

MINUTES

Lyon County School District Board of Trustees

A meeting of the Board of Trustees of Lyon County School District was held December 17, 2024, beginning at 6:30 PM at Sutro Elementary School Cafeteria, 190 Dayton Village Pkwy., Dayton, NV 89403.

1. 6:30 PM CALL TO ORDER

President Cowee called the meeting to order at 6:30 pm.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Clerk Peterson.

3. WELCOME OF GUESTS

Board members in attendance:

President Phil Cowee

Clerk Bridget Peterson

Trustee Darin Farr

Trustee Neal McIntyre II

Trustee Tom Hendrix

Trustee Sherry Parsons

Trustee Holly Villines

Dayton High School (DHS) Student Representative Blake Palmer

Executive Cabinet in attendance:

Superintendent Tim Logan

Deputy Superintendent Dawn Huckaby

Executive Director of Human Resources BillieJo Hogan

Executive Director of Special Services Rachel Stewart

Executive Director of Educational Services Heather Moyle

Executive Director of Educational Services Jim Gianotti

Executive Director of Operations Harman Bains

Don Lattin, Margaret Heim, Cheryl Veil, Blake Smith, James Whisler, Dawn Carson, Neal E. McIntyre, JF Marc, Zoe A. Chambers, Ralph Ewing, Deborah Ewing, David Palmer, Julie Bumgardner, Jeremy Satalick, Kevin Kranjcec, Rachel Hansen, Kaytlain Castaneda, Deputy Mike McCullough, Mike Walker, Dusti Houk, Chase Woodford, Brandi Clifford, Corinne Burns, Kevin Monaghan, Logan Neeley, Kyle Rodriguez

4. APPROVAL OF AGENDA

Clerk Peterson made a motion to approve the agenda as presented.

It was seconded by Trustee Farr.

With no further discussion, the motion carried 7-0.

5. APPROVAL OF MINUTES

Trustee Farr made a motion to approve the minutes as presented.

It was seconded by Trustee Villines.

Trustee Parsons noted an inaccurate comment.

With no further discussion, the motion to approve as presented carried 6-1. Trustee Parsons voted nay.

6. BOARD MEMBER REPORTS

Trustee Hendrix attended recent events at Silver Stage schools. He also visited Dayton schools, spoke with administrators, and had lunch with some of the young students.

Trustee Parsons attended Fernley High School (FHS) basketball events and reviewed the proposed health curriculum at Silverland Middle School (SMS).

Trustee Farr toured the Fernley schools and saw the curriculum in action. He attended the Nevada Association of School Boards (NASB) conference. He attended the Night of the Arts event at SMS.

Trustee McIntyre II spoke about his child's band concert. He thanked the staff in the school district, Chartwells for the meals, and shared best wishes to the board.

Clerk Peterson attended the NASB conference. She will be participating in the LCSD Podcast on literacy.

Trustee Villines wished everyone a merry Christmas, thanked the staff and expressed her gratitude for the opportunity to serve on the board.

Trustee Cowee commented that his kids attended Sutro Elementary School (SES) and recalled other memories of the school, making it a full-circle moment. He expressed his gratitude for the last 4 years serving on the board.

7. ATTITUDE OF GRATITUDE

The board members read notes of gratitude written by students across the district.

8. SUPERINTENDENT REPORT

Superintendent Logan thanked Sutro Elementary staff and Chartwells for hosting the meeting. He introduced DHS Student Representative Blake Palmer. Blake was selected to the State Superintendent's Advisory Committee. He is an EDU student and is in the Jumpstart program. Blake Palmer spoke on the school's social worker program and Hope Squad, a suicide prevention group that utilizes peer support to help notice warning signs and concerns among the students.

Superintendent Logan recognized recent NASB award winners. He also spoke about the job

of the School Board of Trustees and thanked Holly Villines, Neal McIntyre II and Phil Cowee for their service. They were presented with gifts. Michael Walker, as President of NASB and President of the Lyon County Association of Administrators, took the opportunity to recognize and thank the board members for their time and effort. Superintendent Logan presented Phil Cowee with the traditional gavel for his service as Board President and ended with wishes for a happy holiday for everyone.

