax (775) 333-6010
legal@washoeschools.net

TO: Zoning Advisory Committee
Paul LaMarca, Chief Ombudsman
FR: Neil A. Rombardo, Chief General Counsel *NAR*
DT: September 19, 2018
RE: Overview and Open Meeting Law

The mission of the Zoning Advisory Committee (ZAC or Committee) is:

As a committee to the Board of Trustees the function of the Zoning Advisory Committee is to make school attendance recommendations to the Superintendent and Board of Trustees.

Regulation 7107 governs the ZAC. The Office of General Counsel encourages all members of the ZAC to review and understand Regulation 7107. For purposes of the Open Meeting Law, however, subsection 4(a)(ii) provides guidance for how ZAC should carry out its mission. It states, in pertinent part:

- ii. The committee will review target enrollments recommended by staff and develop options based on the following parameters:
 - 1. Keep subdivisions and small neighborhood units in the same attendance zone to the extent possible.
 - 2. Assign students to the closest school to the extent possible.
 - 3. Create compact attendance zones with few or no island areas.
 - 4. Include target enrollments that allow for growth and anticipated changing demographics.
 - 5. Comply with feeder patterns to the extent possible.
 - 6. Avoid placing a transportation burden on any identifiable diversity subgroup (socioeconomic, race/ethnicity, EL, or disability).

The Mission Statement with the guidance found in the Regulation should provide the committee members the information they need to deliberate and take action on zoning proposals.

Keeping in mind the above overview, the Committee members should be aware of the OML and potential pitfalls¹:

¹ Please note that this is only a primer for members of the Committee. There are many provisions of the OML fulfilled by staff.

1. The ZAC is a public body that must comply with the OML, NRS 241.015(4).
2. A "quorum" is a majority of the Committee. Majority is defined as 51% or greater. Thirteen members make up the Committee, so, a quorum is seven members. NRS 241.015(5). The Committee may hold a "meeting" for purposes of the OML with seven members. NRS 241.015(3).
3. An "action" is a majority vote on an item or a decision, NRS 241.015(1).
 - a. Remember that no one member can direct staff or take action; and
 - b. The Committee can only take action or make a decision through a majority vote of the members present that make a quorum, and the quorum may only take action on agenda items clearly denoted as "For Possible Action". NRS 241.020(2)(d)(2).
4. All "meetings" for purposes of the OML must be in open, noticed, and the notice must include an agenda consisting of:
 - a. A time for public comment (general on items within the jurisdiction of the Committee and a time to speak to specific items on the agenda);
 - b. A list of items that the Committee will consider and/or deliberate over and possibly take action on; and
 - c. Other disclosures completed by staff. NRS 241.020(1) and (2).
5. Pitfalls
 - a. It is a violation of the OML for a quorum of the Committee to discuss in private an item within its jurisdiction;
 - i. This includes the use of electronic means such as email, texts, messenger, facsimile, or any other form of communication. NRS 241.020; and
 - ii. Note: Communication of public business on a private device still may be subject to public records request, NRS 239. Consider an email just for this public body via yahoo or g-mail.
 - b. Serial Communications occur when:
 - i. Individual gatherings happen with less than a quorum, either personally or electronically;
 - ii. The gatherings add up to a quorum or more; and
 - iii. The gatherings occurred to consider, deliberate, and/or take action on an item within the jurisdiction of the Committee;Serial Communications are defined as a meeting, NRS 241.015(3)(a)(2), and since these communications are done in private, they are a violation of the OML.
 - c. Exceeding agenda item. The purpose of the agenda is to provide the public with notice of what the Committee has done, may do, or is doing. It is a violation of the OML to take an action, in which the public does not receive proper notice. The agenda, however, does not need to state every possible action that the Committee may take.



Responsible Office: Office of the Deputy Superintendent

BOARD POLICY 7105
SCHOOL AND ATTENDANCE ZONES

PURPOSE

The Board of Trustees ("Board") believes in balancing and optimizing enrollments among schools based on individual school enrollment capacities and program requirements as part of the commitment to the overall academic success of students. Such capacity management ensures the efficient use of facilities and demonstrates the Board's sound stewardship of the public's significant financial investment in these facilities. Through this policy, and any associated governing documents, procedures related to school attendance zones and zone variances within the Washoe County School District ("District") shall be established.

POLICY

1. In accordance with state law, the Board of Trustees shall establish the school attendance zones of the District, to include determining which students must attend each school. Students shall attend the school(s) serving their residential attendance zone unless otherwise permitted through this policy and its associated administrative regulation related to zone variances.
 - a. For the purposes of this policy, school attendance zones refer to the geographical area in which resident students are assigned to a specific school and may include planned residential areas which have not yet been built.
 - b. For information on zone variances, see Administrative Regulation 5015, Variance from Zoned School.
2. Governing Principles
 - a. Through the creation and oversight of attendance zones, the District shall manage the enrollment capacity of the District's school facilities. Final approval of school attendance zones, to include changes to existing school attendance zones, shall reside with the Board of Trustees.
 - b. Actions taken to ensure schools do not exceed optimal capacity will vary depending upon the need in a particular area, but may include:
 - i. Opening, reconstituting, or closing buildings

- ii. Adding to or renovating buildings
 - iii. Adjusting school attendance zones
 - iv. Implementing alternative school calendars and schedules such as multi-track year-round and double sessions
 - v. Adding, relocating, or removing programs
 - vi. Adding or removing portables
- c. The District shall utilize the following guidelines to minimize the need for frequent revisions to school attendance zones.
- i. Acquisition of school sites as far in advance as possible to aid in the future planning and assignment processes.
 - ii. Evaluate the feasibility of building additional capacity on existing, overcrowded sites.
 - iii. Monitor development trends and track new residential projects to evaluate potential impact on school enrollment.
 - iv. Seek to secure additional funding for school construction and create lower enrollment/capacity ratios that provide for growth.
 - v. Recognize the value of lower utilization rates to provide for growth, lower class size, and program expansion and equity.
 - vi. Annually evaluate school enrollments, demographics and school capacities.
- d. The District shall consider several factors when creating school attendance zones and/or rezoning of current school attendance zones. When appropriate, consideration shall be paid to any financial implications related to these factors. Such consideration may include, but not necessarily be limited to:
- i. Safety of students;
 - ii. Proximity of students to an individual school;
 - iii. The impact student demographic changes will have on existing educational programs within each school affected;
 - iv. Availability of space;
 - v. Transportation issues;

- vi. Timing of planned facility expansions or new facility construction;
- vii. Growth impact, as determined by the number and location of approved but unbuilt subdivisions; and
- viii. Capacity and enrollment of the school to be optimized and the schools in the area affected by the optimization process.

3. Governing Practices

- a. The Board of Trustees will regularly review school attendance areas for existing schools and projected attendance areas for new schools. This review will occur, minimally, prior to the completion of a new school, and following the annual update of the five (5) year Capital Improvement Plan. This shall allow for the monitoring of changes in enrollment, demographics and program demand as it impacts capital program development. Such reporting shall include concerns related to school attendance zones, which may include such issues as student safety and transportation issues.
- b. Procedures shall be established for the purpose of making school attendance zone recommendations to the Superintendent and Board of Trustees. Revisions to school attendance zones may be considered for several following reasons to include, but not limited to:
 - i. Construction of a new school and/or the construction of additional capacity at an existing school;
 - ii. Closing or suspending operations of an existing school;
 - iii. Rezoning to relieve overcrowded schools and fill less crowded, under-enrolled schools; and
 - iv. Vertical alignment and grade configurations of schools.
- c. A standing advisory committee to the Board of Trustees, known hereafter as the Zoning Advisory Committee, shall be created to ensure school attendance zones are established as part of a cooperative effort between the District, the involved school(s) and the community.
- d. Community involvement and a regular exchange of information is important for fostering and maintaining support for any zoning and rezoning efforts. The District will take advantage of every opportunity to involve the community in applicable phases of such efforts. To ensure community engagement, the District will use available media, including the Internet and direct mail to advise administrators, faculty and staff; students;

parents/guardians; and the community of pending changes in attendance zones and methods for public input.

- e. The District strives to accommodate family choice to the maximum extent possible and offers zone variances for that purpose as well as to relieve overcrowded schools, fill under-enrolled schools, and allow students to participate in programs, such as signature academies, not offered in his/her zoned school. A student may attend a school other than the zoned school if he/she has been granted a variance in accordance with this policy and the accompanying administrative regulation.
4. The Superintendent, through designated staff, shall establish any administrative regulations and procedures necessary to implement this policy, to include District protocols for establishing school attendance zones and zone variances.

DEFINITIONS

1. Rezoning refers to the realignment of school attendance zones based on a student's residence. A rezoning may require a transfer of students from one school of regular enrollment to another school of regular enrollment in accordance with established District procedures.
2. The Capital Improvement Plan prioritizes the District's capital improvement needs so that available funding can be applied to the areas of greatest need first

DESIRED OUTCOMES

1. Through the adoption and implementation of this policy and its associated administrative regulations:
 - a. All educational programs and schools shall have equitable facilities that are provided and maintained in a timely and cost efficient manner;
 - b. The District will provide a safe and healthy learning environment for District students;
 - c. Communication between the District, parents/guardians and community members will be enhanced;
 - d. The Board of Trustees will honor its commitment to be good financial stewards related to school facilities.

IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS

1. This policy reflects the goals of the District's Strategic Plan and complies/aligns with the governing documents of the District, to include:

- a. Board Policy 6111, School Calendars and Schedules to Alleviate Overcrowding
 - b. Board Policy 7100, Capital Projects and Facilities Management
 - c. Board Policy 7086, School Closure
 - d. Board Policy 7110, Naming of Schools
 - e. Administrative Regulation 5015, Variance from Zoned School
 - f. Administrative Regulation 7106, School Overcrowding Management Planning
 - g. Administrative Regulation 7107, Realignment of School Attendance Zones
2. This policy complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC), to include:
 - a. Chapter 278, Planning and Zoning
 - b. Chapter 387, Financial Support of School System, and specifically:
 - i. NRS 387.328, Financing of Construction of Schools and Other Projects: Establishment; purposes; accumulation of money for specified period; source; reversion prohibited; pledge of proceeds for payment on bonds.
 - c. Chapter 388, System of Public Instruction, and specifically:
 - i. NRS 388.040, Zoning of School District by board of trustees.
 - d. Chapter 393, School Property

REVIEW AND REPORTING

1. This document shall be reviewed as part of the bi-annual review and reporting process, following each regular session of the Nevada Legislature. The Board of Trustees shall receive notification of any required changes to the policy as well as an audit of the accompanying governing documents.
2. Administrative regulations, and/or other associated documents, will be developed as necessary to implement this policy.

REVISION HISTORY

Date	Revision	Modification
6/23/2009	1.0	Adopted

5/07/2012	1.1	Revised: Policy number changed from BOT-P083 to 7083
3/14/2017	2.0	Revised: Language reviewed; addition of realignment information; Policy number changed to 7105

**ZONING ADVISORY COMMITTEE -
A COMMITTEE OF THE
WASHOE COUNTY SCHOOL DISTRICT BOARD OF TRUSTEES**

BYLAWS

Authority

In accordance with Board Policy 7105, School Capacity Management and Attendance Zones, the Washoe County School District ("District") does hereby establish the Zoning Advisory Committee ("Committee") as a standing advisory committee of the Superintendent and Board of Trustees.

Mission and Purpose

The Committee shall assist District staff in working with the community to develop recommendations for establishment or adjustments to school attendance zone to accommodate the opening of new schools, minimize the effect of overcrowding, ensure optimal facility utilization, and/or to accommodate space needs for program changes.

Reporting Structure

1. Recommendations from the Committee shall be made to the Superintendent. The Superintendent, through appropriate staff, shall:
 - a. Ensure Committee proposals are feasible: operationally, financially and academically.
 - b. Determine whether action should be taken by the Superintendent or the Board of Trustees.
2. For those matters that require the approval of the Board of Trustees, the Superintendent shall have the option to:
 - a. Return any recommendation of the Committee back to the Committee with suggested changes; or
 - b. Forward any recommendation of the Committee to the Board of Trustees, with the Superintendent's Alternate Recommended Action;
 - c. Forward any recommendation of the Committee to the Board of Trustees, as proposed by the Committee.
3. For those matters delegated to the Superintendent by Board policy or previous action of the Board of Trustees, the Superintendent shall have the option to:
 1. Approve any recommendation of the committee;
 2. Approve, with changes, any recommendation of the committee;

3. Deny any recommendation of the committee;
4. Return any recommendation of the Committee back to the Committee with suggested changes

Composition

1. Appointments

- a. Following an advertised application period, members shall be selected utilizing the application and review process established by the District's Committee Operating Procedures Manual.
 - i. Applications shall be accepted on an ongoing basis;
 - ii. When openings occur, the Department of Board Services shall work in conjunction with the staff liaison to review applications and designate a finalist(s);
 1. Staff finalists shall be approved by the District Office identified in these bylaws.
- b. All members of the Committee shall be considered and approved by the Board of Trustees.

2. Voting Membership and Terms of Services

- a. Voting membership shall consist of thirteen (13) voting members as follows:
- b. A term of membership shall be two (2) years, commencing on July 1st and ending June 30th.
- c. Members who cannot complete their term on the Committee should submit a letter of resignation to the Committee Chair. Upon acceptance of the letter of resignation, the position shall be opened using the District's application process.
 - i. A member who is appointed to fulfill the term of a member who has resigned or been removed, shall complete the term of the vacating member.
- d. No member may serve for more than five (5) consecutive two-year terms without at least a one-year break in service.
- e. Categories and terms of service are as follows:

MEMBER	CATEGORY	TERM ENDS
A	Representative selected by Board of Trustees member from District A (South, Southwest, Including Incline Village)	June 30 of Even-Numbered Years
B	Representative selected by Board of Trustees member from District B (Sparks, Including South Half of Sun Valley)	June 30 of Odd-Numbered Years
C	Representative selected by Board of Trustees member from District C (N Valleys, Northern Half of Sun Valley, and Spanish Springs)	June 30 of Even-Numbered Years
D	Representative selected by Board of Trustees member from District D (Southeast Reno, Old Southwest Reno)	June 30 of Odd-Numbered Years
E	Representative selected by Board of Trustees member from District E (Northeast Reno, Northwest Reno, Verdi, Mogul)	June 30 of Even-Numbered Years
F	Representative selected by Board of Trustees member from District F (East. Washoe Co. - Spanish Springs to Geiger Grade)	June 30 of Odd-Numbered Years
G	Representative selected by Board of Trustees member from District G (West Washoe Co - Cold Springs to Washoe Valley)	June 30 of Even-Numbered Years
H	At-Large Parent/Guardian or Community Member	June 30 of Odd-Numbered Years
I	At-Large Parent/Guardian or Community Member	June 30 of Even-Numbered Years
J	At-Large Parent/Guardian or Community Member	June 30 of Odd-Numbered Years
K	School Administrator	June 30 of Even-Numbered Years
L	Certified Teacher/Counselor	June 30 of Odd-Numbered Years
M	Educational Support Staff	June 30 of Even-Numbered Years

3. Vacancy

- a. A vacancy in the membership of the Committee shall be filled in the same manner as the original appointment for the remainder of the unexpired term.

4. Officers

- b. Officers of the Committee consist of a Chairperson and Vice-Chairperson, who are voting members of the Committee.

- c. Officer Nomination and Election

- i. Officers shall be current voting members of the Committee and be elected by majority vote of the members of the Committee.
 - ii. All nominees shall be present at the scheduled meeting to accept the nomination.
 - iii. The term of office shall be from July 1st to June 30th and shall be for one (1) year. Officers may be re-elected.

- d. Officer Duties and Responsibilities

- i. The Chairperson shall:

- 1. be responsible for the general planning for and supervising of activities of the Committee;
 - 2. approve the agendas of the meetings of the Committee in collaboration with the Staff Liaison; and
 - 3. preside over all meetings of the Committee

- ii. The Vice-Chairperson shall:

- 1. preside in the absence of the Chairperson;
 - 2. discharge any duties delegated by the Chairperson or as directed by the Committee; and
 - 3. succeed to Chairperson in the event that the Chairperson is unable to serve.

- e. Removal of Officers

- i. An officer may be removed for just cause at any time by a two-thirds (2/3) vote of the Committee.

- ii. A vacancy in an officer's position, due to resignation or removal, shall be filled using the normal District's protocol for the election of officers of committees included in these By-Laws.

5. District Staff-Liaison

- a. The Superintendent shall designate a staff member to serve as a non-voting member and liaison between the Committee and the District. The liaison shall work with the Board Services Department to:
 - i. In conjunction with the Committee Chair set the meeting agendas and meeting schedule;
 - ii. Advise the Committee on the goals of the District;
 - iii. Advise the Committee on information in the District that concern the Council;
 - iv. Report to the Superintendent the activities of the Committee, as necessary.
 - b. The District shall provide staff, in non-voting roles, to provide the committee with that information necessary to make an informed decision. Such staff may come from various District departments to include Transportation, School Performance, Professional Learning, etc.
6. The Committee shall strive to be representative of the diverse nature of the District.

Procedural Responsibilities

- 1. The Committee shall comply with state laws and regulations, and specifically Nevada's Open Meeting Law, Nevada Revised Statutes (NRS) Chapter 241, Meetings of State and Local Agencies.
- 2. The Committee shall comply with the policies, regulations and procedures of the District, and specifically the District's committee operational procedures.
- 3. Neither the Board of Trustees nor Superintendent may delegate the responsibility for final decisions to a committee, because such decisions must, by state law, rest with the Board of Trustees or have been delegated to the Superintendent through Board Policies. Committees are not empowered to perform management functions.
- 4. The Committee may be dissolved upon completion of its charge or by action of the Board of Trustees.

Duties, Skills and Responsibilities

1. General

- a. Non-staff members of the committee shall be residents of Washoe County.
- b. The committee members collectively should possess general knowledge of District issues and concerns.
- c. Members shall be familiar with the policies, regulations, and laws governing the District.
- d. Members of the committee shall perform their duties in good faith, in a manner they reasonably believe to be in the best interests of the committee and the District with such care as a generally prudent person in a similar position would use under similar circumstances.
- e. Members must have the ability to maintain a global view of the District, its students, and the issues and policies impacting and guiding the setting of school attendance zones.
- f. Members should have the flexibility in their personal and professional schedules to meet during work hours, evenings, or weekends, as necessary, to complete tasks within appropriate timelines.
- g. Members shall be appointed, trained, and provided information relevant to the committee and its operations.

