

## Lyon County School District Board Memo

**Date:** April 22, 2025

**To:** Board of School Trustees

**From:** BillieJo Hogan, Executive Director of Human Resources  
James Gianotti, Executive Director for Educational Services

**Re:** LCSD LyOnline Distance Education staffing allocations and reorganization.

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### **Recommendation**

That the Board of Trustees approve the LCSD LyOnline Distance Education staffing allocations and reorganization.

### **Background Information**

LyOnline was established in 2018, prior to the COVID-19 pandemic, as a proactive effort to retain students within the Lyon County School District who were seeking virtual education options. The program was designed to offer an in-district alternative to external online schools, ensuring students could remain connected to Lyon CSD while pursuing a flexible learning format.

With the onset of the pandemic, interest in online education increased significantly, prompting the need to develop a staffing formula to support the growing demand. Since then, LyOnline has experienced a recurring pattern in enrollment: the program typically starts the school year with lower student numbers and sees a gradual increase in enrollment as the year progresses. This fluctuation presents staffing challenges, as staffing levels are currently determined only once annually—often before enrollment peaks.

To better illustrate this trend, the table below provides LyOnline’s enrollment data over the past three years, along with current enrollment for the 2024–2025 school year to date:

	FY22	FY23	FY24	FY25	Average
September	286	205	234	355	270.0
October	335	260	313	367	318.8
November	347	276	345	371	334.8
December	351	271	344	367	333.3
January	344	258	338	282	305.5
February	341	350	330	505	381.5
March	384	419	440	508	437.8
April	375	428	482		428.3
May	372	424	470		422.0
Average	348	321	366	394	359.1

**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.*

In response to ongoing fluctuations in enrollment and the evolving structure of LyOnline, there has been a need to reexamine the program's staffing formula. Determining appropriate staffing levels has been challenging, particularly given the unique nature of a virtual learning environment. Unlike traditional brick-and-mortar schools, LyOnline staff are not responsible for student discipline, facility management, or the day-to-day operational demands typically handled by onsite office staff.

After thorough discussion and review, we are recommending a shift in how staffing needs are determined for LyOnline. Specifically, we propose using **average student enrollment over the course of the school year** as the basis for determining staffing allocations for the following year. This method provides a more stable and equitable measure of program needs over time.

Based on this approach and projected enrollment, we are recommending the addition of **one certified teaching position** for the 2025–2026 school year. This would bring the total number of certified teachers assigned to the LyOnline program to **4.5 full-time equivalent (FTE) positions**.

We believe this adjustment will better align staffing with student needs and support the continued success of the LyOnline program.

### **Budget Considerations**

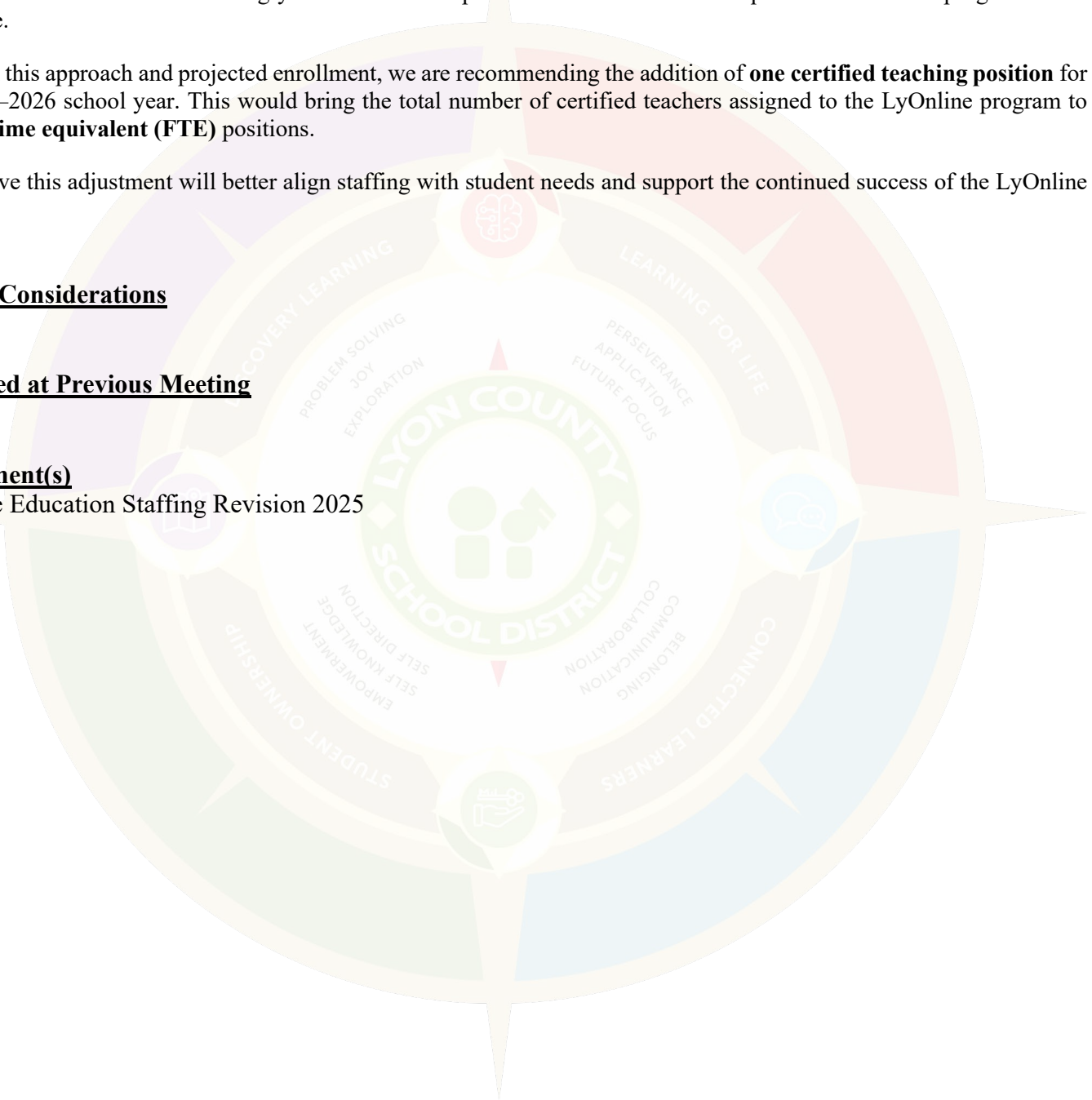
N/A

### **Discussed at Previous Meeting**

N/A

### **Attachment(s)**

Distance Education Staffing Revision 2025



***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.*