9. PUBLIC PARTICIPATION: Items LISTED on the Agenda:

There was no public comment.

10. CONSENT AGENDA (FOR POSSIBLE ACTION): Per LCSD Board Policy BDD: Board Meeting Procedures, all matters listed under the consent agenda are considered routine and may be acted upon by the Board of School Trustees with one action and without discussion. During this meeting, any member of the Board may request that an item be removed from the consent agenda, discussed, and acted upon separately.

- A. Trustee Questions & Answers: This information will be posted after 12:00 pm the day of the board meeting if questions are asked.
- B. Request for Early Graduation/HSE (confidential)
- C. Personnel Reports
- D. Travel
- E. IT Department Report
- F. MOU - Jobs for America's Graduates - JAG-NV
- G. District Financial Report - Vouchers 1171, 1173, 1177, 1179, 1188, 1205, 1217.
Total \$585,464.77

11. END OF CONSENT AGENDA: MOTION TO APPROVE

Clerk Peterson made a motion to approve the consent agenda as presented. Trustee Villines seconded. With no further discussion, the motion carried 7-0.

Trustee Parson inquired about the JAG NV services at the intermediate school in Dayton but not the intermediate school in Fernley. Superintendent Logan explained that it began with both Silverland Middle School (SMS) and Fernley High School (FHS), but they found the greater need was at FHS full-time. This could change with more funding.

12. ACCEPTANCE OF DONATIONS

Trustee Villines made a motion to accept the donations made to the schools. Trustee McIntyre II seconded. With no further discussion, the motion carried 7-0.

13. **(For Possible Action)** Discussion and possible action regarding LP Insurance Broker. This item is being presented by Executive Director of Human Resources BillieJo Hogan, Benefit and Safety Risk Manager Blake Smith, and LP Insurance Lead Consultant Kevin Monaghan.

Blake Smith, LCSD Safety and Benefits Risk Manager, presented the committee's recommendation to approve LP Insurance (LPI) to become the broker consultant for the district's health and benefit related items. He explained that a committee was formed with many members of the district. The previous broker was with the district for 14 years. Based on due diligence and to benefit the employees, they chose to review alternatives with a Request of Qualifications (RFQ) for professional services. The committee looked at the top 3 interested companies, interviewed them, and selected LPI. The committee was involved before and during the process. No options, selections, or renewals have been made. This is a recommendation to the board for the broker, not the employee health insurance company. Trustee Parsons recalled problems that had happened in the past.

Mr. Smith explained the process that will happen when renewal is due. The committee will review the options and bring the information to their own groups before bringing a recommendation to the board.

The increase in fees for the new broker was discussed. As the committee looked at other companies, they also looked for additional resources to benefit employees. The idea is to save in other areas, like premiums and plan savings, through the experience and expertise of LPI. Their representative Kevin Monahan spoke about the company as Nevada-based and focused on service to the public sector. They represent many school districts and public entities in Nevada. They will have a dedicated team to focus on our staff's issues, and instruct the staff on the details of their insurance.

Clerk Peterson made a motion to appoint LP Insurance Services as Lyon County School District's broker of record for all employee benefit related insurance products, effective January 1, 2025.

Trustee Villines seconded.

There was discussion regarding the participation of this selection by the different LCSD associations. The committee is made up of members of the associations. All were made aware and were part of the selection of the broker.

With no further discussion, the motion carried 7-0.

14. **(For Possible Action)** Discussion and possible action regarding the FY25 augmented budget. This item is being presented by Executive Director of Operations Harman Bains and Fiscal Services Officer Kyle Rodriguez.

Annually, the augmented budget is brought forward with updated information from the first quarter average daily enrollment numbers. The board commented on the fund transfers that were recommended to adjust the end balances and discussed some of the reasons for the increases reflected in certain funds. There are carry-overs from last fiscal year, typical delays in projects, and increased investment revenue.