2. Compensation

- a. Each member shall serve without compensation.

3. Community Engagement

- a. Each member of the committee will be responsible for meeting with or otherwise getting input from their group type to bring to the committee meetings for discussion.

4. Confidentiality

- a. During the exercise of duties and responsibilities, the Committee members may have access to confidential information. The Committee shall have an obligation to the District to maintain the confidentiality of such information.

5. Meetings

- a. The Committee shall meet, at a minimum, on a quarterly basis. Regularly scheduled meetings shall be held from July 1st to June 30th of each year. The Chairperson shall establish a calendar of regularly scheduled meetings

in conjunction with the District's staff liaison. Generally, the first meeting of the year will occur in August.

- b. Special meetings may be called at the discretion of the Chair, in conjunction with the District's staff liaison.

6. Meeting Attendance

- a. Attendance records of all Committee members shall be reviewed by the chairperson on a regular basis.
- b. The Chairperson may recommend removal of any member having three (3) or more absences to Committee meetings during one (1) year or for failure to participate on a committee.
- c. Recommendation to remove a member shall be by majority vote of the committee, with final action required by the Board of Trustees.

7. Member Protocol

- a. Only the committee as a whole has the authority to act.
 - i. Individual committee members do not have the authority to direct staff, students, volunteers, and/or parents/guardians.
 - ii. Individual committee members may not, in the name of the committee, conduct site visits or otherwise engage with staff regarding committee business outside of properly noticed meetings unless otherwise authorized by District policy, regulation or procedures.
- b. Committee members shall review and understand guidance provided in the Procedural Manual for Advisory Committees to the Board of Trustees.

Reporting Requirements

- 1. The Committee shall report its activities to the Superintendent or Designee. The Committee's reporting requirements are to:
 - a. Report on the scope and breadth of Committee activities so that the Superintendent is kept informed of its work and can take appropriate action.
 - b. Provide minutes or a summary of minutes of meetings which clearly record the actions and recommendations of the Committee.
 - c. Report on any other matters that the Committee believes should be disclosed to the Superintendent.

Review and Revision

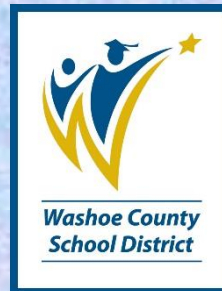
1. The Board Services Department, in conjunction with the Zoning Advisory Committee, shall assess and review the adequacy of these bylaws no less than annually or as necessary. Modifications shall be presented to the Board of Trustees in writing for review and action.

Date	Revision	Modification
8/17/2017	1.0	Adopted

ZAC

2017-18 Summary

2018-19 Forecast



September 20, 2018

Governing Policy and Regulation

- **BOARD POLICY 7105 – School Capacity Management and Attendance Zones**
- **ADMINISTRATIVE REGULATION 7106 – School Overcrowding Management Planning**
- **ADMINISTRATIVE REGULATION 7107 – Alignment of School Attendance Zones**
- **ADMINISTRATIVE REGULATION 5015 – Variance From Zoned School**

Zoning Committee – Guiding Principles

1. Student safety
2. Maximize educational equity, quality and student achievement
3. Maintain and keep operational existing school buildings
4. Minimize disruption to families to the highest degree possible
5. Ensure our diverse student population has equitable access to schools and educational programming
6. Maintain zone changes for three to five years

