

Lyon County School District Board Memo

Date: November 18, 2025

To: Board of School Trustees

From: Rachel Stewart, Executive Director of Special Services

Re: Policy IICE: Service to Students Provided by Outside Individuals, Agencies, Organizations

Recommendation

That the LCSD Board of Trustees approves revisions to LCSD Policy IICE: Service to Students Provided by Outside Individuals, Agencies, Organizations as a second and final reading.

Background Information

Policy IICE exists to establish criteria and qualifications to ensure that outside entities are properly vetted. The goal is to protect students, staff, and the school district from threats to safety and to prevent intrusion on instructional time. The policy acknowledges that collaborative work with outside entities can support the mission of the LCSD, and it is intended to provide clear parameters for school administrators regarding access.

It also reminds all visitors that they must adhere to the separate LCSD Board Policy ING – School Visitation, which requires reporting to the main office for a visitor pass upon arrival.

Policy Overview:

Policy IICE governs the services provided to students by outside individuals, agencies, and/or organizations (outside entities). Specifically, the policy establishes the criteria and qualifications necessary for these outside entities to enter LCSD buildings, property, or a school-related event for the purpose of providing various services.

The revisions to Policy IICE include several key updates aimed at strengthening the requirements for outside individuals and organizations seeking access to students and school property. The policy broadens its scope to explicitly cover access to LCSD property or a school-related event. It clarifies that no entity not under LCSD contract or employment will be permitted to provide routine services on school property during the school day. For formal partnerships involving non-instructional support, the agreement, now called a Memorandum of Agreement (MOA), requires much stricter vetting including evidence of staff licensing, good standing with regulatory agencies, and an explicit provision for background/criminal history checks in accordance with NRS 179A. Furthermore, the outside entity's insurance must be comprehensive general liability and explicitly name the LCSD as an additional insured.

Budget Considerations: None

Discussed at Previous Meeting October 28, 2025 – first reading

Attachment(s): LCSD Policy IICE: Service to Students Provided by Outside Individuals, Agencies, Organizations

***Mission Statement** Lyon County School District fosters learning for life, empowers connected learners, promotes student ownership, and encourages discovery learning for success in a rapidly evolving world.*