Mr. Rodriguez was commended for his investment of funds. The FY24 investment revenue was over 3.6 million.

Clerk Peterson made a motion that the board approve the FY25 augmented budget.

Trustee Farr seconded.

With no further discussion, the motion carried 7-0.

15. **(For Possible Action)** Discussion and possible action regarding an update to the 5-Year Capital Improvement Plan to match the FY25 augmented budget. This item is being presented by Executive Director of Operations Harman Bains and Fiscal Services Officer Kyle Rodriguez.

The 5 year Capital Improvement Plan (CIP) is updated to match the budget. Though other districts may have concerns regarding bonding capacity problems, LCSD is healthy in general and capital funding. The projects listed were already approved by the board. The projects that will come from the master facility plan will come through bond funding not capital.

Trustee Farr made a motion to approve the 5 Year Capital Improvement Plan as a result of the FY25 augmentation.

Trustee McIntyre II seconded.

With no further discussion, the motion carried 7-0.

16. **(For Possible Action)** Discussion and possible action regarding updates from the Dayton area principals Chase Woodford, Michael Walker, Rachel Hansen, Kevin Kranjcec, Julie Bumgardner.

Dayton area principals spoke about the highlights of last year and goals for the current year.

A ten minute break was taken and the meeting resumed at 8:11 pm.

17. **(For Possible Action)** Discussion and possible action regarding the Lyon County School District Performance Plan. This item is being presented by Executive Directors of Education Services Jim Gianotti and Heather Moyle, and Executive Director of Special Services Rachel Stewart.

Mr. Gianotti began the update on the progress of the annual district performance plan with goal #1, to graduate students of LCSD to be college, career, and life successful. The objective #1 is to increase graduation rates by one percent by the end of the 2024-25 school year and they spoke on the strategies they will utilize to make this happen. "Able Space" is a monitoring system for students with IEPs, which will identify increased student performance and thus allow increased graduation rates for this group and the district. There are already signs in data showing improvements through Able Space. Another strategy is the use of Data Decision Rules (DDRs) to implement more consistent interventions for students who are in need. Strategy 3 is utilizing the Portrait of a Learner (POL) student learning tool to identify the professional needs of teachers toward student-centered learning.

Goal #2 is to ensure that every student and employee of LCSD exemplifies the POL by demonstrating a commitment to lifelong learning, connected learning, owning their learning, and learning through discovery. The district is focused on increasing opportunities for work based learning to all grades, and increase the number of students participating. Strategies are to train staff to identify and utilize these opportunities, capture the data, and to use "School

Links", the system that measures data and growth.

The district has exceeded the anticipated growth in increasing credits for students in Career and Technical Ed (CTE) pathways. There are more than 114 students enrolled this year in dual credit courses partnering with WNC and UNR.

There was discussion about increasing industry tours for students in all grades to explore different career options.

Clerk Peterson made a motion to approve the LCSD District Performance Plan update.

Trustee McIntyre II seconded.

With no further discussion, the motion carried 7-0.

18. **(For Possible Action)** Discussion and possible action regarding the mid-year review of the Superintendent. This item is being presented by Board President Phil Cowee.

The trustees each presented their individual comments regarding the mid-year review of the superintendent. The categories and scores were:

- Student Learning and Instruction - 3.11
- Communication and Ethics - 3.11
- Human Resources and Finance - 3.38
- Policy and Board Relations - 3.29
- Facilities and Safety - 3.69

The final overall score was 3.29, a satisfactory evaluation. Superintendent Logan appreciated the feedback.

Clerk Peterson made a motion to approve the mid-year review of the superintendent.

Trustee Farr seconded.

With no further discussion, the motion carried 7-0.

19. **(For Possible Action)** Discussion and possible action regarding the annual LCSD Board Self-Evaluation. This item is being presented by Board President Phil Cowee.

Each trustee shared their personal evaluation of the board as a whole.