Substantive Zoning Changes











★ Elementary School

Map Legend

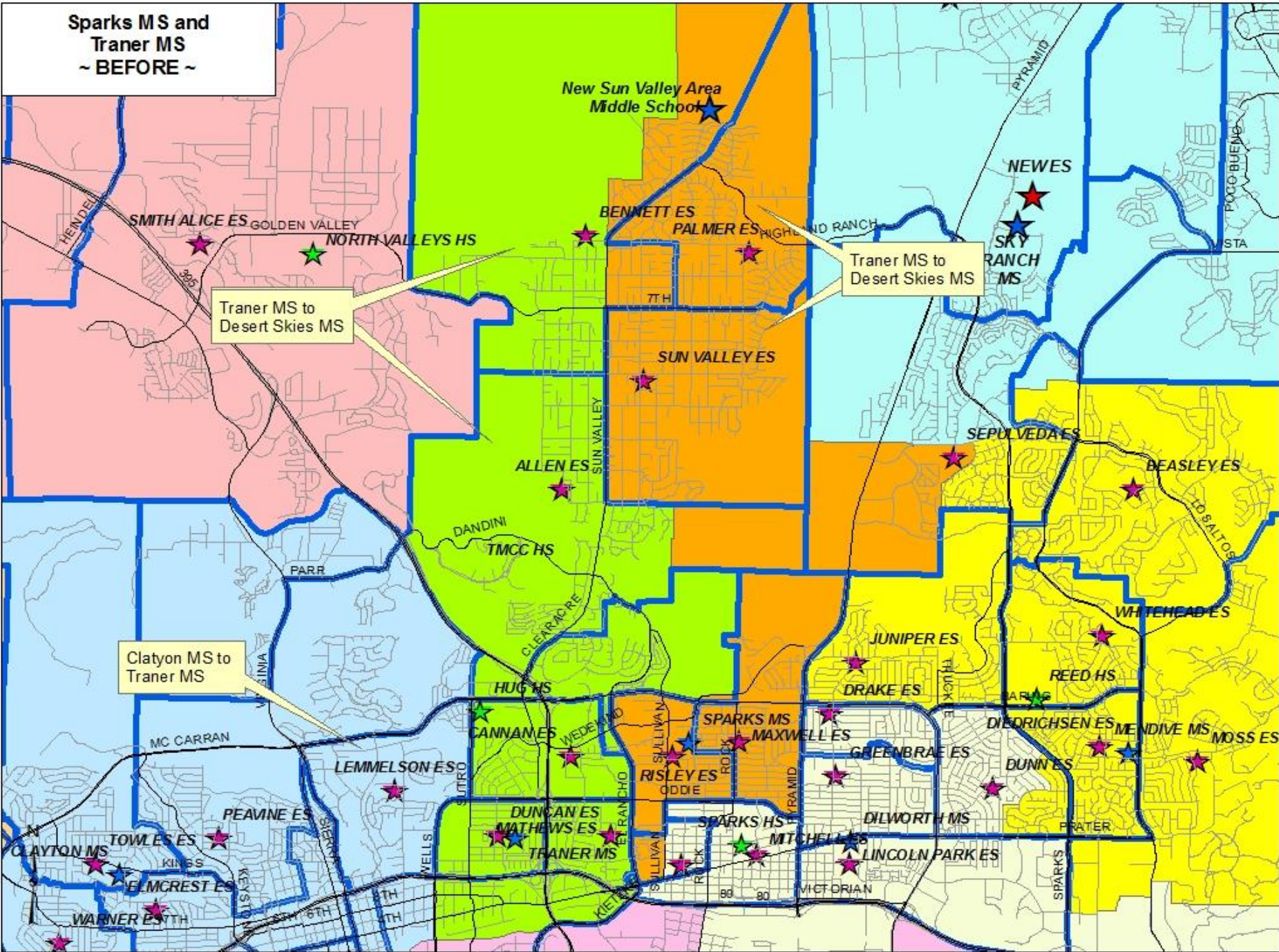
★ Middle School

└ Elementary School Attendance Zone Boundaries

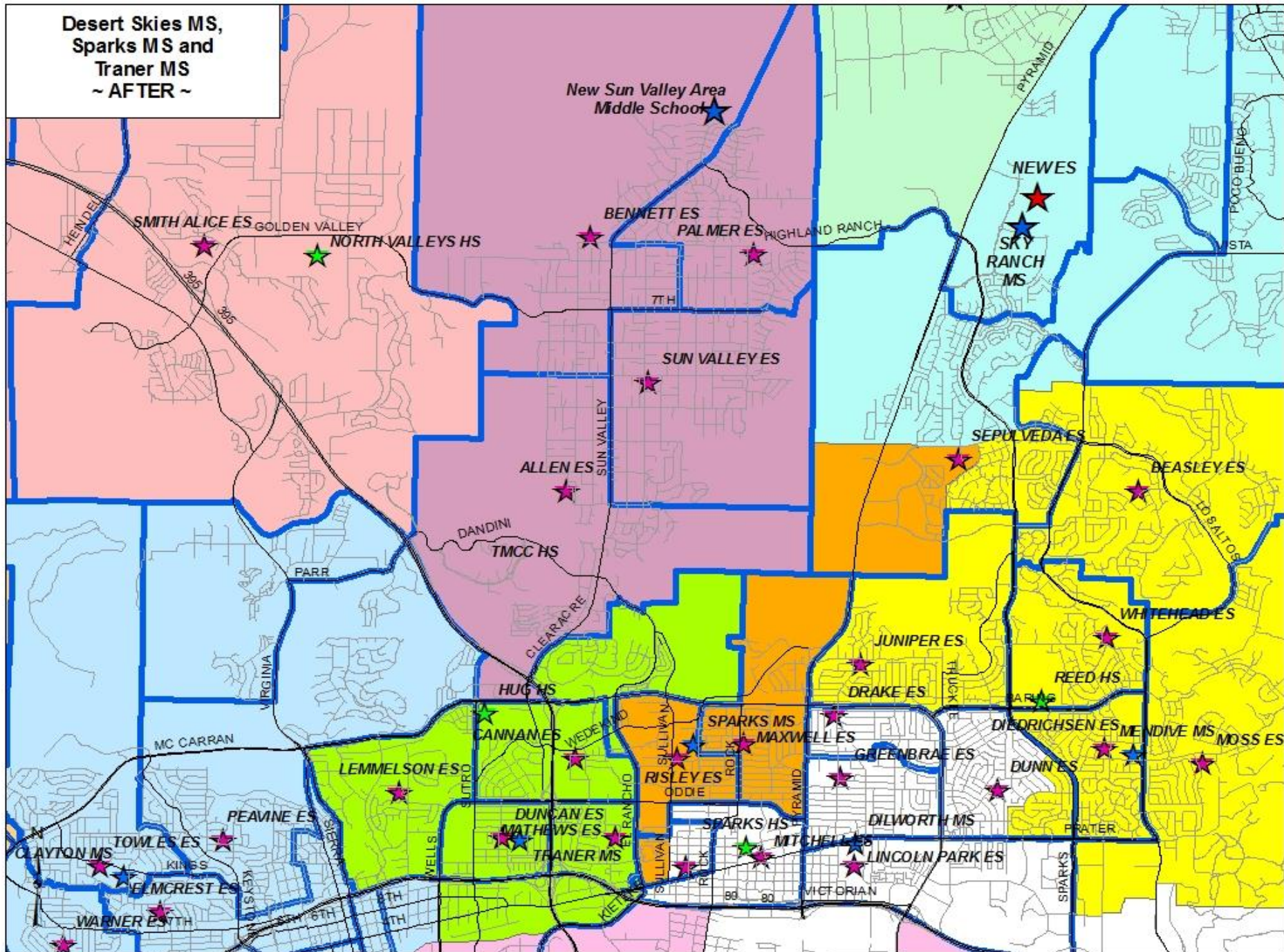
Middle School Attendance Zones:

	New Sun Valley area MS
	New Sky Ranch MS
	Billinghurst MS
	Clayton MS
	Traner MS
	Sparks MS
	Dilworth MS
	Mendive MS
	Shaw MS
	Vaughn MS

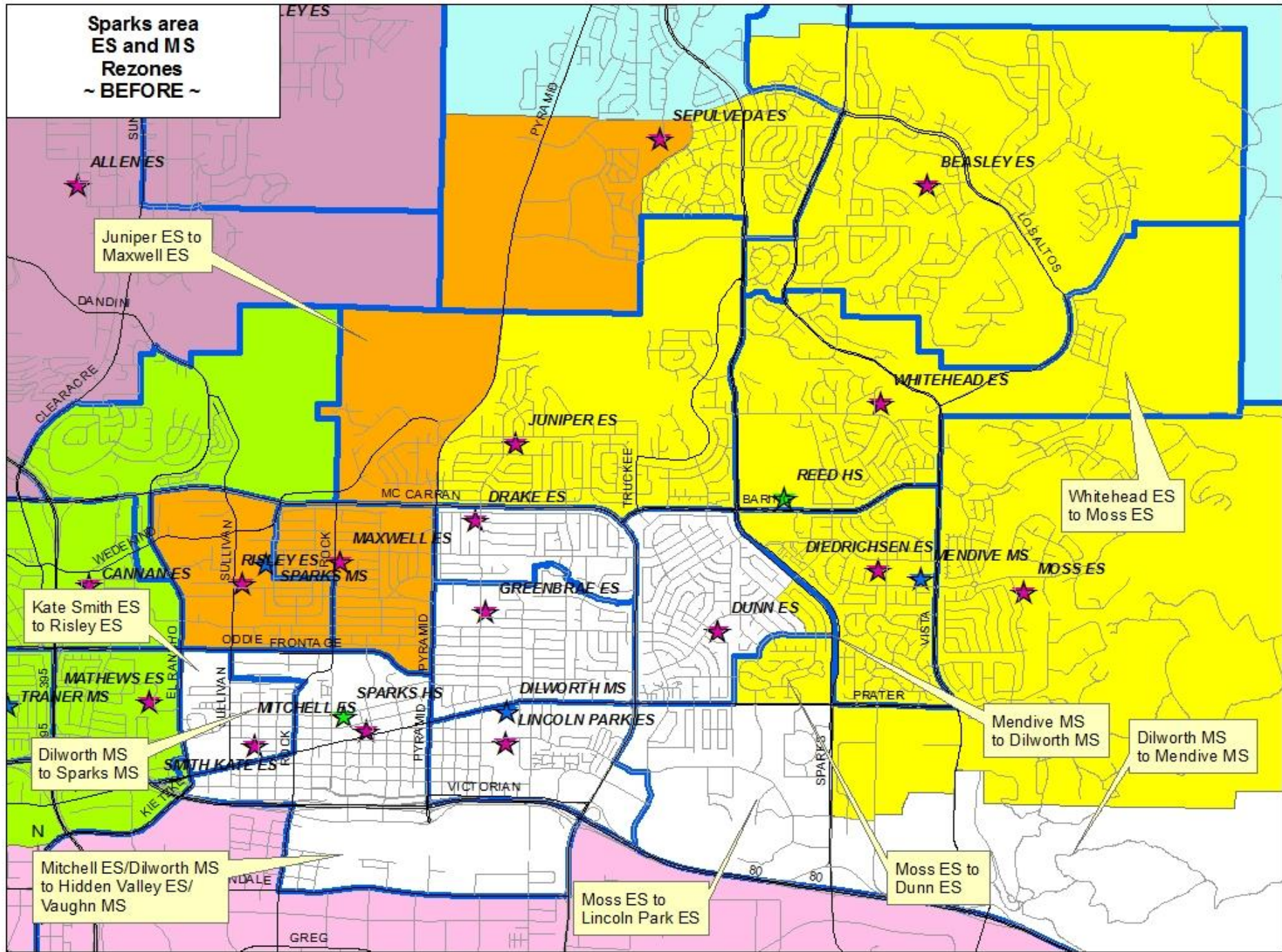
**Sparks MS and
Traner MS
~ BEFORE ~**



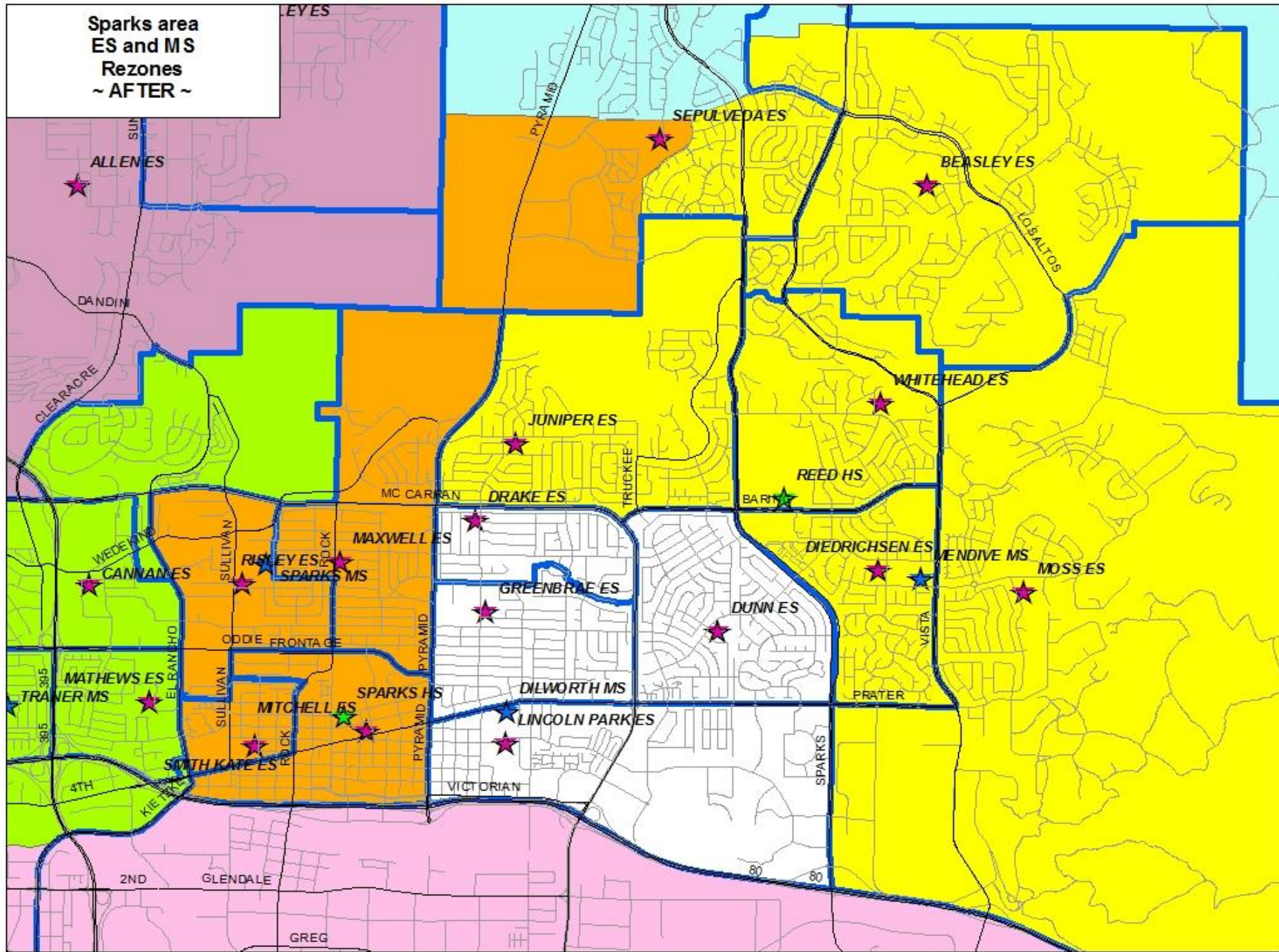
**Desert Skies MS,
Sparks MS and
Traner MS
~ AFTER ~**