The categories and scores:

- Vision, Leadership & Accountability, Score = Excellent
- Board Governance & Policy, Score = Excellent
- Communication & Community Relations, Score = Excellent
- Fiscal Resources, Staff Recruitment & Environment, Score = Excellent
- Ethical Leadership, Score = Excellent

Goals and scores:

- Improve communication during board reports, Score = Excellent
- Fulfill mandated training requirement per NRS, Score = Excellent
- Analyze and address overcrowding in schools, Score = Excellent
- Graduate all LCSD student to be college, career, and life successful, Score = Developing
- To provide all LCSD students with a positive learning experience that meets the Student Bill of Rights and highest factors influencing student achievement, Score = Excellent
- Trustees will spend time in school classrooms to build supportive and positive connections with student, staff, and community. Score = Developing

The board will wait for the new trustees to take office to consider revisions to the goals.

Clerk Peterson made a motion to approve the annual board self-evaluation.

Trustee Farr seconded.

With no further discussion, the motion carried 7-0.

20. **(For Possible Action)** Discussion and possible action regarding the deletion of LCSD Policy IGADA – Promoting School to Career Transition. This item is being presented by Executive Director of Education Services Jim Gianotti.

Trustee Farr made a motion to approve the deletion of IGADA - School to Career Transition.

It was seconded by Trustee McIntyre II.

With no further discussion, the motion carried 7-0.

21. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy BBB: Board Elections as a first reading. This item is being presented by Superintendent Tim Logan

Superintendent Logan presented the revisions to policy BBB: Board Elections. The policy required revisions due to the changes made after the 2020 census. The Lyon County Clerk Treasurer's office corrected the precincts listed. The Clerk Treasurer, according to Nevada Revised Statute (NRS), has the authority to make the changes.

Appointment to a vacancy would fall under policy BBE: Board Vacancies.

Trustee McIntyre II made a motion to approve revisions to LCSD Policy BBB: Board Elections as a first reading.

It was seconded by Trustee Villines.

There was discussion suggesting a reference to appointments to be included in this policy.

With no further discussion, the motion carried 5-2. Trustee Hendrix and Parsons voted nay.

22. **(For Possible Action)** Discussion and possible action regarding revisions to LCSD Policy JGC: Use of Aversive Interventions and Physical and Mechanical Restraints on Students with Disabilities as a first reading. This item is being presented by Executive Director of Special Services Rachel Stewart.

Director Stewart explained that the update to Policy JGC: Use of Aversive Interventions and Physical and Mechanical Restraints on Students with Disabilities, was made to match state statute.

Trustee McIntyre II made a motion to approve the revision to LCSD Policy JGC: Use of Aversive Interventions and Physical and Mechanical Restraints on Students with Disabilities as a first reading.

Trustee Farr seconded.

With no further discussion, the motion carried 7-0.

23. **(For Possible Action)** Discussion and possible action regarding new LCSD Policy GBBY: Work Stoppage Prohibited as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

New Policy GBBY: Work Stoppage Prohibited was presented with recommendations from POOLPACT due to recent laws, to keep LCSD in good standing.

Trustee Parsons made a motion to approve the new LCSD Policy GBBY: Work Stoppage Prohibited as a first reading.

Trustee Farr seconded.

With no further discussion, the motion carried 7-0.

24. **(For Possible Action)** Discussion and possible action regarding new LCSD Policy GBBZ: Personal Appearance as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

New Policy GBBZ: Personal Appearance was presented.

Trustee Farr made a motion to approve the new policy GBBZ: Personal Appearance as a first reading

Clerk Peterson seconded.

There was discussion regarding vague wording in the policy.

Because the policy covers certified and classified staff, the policy is intentionally vague to allow for appropriate differences in job duties. Principals go over the dress code expectations with employees, and it is also referenced in more detail in the negotiated agreements.

With no further discussion, the motion carried 7-0.

25. **(For Possible Action)** Discussion and possible action regarding revisions to the LCSD Policy GBCA: Leaves as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Policy GBCA: Leaves, was updated to provide more clarity.