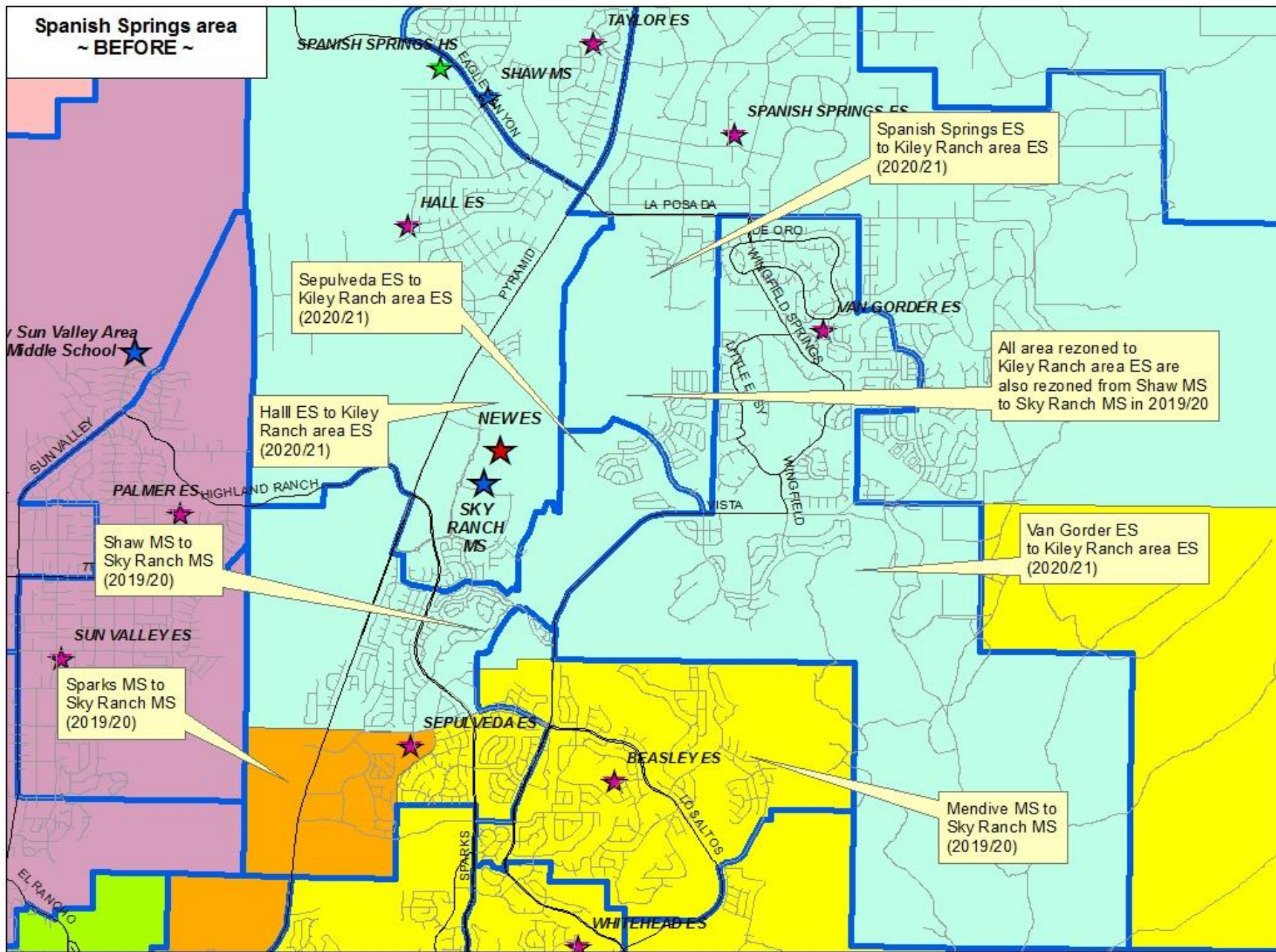
**Sparks area
ES and MS
Rezones
~ BEFORE ~**



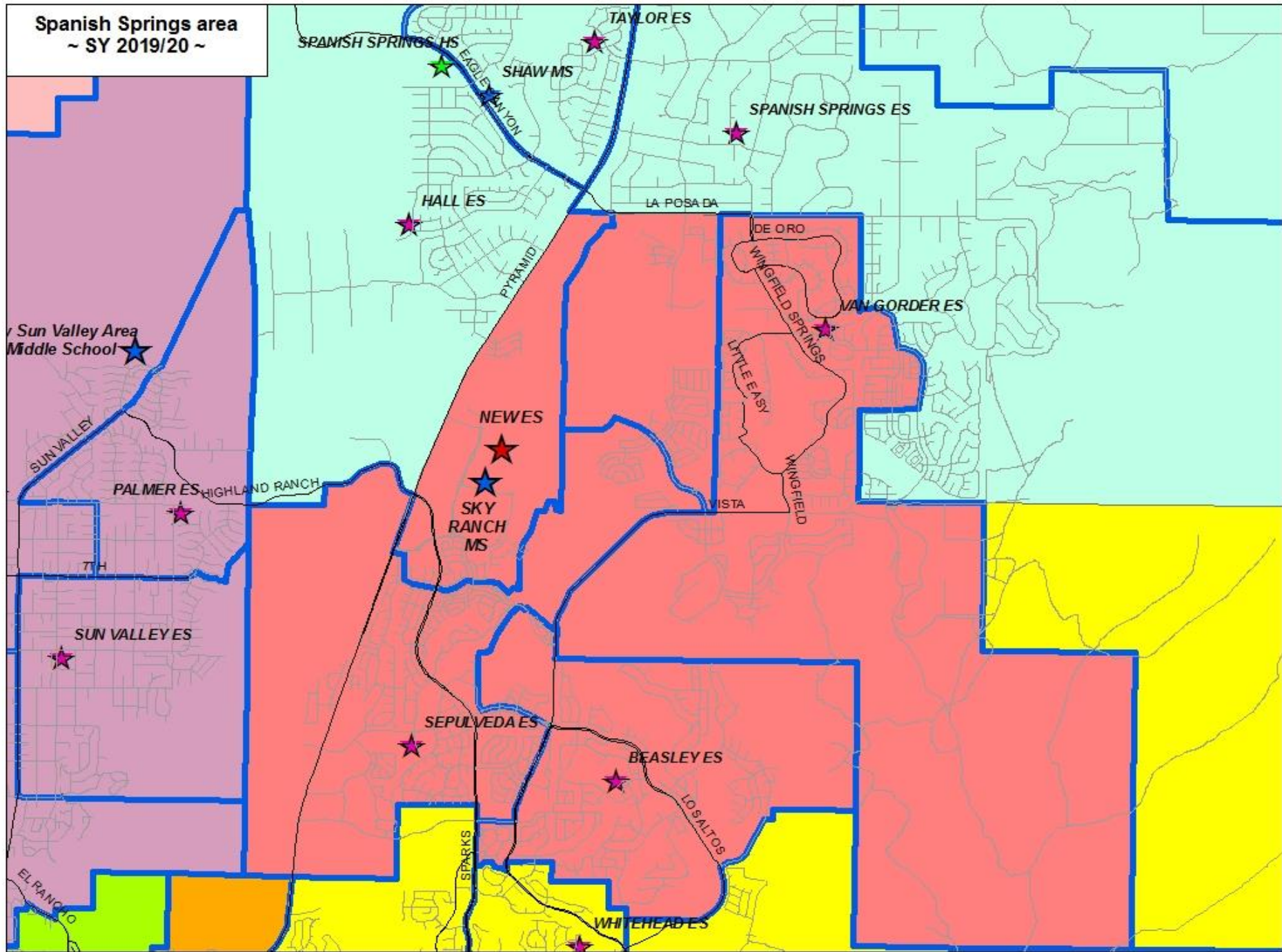
**Sparks area
ES and MS
Rezones
~ AFTER ~**