Trustee Villines made a motion that the Board of Trustees approve revisions to LCSD Board Policy GBCA: Leaves as a first reading.

Trustee McIntyre II seconded.

With no further discussion, the motion carried 7-0.

26. **(For Possible Action)** Discussion and possible action regarding revisions to the LCSD Policy GBCB: Family and Medical Leave Act as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Trustee Farr made a motion that the Board of Trustees approve revisions to LCSD Board Policy GBCB: Family and Medical Leave Act as a first reading.

Trustee McIntyre II seconded.

With no further discussion, the motion carried 7-0.

27. **(For Possible Action)** Discussion and possible action regarding revisions to the LCSD Policy GBCC: Workers' Compensation as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Trustee McIntyre II made a motion that the Board of Trustees approve revisions to LCSD Board Policy GBCC: Workers' Compensation as a first reading.

Trustee Farr seconded.

With no further discussion, the motion carried 7-0.

28. **(For Possible Action)** Discussion and possible action regarding revisions to the LCSD Policy GBCE: Transitional Duty as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Trustee McIntyre II made a motion that the Board of Trustees approve revisions to LCSD Board Policy GBCE: Transitional Duty as a first reading.

Trustee Hendrix seconded.

With no further discussion, the motion carried 7-0.

29. **(For Possible Action)** Discussion and possible action regarding revisions to the LCSD Policy GBCE: Benefits as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Trustee Farr made a motion that the Board of Trustees approve revisions to LCSD Board Policy GBCE: Benefits as a first reading.

Trustee Villines seconded.

With no further discussion, the motion carried 7-0.

30. **(For Possible Action)** Discussion and possible action regarding new LCSD Policy GBCE: Work-Related Travel as a first reading, and deletion of Policy DG: Travel. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

There was discussion regarding the 4 hours unpaid leave for parent-teacher conferences. (This was in reference to the next agenda item, Policy GBCE: Leave for Parents of Children Enrolled in School.) Administrators communicate and work with their employees to handle different situations.

Trustee Farr made a motion that the Board of Trustees approve new LCSD Board Policy GBCE: Work-Related Travel as a first reading, deleting DG: Travel.

Clerk Peterson seconded.

With no further discussion, the motion carried 7-0.

31. **(For Possible Action)** Discussion and possible action regarding revisions to the LCSD Policy GBCE: Leave for Parents of Children Enrolled in School as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan.

Trustee McIntyre II made a motion that the Board of Trustees approve revisions to LCSD Board Policy GBCE: Leave for Parents of Children Enrolled in School as a first reading.

Trustee Hendrix seconded.

With no further discussion, the motion carried 7-0.

32. **(For Possible Action)** Discussion and possible action regarding new LCSD Policy GBCH: Leave for Nursing Mothers as a first reading. This item is being presented by Executive Director of Human Resources BillieJo Hogan

Trustee Hendrix made a motion that the Board of Trustees approve new LCSD Board Policy GBCH: Leave for Nursing Mothers as a first reading.

Trustee Farr seconded.

With no further discussion, the motion carried 7-0.

33. **(For Possible Action)** Discussion and possible action regarding revisions to the following LCSD Policies as a second and final reading. No changes were made to these policies after the first reading except for GBBQ: Outside Employment. Any member of the Board may request that a policy be removed and discussed and acted upon separately.

Trustee Hendrix made a motion to approve the following policies listed for their second reading, with the exception of agenda item #33B, policy GBBP: Information Technology. Trustee Villines seconded.

With no further discussion, the motion carried 7-0.