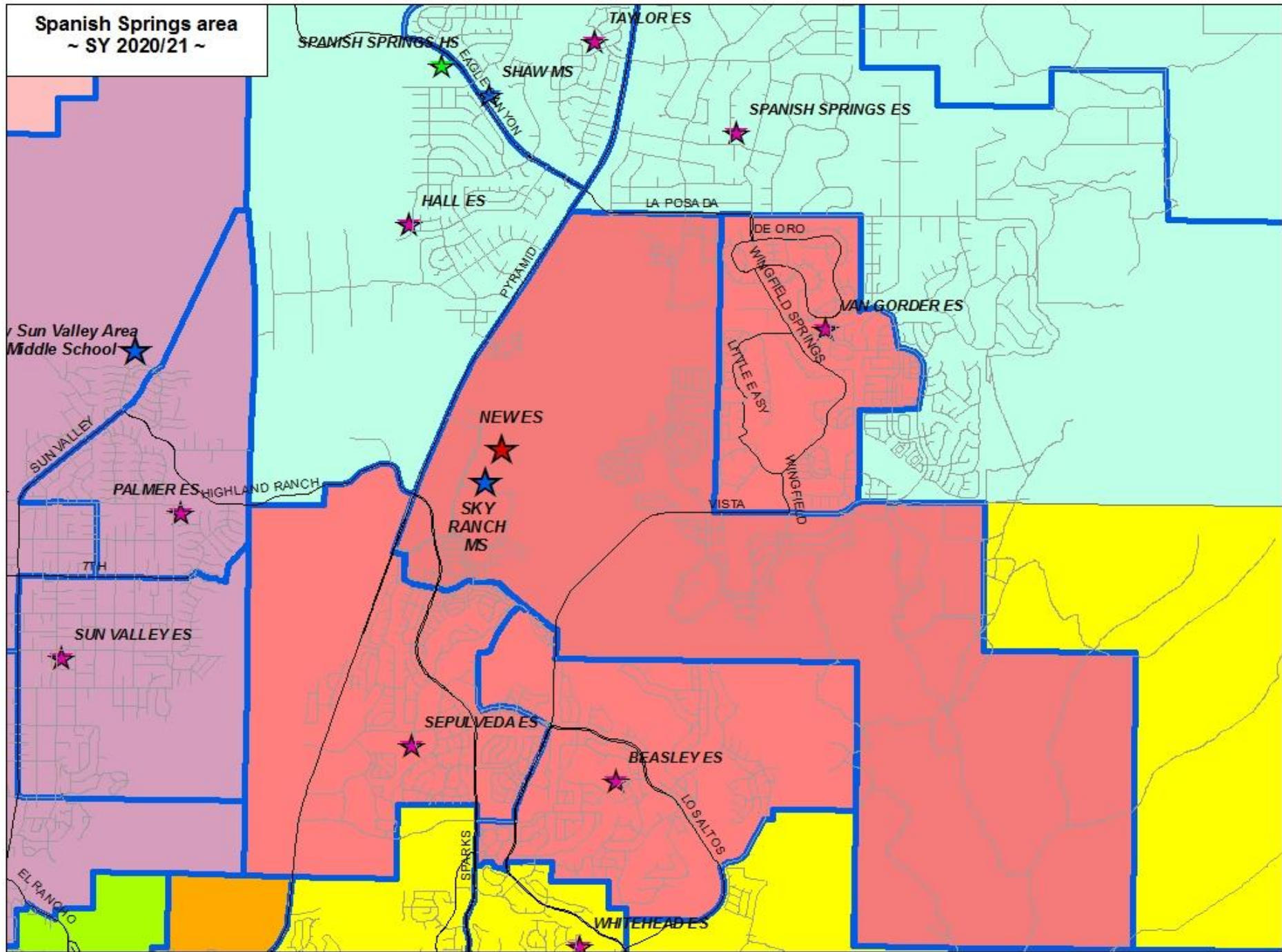
**Spanish Springs area
~ BEFORE ~**



Spanish Springs area
~ SY 2019/20 ~

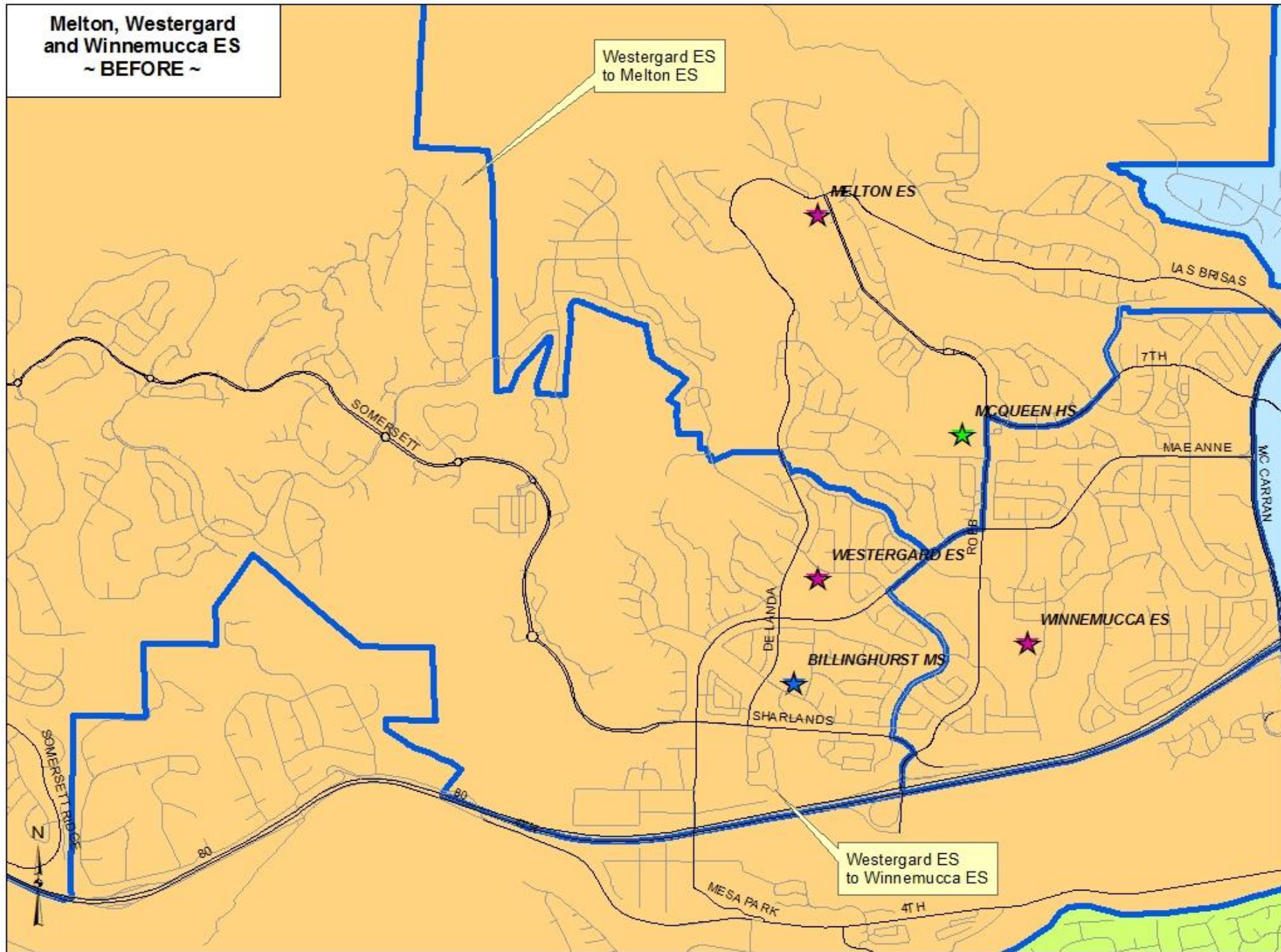


Spanish Springs area
~ SY 2020/21 ~

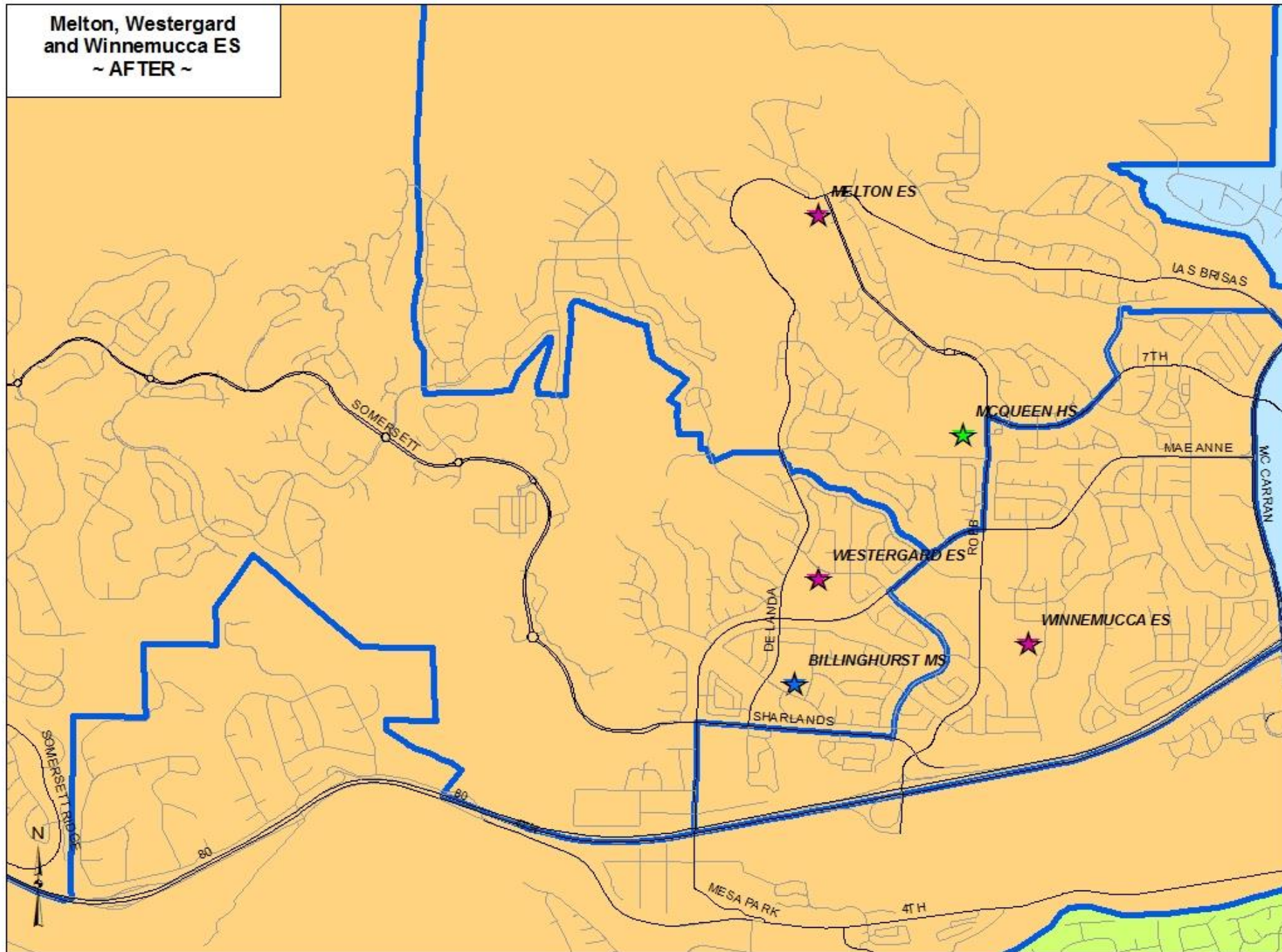


Melton, Westergard
and Winnemucca ES
~ BEFORE ~

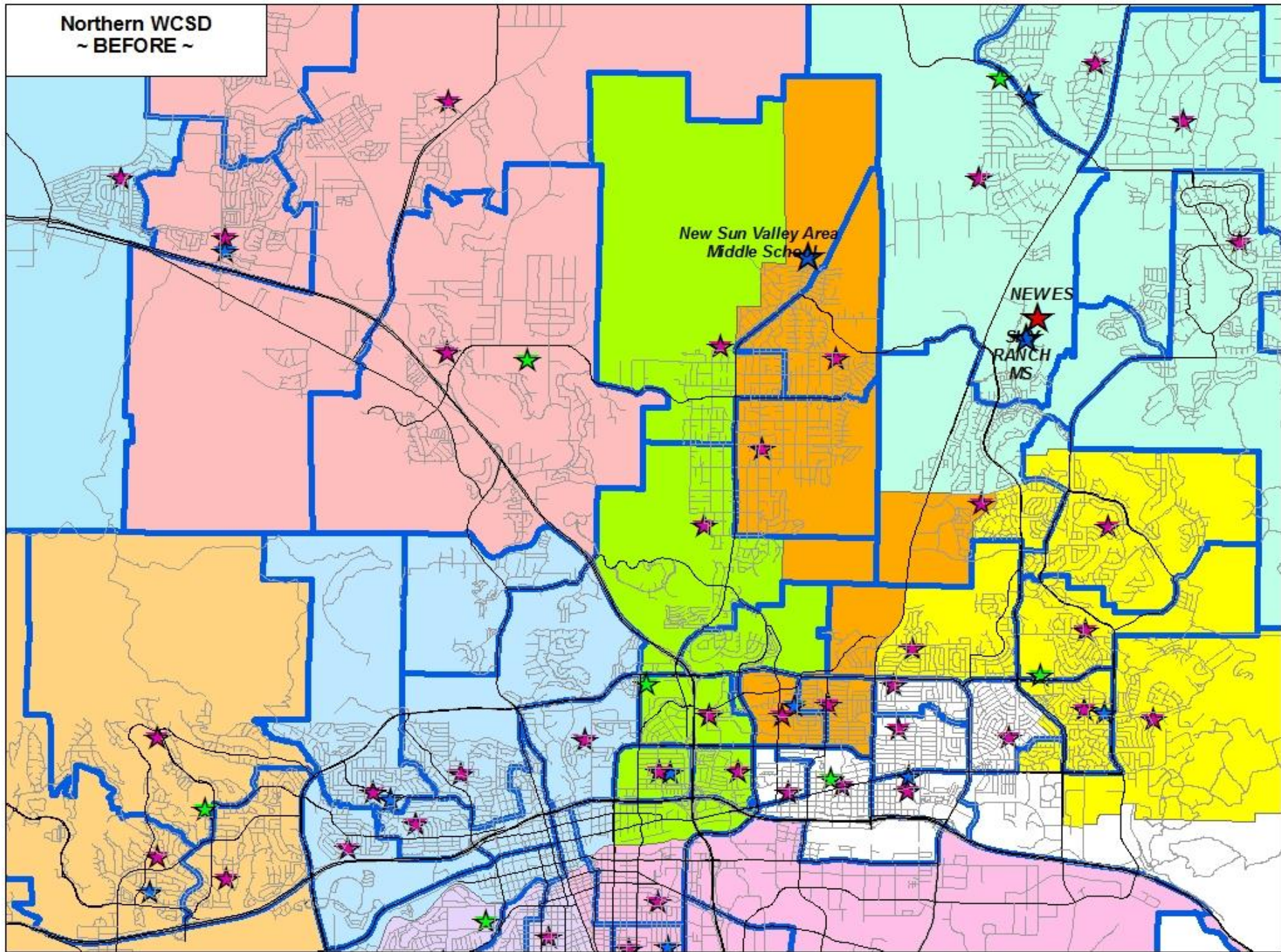
Westergard ES
to Melton ES



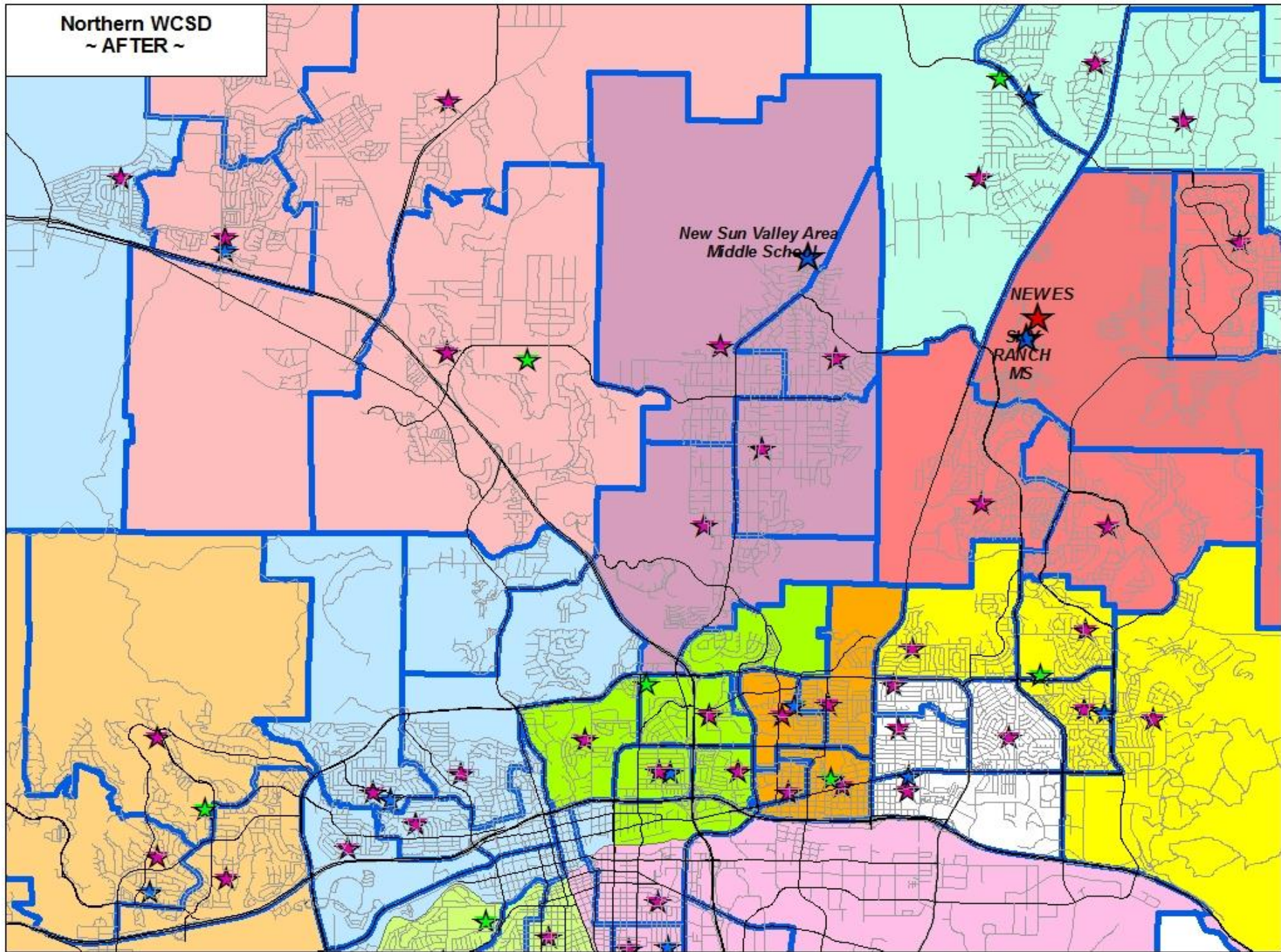
Melton, Westergard
and Winnemucca ES
~ AFTER ~