- A. Policy GBBO: Staff Orientation
- B. Policy GBBP: Information Technology *This policy was removed and discussed separately. See below.*
- C. Policy GBBPA: Social Networking, Social Media
- D. Policy GBBQ: Outside Employment
- E. Policy GBBR: Employees with Communicable Disease including HIV
- F. Policy GBBT: Workplace Safety
- G. Policy GBBU: Use of Tobacco, Smoking, and Similar Products
- H. Policy GBBV: Children, Animals, and Visitors in the Workplace
- I. Policy GBBW: Reporting Arrests, Charges, Convictions, Investigations, and Change of License
- J. Policy GBBX: Remote Work
- K. Policy JFCC: Safe and Respectful Learning Environment

Trustee Hendrix spoke on item 33B. Policy GBBP: Information Technology. In the second paragraph of the policy, the words, "Personal cell phones or other electronic devices can only be accessed with the express written consent of the employee." are struck out as presented, and he feels it is better left in the policy. There was discussion to consider various scenarios where there may be a concern or investigation and cell phones could be taken to be inspected.

Clerk Peterson made a motion to approve policy GBBP: Information Technology as a second reading.

Trustee McIntyre II seconded.

With no further discussion, the motion carried 5-2. Trustees Hendrix and Parsons voted nay.

34. **(For Possible Action)** Discussion and possible action on agenda items for future board meetings and/or information item requests, including a summary by the superintendent. This item is being presented by Board President Cowee and Superintendent Tim Logan.

Next meeting - January 28, 2025 at Cottonwood Elementary School in Fernley.

New Trustee Oath of Office, Elections, committee representation

RFQ for HVAC/Boiler/Energy Projects

Perimeter Fencing Bids

Health curriculum adoption

IKFD - Adult Ed

Policy Revisions first and second readings

Trustee Hendrix requested to have an item to change policy BDD: Board Meetings, Procedures, and restore public comment during agenda items section 704 of OML. Also, BDD would like it stated that "board members and the public have the right to remove any item from the consent agenda for any reason. The removed item will then be discussed and voted on separately following the approval of the consent agenda."

Trustee Parsons would like all committees to be formed at the board level.

Trustee Farr expressed his appreciation to Trustees Cowee, McIntyre II and Villines.

35. **PUBLIC PARTICIPATION:** Items not listed on the agenda: At this time, the public is invited to address the Board on items not listed on the agenda over which the Board has jurisdiction. No action may be taken on any subject raised during public comment until the matter has been properly placed on an agenda for a properly noticed meeting pursuant to NRS 241 (Nevada's Open Meeting Law). If you wish to speak, please step up to the front table, be seated, and state your name. Your comments are limited to no more than three minutes per person and must fall under subjects within the Board's jurisdiction and control. In consideration of others, avoid repetition, or designate a spokesperson to speak on behalf of your group. Although this Board does not restrict comments based upon viewpoint, comments will be prohibited if the contents are willfully disruptive, slanderous, amount to personal attacks, or interfere with the rights of other speakers. Comments made during this time are monitored by the Board Chairperson.

Mayor of Fernley Neal McIntyre thanked the outgoing board members for dedication, and thanked those who continue to go on the next 4 years.

36. **ADJOURN:**
9:30 pm

The notice for this meeting was posted on December 11, 2024 at Lyon County School District Administrative Office, Lyon County School District websites (<http://lyoncsd.org>) and the Nevada Public Notice Website (<http://notice.nv.gov>) in accordance with NRS 241.020 (3) (b).

Lyon County School District Statement of Nondiscrimination and Accessibility

The Lyon County School District does not discriminate on the basis of race, color, national origin, gender, disability or age in any of its policies, procedures, or practices, in compliance with Title VI of the Civil Rights Act of 1964 (pertaining to race, color, and national origin), Title IX of the Educational Amendments of 1972, section 504 of the Rehabilitation Act, the Americans with Disabilities Act, and Age Discrimination Act of 1975, and any other pertinent statute or requirement. This non-discrimination policy covers admission, access, treatment, and employment in the district's programs and activities, including occupational education. For information regarding opportunity policies, or the filing of grievances, contact your school principal.

The Lyon County School District is pleased to provide accommodations for the handicapped or disabled. Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify the administrative assistant to the superintendent and board of trustees, in writing at 25 E. Goldfield Avenue, Yerington, Nevada 89447; e-mail at mheim@lyoncsd.org; or by calling (775) 463-6800 ext. 10034, at least one week prior to the meeting.

DRAFT