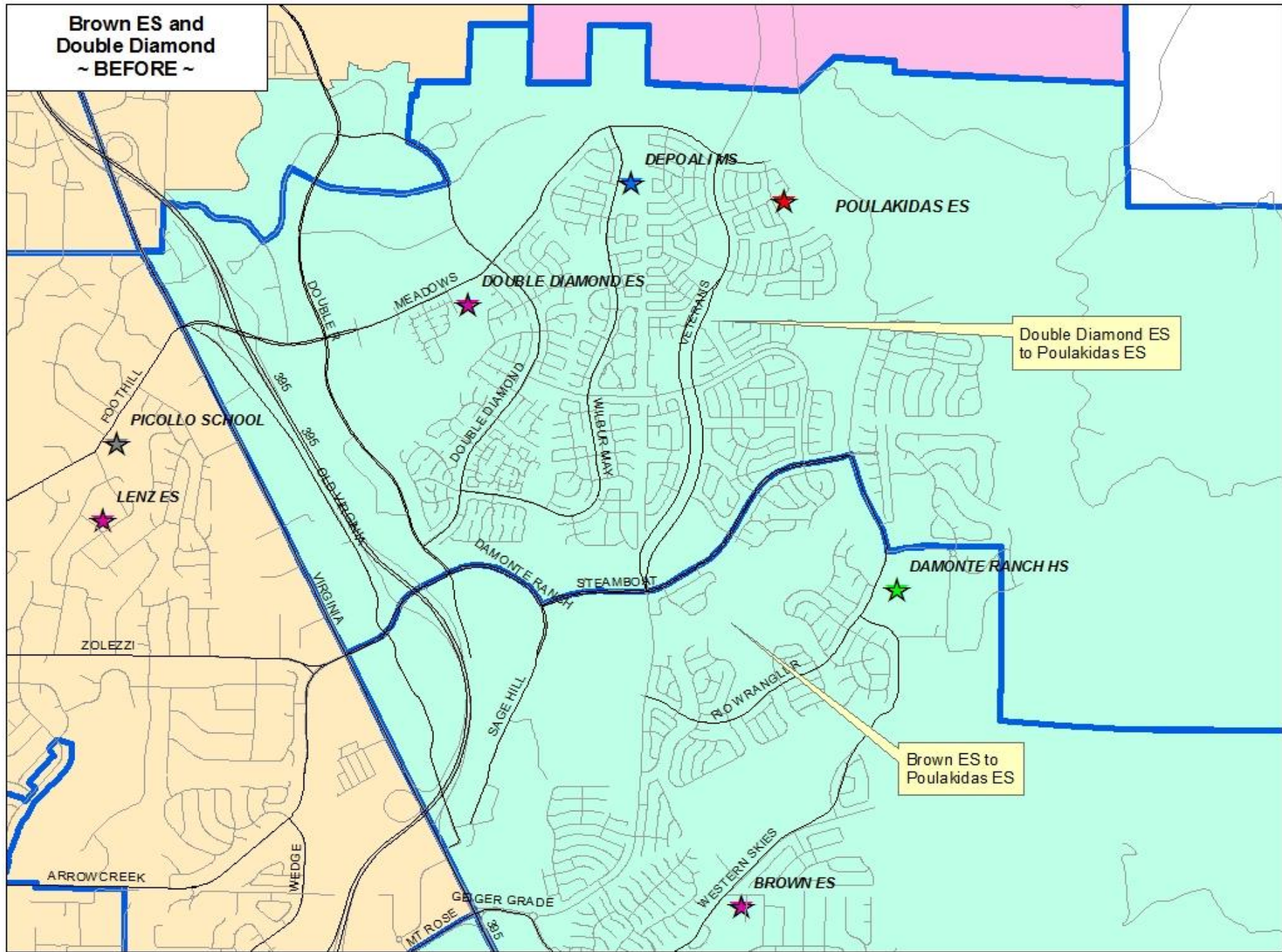
Northern WCSD
~ BEFORE ~



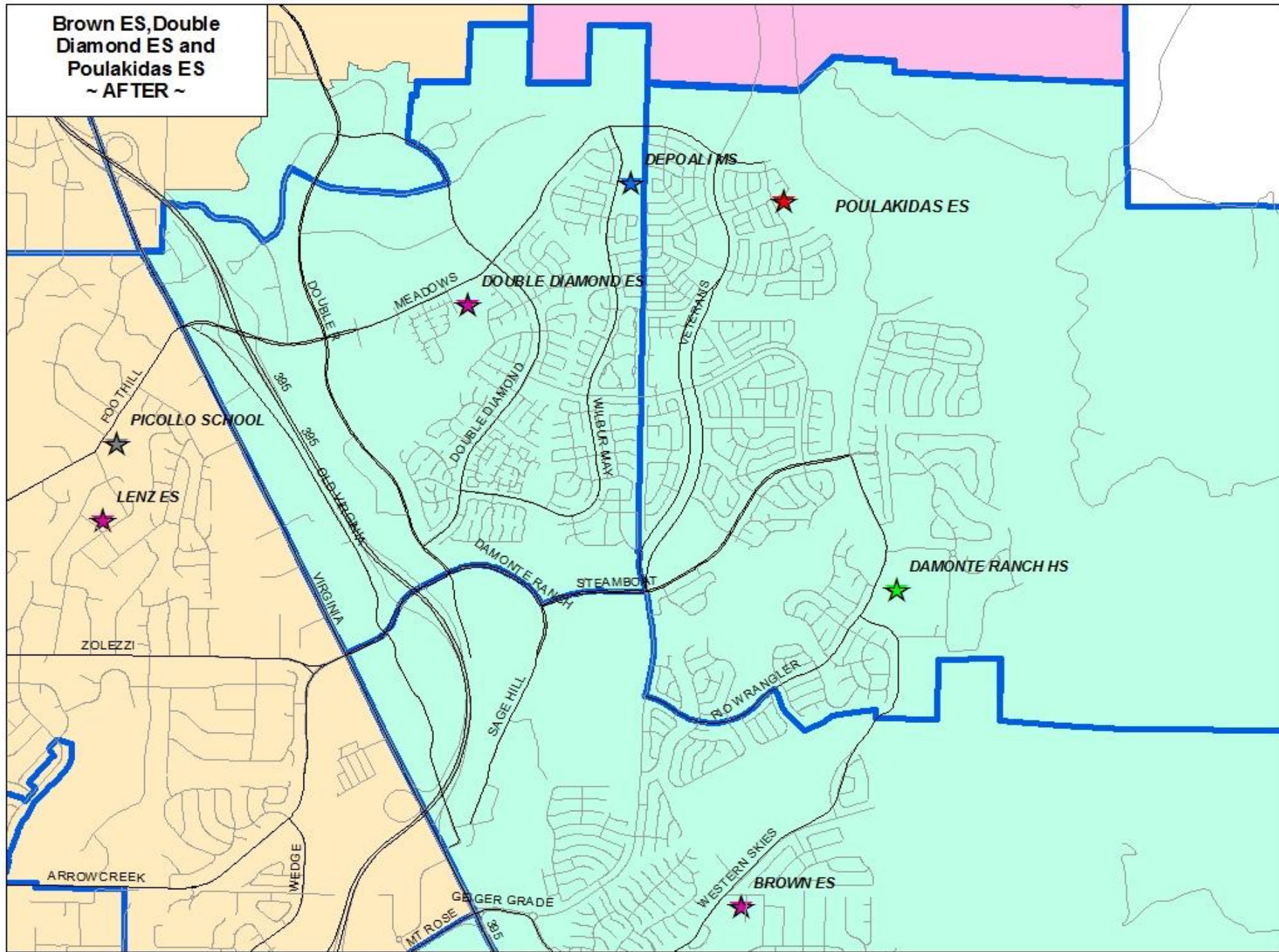
Northern WCSD
~ AFTER ~



Brown ES and
Double Diamond
~ BEFORE ~



Brown ES, Double
Diamond ES and
Poulakidas ES
~ AFTER ~



2018-19 Forecast

- Review Fall Enrollment
- Spanish Springs Valley – Evaluate Possible Additional Changes
- Verdi Elementary – Evaluate Need to Consider Rezoning
- Arrowcreek Middle School – Evaluate Cascading Impacts of Construction of a New Middle School
- Other Items as Directed by Board of Trustees or Requested by District Administration

Questions?